



City Council

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

**Monday, November 25, 2024
7:00 p.m.**

Pg. # ITEM

MINUTES

1. *Motion to:*

CNCL-14 *adopt the **minutes** of the Regular Council meeting held on November 12, 2024; and*

CNCL-36 *adopt the **minutes** of the Regular Council meeting for Public Hearings held on March 18, 2024, as amended.*



AGENDA ADDITIONS & DELETIONS

COMMITTEE OF THE WHOLE

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



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3. Delegations from the floor on Agenda items.

PLEASE NOTE THAT FOR LEGAL REASONS, DELEGATIONS ARE NOT PERMITTED ON ZONING OR OCP AMENDMENT BYLAWS WHICH ARE TO BE ADOPTED OR ON DEVELOPMENT PERMITS/DEVELOPMENT VARIANCE PERMITS.

4. *Motion to rise and report.*



RATIFICATION OF COMMITTEE ACTION

CONSENT AGENDA

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

CONSENT AGENDA HIGHLIGHTS

- Receipt of Committee minutes
- Accepted Forms of Payment
- Indigenous Relations Strategy – Proposed Guiding Principles and Focus Areas
- Establishing a Housing Priorities Grant Program
- Steveston Village Lane Parking – Update
- Feasible Options and Policy for Commercial Truck Parking in Richmond
- Land use applications for first, second and third reading:
 - 5120 and 5140 Williams Road – Rezone from “Small-Scale Multi-Unit Housing (RSM/L)” zone to a new site specific “Two-Unit Dwellings (ZD9) – Williams Road (Steveston)” zone (Ponda Development Ltd. – applicant)
 - 5300 Granville Avenue – Rezone from “Small-Scale Multi-Unit Housing (RSM/L)” zone to “Medium Density Townhouses (RTM3)” zone and to “School & Institutional Use (SI)” (Flat Architecture Inc. – applicant)

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- Richmond Heritage Commission Bylaw No. 7906, Amendment Bylaw No. 10619
- Changes to BC Building Code: Single Exit Stair
- Application to 2024/25 BC Active Transportation Infrastructure Grant Program
- Public Electric Vehicle Charging Network – Direct Current Fast Charging Expansion

5. *Motion to adopt Items No. 6 through No. 17 by general consent.*

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Consent
Agenda
Item

6. **COMMITTEE MINUTES**

That the minutes of:

- CNCL-42 (1) *the **Community Safety Committee** meeting held on November 13, 2024;*
- CNCL-47 (2) *the **General Purposes Committee** meeting held on November 18, 2024;*
- CNCL-60 (3) *the **Planning Committee** meeting held on November 19, 2024;*
(4) *the Public Works and Transportation Committee meeting held on November 20, 2024; (distributed separately)*

be received for information.

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Consent
Agenda
Item

7. **ACCEPTED FORMS OF PAYMENT**

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

COMMUNITY SAFETY COMMITTEE RECOMMENDATION

That staff draft a regulation for Council making a mandatory requirement that persons engaged in specific business activities must accept forms of payment in addition to cash.

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Consent
Agenda
Item

8. **INDIGENOUS RELATIONS STRATEGY – PROPOSED GUIDING PRINCIPLES AND FOCUS AREAS**

(File Ref. No. 01-0005-01) (REDMS No. 7762260)

CNCL-61

See Page CNCL-61 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

- (1) *That the Indigenous Relations Strategy proposed Guiding Principles and Focus Areas outlined in the staff report titled “Indigenous Relations Strategy – Proposed Guiding Principles and Focus Areas,” dated October 28, 2024, from the Director, Intergovernmental Relations and Corporate and Strategic Planning, be endorsed; and*
- (2) *That staff be directed to develop an Indigenous Relations Strategy and engage with Indigenous communities to seek collaboration into the development of the Strategy.*

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Consent
Agenda
Item

9. **ESTABLISHING A HOUSING PRIORITIES GRANT PROGRAM**

(File Ref. No. 08-4057-05) (REDMS No. 7845004)

CNCL-68

See Page CNCL-68 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

- (1) *That the proposed framework for a Housing Priorities Grant Program, as outlined in the report titled “Establishing a Housing Priorities Grant Program,” dated October 28, 2024, from the Director, Housing Office, be approved; and*
- (2) *That staff bring forward eligible applications received through the Housing Priorities Grant Program for Council consideration.*

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Consent
Agenda
Item

10. **STEVESTON VILLAGE LANE PARKING – UPDATE**

(File Ref. No. 10-6500-01) (REDMS No. 7861108)

CNCL-80

See Page CNCL-80 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

That Option 2B as outlined in the report titled “Steveston Village Lane Parking – Update” dated November 14, 2024 from the Director, Transportation be endorsed.

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Consent
Agenda
Item

11. FEASIBLE OPTIONS AND POLICY FOR COMMERCIAL TRUCK PARKING IN RICHMOND

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

CNCL-85

See Page CNCL-85 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

- (1) That staff explore further locations beyond those previously identified in reports for potential truck parking areas in Richmond, assessing their feasibility based on a realistic evaluation;*
- (2) That staff revise and/or create policies regarding land use, transportation, and agriculture to address the current demands and challenges associated with truck parking in Richmond; and*
- (3) That updates on items 1 and 2 be presented to the Council within a three-month timeframe.*

Consent
Agenda
Item

12. APPLICATION BY PONDA DEVELOPMENT LTD. FOR REZONING AT 5120 AND 5140 WILLIAMS ROAD FROM THE “SMALL-SCALE MULTI-UNIT HOUSING (RSM/L)” ZONE TO A NEW SITE SPECIFIC “TWO-UNIT DWELLINGS (ZD9) – WILLIAMS ROAD (STEVESTON)” ZONE

(File Ref. No. RZ 23-028712) (REDMS No. 7666516)

CNCL-87

See Page CNCL-87 for full report

PLANNING COMMITTEE RECOMMENDATION

That Richmond Zoning Bylaw 8500, Amendment Bylaw 10574, to create the “Two-Unit Dwellings (ZD9) – Williams Road (Steveston)” zone and to rezone 5120 and 5140 Williams Road from the “Small-Scale Multi-Unit Housing (RSM/L)” zone to “Two-Unit Dwellings (ZD9) – Williams Road (Steveston)” zone, be introduced and given first, second and third reading.



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Item

13. **APPLICATION BY FLAT ARCHITECTURE INC. FOR REZONING AT 5300 GRANVILLE AVENUE FROM “SMALL-SCALE MULTI-UNIT HOUSING (RSM/L)” ZONE TO “MEDIUM DENSITY TOWNHOUSES (RTM3)” ZONE AND “SCHOOL & INSTITUTIONAL USE (SI)” ZONE**
(File Ref. No. RZ 21-936275) (REDMS No. 7810614)

CNCL-122

See Page CNCL-122 for full report

PLANNING COMMITTEE RECOMMENDATION

That Richmond Zoning Bylaw 8500, Amendment Bylaw 10614,

- (a) for the rezoning of a portion of 5300 Granville Avenue from “Small-Scale Multi-Unit Housing (RSM/L)” zone to “Medium Density Townhouses (RTM3)” zone; and*
- (b) for the rezoning of a portion of 5300 Granville Avenue from “Small-Scale Multi-Unit Housing (RSM/L)” zone to “School & Institutional Use (SI)” zone;*

be introduced and given first, second and third reading.



Consent
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Item

14. **RICHMOND HERITAGE COMMISSION BYLAW NO. 7906, AMENDMENT BYLAW NO. 10619**
(File Ref. No. 01-0100-30-HCOM1-04) (REDMS No. 7837662)

CNCL-163

See Page CNCL-163 for full report

PLANNING COMMITTEE RECOMMENDATION

That Richmond Heritage Commission Bylaw No. 7906, Amendment Bylaw 10619, to include term limits in alignment with the Appointments – Term Limits Policy 1020, be introduced and given first, second and third reading.



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15. **CHANGES TO BC BUILDING CODE: SINGLE EXIT STAIR**
(File Ref. No. 12-8360-01) (REDMS No. 7808805)

CNCL-176

See Page CNCL-176 for full report

PLANNING COMMITTEE RECOMMENDATION

That a letter outlining the City of Richmond's concerns regarding the BC Building Code changes to allow Single Exit Stair buildings, as outlined in the staff report titled "Changes to BC Building Code: Single Exit Stair" dated October 29, 2024, from the Director, Building Approvals and Fire Chief be sent to the following:

- (a) *Premier;*
- (b) *Minister of Housing;*
- (c) *Minister of Public Safety and Solicitor General; and*
- (d) *Members of the Legislative Assembly for Richmond.*



Consent
Agenda
Item

16. **APPLICATION TO 2024/25 BC ACTIVE TRANSPORTATION INFRASTRUCTURE GRANT PROGRAM**
(File Ref. No. 10-6500-01) (REDMS No. 7835948)

CNCL-204

See Page CNCL-204 for full report

PUBLIC WORKS AND TRANSPORTATION COMMITTEE RECOMMENDATION

- (1) *That the submission for cost-sharing to the 2024/25 BC Active Transportation Infrastructure Grant Program as described in the staff report titled "Application to 2024/25 BC Active Transportation Infrastructure Grant Program" dated October 21, 2024, from the Director, Transportation be endorsed;*
- (2) *That, should the above application be successful, the Chief Administrative Officer and the General Manager, Engineering and Public Works, be authorized on behalf of the City to execute the funding agreement; and*
- (3) *That, should the grant application be successful, the grant amount will be included in the Consolidated 5 Year Financial Plan (2025-2029) accordingly.*



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17. **PUBLIC ELECTRIC VEHICLE CHARGING NETWORK – DIRECT
CURRENT FAST CHARGING EXPANSION**

(File Ref. No. 10-6125-01) (REDMS No. 7738808)

CNCL-209

See Page CNCL-209 for full report

**PUBLIC WORKS AND TRANSPORTATION COMMITTEE
RECOMMENDATION**

- (1) *That the report titled “Public Electric Vehicle Charging Network – Direct Current Fast Charging Expansion”, from the Director, Climate & Environment and Director, Public Works Operations, dated October 24, 2024 be endorsed; and;*
- (2) *That a capital submission for the Electric Vehicle DC Fast Charging Station Installations be submitted for Council’s consideration as part of the 2025 budget process.*



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

NON-CONSENT AGENDA ITEMS

GENERAL PURPOSES COMMITTEE

Mayor Malcolm D. Brodie, Chair

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18. **RESPONSE TO REFERRAL - RICHMOND CELEBRATES FIFA WORLD CUP 26**

(File Ref. No. 01-0005-01) (REDMS No. 7808316)

CNCL-217

See Page CNCL-217 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

Opposed to Parts (1), (2) and (3): Cllr. Heed

- (1) *That the “New Campaign” option to celebrate the Fédération Internationale de Football Association (FIFA) World Cup 2026 (FIFA World Cup 26) in Richmond, as detailed in the staff report titled “Richmond Celebrates FIFA World Cup 26 – Response to Referral,” dated October 28, 2024, from the Director, Intergovernmental Relations and Corporate and Strategic Planning, be endorsed for the purposes of continuing with planning and partner engagement;*
- (2) *That one-time funding of the associated budget as outlined in the report be considered as part of the 2025 budget process;*
- (3) *That staff be directed to bring back the final schedule with all details including funding for each category by the end of 2025; and*
- (4) *That up to \$5,000 be allocated, within the existing budget, to each Community Centre to be taken from the Kickoff Events and the Community Events and Viewing Parties aspect of the budget and for the programming to be approved by the City.*



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19. **FIRE VEHICLE REPLACEMENT RESERVE PURCHASES (2021 TO 2024) BUDGET AMENDMENT AND ANNUAL FUNDING REQUIREMENT FOR EQUIPMENT REPLACEMENT RESERVE FUND - FIRE RESCUE VEHICLES RESERVE FUND**
(File Ref. No. 09-5140-01) (REDMS No. 7670334)

CNCL-237

See Page CNCL-237 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

Opposed: Cllr. Wolfe

- (1) *That a capital request for a one-time funding of \$5.0 million for Fire Vehicle Replacement Reserve Purchases be funded by Emergency Response Fuel Facility Provision (contribution from Vancouver Airport Fuel Facility Corporation), detailed in the staff report titled “Fire Vehicle Replacement Reserve Purchases (2021 to 2024) Budget Amendment and Annual Funding Requirement for Equipment Replacement Reserve Fund - Fire Rescue Vehicles Reserve Fund”, dated October 7, 2024, from the Fire Chief, be submitted through the 2025 budget process; and*
- (2) *That an additional level request to increase the annual contribution to the Vehicle and Equipment Reserve - Fire Rescue Vehicles by \$600,000 be submitted through the 2025 budget process to ensure solvency for identified future purchase needs.*



PUBLIC ANNOUNCEMENTS AND EVENTS

NEW BUSINESS

BYLAWS FOR ADOPTION

- CNCL-244** Richmond Zoning Bylaw No. 8500, Amendment **Bylaw No. 10416**
(8691 Heather Street, RZ 21-940333)
Opposed at 1st Reading – None.
Opposed at 2nd/3rd Readings – None.

NOTE: *With the implementation of Bylaw No. 10573 (SSMUH) Bylaw, Bylaw No. 10416 is now rezoning from RSM/M to RSM/S zone.*

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- CNCL-246** Alexandra District Energy Utility Bylaw No. 8641, Amendment **Bylaw No. 10593**
Opposed at 1st/2nd/3rd Readings – None.

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- CNCL-248** Oval Village District Energy Utility Bylaw No. 9134, Amendment **Bylaw No. 10594**
Opposed at 1st/2nd/3rd Readings – None.

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- CNCL-250** City Centre District Energy Utility Bylaw No. 9895, Amendment **Bylaw No. 10595**
Opposed at 1st/2nd/3rd Readings – None.

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- CNCL-252** Consolidated Fees Bylaw No. 8636, Amendment **Bylaw No. 10601**
Opposed at 1st/2nd/3rd Readings – None.

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- CNCL-255** Flood Protection Bylaw No. 10426, Amendment **Bylaw No. 10608**
Opposed at 1st/2nd/3rd Readings – None.

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CNCL-257	Sanitary Sewer Bylaw No. 10427, Amendment Bylaw No. 10609 Opposed at 1 st /2 nd /3 rd Readings – None.	<input type="checkbox"/>
CNCL-259	Solid Waste & Recycling Regulation Bylaw No. 6803, Amendment Bylaw No. 10610 Opposed at 1 st /2 nd /3 rd Readings – None.	<input type="checkbox"/>
CNCL-263	Waterworks and Water Rates Bylaw No. 5637, Amendment Bylaw No. 10611 Opposed at 1 st /2 nd /3 rd Readings – None.	<input type="checkbox"/>
CNCL-269	Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10615 Opposed at 1 st /2 nd /3 rd Readings – None.	<input type="checkbox"/>
CNCL-270	Development Application Fees Bylaw No. 8951, Amendment Bylaw No. 10617 Opposed at 1 st /2 nd /3 rd Readings – None.	<input type="checkbox"/>

DEVELOPMENT PERMIT PANEL

20. RECOMMENDATION

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

CNCL-271	(1) <i>That the minutes of the Development Permit Panel meeting held on November 14, 2024, be received for information.</i>	<input type="checkbox"/>
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PUBLIC DELEGATIONS ON NON-AGENDA ITEMS

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

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CNCL-331 Aditya Chourasiya, to speak on strengthening public safety around places of worship by focusing on enhanced enforcement of existing laws, improved emergency response, and transparent accountability measures.

22. *Motion to rise and report.*

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ADJOURNMENT

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Regular Council

Tuesday, November 12, 2024

Place: Council Chambers
Richmond City Hall

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

Corporate Officer – Claudia Jesson

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

RES NO. ITEM

MINUTES

R24/19-1 1. It was moved and seconded
That:

- (1) *the minutes of the Regular Council meeting held on October 21, 2024, be adopted as circulated; and*
- (2) *the Metro Vancouver 'Board in Brief' dated November 1, 2024, be received for information.*

CARRIED



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AGENDA ADDITIONS & DELETIONS

R24/19-2

It was moved and seconded

- 1) *That Item No. 28 – Non-Agenda Delegation be removed from the agenda as the presenter has withdrawn; and*
- 2) *That recommendation 2 for Item No. 26 – Updating The Low-End Market Rental (LEMR) Program to Support The Delivery of Affordable Housing be revised to read “That staff implement changes to the City of Richmond Affordable Housing Strategy, 2017 – 2027, to recognize the Low-End Market Rental Maximum Rent and Income Thresholds endorsed by Council.”.*

CARRIED

2. **APPOINTMENT OF COUNCIL MEMBERS TO EXTERNAL
REGIONAL ORGANIZATIONS**

R24/19-3

It was moved and seconded

- (a) *That Councillor Kash Heed be appointed as the Council alternate to the Translink – Mayors’ Council until November 10, 2025.*
- (b) *That Councillor Michael Wolfe be appointed as the Council representative to the Richmond Olympic Oval Corporation until November 10, 2025.*

CARRIED

R24/19-4

It was moved and seconded

- (c) *That Councillor Carol Day be appointed as the Council representative to the Steveston Harbour Authority Board and that Councillor Andy Hobbs be appointed as the alternate Council representative to the Steveston Harbour Authority Board until the Annual General Meeting of the Board in 2025.*

CARRIED



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R24/19-5

It was moved and seconded

- (c) Appointment of Council representative and alternate to the **Steveston Harbour Authority Board (SHAB)**, until their next Annual General Meeting of the SHAB in 2025.

CARRIED

3. **NAMING OF STANDING COMMITTEES AND THEIR COMPOSITION BY THE MAYOR**

Mayor Brodie announced the following Standing Committees and their membership:

COMMUNITY SAFETY COMMITTEE

Cllr. Alexa Loo (*Chair*)
Cllr. Andy Hobbs (*Vice Chair*)
Cllr. Laura Gillanders
Cllr. Kash Heed
Cllr. Bill McNulty

FINANCE COMMITTEE

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

GENERAL PURPOSES COMMITTEE

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



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PARKS, RECREATION & CULTURAL SERVICES COMMITTEE

Cllr. Chak Au (*Chair*)
Cllr. Michael Wolfe (*Vice-Chair*)
Cllr. Laura Gillanders
Cllr. Andy Hobbs
Cllr. Bill McNulty

PLANNING COMMITTEE

Cllr. Bill McNulty (*Chair*)
Cllr. Alexa Loo (*Vice-Chair*)
Cllr. Chak Au
Cllr. Carol Day
Cllr. Andy Hobbs

PUBLIC WORKS AND TRANSPORTATION COMMITTEE

Cllr. Carol Day (*Chair*)
Cllr. Michael Wolfe (*Vice-Chair*)
Cllr. Chak Au
Cllr. Kash Heed
Cllr. Alexa Loo

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

R24/19-6

It was moved and seconded

That the following Council liaisons (and where applicable, their alternates) be appointed until November 10, 2025:

- (a) Accessibility Advisory Committee – *Councillor Bill McNulty*
- (b) Advisory Committee on the Environment – *Councillor Michael Wolfe*

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- (c) Child Care Development Advisory Committee – *Councillor Carol Day*
- (d) Council/School Board Liaison Committee - *Councillor Alexa Loo and Councillor Laura Gillanders*
- (e) Economic Advisory Committee - *Councillor Chak Au and Councillor Laura Gillanders*
- (f) First Nations Building Committee – *Councillor Chak Au, Councillor Carol Day and Councillor Hobbs*
- (g) Food Security and Agricultural Advisory Committee – *Councillor Laura Gillanders*
- (h) Heritage Commission – *Councillor Alexa Loo*
- (i) Minoru Centre for Active Living Program Committee – *Councillor Chak Au*
- (j) Richmond Centre for Disability – *Councillor Andy Hobbs*
- (k) Richmond Chamber of Commerce – *Councillor Alexa Loo*
- (l) Richmond Community Services Advisory Committee – *Councillor Bill McNulty*
- (m) Richmond Intercultural Advisory Committee – *Councillor Bill McNulty*
- (n) Richmond Public Art Advisory Committee – *Councillor Kash Heed*
- (o) Richmond Sister City Advisory Committee – *Councillor Andy Hobbs*
- (p) Richmond Sports Council – *Councillor Bill McNulty*
- (q) Richmond Sports Wall of Fame Nominating Committee – *Councillor Andy Hobbs*
- (r) Richmond Youth Committee – *Councillor Carol Day*



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- (s) Seniors Advisory Committee – *Councillor Carol Day*
- (t) Steveston Historic Sites Building Committee – *Councillor Bill McNulty and Councillor Alexa Loo*
- (u) Vancouver Coastal Health/Richmond Health Services Local Governance Liaison Group – *Councillor Chak Au*

CARRIED

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

R24/19-7

It was moved and seconded

That the following Council liaisons (and where applicable, their alternates) be appointed until November 10, 2025:

- (a) City Centre Community Association – *Councillor Andy Hobbs*
- (b) East Richmond Community Association – *Councillor Kash Heed*
- (c) Hamilton Community Association – *Councillor Michael Wolfe*
- (d) Richmond Arenas Community Association – *Councillor Kash Heed*
- (e) Richmond Art Gallery Association – *Councillor Carol Day*
- (f) Richmond Fitness and Wellness Association – *Councillor Carol Day*
- (g) Sea Island Community Association – *Councillor Laura Gillanders*
- (h) South Arm Community Association – *Councillor Bill McNulty*
- (i) Thompson Community Association – *Councillor Chak Au*
- (j) West Richmond Community Association – *Councillor Carol Day*

CARRIED

6.



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

R24/19-8

It was moved and seconded

That the following Council liaisons (and where applicable, their alternates) be appointed until November 10, 2025:

- (a) Aquatic Services Board – *Councillor Alexa Loo*
- (b) Museum Society Board – *Councillor Chak Au*
- (c) Richmond Gateway Theatre Society Board – *Councillor Laura Gillanders*
- (d) Richmond Public Library Board – *Councillor Chak Au and Councillor Michael Wolfe (alternate)*

CARRIED

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

R24/19-9

It was moved and seconded

That the following Council liaisons (and where applicable, their alternates) be appointed until November 10, 2025:

- (a) Britannia Heritage Shipyard Society – *Councillor Andy Hobbs*
- (b) Gulf of Georgia Cannery Society – *Councillor Chak Au*
- (c) London Heritage Farm Society – *Councillor Andy Hobbs*
- (d) Lulu Island Energy Company – *Councillor Michael Wolfe*
- (e) Minoru Seniors Society – *Councillor Kash Heed*
- (f) Richmond Nature Park Society – *Councillor Michael Wolfe*



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- (g) Steveston Community Society – *Councillor Alexa Loo*
(h) Steveston Historical Society – *Councillor Alexa Loo*

CARRIED

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

R24/19-10

It was moved and seconded

That the members of the Public Works & Transportation Committee be appointed as the Parcel Tax Roll Review Panel for Local Area Services until November 10, 2025.

CARRIED

9. APPOINTMENT OF ACTING MAYORS FROM NOVEMBER 13,
2024 TO NOVEMBER 10, 2025

R24/19-11

It was moved and seconded

That the following Acting Mayors be appointed until November 10, 2025:

November 1, 2024 – December 31, 2025 Cllr. Michael Wolfe

January 1 – February 15, 2025 Cllr. Chak Au

February 16 – March 31, 2025 Cllr. Carol Day

April 1 – May 15, 2025 Cllr. Alexa Loo

May 16 – June 30, 2025 Cllr. Andy Hobbs

July 1 – August 15, 2025 Cllr. Laura Gillanders

August 16 – September 30, 2025 Cllr. Bill McNulty

October 1 – November 12, 2025 Cllr. Kash Heed

CARRIED



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COMMITTEE OF THE WHOLE

- R24/19-12 10. It was moved and seconded
That Council resolve into Committee of the Whole to hear delegations on agenda items (7:04 p.m.).

CARRIED

11. Delegations from the floor on Agenda items

Item No. 26 – Updating The Low-End Market Rental (LEMR) Program to Support The Delivery of Affordable Housing

Cindy Chan, President, Richmond Kiwanis Seniors Citizens Housing Society, spoke in favour of Updating the Low-End Market Rental (LEMR) Program, and noted that the increase in wages and maintenance costs has negatively impacted the service delivery of this program.

Item No. 26 – Updating The Low-End Market Rental (LEMR) Program to Support The Delivery of Affordable Housing

Queenie Choo, CEO, SUCCESS, spoke to SUCCESS being one of the largest social service agencies in Canada with an affordable housing portfolio comprising of over 1000 units operating in the Lower Mainland. She further spoke to the need for updating the LEMR rental rates and realigning them to CMHC average market rents to allow for annual increases to address inflationary and market conditions and to consider funds to address capital replacement reserve needs to address aging infrastructure. She noted that this will improve the financial viability of the developments that include LEMR units as well as the long term sustainability of maintaining such units.



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Item No. 26 – Updating The Low-End Market Rental (LEMR) Program to Support The Delivery of Affordable Housing

Dea Knight spoke as Chair of the UDI Liaison Committee and on behalf of the Lansdowne Phase 1 Project, expressing her support for the staff recommendations on the LEMR policy, noting that LEMR rents are substantially below the original average and are misaligned with growing costs making LEMR units unfeasible to build or operate. She further noted that since the pandemic, the building sector has been experiencing unprecedented pressures including rising construction costs, escalated interest rates, increases in municipal fees and increases in operating costs which has hindered the ability to provide new housing and any forms of affordable housing.

Item No. 16 – Railway Greenway Lighting – Engagement Results And Next Steps

Kevin Krygier, Richmond resident, spoke in opposition to the proposed recommendations and noted that (i) this matter was brought forward 2 years ago to address a number of concerns, (ii) the Steveston Multi-Use Pathway is illuminated with continuous lighting throughout the entire pathway, and (iii) the lighting along the Railway Greenway is insufficient for users when it is dark and many have stopped using it at night due to safety concerns.

Item No. 26 – Updating The Low-End Market Rental (LEMR) Program to Support The Delivery of Affordable Housing

De Whalen, President, Richmond Poverty Reduction Coalition (RPRC), spoke in favour of the proposed recommendations, and noted that (i) she is pleased that the City has created a housing department, (ii) this will advance the construction of additional LEMR units, (iii) the City should pursue Federal and Provincial funding, and (iv) RPRC is eagerly waiting for the creation of a LEMR registry and waitlist.



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Item No. 25 – Application By L-Squared Design Ltd. For Rezoning At 8080, 8100, 8120, 8140, 8160, 8180 And 8200 No. 3 Road From The “Small-Scale Multi-Unit Housing (Rsm/L)” Zone To The “Town Housing (Zt106) – No. 3 Road (Broadmoor)” Zone

Mohammed, Resident of Luton Road, referenced his submission (attached to and forming part of these Minutes as Schedule 1) and spoke in opposition to the proposed application and expressed concern with (i) increased traffic and noise, (ii) loss of privacy, (iii) possible decrease in property value, (iv) construction disturbances, (v) parking shortages, (vi) obstructed views and environmental impacts, (vii) risk of rodent infestations, (viii) strain on infrastructure and community resources, and (ix) safety concerns and changes to community culture.

- R24/19-13 12. It was moved and seconded
That Committee rise and report (7:35 p.m.).

CARRIED

CONSENT AGENDA

- R24/19-14 13. It was moved and seconded
That Items No. 14, No. 15, No. 17 through No. 22, No. 24 and No. 26 be adopted by general consent.

CARRIED

14. COMMITTEE MINUTES

That the minutes of:

- (1) the Parks, Recreation and Cultural Services Committee meeting held on October 22, 2024;*
- (2) the Finance Committee meeting held on November 4, 2024;*
- (3) the General Purposes Committee meeting held on November 4, 2024;*
and



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*(4) the Planning Committee meeting held on November 5, 2024;
be received for information.*

ADOPTED ON CONSENT

15. ASPAC RIVER GREEN LOT 1 PUBLIC ARTWORK TERMS OF REFERENCE

(File Ref. No. 11-7000-09-20-354) (REDMS No. 7808271, 7809982)

That the Aspac River Green Lot 1 Public Art Terms of Reference for the public artwork at 6011 River Road, as presented in the report titled “Aspac River Green Lot 1 Public Artwork Terms of Reference”, from the Director, Arts, Culture and Heritage Services, dated September 23, 2024, be approved.

ADOPTED ON CONSENT

16. RAILWAY GREENWAY LIGHTING – ENGAGEMENT RESULTS AND NEXT STEPS

(File Ref. No. 06-2400-20-RAIL1) (REDMS No. 7786781, 7805548, 7810802)

See Page 17 for action on this matter.

17. AWARD OF CONTRACT 8337P - DATABASE ENCRYPTION PROJECT

(File Ref. No. 03-1000-20-8337P) (REDMS No. 7803709)

- (1) That Contract 8337P - Database Encryption Project be awarded to Eclipsys Solutions Inc., for a value of \$662,249.16, excluding taxes, for a contract term of five years as described in the report titled “Award of Contract 8337P - Database Encryption Project” dated October 3, 2024, from the Director, Information Technology; and*
- (2) That the Chief Administrative Officer and the General Manager, Finance and Corporate Services be authorized to execute the contracts and all related documentation with Eclipsys Solutions Inc.*

ADOPTED ON CONSENT



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18. AWARD OF CONTRACT 8350Q – SUPPLY AND DELIVERY OF MICROSOFT SUBSCRIPTION LICENSING

(File Ref. No. 03-1000-20-8350Q) (REDMS No. 7793657)

- (1) *That Contract 8350Q – Supply and Delivery of Microsoft Subscription Licensing be awarded to NetraClouds Inc. for a three-year term for an estimated value of \$2,180,995.50, excluding taxes as described in the report titled “Award of Contract 8350Q – Supply and Delivery of Microsoft Subscription Licensing” dated October 3, 2024, from the Director, Information Technology; and*
- (2) *That the Chief Administrative Officer and the General Manager, Finance and Corporate Services be authorized to execute the contracts and all related documentation with NetraClouds Inc.*

ADOPTED ON CONSENT

19. DRAFT COMMUNITY WAYFINDING STRATEGY

(File Ref. No. 08-4150-04-06) (REDMS No. 7823529)

That the draft Community Wayfinding Strategy, as detailed in the staff report titled “Draft Community Wayfinding Strategy”, dated October 11, 2024, from the Director, Business Services, be endorsed for public consultation.

ADOPTED ON CONSENT

20. PROPOSED UPDATES TO THE RICHMOND COMMUNITY HOMELESSNESS TABLE TERMS OF REFERENCE

(File Ref. No. 08-4057-11-03) (REDMS No. 7787794, 7827476, 7658382)

That the amended Terms of Reference for the Richmond Community Homelessness Table as outlined in the staff report titled “Proposed Updates to the Richmond Community Homelessness Table Terms of Reference”, dated October 15, 2024, from the Director, Community Social Development, be endorsed.

ADOPTED ON CONSENT



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21. AWARD OF CONTRACT 8300Q – ON-CALL REFRIGERATION CONTRACTOR SERVICES

(File Ref. No. 03-1000-20-8300Q) (REDMS No. 7780627)

- (1) *That Contract 8300Q – On-Call Refrigeration Contractor Services be awarded to Cimco Refrigeration, a Division of Toromont Industries Inc. (Cimco Refrigeration) for a three-year term for an aggregate value of \$750,000.00, excluding taxes, as described in the report titled "Award of Contract 8300Q – On-Call Refrigeration Contractor Services," dated October 7, 2024 from the Director, Facilities and Project Development;*
- (2) *That the Chief Administrative Officer and Deputy Chief Administrative Officer be authorized to extend the initial three-year term, up to a maximum of five years, for an additional value of \$506,250.00 excluding taxes; and*
- (3) *That the Chief Administrative Officer and Deputy Chief Administrative Officer be authorized to execute the contracts and all related documentation with Cimco Refrigeration over the maximum five-year term.*

ADOPTED ON CONSENT

22. FEE FOR EARLY REVIEW OF REZONING APPLICATIONS INVOLVING A MAJOR OFFICIAL COMMUNITY PLAN AMENDMENT

(File Ref. No. 12-8060-20-010615, 12-8060-20-010617) (REDMS No. 7827247, 7827134, 7828805)

- (1) *That Consolidated Fees Bylaw No. 8636, Amendment Bylaw 10615, be introduced and given first, second and third readings; and*
- (2) *That Development Application Fees Bylaw No. 8951, Amendment Bylaw 10617, be introduced and given first, second and third readings.*

ADOPTED ON CONSENT



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23. 2025 UTILITY BUDGETS AND RATES

(File Ref. No. 10-6060-01) (REDMS No. 7790442)

See Page 18 for action on this matter.

24. 2025 DISTRICT ENERGY UTILITY RATES

(File Ref. No. 01-0060-20-LIEC1; 12-8060-20-010593/10594/10595) (REDMS No. 7757758, 7757927, 7757934, 7757938)

- (1) *That the Alexandra District Energy Utility Bylaw No. 8641, Amendment Bylaw No. 10593 be introduced and given first, second and third readings;*
- (2) *That the Oval Village District Energy Utility Bylaw No. 9134, Amendment Bylaw No. 10594 be introduced and given first, second and third readings; and*
- (3) *That the City Centre District Energy Utility Bylaw No. 9895, Amendment Bylaw No. 10595 be introduced and given first, second and third readings.*
- (4) *That staff be directed to engage the province requesting that LIEC and other municipally owned district energy utilities are recognized as key contributors to the Province's climate change and electrification goals and, as such, receive financial support in the form of grants and incentives to help advance district energy initiatives.*

ADOPTED ON CONSENT

25. APPLICATION BY L-SQUARED DESIGN LTD. FOR REZONING AT 8080, 8100, 8120, 8140, 8160, 8180 AND 8200 NO. 3 ROAD FROM THE "SMALL-SCALE MULTI-UNIT HOUSING (RSM/L)" ZONE TO THE "TOWN HOUSING (ZT106) – NO. 3 ROAD (BROADMOOR)" ZONE

(File Ref. No. 12-8060-20-010613, RZ 22-021743) (REDMS No. 7797408, 7801029)

See Page 19 for action on this matter.



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26. UPDATING THE LOW-END MARKET RENTAL (LEMR) PROGRAM TO SUPPORT THE DELIVERY OF AFFORDABLE HOUSING

(File Ref. No. 08-4057-05) (REDMS No. 7783121, 7861406)

- (1) *That, as described in the report “Updating the Low-End Market Rental (LEMR) Program to Support the Delivery of Affordable Housing” dated October 16, 2024, from the Director, Housing Office, the proposed Low-End Market Rental Maximum Rent and Income Thresholds as outlined in Option 2 be endorsed;*
- (2) *That staff implement changes to the City of Richmond Affordable Housing Strategy, 2017 – 2027, to recognize the Low-End Market Rental Maximum Rent and Income Thresholds endorsed by Council;*
- (3) *That the Low-End Market Rental Maximum Rent and Income Thresholds be used in housing agreements for any conditionally approved rezoning applications, being those for which a zoning amendment bylaw has been given third reading and an associated housing agreement has yet to be executed as of November 12, 2024, notwithstanding the terms of any executed rezoning considerations letter; and*
- (4) *That the Low-End Market Rental Maximum Rent and Income Thresholds be used in any future housing agreement associated with a new or in-stream development application for which conditional approvals have yet to be granted.*

ADOPTED ON CONSENT



Regular Council
Tuesday, November 12, 2024

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

**16. RAILWAY GREENWAY LIGHTING – ENGAGEMENT RESULTS
AND NEXT STEPS**

(File Ref. No. 06-2400-20-RAIL1) (REDMS No. 7786781, 7805548, 7810802)

R24/19-15

It was moved and seconded

- (1) *That Option 3 - Status Quo, Continue to Monitor Conditions and Community Need, as outlined in the staff report titled “Railway Greenway Lighting – Engagement Results and Next Steps”, dated September 26, 2024, from the Director, Parks Services, be endorsed; and*
- (2) *That staff examine the feasibility and cost implications of ambient lighting in dark areas along the Railway Greenway, and report back.*

The question on the motion was not called as discussion took place on (i) public safety, (ii) crime prevention, (iii) examining different forms of lighting, and (iv) preserving the wildlife habitat.

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

R24/19-16

It was moved and seconded

That part 2 be amended to read as follows: That staff examine the feasibility and cost implications of different forms of lighting, where appropriate, in dark areas along the Railway Greenway, and report back.

CARRIED

There was agreement to deal with Parts (1) and (2) separately.

The question on Part (1) of Resolution R24/19-15 was then called and it was **DEFEATED** with Mayor Brodie, Cllrs. Au, Heed, Hobbs, Loo, and McNulty opposed.



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R24/19-17

It was moved and seconded

That Option 2 - Proceed with Implementation of Functional, Continuous Lighting, as outlined in the staff report titled “Railway Greenway Lighting – Engagement Results and Next Steps”, dated September 26, 2024, from the Director, Parks Services, be endorsed.

The question on the motion was not called as further discussion took place on (i) negative impacts of continuous lighting, (ii) Option 1 and a hybrid lighting system, (iii) the necessity for additional lighting, and (iv) cost implications.

In reply to a query from Council staff advised that Option 1 will examine various sections of the pathway to determine the most appropriate lighting for that section.

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

The question on Part (2) of Resolution R24/19-15 was then called and it was **CARRIED**.

23. 2025 UTILITY BUDGETS AND RATES

(File Ref. No. 10-6060-01) (REDMS No. 7790442)

R24/19-18

It was moved and seconded

That the 2025 utility budgets presented in Option 2 for Water (page 7), Option 2 for Sewer (page 14), Option 2 for Flood Protection (page 22), and Option 2 for Solid Waste and Recycling (page 29), as detailed in the staff report titled, “2025 Utility Budgets and Rates”, dated October 2, 2024, from the General Manager of Engineering and Public Works and the General Manager of Finance and Corporate Services be approved as the foundation for establishing the 2025 utility rates and be included in the Consolidated 5 Year Financial Plan (2025-2029).

The question on the motion was not called as discussion took place on allocation of flood protection rates for taxpayers.



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In response to queries from Council, staff advised that (i) a case-by-case basis for fee exemptions are possible with bylaw amendments and at the discretion of City Council, (ii) the 2025 utility charges for water and sewers are mainly determined by Metro Vancouver, and (iii) discussions to advocate for more efficient and cost-efficient practices are underway.

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

25. **APPLICATION BY L-SQUARED DESIGN LTD. FOR REZONING AT 8080, 8100, 8120, 8140, 8160, 8180 AND 8200 NO. 3 ROAD FROM THE "SMALL-SCALE MULTI-UNIT HOUSING (RSM/L)" ZONE TO THE "TOWN HOUSING (ZT106) – NO. 3 ROAD (BROADMOOR)" ZONE**
(File Ref. No. .12-8060-20-010613, RZ 22-021743) (REDMS No. 7797408, 7801029)

R24/19-19

It was moved and seconded

That Richmond Zoning Bylaw 8500, Amendment Bylaw 10613 to create the "Town Housing (ZT106) – No. 3 Road (Broadmoor)" zone, and to rezone 8080, 8100, 8120, 8140, 8160, 8180 and 8200 No. 3 Road from the "Small-Scale Multi-Unit Housing (RSM/L)" zone to the "Town Housing (ZT106) – No. 3 Road (Broadmoor)" zone, be introduced and given first, second and third readings.

The question on the motion was not called as in reply to queries from Council, staff advised that (i) a follow-up with the delegation will be scheduled, (ii) discussion with the applicant can be had regarding first right of refusal with current tenants of the properties, (iii) there are 2 convertible units proposed for this development, and (iv) due to the Statutory-Right-of-Way for sanitary sewer, no hedges or trees can be planted along the east property line, however fencing can be examined.

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



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Tuesday, November 12, 2024

NON-CONSENT AGENDA ITEMS

**FINANCE AND CORPORATE SERVICES AND ENGINEERING
AND PUBLIC WORKS DIVISIONS**

27. 2025 UTILITY RATE AMENDMENT BYLAWS

(File Ref. No. 03-1070-03-02; 12-8060-20-010608/10609/10610/10611) (REDMS No. 7827495, 7827623, 7827688, 7827696, 7810289)

R24/19-20

It was moved and seconded

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. 10611;*
- (b) *Sanitary Sewer Bylaw No. 10427, Amendment Bylaw No. 10609;*
- (c) *Flood Protection Bylaw No. 10426, Amendment Bylaw No. 10608; and*
- (d) *Solid Waste & Recycling Regulation Bylaw No. 6803, Amendment Bylaw No. 10610.*

CARRIED

BYLAWS FOR ADOPTION

R24/19-21

It was moved and seconded

That the following bylaws be adopted:

Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10568

Inter-Municipal Business Licence Bylaw No. 10583

Inter-Municipal Business Licence Agreement Bylaw No. 10584

Traffic Bylaw No. 5870, Amendment Bylaw No. 10607

CARRIED



Regular Council
Tuesday, November 12, 2024

ADJOURNMENT

R24/19-22

It was moved and seconded
That the meeting adjourn (9:02 p.m.).

CARRIED

Certified a true and correct copy of the
Minutes of the Regular meeting of the
Council of the City of Richmond held on
Tuesday, November 12, 2024.

Mayor (Malcolm D. Brodie)

Corporate Officer (Claudia Jesson)

Subject: Concerns Regarding Proposed Townhouse Development Near Luton Road

Dear City Planning Department,

As residents of 8071, 8111, 8131, 8151, 8171, 8191, 8211, 8251 Luton Road, we are writing to express concerns shared by ourselves and other neighbors regarding the planned townhouse development adjacent to our properties. While we understand the need for housing and development, this large-scale project raises several issues that we feel could significantly impact our neighborhood's quality of life and community character. We respectfully request that these concerns be considered as part of the development review process.

1. **Increased Traffic and Noise:** The addition of numerous housing units will inevitably bring more vehicles and noise, which could disrupt the peace and safety of our residential area.
2. **Loss of Privacy:** The new townhouses will overlook our homes, leading to a decrease in privacy for many residents. The proximity and height of these structures could create a significant invasion of our personal space.
3. **Possible Decrease in Property Values:** Developments of this scale can influence property values, potentially affecting our investments. This is a matter of concern for many of us who have worked hard to make a home here.
4. **Construction Disturbances:** Construction will bring noise, dust, and heavy machinery, potentially impacting air quality and making daily activities challenging for residents, especially those with young children, elderly members, or health concerns.
5. **Parking Shortages:** Increased population density will likely result in parking shortages, which would affect not only new residents but also those of us already living here.
6. **Obstructed Views and Environmental Impact:** This development may block natural views and reduce greenery, diminishing the natural beauty and tranquility of our surroundings.
7. **Risk of Rodent Infestations:** Large construction projects often disrupt local habitats, which may lead to rodent issues. This is a serious concern as it poses health and sanitation risks for nearby homes.
8. **Strain on Infrastructure and Community Resources:** The local infrastructure, including water, sewage, and electricity, will face additional demands, and public services such as schools and parks may become more crowded.
9. **Safety Concerns and Changes to Community Culture:** Higher population density can increase the likelihood of crime, and the overall culture of our community may change with the increased volume of residents.

While we recognize the potential benefits of development, we urge the city to consider mitigating these impacts through thoughtful planning, transparent communication, and measures that protect the well-being of current residents. Thank you for taking our concerns into account.

Sincerely,

[Your Name]

Resident of Luton Road

Schedule 1 to the Minutes of
the Regular meeting of
Richmond City Council held on
Tuesday, November 12, 2024



**Regular Council meeting for Public Hearings
Monday, March 18, 2024**

Place: Council Chambers
Richmond City Hall

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

Claudia Jesson, Corporate Officer

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

1. TEMPORARY USE PERMIT (TU 23-033092)

(Location: 8351 River Road, Duck Island (Lot 87, Section 21 Block 5 North Range 6 West Plan 34592) and 8411, 8431, and 8451 West Road; Applicant: Firework Productions Ltd. c/o Raymond Cheung)

Applicant's Comments:

The applicant was available to respond to queries.

Written Submissions:

Alec Poon (Schedule 1)

Submissions from the floor:

None.

PH24/3-1

It was moved and seconded

To allow the temporary use of the subject property for a seasonal night market, for a maximum of 84 event operational days between April and October for the 2024-2026 seasons.

The question on the motion was not called as discussion ensued with respect to security, noise and traffic issues.

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



**Regular Council meeting for Public Hearings
Monday, March 18, 2024**

**2. RICHMOND ZONING BYLAW 8500, AMENDMENT BYLAW 10533
(RZ 22-011635)**

(Location: 12900 Steveston Highway & 11311 Rice Mill Road; Applicant: Lucas Hogler)

Applicant's Comments:

The applicant was available to respond to queries.

Written Submissions:

None.

Submissions from the floor:

None.

PH24/3-2

It was moved and seconded

*That Richmond Zoning Bylaw 8500, Amendment Bylaw 10533 be given
second and third readings.*

CARRIED

**3. RICHMOND ZONING BYLAW 8500, AMENDMENT BYLAW 10534
(RZ 22-009024)**

(Location: 18431 Westminster Highway; Applicant: Jason Levelton)

Applicant's Comments:

The applicant was available to respond to queries.

Written Submissions:

None.

Submissions from the floor:

None.

PH24/3-3

It was moved and seconded

*That Richmond Zoning Bylaw 8500, Amendment Bylaw 10534 be given
second and third readings.*

CARRIED



**Regular Council meeting for Public Hearings
Monday, March 18, 2024**

**4. OFFICIAL COMMUNITY PLAN BYLAW 7100, AMENDMENT
BYLAW 10523 RICHMOND ZONING BYLAW 8500, AMENDMENT
BYLAW 10511 (RZ 23-011557)**

(Location: 5300 No. 3 Road; Applicant: Lansdowne Phase 1 Limited)

Applicant's Comments:

Dan Cupa and Dea Knight, Bosa Properties, presented an overview of Phase 1A (copy on file, City Clerk's Office), highlighting (i) the development of 298 rental units, including 157 market rental housing units, 141 LEMR units and the addition of ten, three bedroom units, (ii) child care facility, (iii) the construction of public spaces including parks, greenways and art walks, (iv) the creation of a multi-modal accessible and sustainable neighbourhood, (v) the removal of 50 acres of non-permeable paving and replacing it with residences, parks and 250 trees, (vi) a low carbon strategic approach will encompass the development, and (vii) Phase 1A will begin with the development of the perimeter of the Lansdowne site.

Written Submissions:

Jared Sumul (Schedule 2)

Imelda Nurwisah (Schedule 3)

Alex Mah (Schedule 4)

Jason Caspick (Schedule 5)

Janice Sayson (Schedule 6)

Sylvain Cellaire (Schedule 7)

Submissions from the floor:

Tyler Pronyk, Richmond resident, spoke in favour and referenced his submission (attached to and forming part of these minutes as Schedule 8), noting the importance of more housing options, public spaces, child care facility, community centre, and economic opportunities.

Ahmed Moola, Modo Co-operative, spoke in support of the application, noting Modo is providing two shared electric vehicles onsite and membership benefits for residents. Modo's car-sharing service is in line with the multi-modal goals of the application highlighting the need for more sustainable modes of transportation.



Regular Council meeting for Public Hearings Monday, March 18, 2024

Ahmed Omran, Director of Community Real Estate and Asset Management, S.U.C.C.E.S.S., spoke in support and referenced his submission (attached to and forming part of these minutes as Schedule 9), noting their partnership with the applicant and the collaborative effort in regards to the planning, design and operation of the LEMR units as well as the addition of a child care facility in Phase 1. The delegate reiterated that during the waitlist and application process for LEMR units, priority is given to those that live or work within the community.

Rick Duff, Past Chair, Richmond Cares, Richmond Gives, spoke in support of Lansdowne Phase 1 redevelopment and referenced the submission (attached to and forming part of these minutes as Schedule 10), noting the mix of housing options, retail and office space, the addition of a new community centre, child care facility and park spaces, all of which will benefit the community of Richmond.

Lucas Sun, Richmond resident and student, spoke in favour of the Lansdowne redevelopment, noting the importance of affordable housing options and the issues that students face in finding rental units while reducing their commute times to/from school.

Jesse Li, Hub Cycling, expressed support of the application, noting that Phase 1 encompasses Richmond's cycling network plan highlighting the creation of multi-modal opportunities making Lansdowne more bike and pedestrian friendly.

Rebecca Swaim, Executive Director, Trinity Western University, expressed support in the development of Lansdowne Phase 1, noting the creation of mixed amenities, green space, commercial space and affordable housing options that give opportunities for students and families to study, work and live in Richmond.

Shaena Furlong, CEO, Richmond Chamber of Commerce, spoke in support of Lansdowne Phase 1 application, highlighting economic and business opportunities while offering affordable housing options that will allow residents to live and work in Richmond.

Aaron Lam, Richmond resident, expressed support for the Lansdowne redevelopment, noting the importance of affordable housing options highlighting that building a neighbourhood centrally located to public transit with accessibility to health care, education and commercial centres will contribute to the revitalization of the economy and contribute to the growth of Richmond.



Regular Council meeting for Public Hearings
Monday, March 18, 2024

PH24/3-4

It was moved and seconded

That Official Community Plan Bylaw 7100, Amendment Bylaw 10523 be given second and third readings.

The motion was not called as discussion ensued in regards to (i) more green space, (ii) establishing a plan for a new school, (iii) building more affordable housing units, (iv) the design details of the buildings, (v) rental rates, tenant income and tenant management, (vi) timeline to build Phase 1A, (vii) additional below grade parking, (viii) tree retention, (ix) Net Zero Carbon Ready inclusive buildings, and (x) options of adding student housing.

Discussion further ensued in respect to market rental housing and LEMR units noting that the rental rates and tenant income will be established by the Housing Agreement that will be registered on title. A memorandum of understanding has been made between the developer and S.U.C.C.E.S.S. with respect to the management of the tenants in the LEMR units and as part of the Housing Agreement, the City can include that S.U.C.C.E.S.S. prioritize Richmond residents and/or people that work in Richmond for the rental units and that staff will provide more information in the Housing Agreement report.

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

PH24/3-5

It was moved and seconded

That Richmond Zoning Bylaw 8500, Amendment Bylaw 10511 be given second and third readings.

CARRIED

Opposed: Cllrs. Day
Wolfe

ADJOURNMENT

PH24/3-6

It was moved and seconded

That the meeting adjourn (8:00 p.m.).

CARRIED



City of Richmond

Minutes

Regular Council meeting for Public Hearings Monday, March 18, 2024

Certified a true and correct copy of the Minutes of the Regular meeting for Public Hearings of the City of Richmond held on Monday March 18, 2024.

Mayor (Malcolm D. Brodie)

Corporate Officer (Claudia Jesson)



Community Safety Committee

Date: Wednesday, November 13, 2024

Place: Anderson Room
Richmond City Hall

Present: Councillor Alexa Loo, Chair
Councillor Andy Hobbs
Councillor Laura Gillanders
Councillor Kash Heed
Councillor Bill McNulty

Also Present: Councillor Chak Au
Councillor Carol Day
Councillor Michael Wolfe

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

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

The meeting reconvened at 4:14 p.m. following the Closed Community Safety Committee meeting with all members of Committee present, including Cllrs. Au, Day, and Wolfe.

MINUTES

It was moved and seconded

That the minutes of the meeting of the Community Safety Committee held on October 8, 2024, be adopted.

CARRIED

Community Safety Committee

Wednesday, November 13, 2024

PRESENTATION

1. Andrew Wallwork, President, South Fraser Search and Rescue (SFSAR) provided a presentation on SFSAR services and capabilities (Copy on-file, City Clerk's Office).

Discussion ensued regarding (i) the average lifespan and required maintenance of the command trailers, (ii) response activities from January 2021 onwards and statistics on successful rescues, (iii) financial support requests, (iv) annual operating budget and government funding, including other municipalities, and (v) the integration between SFSAR and local authorities.

Further discussion ensued regarding the City's Emergency Programs branch and other organizations involved in community safety and emergency response.

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

It was moved and seconded

That staff analyze the South Fraser Search and Rescue in addition to other groups that provide emergency response services in Richmond, including Royal Canadian Marine Search and Rescue, and provide options for formal relationships, support, and invitations to attend City events.

CARRIED

COMMUNITY SAFETY DIVISION

2. **COMMUNITY BYLAWS MONTHLY ACTIVITY REPORT – SEPTEMBER 2024**

(File Ref. No. 12-8375-02) (REDMS No. 7828684)

In response to queries from Committee, staff advised that (i) *Traffic Bylaw 5870* addresses incidents of recreational vehicles (RVs) parked on streets, or individuals residing in their vehicles by prohibiting parking a vehicle at any one place on any street for a period longer than 72 consecutive hours, and carries a \$50 fine and the ability to impound, (ii) year-to-date in 2024, there have been 107 RV-related bylaw files, a 22% decrease from 2023, and (iii) the number of zoning regulation-related property use calls for service include truck parking on Agricultural Land Reserve.

Discussion ensued regarding (i) outreach conducted by Community Social Development and Bylaws staff to assist in finding appropriate shelter and (ii) parking availability near shelters.

Community Safety Committee
Wednesday, November 13, 2024

Staff advised that a memorandum regarding the effectiveness of the *Trailer Bylaw 2564* can be provided.

It was moved and seconded

That the staff report titled “Community Bylaws Monthly Activity Report – September 2024”, dated October 11, 2024, from the Director, Community Bylaws & Licencing, be received for information.

CARRIED

3. RICHMOND FIRE-RESCUE MONTHLY ACTIVITY REPORT – SEPTEMBER 2024

(File Ref. No. 09-5140-01) (REDMS No. 7832041)

In response to queries from Committee, Chief Wishlove advised that (i) the statistics presented in the monthly activity reports are derived from Richmond Fire Rescue’s (RFR) record management system, indicating calls attended by RFR and (ii) a presentation regarding Emergency Preparedness is forthcoming.

Discussion ensued regarding RFR’s outreach campaign including prevention messaging, starting in elementary schools and expanding to secondary schools over the next year and a half. It was noted that Cllr. Au is the Council Liaison for the Vancouver Coastal Health/Richmond Health Services Local Governance Liaison Group, and it was suggested that reports on unregulated drug deaths be requested.

It was moved and seconded

That the staff report titled “Richmond Fire-Rescue Monthly Activity Report – September 2024”, dated October 11, 2024, from the Fire Chief, be received for information.

CARRIED

4. FIRE CHIEF BRIEFING

(Verbal Report)

(i) Community Outreach

Chief Wishlove highlighted that in addition to awards and accolades over the past few years, Richmond Fire-Rescue’s (RFR) outreach team “The Squad” was recently recognized by the Ontario Association of Fire Educators, and were invited to speak at their 2024 Public Education Fall Conference. RFR was acknowledged for their online education program.

Community Safety Committee
Wednesday, November 13, 2024

5. RCMP MONTHLY ACTIVITY REPORT - SEPTEMBER 2024

(File Ref. No. 09-5000-01) (REDMS No. 7810773)

In response to queries from Committee, Chief Supt. Chauhan advised that in addition to DARE classes, RCMP officers in the Youth Section are actively involved in engaging with students the elementary and secondary school level.

Discussion ensued regarding (i) drug-related complaint statistics, noting that data was recovered by the RCMP Crime Analyst Unit after a labour-intensive review of approximately 5,000 police files, (ii) police presence as a deterrent and the proactive practice of the Road Safety Unit, and (iii) the potential for a collaborative relationship between the Youth Section and Crime Stoppers.

It was moved and seconded

That the report titled “RCMP Monthly Activity Report – September 2024”, dated October 17, 2024, from the Officer in Charge, be received for information.

CARRIED

6. RCMP/OIC BRIEFING

(Verbal Report)

(i) Halloween Operation Plans

Chief Supt. Chauhan advised that additional resources were deployed on Halloween, noting 15 extra calls related to nuisance or fireworks were received, with no significant issues reported.

(ii) Serious Accidents

Chief Supt. Chauhan advised of two recent motor vehicle accidents in Richmond, highlighting the importance of road safety for both drivers and pedestrians.

In response to a query from Committee, Chief Supt. Chauhan advised that there were no hate crimes or incidents reported in relation to the anniversary of the October 7 attacks on Israel and RCMP officers are fully engaged with impacted communities and continue to be responsive and proactive.

7. MANAGER’S REPORT

None.

Community Safety Committee
Wednesday, November 13, 2024

ACCEPTED FORMS OF PAYMENT

The following **motion** was introduced:

It was moved and seconded

That staff draft a regulation for Council making a mandatory requirement that persons engaged in specific business activities must accept forms of payment in addition to cash.

The question on the motion was not called as discussion ensued regarding cash-only businesses in Richmond.

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

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (5:23 p.m.).

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the Community Safety Committee of the Council of the City of Richmond held on Wednesday, November 13, 2024.

Councillor Alexa Loo
Chair

Shannon Unrau
Legislative Services Associate



General Purposes Committee

Date: Monday, November 18, 2024

Place: Anderson Room
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 4:00 p.m.

MINUTES

It was moved and seconded

That the minutes of the meeting of the General Purposes Committee held on November 4, 2024, be adopted as circulated.

CARRIED

General Purposes Committee
Monday, November 18, 2024

CAO'S OFFICE

1. INDIGENOUS RELATIONS STRATEGY – PROPOSED GUIDING PRINCIPLES AND FOCUS AREAS

(File Ref. No. 01-0005-01) (REDMS No. 7762260)

In response to queries from Committee, staff advised that (i) according to the 2021 Census population there are approximately 1540 Indigenous people reported living in Richmond, (ii) in September, two internal training sessions were held for city staff with respect to residential schools, a lunch and learn model will be used for further training opportunities, (iii) the Guiding Principles and Focus Areas will provide guidance towards the development of a framework for the Indigenous Relations Strategy, (iv) engagement with the Musqueam Indian Band and the Tsawwassen First Nation will be prioritized in the development of the strategy, and (v) staff will work to determine which Advisory Committees align with the framework and strategy that is being developed and seek their input.

Discussion ensued with respect to (i) the value of holding multiple public consultations, (ii) acknowledging the different calls for action, and which of the calls of action can be met and when, and (iii) opportunities for Council to participate in professional development.

Correspondence from Linda Barnes, dated November 18, 2024 was distributed on table (attached to and forming part of these minutes as Schedule 1).

It was moved and seconded

- (1) *That the Indigenous Relations Strategy proposed Guiding Principles and Focus Areas outlined in the staff report titled “Indigenous Relations Strategy – Proposed Guiding Principles and Focus Areas,” dated October 28, 2024, from the Director, Intergovernmental Relations and Corporate and Strategic Planning, be endorsed; and*
- (2) *That staff be directed to develop an Indigenous Relations Strategy and engage with Indigenous communities to seek collaboration into the development of the Strategy.*

CARRIED

General Purposes Committee
Monday, November 18, 2024

2. RESPONSE TO REFERRAL - RICHMOND CELEBRATES FIFA WORLD CUP 26

(File Ref. No. 01-0005-01) (REDMS No. 7808316)

In response to queries from Committee staff advised that (i) with the proposed campaign there are many fixed costs that can not be reduced, even though the number of events are reduced, (ii) the FIFA licencing fees, agreements and guidelines are yet to be determined, (iii) licencing is included in the budget estimate, if it is above the projected budget that is in place, staff will bring it forward to Council for further direction, (iv) non commercial licencing fees are required for bars and restaurants screening matches, (v) staff are in discussions with various soccer clubs and will speak to the groups about providing workshops and clinics to youth, (vi) a shortage and increase in prices for high demand items such as screens, soccer equipment and supplies is anticipated, (vii) the Campaign Event Planning portfolio will be undertaken by existing staff positions, and (viii) Richmond based individuals and neighborhood groups can apply for neighborhood level funding of up to \$500 to host their own watch parties that meet City established criteria.

Correspondence from Bruce Livingston, dated November 18, 2024 was distributed on table (attached to and forming part of these minutes as Schedule 1).

It was moved and seconded

- (1) *That the “New Campaign” option to celebrate the Fédération Internationale de Football Association (FIFA) World Cup 2026 (FIFA World Cup 26) in Richmond, as detailed in the staff report titled “Richmond Celebrates FIFA World Cup 26 – Response to Referral,” dated October 28, 2024, from the Director, Intergovernmental Relations and Corporate and Strategic Planning, be endorsed for the purposes of continuing with planning and partner engagement; and*
- (2) *That one-time funding of the associated budget as outlined in the report be considered as part of the 2025 budget process.*

The question on the motion was not called as discussion ensued with respect to (i) youth engagement, (ii) availability of funds for Community Centres wanting to host events during FIFA, and (iii) possibility of allocating \$15,000 of the \$40,000 funding under the Richmond Kicks Grant program to host a 2nd Summer West Fest at West Richmond event on the second semi-finals day.

In response to a query from Committee, staff advised that adjustments can be made to the proposed events and schedules and that they will work with all the various communities and bring back to a Council at the end of 2025 a final schedule and detailed programming for each event.

General Purposes Committee
Monday, November 18, 2024

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

It was moved and seconded

That the motion be amended to add:

- (3) *That staff be directed to bring back the final schedule with all details including funding for each category by the end of 2025.*

CARRIED

Further discussion ensued with respect to (i) allocation of \$5000 to each Community Centre to host their own FIFA events, (ii) staff discussions with Community groups about activities and programming of FIFA events, and (iii) the City providing resources and equipment that can be used for multiple events by multiple groups.

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

It was moved and seconded

That the motion be amended to add:

- (4) *That up to \$5,000 be allocated, within the existing budget, to each Community Centre to be taken from the Kick-off Event and the Community Events and Viewing Parties aspect of the budget and for the programming to be approved by the City.*

The question on the amendment motion was not called as discussion ensued regarding granting the \$30,000 allocated for the Community Events and Viewing Parties directly to the eight Community Associations and staff working beyond that in purchasing equipment and supplies that will support all eight of the Associations.

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

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

- (1) *That the “New Campaign” option to celebrate the Fédération Internationale de Football Association (FIFA) World Cup 2026 (FIFA World Cup 26) in Richmond, as detailed in the staff report titled “Richmond Celebrates FIFA World Cup 26 – Response to Referral,” dated October 28, 2024, from the Director, Intergovernmental Relations and Corporate and Strategic Planning, be endorsed for the purposes of continuing with planning and partner engagement;*

General Purposes Committee
Monday, November 18, 2024

- (2) *That one-time funding of the associated budget as outlined in the report be considered as part of the 2025 budget process;*
- (3) *That staff be directed to bring back the final schedule with all details including funding for each category by the end of 2025; and*
- (4) *That up to \$5,000 be allocated, within the existing budget, to each Community Centre to be taken from the Kick-off Events and the Community Events and Viewing parties aspect of the budget and for the programming to be approved by the City.*

was not called, as there was agreement to deal with Parts (1) (2) (3) and (4) separately.

The question on Parts (1) (2) and (3) was then called and it was **CARRIED** with Cllr. Heed opposed.

The question on Part (4) was then called and it was **CARRIED**.

DEPUTY CAO'S OFFICE

3. ESTABLISHING A HOUSING PRIORITIES GRANT PROGRAM

(File Ref. No. 08-4057-05) (REDMS No. 7845004)

It was moved and seconded

- (1) *That the proposed framework for a Housing Priorities Grant Program, as outlined in the report titled "Establishing a Housing Priorities Grant Program," dated October 28, 2024, from the Director, Housing Office, be approved; and*
- (2) *That staff bring forward eligible applications received through the Housing Priorities Grant Program for Council consideration.*

The question on the motion was not called as in response to queries from Committee, staff advised that (i) to be eligible for the program, conditional approval must have been granted or a development permit issued, the grant dollars will be allocated at the time of receiving final approval, and (ii) the eligible projects are projects that are adding low end market rental units or units that are tied to BC Housing's household income levels.

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

COMMUNITY SAFETY DIVISION

4. **FIRE VEHICLE REPLACEMENT RESERVE PURCHASES (2021 TO 2024) BUDGET AMENDMENT AND ANNUAL FUNDING REQUIREMENT FOR EQUIPMENT REPLACEMENT RESERVE FUND - FIRE RESCUE VEHICLES RESERVE FUND**

(File Ref. No. 09-5140-01) (REDMS No. 7670334)

Discussion ensued with respect to (i) procurement of hybrid fire engines, (ii) needs assessment, (iii) market impacts escalating costs, (iv) life cycle for frontline service emergency vehicles, (v) emergency vehicle replacement schedule based on maintenance and usage, and (vi) Vancouver Airport Fuel Facility Provision (VAFFC) usage.

In response to a query from Committee, Fire Chief Wishlove advised that purchasing the four trucks at this time will secure placement in a queue with a vendor that guarantees a price and a delivery date.

It was moved and seconded

- (1) *That a capital request for a one-time funding of \$5.0 million for Fire Vehicle Replacement Reserve Purchases be funded by Emergency Response Fuel Facility Provision (contribution from Vancouver Airport Fuel Facility Corporation), detailed in the staff report titled "Fire Vehicle Replacement Reserve Purchases (2021 to 2024) Budget Amendment and Annual Funding Requirement for Equipment Replacement Reserve Fund - Fire Rescue Vehicles Reserve Fund", dated October 7, 2024, from the Fire Chief, be submitted through the 2025 budget process; and*
- (2) *That an additional level request to increase the annual contribution to the Vehicle and Equipment Reserve - Fire Rescue Vehicles by \$600,000 be submitted through the 2025 budget process to ensure solvency for identified future purchase needs.*

CARRIED

Opposed: Cllr. Wolfe

General Purposes Committee
Monday, November 18, 2024

ENGINEERING AND PUBLIC WORKS DIVISION

5. STEVESTON VILLAGE LANE PARKING - UPDATE

(File Ref. No. 10-6500-01) (REDMS No. 7861108)

It was moved and seconded

That Option 2B as outlined in the report titled “Steveston Village Lane Parking – Update” dated November 14, 2024 from the Director, Transportation be endorsed.

The question on the motion was not called as in response to queries from Committee, staff advised that (i) four users have subscribed to the permit program to date, (ii) the overall Steveston Parking study will be brought forward to Council at the end of 2025, and (iii) the Harbour Authority offers monthly parking.

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

COUNCILLOR KASH HEED

6. FEASIBLE OPTIONS AND POLICY FOR COMMERCIAL TRUCK PARKING IN RICHMOND

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

It was moved and seconded

- (1) That staff explore further locations beyond those previously identified in reports for potential truck parking areas in Richmond, assessing their feasibility based on a realistic evaluation;*
- (2) That staff revise and/or create policies regarding land use, transportation, and agriculture to address the current demands and challenges associated with truck parking in Richmond; and*
- (3) That updates on items 1 and 2 be presented to the Council within a three-month timeframe.*

The question on the motion was not called as discussion ensued with respect to (i) trucks parking concerns on Agricultural Land Reserve (ALR), (ii) inconsistent enforcement, (iii) the need for dedicated truck parking for Richmond based small business truck drivers, and (iv) conducting a survey to find out where the trucks are coming from and if they are local and reporting back in the context of the referral.

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

General Purposes Committee
Monday, November 18, 2024

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (5:51 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 18, 2024.

Mayor Malcolm D. Brodie
Chair

Raman Grewal
Legislative Services Associate

MayorandCouncillors

From: MayorandCouncillors
Sent: November 18, 2024 9:57 AM
To: 'Linda Barnes'
Subject: RE: Support for Indigenous Strategy

Categories: - TO: MAYOR & EACH COUNCILLOR / FROM: CITY CLERK'S OFFICE

Good Morning,

Thank you for your email. Please be advised your email has been forwarded to the Mayor and Councillors, and appropriate staff,

Regards,
Claudia

Claudia Jesson
Director, City Clerk's Office
T: 604-276-4006
E: Cjesson@richmond.ca

-----Original Message-----

From: Linda Barnes <loulindy50@gmail.com>
Sent: November 16, 2024 4:51 PM
To: MayorandCouncillors <MayorandCouncillors@richmond.ca>
Cc: Kita, Jason <JKita@richmond.ca>; Pennier, Colin <CPennier@richmond.ca>
Subject: Support for Indigenous Strategy

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.

I offer my congratulations and support for this recommendation on the General Purposes agenda for Monday's meeting.

As an active volunteer in Steveston, having the time & resources to connect with local Indigenous nations is daunting even though we've been trying. Recognizing also the demands on Indigenous leaders' time and resources, this strategy seeks to make meaningful and long-lasting connections for our communities.

Having a city strategy such as this leads the way for community organizations to follow.

Please include volunteer organizations in a meaningful way as this strategy moves forward. Many of us, as volunteers, have been struggling to find ways to connect and include our indigenous communities often with limited success.

I look forward to hearing more and perhaps participating in some way in the future.

Cheers

MayorandCouncillors

From: MayorandCouncillors
Sent: November 18, 2024 9:28 AM
To: 'Bruce Livingston'
Subject: RE: World Cup

Categories: - TO: MAYOR & EACH COUNCILLOR / FROM: CITY CLERK'S OFFICE

Good Morning,

Thank you for your email. Please be advised your correspondence will be forwarded to the Mayor and Councillors, and appropriate staff,

Regards,
Claudia

Claudia Jesson
Director, City Clerk's Office
T: 604-276-4006
E: Cjesson@richmond.ca

From: Bruce Livingston <stevestonecotours@gmail.com>
Sent: November 18, 2024 9:05 AM
To: MayorandCouncillors <MayorandCouncillors@richmond.ca>
Subject: World Cup

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.

Recent news of Richmond's plans to support the FIFA 2026 World Cup caught my attention. Generally speaking, I do not support taxpayer dollars funding parties, but I can understand youth-oriented "Soccer Day" events, or Community Centre based events. What makes no sense is a programme to give tax dollars to non-profit groups for parties, (up to \$2000), or individuals for block parties (up to \$500). When staff time to administer such programmes is included, the whole idea gets worse. At some point, this nonsense has to stop. Killing these "party grants" would be a good place to start.

Bruce Livingston
604-377-5964



Planning Committee

Date: Tuesday, November 19, 2024

Place: Anderson Room
Richmond City Hall

Present: Councillor Bill McNulty, Chair
Councillor Alexa Loo
Councillor Chak Au
Councillor Carol Day
Councillor Andy Hobbs

Also Present: Councillor Laura Gillanders
Councillor Michael Wolfe

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

MINUTES

It was moved and seconded

That the minutes of the meeting of the Planning Committee held on November 5, 2024, be adopted as circulated.

CARRIED

NEXT COMMITTEE MEETING DATE

December 3, 2024, (tentative date) at 4:00 p.m. in the Anderson Room.

PLANNING AND DEVELOPMENT DIVISION

1. APPLICATION BY 1343356 BC LTD. FOR REZONING AT 6251 AND 6271 WILLIAMS ROAD FROM THE “SMALL-SCALE MULTI-UNIT HOUSING (RSM/L)” ZONE TO THE “LOW DENSITY TOWNHOUSES (RTL4)” ZONE

(File Ref. No. RZ 22-019094) (REDMS No. 7819480)

Staff highlighted that (i) the proposed rezoning will facilitate the development of ten townhouse units with vehicle access from Williams Road, (ii) four bylaw-sized on-site trees are marked for removal and will be replaced with 8 new trees, (iii) refinement of the site plan to finalize the frontage improvements and landscape plan will be examined during the development permit stage, and (iv) a servicing agreement is required for the design and construction of frontage improvements..

In reply to a query from Committee staff advised that (i) a certified arborist as well as the City’s Tree Preservation Coordinator have reviewed the feasibility of relocating the Cypress tree, (ii) the new onsite location for the relocated tree will be confirmed during the Development Permit stage, and (iii) the health of the significant adjacent tree on the adjacent site that is to be protected will be monitored by the arborist during construction.

It was moved and seconded

That Richmond Zoning Bylaw No. 8500, Amendment Bylaw 10618, for the rezoning of 6251 and 6271 Williams Road from the “Small-Scale Multi-Unit Housing (RSM/L)” zone to the “Low Density Townhouses (RTL4)” zone, be introduced and given first, second and third reading.

CARRIED

2. RICHMOND HERITAGE COMMISSION BYLAW NO. 7906, AMENDMENT BYLAW NO. 10619

(File Ref. No. 01-0100-30-HCOM1-04) (REDMS No. 7837662)

In reply to a query from Committee, staff noted that Council has discretion on a case-by-case basis whether a member can be appointed to serve on the Committee past the term limit.

It was moved and seconded

That Richmond Heritage Commission Bylaw No. 7906, Amendment Bylaw 10619, to include term limits in alignment with the Appointments – Term Limits Policy 1020, be introduced and given first, second and third reading.

CARRIED

3. CHANGES TO BC BUILDING CODE: SINGLE EXIT STAIR

(File Ref. No. 12-8360-01) (REDMS No. 7808805)

In response to queries from Committee, staff advised that (i) Richmond Fire Rescue (RFR) has two ladder sizes, 100 feet and 75 feet, (ii) incidents of rescues from an exterior balcony are rare and dangerous in reality, (iii) the single exit stair provision would widen the stairwell to 5 feet, (iv) longer ladders would require larger trucks, which pose other challenges, (v) due to concerns regarding potential safety risks, RFR is not advocating for the building code changes (vi) factors such as the use of non-combustible building materials and numerous, longer fire trucks are some reasons why the City of Seattle is able to support this type of occupancy, (v) the City's permitting can not overrule the BC Building Code, and (vi) changes to the BC Building Code have made it easier to construct secondary suites and a staff memorandum with additional information will be provided.

It was moved and seconded

That a letter outlining the City of Richmond's concerns regarding the BC Building Code changes to allow Single Exit Stair buildings, as outlined in the staff report titled "Changes to BC Building Code: Single Exit Stair" dated October 29, 2024, from the Director, Building Approvals and Fire Chief be sent to the following:

- (a) *Premier;*
- (b) *Minister of Housing;*
- (c) *Minister of Public Safety and Solicitor General; and*
- (d) *Members of the Legislative Assembly for Richmond.*

CARRIED

4. MANAGER'S REPORT

(i) Builders Breakfast

Staff provided an update on the Builders Breakfast and noted that the meeting explored (i) building and design issues of small-scale multi-unit housing, (ii) building height and on-site parking, and (iii) building code and construction requirements. Staff further advised that the feedback from the meeting and through the Let's Talk Richmond survey completed over the summer will be summarized and provided to Council in 2025.

Planning Committee
Tuesday, November 19, 2024

(ii) *Open House for Official Community Plan Update*

Staff highlighted that the City will be hosting a series of open houses, on a targeted update of the Official Community Plan which will focus on areas such as housing affordability, community equity, environmental protection and enhancement, climate change and mitigation. Staff further advised that a Let's Talk Richmond survey is available with a series of questions to gain insight into the high-level goals and objectives and ascertain whether anything else should be included as part of the review. It was noted that results of the survey will be provided to Council in 2025.

ADJOURNMENT

It was moved and seconded
That the meeting adjourn (4:27 p.m.).

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the Planning Committee of the Council of the City of Richmond held on Tuesday, November 19, 2024.

Councillor Bill McNulty
Chair

Sarah Goddard
Legislative Services Associate



City of Richmond

Report to Committee

To: General Purposes Committee
From: Jason Kita
Director, Intergovernmental Relations and
Corporate and Strategic Planning
Date: October 28, 2024
File: 01-0005-01/2024-Vol
01
Re: **Indigenous Relations Strategy – Proposed Guiding Principles and Focus
Areas**

Staff Recommendations

1. That the Indigenous Relations Strategy proposed Guiding Principles and Focus Areas outlined in the staff report titled “Indigenous Relations Strategy – Proposed Guiding Principles and Focus Areas,” dated October 28, 2024, from the Director, Intergovernmental Relations and Corporate and Strategic Planning, be endorsed; and
2. That staff be directed to develop an Indigenous Relations Strategy and engage with Indigenous communities to seek collaboration into the development of the Strategy.

Jason Kita
Director, Intergovernmental Relations and Corporate and Strategic Planning
(604-276-4091)

Att: 1

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	
Law	<input checked="" type="checkbox"/>	
SENIOR STAFF REPORT REVIEW	INITIALS: 	APPROVED BY CAO

Staff Report

Origin

At the Regular Council Meeting on May 8, 2023, City Council approved:

That the report “Truth and Reconciliation Update”, dated April 11, 2023, from the Director, Intergovernmental Relations and Corporate and Strategic Planning, be endorsed.

The purpose of this report is to present Council with eight proposed Guiding Principles and four Focus Areas being recommended for the Indigenous Relations Strategy.

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.

1.1 Continue fostering effective and strategic relationships with other levels of government and Indigenous communities;

1.2 Advocate for the needs of Richmond in collaboration with partners and stakeholders; and

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 #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 programs, services, and community amenities to support diverse needs and interests and activate the community; and

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

Background

The City of Richmond understands that reconciliation is essential to creating a welcoming community while developing connections with the local Indigenous Peoples. The Indigenous Relations Strategy will guide the City’s path to reconciliation through the actions and initiatives developed within the plan. Indigenous issues will be addressed by the Manager, Indigenous Relations and this position will work towards achieving the recommended actions supported by Council.

Analysis

The Manager, Indigenous Relations was hired in January 2024. A key responsibility for this position is to create an Indigenous Relations Strategy and corresponding action plan for the City which will guide the organization to support work related to Truth and Reconciliation.

The Strategy will focus on relationships, education and implementing a city-wide approach to reconciliation. The process of reconciliation requires a long-term commitment to renew or develop relationship with Indigenous Peoples based on the recognition of rights, respect, and cooperation.

Engagement with the City's closest Indigenous neighbouring community, the Musqueam Indian Band, will be prioritized in the development of the strategy along with other Indigenous communities where alignment of interests exist. It will be important to understand, through our engagement process, the interests of each community and their contribution to the Strategy.

Objectives

The objectives of the strategy are:

- Prioritize Indigenous knowledge to foster an environment of trust, inclusion, and confidence.
- Foster relationships built upon honest and open communication.
- Accountability for personal and professional development on the path to reconciliation.
- Provide a foundation for a shared vision that respects individual values, beliefs, and collective knowledge.

Proposed Guiding Principles

The City's Indigenous Relations Strategy will require thoughtful consideration of cultural, historical, and social contexts. The following proposed Guiding Principles are meant to guide the City's initial efforts in moving forward with strategy development and may change as Indigenous and community engagement occurs. The Principles are reflective of the reconciliation framework rooted from Canada's Truth and Reconciliation Commission being adopted nationally by provincial authorities and local governments and will help ensure that Richmond's strategy is respectful, effective, and collaborative.

1. **Respecting diversity and the unique interests** - recognize and respect the unique cultural practices, traditions, and values of Indigenous peoples. Understand the historical context of Indigenous communities, including the impacts of colonization.
2. **Inclusion and participation of Indigenous Peoples** – engage Indigenous communities and utilize their insights and perspectives to address the desires and needs of the communities they live in.
3. **Partnerships, collaborations and capacity building** – facilitate relationships between the City, Indigenous Peoples, communities and organizations supporting opportunities for advancement.

4. **Promote and facilitate cultural inclusion** – promote and protect the cultural heritage and practices of Indigenous Peoples and communities and support education initiatives.
5. **Complement City strategies** – maintain ongoing and open communication so that Indigenous planning processes align and support the City’s overall objectives and priorities.
6. **Provide measurable outcomes** – continually measure and monitor the effectiveness, value and quality of the outcomes and ensure they support the priorities and focus areas of the Council Strategic Plan.
7. **Promote a learning environment** – promote city-wide Indigenous awareness, education and training in a safe and inclusive environment.
8. **Build integrity and trust** – uphold integrity and trust as critical building blocks for strong relationships and effective engagement through open, honest, and transparent communication.

Proposed Focus Areas

The purpose of the focus areas is to provide a clear set of high level outcomes for the Indigenous Relations Strategy. Action items will be developed for each of the four focus areas.

Proposed Focus Areas include:

1. **Government to Government Relationships** – the process of reconciliation requires a long term commitment to address the harms caused by systemic racism, and most importantly, to renew and develop relationships with Indigenous Peoples based on recognition of rights, respect and cooperation.
2. **Coordination and Prioritization of Reconciliation Efforts** – City departments are diverse and unique in their operations. Topics to be targeted in each department will include: engagement, education, cultural awareness, networking, relationship building, and Indigenous inclusion.
3. **Taking Action in Our Community** – The City of Richmond’s goal of recognizing and respecting diversity is embedded in the process of reconciliation. Through an Indigenous Relations webpage, programming, activities, and Commemorative Events, the community will be supporting the City’s commitment to Diversity, Equity and Inclusion.
4. **Organizational Cultural Competency** – Education and training is an important focus for the organization to inform City staff on the core Indigenous issues and history and improve relationship building with Indigenous organizations and communities.

Next Steps

Subject to Council’s approval, the Guiding Principles and Focus Areas will provide guidance towards the development of a framework for the Indigenous Relations Strategy. An outline of the Strategy Development Stages is included in **Attachment 1**. Staff will immediately focus on Stages 1 to 5 with an anticipated completion timeline of Stage 6 by the end of 2025. Staff will have a better indication of the full Strategy Development timeline after the completion of Stage 6.

Regular updates to Council will be provided including gathering feedback from Council on the Draft Strategy Framework, Revised Strategy Framework, and Draft Indigenous Relations Strategy. In addition to gathering feedback from Council, engagement with various Council Advisory Committees may occur.

Since the final strategy may take some time to develop, key Indigenous initiatives will continue to take place throughout the year.

Financial Impact

None.

Conclusion

The Indigenous Relations Strategy will demonstrate the City's commitment to building relationships with Indigenous Nations, Peoples and communities. It will provide a framework for setting priorities and allocating resources. The Guiding Principles and Focus Areas will be fundamental in the development of the Strategy and will demonstrate the City's leadership in advancing social equity and reconciliation.



Colin Pennier
Manager, Indigenous Relations
(604-276-4349)

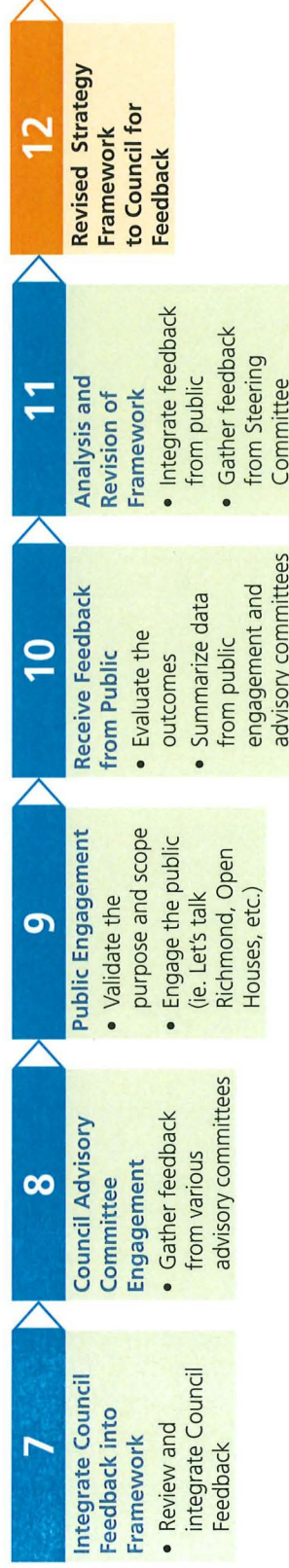
Att: 1 Proposed Strategy Development Stages

Proposed Strategy Development Stages

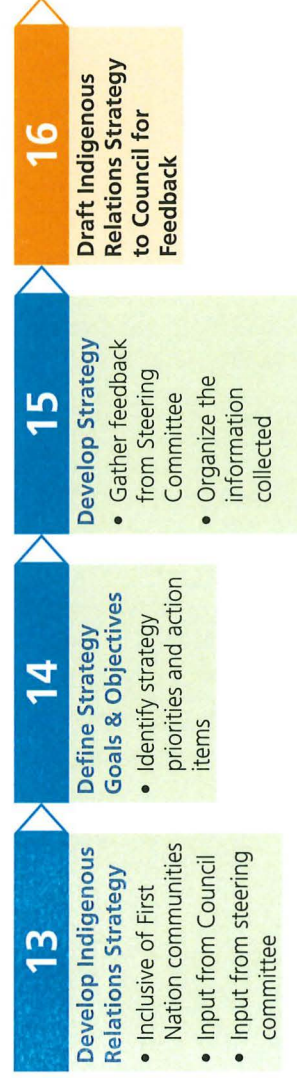
Framework Development



Community Engagement



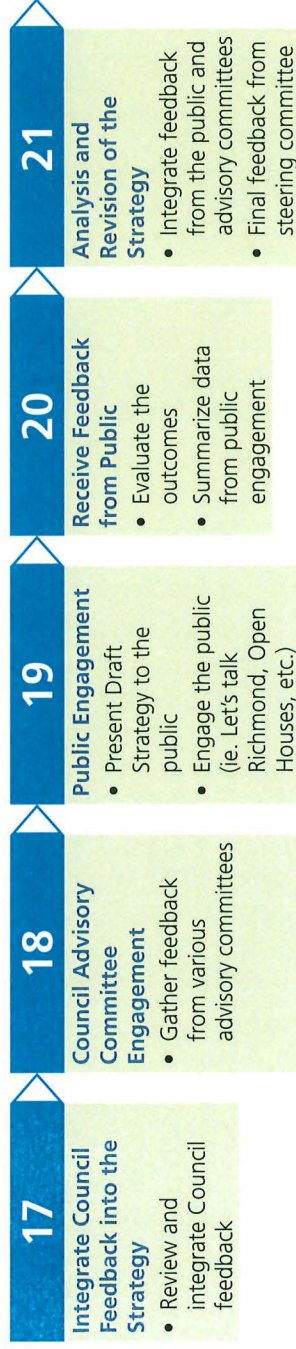
Strategy Development



*Strategy development stages may be revised through the process. Staff will provide regular updates.

Proposed Strategy Development Stages continued . . .

Community Engagement



Strategy Approval and Implementation



*Strategy development stages may be revised through the process. Staff will provide regular updates.



City of Richmond

Report to Committee

To: General Purposes Committee

Date: October 28, 2024

From: Peter Russell
Director, Housing Office

File: 08-4057-05/2023-Vol 01

Re: Establishing a Housing Priorities Grant Program

Staff Recommendations

1. That the proposed framework for a Housing Priorities Grant Program, as outlined in the report titled "Establishing a Housing Priorities Grant Program," dated October 28, 2024, from the Director, Housing Office, be approved; and
2. That staff bring forward eligible applications received through the Housing Priorities Grant Program for Council consideration.

Peter Russell
Director, Housing Office
(604-276-4130)

Att. 4

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF DEPUTY CAO
Finance	<input checked="" type="checkbox"/>	
Development Applications	<input checked="" type="checkbox"/>	
Policy Planning	<input checked="" type="checkbox"/>	
Law	<input checked="" type="checkbox"/>	
SENIOR STAFF REPORT REVIEW	INITIALS: 	APPROVED BY CAO

Staff Report

Origin

On January 22, 2024, the City announced a three-year partnership with the federal government to add 1,022 homes by utilizing \$35.9 million in committed funding through Canada Mortgage and Housing Corporation's (CMHC) Housing Accelerator Fund (HAF). Attachment 1 includes a list of projects put forward by the City that were subsequently approved by the CMHC. Per the HAF agreement, eligible projects must incur costs and utilize funding by December 2027.

One of the initiatives identified by the City was to develop a one-time Housing Priorities Grant Program (the Grant Program) using the HAF funding. The Grant Program is intended to help address financial barriers that limit the delivery of affordable housing. It is proposed that \$10 million in funding be allocated for the program with a target of accelerating the development of 220 affordable rental homes. HAF funding to the City is tied to two key milestones, the first is Council approving a Grant Program design by November 30, 2024 and the second is that the Grant Program is launched by June 28, 2025.

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 well-planned and prosperous city.

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:

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

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

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.

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

This report supports the implementation of Richmond's Housing Accelerator Fund Contribution Agreement with CMHC, specifically Initiative 2, developing a Housing Priorities Grant Program.

Analysis

Through its Affordable Housing Strategy (the Strategy), the City has identified affordable rental housing as a key housing type and tenure needed to support households that may not otherwise be served by the private market. Priority groups, as identified in the Strategy, include families, seniors, persons with disabilities, Indigenous peoples, persons experiencing homelessness, women and women with children fleeing violence, and individuals with mental health and addiction challenges. The Strategy also recognizes the importance of building the capacity of partners, particularly non-profit organizations (NPOs) and Cooperatives, to support the delivery of affordable housing. NPOs bring community-focused mandates and expertise in operating affordable housing, with some growing commercial capabilities as housing developers. Furthermore, NPOs and Cooperatives typically receive some form of financial assistance from other levels of government to enable the delivery of housing at below-market rents.

Proposed Funding Streams

Staff propose two main funding streams for the allocation of HAF funding, outlined below. Affordable rental housing has rents, or in the case of housing cooperatives “housing charges”, that generally do not exceed the maximums established within the City’s Low-End Market Rental (LEMR) program or, where BC Housing’s Household Income Limits (HILs) are used, housing for which annual rents do not exceed 30 per cent of the HIL. All eligible applications will be brought forward for Council consideration.

1. **NPO and Cooperative Grant Funding:** Provision of grant funding to NPOs and Cooperatives to offset Development Cost Charges (DCCs) and other costs to develop affordable rental housing.
2. **For-Profit Homebuilder Funding for Additional LEMR Homes:** DCC offsets provided to for-profit home builders who deliver voluntary affordable rental housing above existing policy targets or zoning requirements.

A high-level overview of the Grant Program is included in Attachment 2.

Staff recommend a phased approach for the Grant Program. The Program will begin with an initial funding call in early 2025 and may be followed by a second call later in the year. Depending on the uptake, the eligibility criteria may be amended prior to any subsequent call to maximize funding expenditure. Staff will assess each application and provide funding recommendations for Council consideration. Assessment of NPO and Cooperative Grant Funding applications will be guided by the criteria in Attachment 3.

Funding Stream 1: NPO and Cooperative Grant Funding

An Eligible Project for grant funding has to have a registered NPO or Cooperative as specified by the *Cooperative Association Act* as the applicant and owner of any affordable rental housing. Equity or Homeownership Cooperatives are excluded as this organizational structure allows private ownership. The proposal must increase NPO or Cooperative ownership of affordable rental housing. Eligible projects must incur costs that are payable before December 2027.

The proposed grants stream has been scoped to support Eligible Projects by way of two funding options:

Grant Funding 1A - City development fee grants for build-ready projects.

Grant Funding 1B- Feasibility funding

Grant Funding 1A- City development fee grants for build-ready projects

The first funding option is geared towards covering the cost of City fees tied to an Eligible Project. An Eligible Project for this grant funding stream must be tied to a development application for which conditional approval has been granted (i.e. third reading of a rezoning bylaw) and/or a development permit issued.

Eligible Fees are fees typically paid by the applicant to the City, including City development application fees, City DCCs, building permit fees, and related permitting costs payable to the City of Richmond. Ineligible fees include site servicing costs, security deposits and third-party charges, including School Site Acquisition Charges, Metro Vancouver Water and Sanitary Sewer DCCs, and TransLink DCCs. Third-party charges may be excluded where there are existing waiver options in place, subject to the terms established by those third parties.

Eligible Fees are those applicable to the entire project and are not limited to the proportion of fees that might be exclusively attributed to affordable homes. This approach will provide more certainty to NPOs and lessen the complexity of administering the allocation of funds to an Eligible Project.

Grant amount

Staff propose limiting the total grant to the lower of \$40,000 per affordable rental home or the total of all Eligible Fees. The \$40,000 per affordable rental home grant was determined based on:

- The expected cost to cover the minimum DCCs on a three-bedroom LEMR home, which at 980 square feet are currently \$35,074;
- Alignment with other grant and DCC waiver programs in municipalities in the Lower Mainland which were found to allocate between \$2,000 and \$50,000 in funding per affordable rental home (Attachment 4); and
- Alignment with the City's recent contributions to affordable housing projects from the Affordable Housing Reserve, including:
 - 80-home development at 5491 No. 2 Road for which the City contributed \$2.2 million, or \$27,500 per home, from its Affordable Housing Reserve; and
 - 25-home development at 4831 Steveston Highway for which the City contributed \$850,000, or \$34,000 per home, from its Affordable Housing Reserve.

Grant Funding 1B - Feasibility Funding

The second funding option focuses on feasibility funding which offsets the costs of project conceptualization and technical due diligence necessary to advance development approvals and permitting. At this early stage of development, the feasibility of a project may be unknown. Accordingly, the risk associated with moving a project forward remains higher than the stage at which a proposal receives conditional or full development approval from the City.

Access to the funding would be limited to projects that have already secured feasibility-related funding from other sources, including, for example, BC Housing, the Canada Mortgage and Housing Corporation (CMHC), or private lending agencies. The modest top-up funding would lessen the amount of equity required for the NPO or Cooperative.

Top-up funding also provides a mechanism for early engagement between the City and NPO or Cooperative, allowing for project refinement in advance of spending more money on detailed project design. The early project review by the City may also allow the review of a subsequent submission to be streamlined, thereby accelerating the approvals process. Finally, the funding stream has the potential to facilitate the building of partnerships with local NPOs and Cooperatives, which supports another HAF-related funding initiative currently under development.

Grant amount

Staff propose one-time grants of up to \$50,000 per development. The grant amount was set to be substantial enough to support project development activities while limiting the risk that the funding goes towards a project that does not materialize in the delivery of affordable housing. A \$50,000 grant represents an estimated five per cent of the cost of progressing a 100-150 home project from conceptual design to planning approval.

Funding Stream 2: For-Profit Homebuilder Funding for Additional LEMR Homes

This stream will target for-profit housing providers as they are not eligible for grants. An Eligible Project for a DCC offset has to have a business or other for-profit entity not eligible for grant funding as the applicant and involve the voluntary construction of new affordable rental housing. Eligible projects must be tied to a development application for which conditional approval has been granted and/or a development permit issued and incur DCCs that will be offset before December 2027. Voluntary affordable housing is affordable housing delivered in excess of any existing affordable housing delivery targets or requirements set out in the Official Community Plan, Affordable Housing Strategy, Zoning Bylaw and applicable Area Plans.

DCC offsets will be implemented through project-specific DCC bylaws. The DCC bylaw would be presented in a Council report concurrent with a report presenting the Housing Agreement Bylaw ultimately used to secure the affordable rental housing. The financial impact of the DCC offset will be mitigated by internal transfers to a newly established Reserve Fund, utilizing HAF funding. The Reserve Fund will be used for capital costs otherwise supported through DCC funds. Staff will seek to establish the necessary Reserve Fund for internal transfers once an applicant seeks a DCC Offset.

Staff anticipate that the uptake of DCC offsets may be limited in strata developments, as modelling suggests the financial benefits are insufficient to offset the losses incurred from converting a strata home into affordable rental housing. However, staff are aware of some 100 per cent rental candidate projects and consider there is value in piloting the funding to test market interest and can expand eligibility criteria if interest is low.

Grant amount

Staff propose the offset be limited to a maximum of 75 per cent of the City DCCs applicable to the total floor area of any voluntary affordable rental homes secured through a housing agreement.

Grant Program Launch

Should Council approve the Grant Program as outlined, staff propose a launch date of January 27, 2025, supported by promotion via social media, the City's website, and direct outreach to the development community, NPOs and Cooperatives. The application process will provide opportunities for applicants to advise on any additional funding needs beyond the scope of the Grant Program that would support affordable housing delivery. One potential avenue for expanding the Grants Program is to assist NPOs in acquiring new affordable rental housing from the private market, as well as converting new market rental or strata housing into affordable rental housing.

Staff will update Council six months, or sooner, after the launch, detailing both the demand for the grants and any feedback on additional funding needs. This report will highlight any necessary adjustments to ensure that the grant funds are fully utilized and that the grants are sufficiently supportive to foster development activity.

The results of this Grants Program, considering the interest it generates and ultimately the number of additional affordable rental homes it brings to market, will be used to inform a future review of the City's DCC Bylaw and any related consideration of DCC waivers, incentives or reductions for affordable housing developments.

Financial Impact

None. Any financial impact to the City from the provision of grants or DCC offsets will be mitigated by HAF funding received from CMHC.

Conclusion

The proposed Grant Program aligns with the City's Affordable Housing Strategy by focusing on affordable rental housing and supporting partners, particularly NPOs and Cooperatives, to deliver such housing. Through the multiple funding streams outlined in the report, the City can accelerate build-ready affordable housing projects while enhancing the capacity of NPOs and Cooperatives to generate a pipeline of affordable rental housing options. While this Program is currently limited by its source of federal funding, it presents an exciting opportunity to evaluate the feasibility of implementing similar funding programs to incent affordable housing delivery over the long-term. Each application will come forward to Council for consideration and approval.



Greg Newman
Manager, Affordable Housing
(604-204-8648)



Cade Bedford
Planner 2, Affordable Housing
(604-247-4916)

Att. 1: Housing Accelerator Fund Initiatives Summary

Att. 2: Summary of Housing Priorities Grant Program

Att. 3: Guiding Assessment Criteria

Att. 4: Analysis of Comparable Grant and Development Cost Charges Waiver Programs

Housing Accelerator Fund Initiatives Summary

Initiative 1 - Enhanced Fast Track Program Rental and Affordable Housing

Summary	<p>This initiative establishes an enhanced fast-track program and corresponding staff unit to:</p> <ul style="list-style-type: none"> • Provide expedited rezoning and development permit application review ahead of in-stream applications for new development that provides 100% of the residential use at the site as secured rental housing. • Support the timely advancement of approved non-market housing projects in partnership with senior levels of government and non-profit housing providers on City-owned lands and privately owned lands.
Status	<p>One Planner 2 role has been appointed, and roles for Program Manager and Planner 3 are being advertised. Internal project management procedures are in place to support timely circulation and review of 100% rental applications.</p>

Initiative 2 – Housing Grant Program– The scope of this report.

Initiative 3 – Affordable Housing Non-Profit Partnership Program

Summary	<p>This initiative establishes an Affordable Housing Non-Profit Partnership Program with dedicated staff support. This initiative formalizes existing and new practices for partnership projects into an established program.</p>
Status	<p>A model is being developed for how/where/when the City can build the capacity of NPOs to create successful partnerships, learn about the development process and be better positioned to support the growing network of COOPs, LEMR and/or BC Housing built projects.</p>

Initiative 4 – Rental Tenure & Density Increases - Spires Road Area Pilot

Summary	<p>Under this initiative, Staff will review updates to the City Centre Area Plan for the Spires Road area. The review will determine how to apply the learnings to other neighborhoods in the City Centre Area Plan and/or through the targeted Official Community Plan (OCP) review.</p>
Status	<p>Staff reported back to Council in September 2023 confirming one development application with 100% rental was benefiting from the Spires Road area rental tenure overlay, along with several inquiries. The rental tenure overlay is being considered for other areas in Richmond as part of the ongoing OCP review.</p>

Initiative 5 – Parking Requirement Reduction

Summary This initiative will review parking requirement changes that support housing development.

Status As part of the OCP review, staff will look at:

- Parking maximums
- Deeper reductions for rental housing and/or affordable housing
- Re-purposing of parking structures for affordable housing
- Alignment with other initiatives and policies to increase housing and support sustainable transportation options

Initiative 6 - Targeted OCP Review: Explore Pre-Zoning Options

Summary This initiative explores options for pre-zoning to allow affordable housing projects of a certain scale in all zones as a permitted use and address the “missing middle” through gentle density.

Status A targeted review of the OCP is underway as of June 2022, which involves a deep dive into housing affordability and how to produce more non-market housing. As part of the OCP review, staff will look at opportunities to pre-zone appropriate areas to enable more rental and/or non-market housing.

Initiative 7 - Permitting Optimization Project

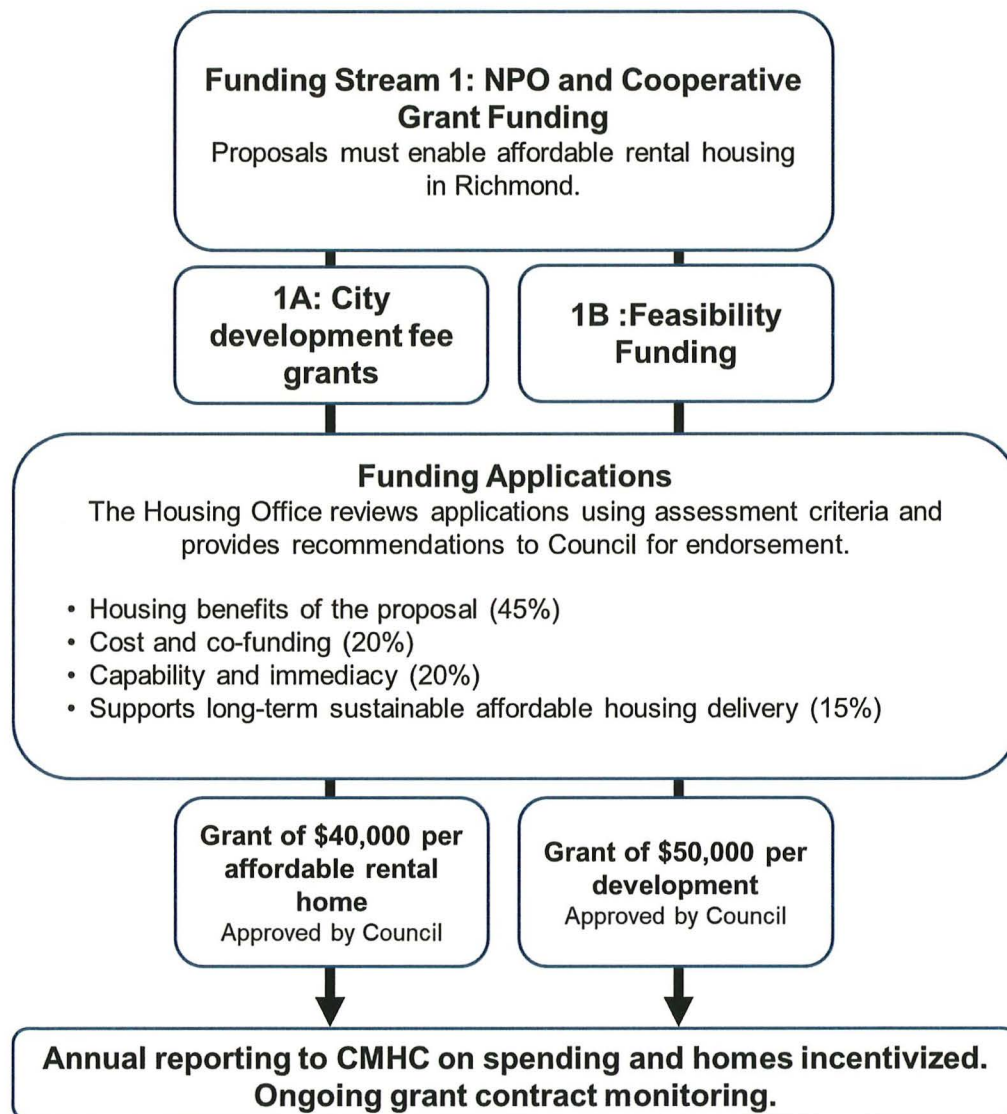
Summary The Permitting Optimization Project is a multi-phased initiative aimed at digitizing and enabling customer self-service for all 36 types of development applications and building permits.

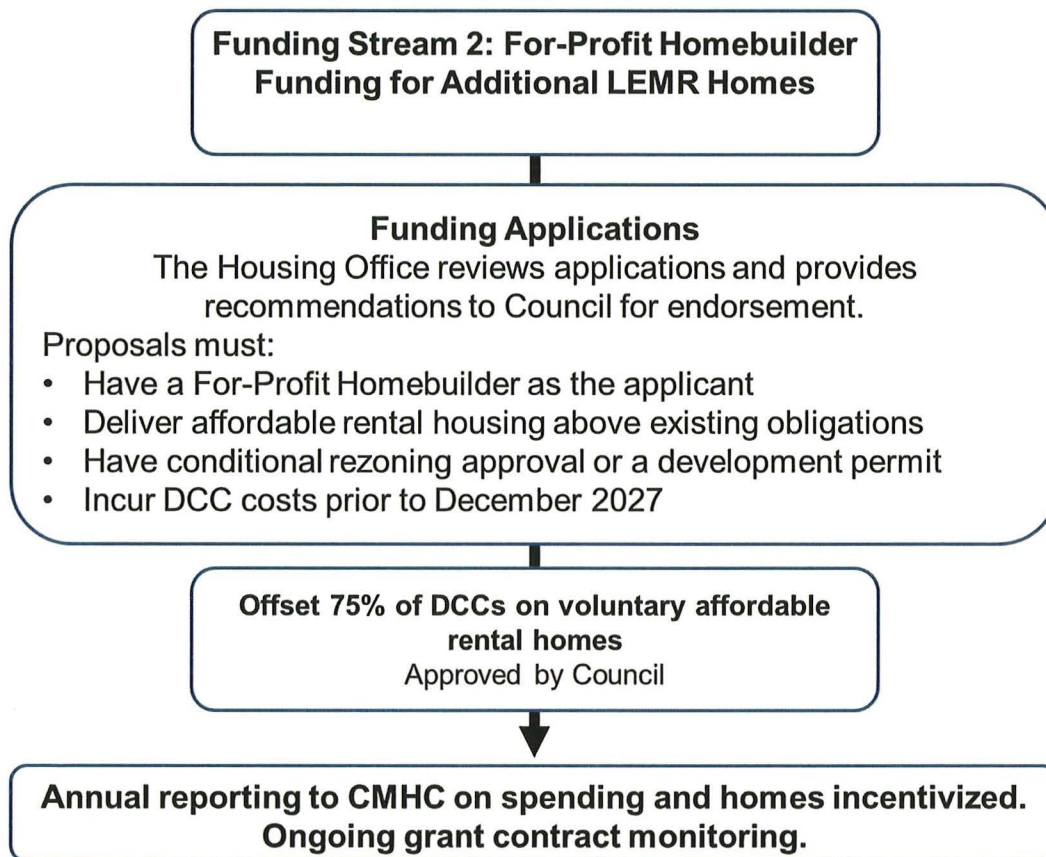
Status The MyPermit online public portal was launched in November 2023. In its first phase, the new portal streamlines the permitting processes for Gas, Plumbing and Sprinkler permit types. Servicing Agreements will be the next addition, completed in December 2024

Initiative 8 - Automated Plan Review Project

Summary This initiative involves the development of intelligent software that integrates Artificial Intelligence (AI) and Building Information Modelling (BIM) systems to enable automated plan review, accelerating the processing of development applications and issuance of building approvals.

Status An RFP for the Planning Study has concluded. The work will assist the City to identify the scope of functions and user requirements that will comprise objectives for an Automated Plan Review software platform.

Summary of Housing Priorities Grant Program



Guiding Assessment Criteria

Criteria (weighting)	Components of Criteria
Housing Benefits of the Proposal (45%) Proposal needs to show how they create additional housing for the target cohorts	<ul style="list-style-type: none"> • The number of additional affordable rentals and depth of affordability that the investment will enable relative to demand in that area. • The proportion of affordable houses expected to be enabled relative to specific housing needs of that area (i.e., family friendly 2- to 3-bedroom homes and accessible homes).
Cost and Co-funding (20%) Proposal represents a cost-effective solution	<ul style="list-style-type: none"> • The extent to which the proposal leverages other funding sources to deliver additional housing and provides value for the money. • The impact that this funding will have on the housing development advancing, or on the pace and scale at which it will advance compared to what is currently expected.
Capability and Immediacy (20%) Proposal provides assurance that if funding is approved, the project will advance at pace	<ul style="list-style-type: none"> • Confidence in the ability of all parties to deliver the housing as proposed and at pace. • Demonstrated alignment where relevant between all necessary parties including provincial government, development partners and affected persons needed to advance the proposal.
Supports Long-term Sustainable Affordable Housing Delivery (15%) Proposal supports long-term housing outcomes for Richmond	<ul style="list-style-type: none"> • The extent to which the proposal addresses recycling or reinvestment of funding for future housing needs. • The extent to which the delivery model enables local leadership, collaboration or use of prudent commercial partnerships to deliver projects. • The extent to which the proposal enables wider well-being outcomes (eg., job creation, utilization of Indigenous enterprises, climate change adaptation, design for community, etc.)

Analysis of Comparable Grant and Development Cost Charges (DCC) Waiver Programs

Other Local Municipalities Grant Programs

Coquitlam		Vancouver		North Vancouver		Richmond (Proposed)	
Lower Limit	Upper Limit	Lower Limit	Upper Limit	Lower Limit	Upper Limit	Lower Limit	Upper Limit
\$10,000	\$50,000	\$25,000	\$38,000-	-	\$10,000	-	\$ 40,000
Any development increasing AH solutions		NPOs & Cooperatives constructing AH on their own land		Non-capital related projects by NPOs that support the City's AH objectives		NPOs delivering AH	

AH = Affordable Rental Housing

Other Local Municipalities DCC Waiver Programs*

	Port Moody	City of North Vancouver	Delta	Langley Township	Vancouver	Richmond (proposed)
Policy Settings	50% waiver for NPO-delivered AH or 25% for for-profit AH	Waiver for NPO rental housing	Waiver for NPO dev. with 30% AH	Waiver for NPO dev. with 30% AH	Waiver for for-profit 100% rental dev. with 20% AH	75% DCC offsets for for-profit voluntary AH
Studio (400 ft²)	\$4,921	\$2,310	\$9,822	\$38,934	\$14,184	\$14,316
1 Bdrm (535 ft²)	\$6,581	\$3,090	\$9,822	\$38,934	\$18,971	\$19,148
2 Bdrm (741 ft²)	\$9,115	\$4,280	\$9,822	\$38,934	\$26,276	\$26,520
3 Bdrm (980 ft²)	\$12,055	\$5,660	\$9,822	\$38,934	\$34,751	\$35,074

* Estimated DCC costs using Low-End Market Rental minimum sizes. Note that the proposed Richmond DCC offset is exclusive to for-profit projects, as NPO projects are covered by grants rather than DCC offsets.

Feasibility Funding Programs

	VanCity	BC Housing	CMHC	Richmond (Proposed)
Funding	Grants of up to \$50,000 plus loans, average being \$500,000	\$250,000 starting loan, plus up to \$2 million in construction financing	Up to \$150,000 grant and \$350,000 as an interest-free loan	\$50,000 grant



City of Richmond

Report to Committee

To: General Purposes Committee

Date: November 14, 2024

From: Lloyd Bie, P. Eng.
Director, Transportation

File: 10-6500-01/2024-Vol
01



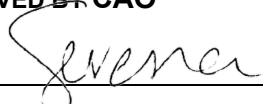
Re: Steveston Village Lane Parking - Update

Staff Recommendation

That Option 2B as outlined in the report titled “Steveston Village Lane Parking – Update” dated November 14, 2024 from the Director, Transportation be endorsed.

Lloyd Bie P. Eng.
Director, Transportation
(604-246-4131)

Att. 1

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Community Bylaws	<input checked="" type="checkbox"/>	
Law	<input checked="" type="checkbox"/>	
SENIOR STAFF REPORT REVIEW	INITIALS:	APPROVED BY CAO
		

Staff Report

Origin

At the July 22, 2024 Regular Council meeting, the following motion was endorsed:

1. *That parking be established in lanes within Steveston Village as outlined in the report titled “Steveston Village Lane Parking” dated June 26, 2024 from the Director, Transportation; and*
2. *That a permit parking pilot program be implemented as outlined in Option 3 in the report titled “Steveston Village Lane Parking” dated June 26, 2024 from the Director, Transportation.*

This report provides an update on the status of the pilot program and potential options to amend the program.

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.

Analysis

Background

In Q3 2024, Council endorsed the establishment of formalized parking stalls within Steveston’s lanes in response to public request. 16 stalls were established at locations which do not impede with emergency service access, truck manoeuvring, parking and building access, waste collection and loading within the lanes.

In addition, to address business owner requests for full-day designated parking for business and employee usage, a permit parking pilot program was introduced for the newly established lane parking to provide all-day parking options for business owners and their employees. A \$54.00 per calendar month permit fee was established for the program, consistent with the general City-wide commercial on-street parking permit rate. The pilot program was intended to assess demand for designated employee parking and to facilitate further review of potential parking management schemes within Steveston.

A separate referral has been made for staff to undertake a comprehensive parking assessment for Steveston and to engage with stakeholders. This work is underway and staff will report back on the results of the study in Q3 2025.

Permit Pilot Program Update

Stakeholder Feedback

Table 1 below summarizes stakeholder engagement that has taken place and feedback received.

Table 1 - Stakeholder Engagement and Feedback Summary

Letter Mail-out	Letters were mailed out to all business owners within Steveston Village, with information on the program and ways to provide feedback throughout the pilot.
Stakeholder Contact	Staff contacted businesses adjacent to the lanes prior to establishing formalized parking stalls. While many businesses were not interested in applying for a permit, feedback on the proposed program were generally positive.
In-person Information Session	One in-person stakeholder engagement session was held in September 2024. 6 people attended the information session. Attendees indicated concerns regarding the monthly permit fees and requested that a nominal fee be charged instead. Alternatively, attendees would prefer for lane parking to be established as free, time-limited public parking.
City Webpage and LetsTalkRichmond	Information on the program is available through the City's webpage and on the LetsTalkRichmond platform, with contact information available to receive feedback.

In addition to the above, written feedback has been received from the Steveston Merchants Association requesting that the pilot program be paused for further assessment (Attachment 1).

Program Uptake

Four users have subscribed to the permit program to date. Permit holders indicated while they have a preference for lower monthly rates, the current program serves their needs.

Options to Proceed

Based on stakeholder feedback, options for managing the parking supply within Steveston's lanes are presented below for Council's consideration.

Option 1: Status Quo

Option 1 includes continuing the program into the 2025 summer peak season as originally intended. Review of potential alternate parking management strategy for lane parking, including supporting public and stakeholder engagement, will be included in the comprehensive parking assessment that is being conducted for Steveston Townsite, and changes to the permit program will be reviewed through that assessment.

Option 2: Pause the Permit Program until Further Investigation is Completed

Option 2 includes pausing the permit program until further investigation is completed. Although business owners have expressed a desire for designated employee parking in the past, the Steveston Merchants Association has requested that the City pause the program (Attachment 1).

A comprehensive parking study for the Steveston Townsite is underway and will examine the inventory, operation and utilization of public parking spaces in the area.

This work will also include engagement with the public and key stakeholders. Staff recommend that assessment of parking management for the Steveston Townsite be assessed holistically upon completion of this parking study and engagement process.

Option 2A: Through Option 2A, until further investigation has been completed, all parking within lanes will be converted to free public parking with a 3-hour time limit during the hours of 8:00am and 6:00pm. Existing permit holders will be notified of the program's termination and parking permits will no longer be issued beginning in December 2024.

Option 2B (Recommended): Through Option 2B, four designated permit parking stalls will be maintained and made available to users currently subscribed to the program. New applications will not be accepted. If subscribed users choose to unsubscribe, the corresponding number of stalls will be removed from the program and made available to the public. The remaining 12 lane parking stalls will be converted to free, time-limited public parking similar to Option 2A.

Staff Recommendation

Staff recommend proceeding through Option 2B. The permit parking pilot program was initiated to address the request for designated employee parking for businesses. Due to stakeholder feedback, staff recommend that the permit parking program be paused. Lane parking will be converted to free public parking with a 3-hour time limit, consistent with on-street parking throughout the townsite. As the intent is to meet the needs of users, staff recommend maintaining permit parking for the four users that are currently subscribed to the permit program. Further changes to parking management within lanes will be reviewed following completion of a parking study.

Financial Impact

The cost for signage modification to return permit parking stalls to 3-hour public parking is approximately \$1,000. This can be accommodated through existing capital budgets.

Conclusion

Parking was established in Steveston's lanes in response to feedback. In addition, a permit parking pilot program was introduced to address requests from business owners for designated, all-day employee parking. Based on stakeholder feedback, staff recommend pausing the program until a comprehensive parking study has been completed and parking management for the Steveston Townsite can be assessed holistically. Staff will report back on the findings of this assessment in 2025.



Beata Ng, P. Eng.
Manager, Transportation Development and Design
(604-247-4627)

BN:ck

Att. 1: Letter from the Steveston Merchants Association



Steveston Merchants Association
PO Box 31856, 3811 Moncton St
Richmond BC V7E 0B5
info@exploresteveston.com
Phone 604-812-5658

November 4, 2024

Dear City Councillors,

Subject: Proposal for Parking Solutions in Steveston Village

Dear Councillors,

Thank you for your efforts with the pilot project aimed at addressing the parking challenges in Steveston Village's laneways. After reviewing the project's progress and meeting with several city councillors, we would like to propose the following actions:

1. **Pause the Pilot Project:** We recommend pausing the current pilot project to reassess its impact and explore alternative solutions.
2. **Amendment to Laneway Parking Bylaw:** We suggest reviewing and potentially amending the bylaw that prohibits parking in Steveston Village laneways. Allowing limited parking in laneways—perhaps designated for staff—could help address the overall parking shortage.
3. **Choke Point Identification and No Parking Zones:** Identify essential choke points where emergency vehicle access is required. These areas should be clearly marked as No Parking zones to ensure safety and accessibility.
4. **Collaboration with Steveston Harbour Authority:** We propose approaching the Steveston Harbour Authority to explore designating a portion of their gravel lot on Chatham Street for staff parking. A suggested rate could be \$20 per month, providing a low-cost option for employees.
5. **Enforcement of 3-Hour Parking Limit:** Once additional parking solutions are in place, consider enforcing the 3-hour parking restriction throughout the village. This would encourage staff to avoid using customer parking spaces, creating a more customer-friendly environment.
6. **Pay Parking and Short-Term Zones:** Finally, consider implementing paid parking in high-demand areas or establishing additional 15-minute zones to facilitate quick, grab-and-go visits for customers.

We believe these measures, if implemented thoughtfully, could improve parking accessibility and support both staff and visitors in Steveston Village. Thank you for your consideration of these proposals.

Jim van der Tas
President, Steveston Merchants Association

Subject: Referral motion for staff to report back forthwith on feasible options and a policy for commercial truck parking in Richmond

Member of Council: Kash Heed

Meeting: General Purposes Committee

Notice Provided on: November 12, 2024

For Consideration on: November 18, 2024

Background

Safeguarding agricultural land from truck parking in Richmond is a critical concern, particularly in light of the city's dedication to maintaining its farmland. For years, this issue has lingered in the city's agenda with little tangible advancement in securing designated truck parking for local businesses. The regional district, Metro Vancouver, has also initiated efforts in this area, albeit with limited success. Enforcement of regulations to remove trucks from agricultural reserve lands has been inconsistent, involving both the land commission and local bylaw authorities. However, it is important to acknowledge that local businesses require access to parking, making the sporadic use of these lands somewhat justifiable given the absence of authorized parking spaces.

To effectively protect these essential agricultural areas, several strategies can be implemented, including: enforcing zoning regulations to align with the Agricultural Land Commission Act; establishing local bylaws to prohibit truck parking in designated agricultural zones; integrating agricultural preservation into regional and municipal land use plans; creating buffer zones to shield agricultural lands from incompatible developments; raising public awareness; collaborating with stakeholders to tackle concerns related to truck parking; and, engaging with the Richmond trucking industry to pinpoint appropriate parking locations.

Preserving agricultural land from truck parking in Richmond necessitates a comprehensive approach that combines regulatory actions, community involvement, stakeholder cooperation, and ongoing oversight. By emphasizing the importance of agricultural land preservation, Richmond can ensure the continued viability and sustainability of its agricultural sector for generations to come.

Motion

1. That staff explore further locations beyond those previously identified in reports for potential truck parking areas in Richmond, assessing their feasibility based on a realistic evaluation.

2. That staff revise and/or create policies regarding land use, transportation, and agriculture to address the current demands and challenges associated with truck parking in Richmond.

3. That updates on items 1 and 2 be presented to the Council within a three-month timeframe.



City of Richmond

Report to Committee

To: Planning Committee
From: Joshua Reis
Director, Development

Date: October 21, 2024
File: RZ 23-028712

Re: Application by Ponda Development Ltd. for Rezoning at 5120 and 5140 Williams Road from the "Small-Scale Multi-Unit Housing (RSM/L)" Zone to a new Site Specific "Two-Unit Dwellings (ZD9) – Williams Road (Steveston)" Zone

Staff Recommendation

That Richmond Zoning Bylaw 8500, Amendment Bylaw 10574, to create the "Two-Unit Dwellings (ZD9) – Williams Road (Steveston)" zone and to rezone 5120 and 5140 Williams Road from the "Small-Scale Multi-Unit Housing (RSM/L)" zone to "Two-Unit Dwellings (ZD9) – Williams Road (Steveston)" zone, be introduced and given first, second and third reading.

Joshua Reis, MCIP, RPP, AICP
Director, Development
(604-247-4625)

JR:ac
Att. 9

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Housing Office	<input checked="" type="checkbox"/>	 _____

Staff Report

Origin

Ponda Development Ltd. has applied to the City of Richmond, on behalf of Alta West Development Group Ltd. (Directors: P. Zheng & Y. Gao), for permission to rezone 5120 and 5140 Williams Road (Attachment 1) from the “Small-Scale Multi-Unit Housing (RSM/L)” zone to a new site specific “Two-Unit Dwellings (ZD9) – Williams Road (Steveston)” zone in order to permit the property to be subdivided to create four duplex lots (Attachment 2) accessed by two shared driveway accesses from Williams Road. A Development Permit (DP) application is required to further address the form and character of the proposed duplexes.

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 currently contains two single family dwellings located on two separate lots which will be demolished. The dwellings do not contain secondary suites. The applicant has indicated that both dwellings are currently tenanted. Tenants have been made aware of the development application and there is a mutual agreement to end tenancy on March 31, 2025.

Surrounding Development

To the North: Across Williams Road, single family lots zoned “Small-Scale Multi-Unit Housing (RSM/M)” and designated for Townhouse development in the Arterial Road Policy.

To the South: Single family lots zoned “Small-Scale Multi-Unit Housing (RSM/M)” fronting onto Hollycroft Drive and designated for “Single Family” development in the Steveston Area Plan.

To the East: A single family lot zoned “Small-Scale Multi-Unit Housing (RSM/L)” and designated for Duplex/Triplex development in the Arterial Road Policy.

To the West: A single family lot zone “Small-Scale Multi-Unit Housing (RSM/L)” and designated for Duplex/Triplex development in the Arterial Road Policy.

Related Policies & Studies

Official Community Plan

The 2041 Official Community Plan (OCP) Land Use Map designation for the subject site is “Neighbourhood Residential”. The Steveston Area Plan identifies the properties as “Single-Detached/Duplex/Triplex” development (Attachment 4). The development proposal for four duplex lots is consistent with these land use designations and contributes to a greater variety of ground-oriented homes.

Arterial Road Policy

The Arterial Road Land Use Policy in the City's 2041 Official Community Plan Bylaw 9000 directs appropriate duplex and triplex developments onto certain minor arterial roads outside the city centre. The subject site is identified for "Arterial Road Duplex/Triplex" on the Arterial Road Housing Development Map and the proposal is consistent with the Arterial Road Duplex Development Requirements under the Arterial Road Policy.

Single Family Lot Size Policy 5420

The subject site is located within Single Family Lot Size Policy Area 5420 (Attachment 5), which was adopted by Council on October 16, 1989 and amended on August 15, 1992. The Single Family Lot Size Policy provides direction on the size of single family lots that may be created through rezoning and subdivision. The Policy permits those properties along Williams Road with lane or internal road access to be rezoned and subdivided as per "Single Detached (RS1/C)" zone; where the minimum lot size is 360 m² and the minimum lot width is 13.5 m.

As per Section 2.3 of the Zoning Bylaw 8500, the Lot Size Policy applies only to "rezoning applications to transfer the land from one subdivision area to another subdivision area within the zone" (i.e., RSM/L to RSM/M), and does not apply to lands located within an Area Plan (i.e., Steveston Area Plan) of the OCP, or for applications from single family zone to a multiple-family zone.

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.

The Province has granted Royal Assent to Bill 44, *Housing Statutes (Residential Development) Amendment Act, 2023*. Bill 44 prohibits a Local Government from holding a Public Hearing on a residential rezoning bylaw that is consistent with the OCP. The proposed rezoning meets the conditions established in Bill 44 and is consistent with the OCP. Accordingly, City Council may not hold a Public Hearing on the proposed rezoning.

Analysis

Proposed New "Two-Unit Dwellings (ZD9) – Williams Road" Zone

A new site specific "Two-Unit Dwellings (ZD9) – Williams Road" zone is proposed to accommodate the proposal.

The proposed zone has been prepared to regulate the proposed four duplex developments with a reduced lot width (10.29 m). The new zone is generally consistent with all the requirements outlined in the “Arterial Road Duplex (RDA)” zone except for the minimum lot width. The proposed zone provides for duplex, as proposed, however as a result of the recently introduced Bill 44, and given the sites location within 400 m of a prescribed bus stop, the zone must also allow for a maximum of six units (inclusive of secondary suites) on each new lot. To ensure compliance with Bill 44, Triplex development is also a permitted use under the new zone.

When the RDA zone was introduced, a minimum lot width of 10.35 m was identified for interior lots that share a vehicle access with an adjacent lot on an arterial road. This minimum lot width was identified primarily in response to on-site vehicle parking and on-site circulation requirements. Through the review of this application, the applicant was able to demonstrate that all on-site vehicle parking and circulation could be achieved on a 10.29 m wide lot as proposed.

The proposed “Two-Unit Dwellings (ZD9) – Williams Road” zone is drafted based on the existing RDA zone with the exception of a slightly narrower lot width by 0.06 m. Provisions related to density (0.6 FAR), minimum lot size, lot coverage and setbacks are unchanged from the standard RDA zone.

Site Planning and Architectural Character

The applicant proposes one duplex on each of the four lots to be created through rezoning and subdivision, for a total of eight dwelling units. The duplexes will be in a “front-back” configuration; with one dwelling unit at the front of the property and the second dwelling unit at the back. The front and back units will be connected by individual attached garages. In keeping with the architectural character of nearby single family homes, the duplexes will be two storeys and will feature a peaked roof.

A site plan and preliminary architectural plans showing the proposed subdivision and development are provided in Attachment 6. Further details of the architectural form and character of the proposed development and landscape design will be reviewed and finalized through the DP application process.

Existing Legal Encumbrances

There is an existing 3.0 m wide Statutory Right-of-Way (SRW) along the rear (south) property lines of the subject site for the sanitary sewer line. The developer is aware that no construction is permitted in these areas. An additional 3.0 m by 3.0 m utility SRW exists in the southeast corner of the subject site to provide a buffer for the existing sanitary connection and inspection chamber for 5140 Williams Road. This SRW is to be discharged once the sanitary connection is cut and capped and the inspection chamber is removed.

Transportation and Site Access

Vehicle access to the proposed four duplex lots will be limited to two shared driveway crossings from Williams Road, secured by legal agreement. The shared driveways will be centred at the common property lines between the proposed lots.

To ensure adequate access for both proposed units, the following mitigation measures are required as part of the frontage upgrades for the development:

- Each unit will have two parking stalls in a private garage and one visitor parking stall will be provided at the end of the common drive aisle for the shared use between each of the duplex lots.

Prior to rezoning, the applicant is required to register a restrictive covenant on Title to ensure that, upon subdivision of the property:

- Vehicle access to each duplex lot is via a single shared driveway crossing, to be centred on the proposed shared property line.
- The buildings and driveways on the proposed lots are to be designed to accommodate on-site vehicle turn-around capability to prevent vehicles from reversing onto Williams Road.
- A cross-access easement for the shared driveway access, common drive aisle, shared visitor parking stall and the turnaround area is to be registered on Titles of each property.

Tree Retention, Replacement, and Landscaping

The applicant has submitted a Certified Arborist's Report; which identifies on-site and off-site tree species, assesses tree structure and condition, and provides recommendations on tree retention and removal relative to the proposed development. The Report assesses seven on-site bylaw-sized trees (tag # 944, 945, 946, 947, 948, 949 and 950) on the subject property and two trees (tag # NO3 & NO4) on the neighbouring property to the south (5131 Hollycroft Drive). The report also identifies one undersized tree (tag # 951) and an on-site hedgerow (H01). There are also two hedgerows (N01 & N02) located on the neighbouring properties to the east (5148 Williams Road) and southeast (5151 Hollycroft Drive) and one hedgerow on City property (C01).

The City's Tree Preservation Coordinator has reviewed the Arborist's Report for on-site trees and supports the Arborist's findings, with the following comments:

- Two bylaw-sized trees tag # 945 (Black cottonwood, 21 cm caliper) and tag # 946 (Black cottonwood, 41 cm caliper) are in fair condition but have structural defects including exhibiting asymmetrical crowns due to suppression from other adjacent trees. These trees also conflict with the service and utility corridor and will be directly impacted by excavation for decommissioning. As a result, these trees are not good candidates for retention and are proposed to be removed.
- Three bylaw-sized trees tag # 947 (Eastern white cedar, 20 cm caliper), tag # 949 (cherry plum, 24 cm caliper) and tag # 950 (apple, 20 cm caliper) all exhibit poor structural form and health. As a result, these trees are not good candidates for retention and are proposed to be removed.
- Two bylaw-sized trees tag # 944 (Blue spruce, 21 cm caliper) and tag # 948 (Weeping willow, 70 cm caliper) are in poor structural condition and are proposed to be removed. They also conflict with the proposed development footprint.

- During the processing of the subject application, staff became aware that Tree # 944 was removed from the site without City authorization. After review by the City's Tree Preservation Coordinator, the property owner will be fined \$1,000.00. In addition, the applicant has voluntarily agreed to provide 3:1 replacement to compensate for the tree's removed without authorization.
- One undersized tree tag # 951 (Eastern white cedar, 16 cm caliper) and an on-site hedge (H01) are proposed to be removed as they conflict with the proposed development footprint.
- Two bylaw-sized trees tag # NO3 (Western redcedar, 65 cm caliper) and tag # NO4 (cherry plum, 50 cm caliper) located on the neighbouring property to the south are in good condition. Both trees are to be protected as per the arborist report recommendations.
- Three hedges are present bordering the development site. The hedge located on City property near the north property line (# C01) will be removed as it is in direct conflict with a proposed driveway. Removal of the hedge along Williams is consistent with the Arterial Road policy guidelines. Two hedges are present on neighbouring lots bordering the southeast corner of the development site (# N01 & # N02). These hedges are in good condition and provide valuable screening to the adjacent lots. Both of these hedges will be protected as per the arborist report recommendations.
- Tree protection as per City of Richmond Tree Protection Information Bulletin Tree-03.
- Replacement trees should be specified at 2:1 ratio as per the OCP.

Tree Replacement

The applicant proposes to remove seven (tag # 944, 945, 946, 947, 948, 949 and 950) on-site bylaw sized trees. The 2:1 replacement ratio would require a total of 14 replacement trees plus the additional tree in consideration of the unauthorized removal of Tree Tag # 944 for a total of 15 replacement trees. The proposed conceptual landscape design indicates that 18 new trees will be planted on the development site. The required replacement trees are to be of the following minimum sizes, based on the size of the trees being removed as per Tree Protection Bylaw No. 8057.

No. of Replacement Trees	Minimum Caliper of Deciduous Replacement Tree	Minimum Height of Coniferous Replacement Tree
18	8 cm	4 m

The preliminary Landscape Plan illustrates that both the proposed replacement trees will include both deciduous and coniferous species (Attachment 7). The Landscape Plan is to be finalized as part of the DP application review process, and a landscaping security based on a cost estimate prepared by the Registered Landscape Architect is required to be submitted prior to DP issuance to ensure that the replacement trees are planted, and the Landscape Plan is adhered to.

Tree Protection

Two trees (# NO3 & # NO4) and two hedges (#N01 & #N02) on neighbouring properties are to be retained and protected. The applicant has submitted a Tree Protection Plan showing the trees to be retained and the measures taken to protect them during development stage (Attachment 8).

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 of Richmond's Affordable Housing Strategy (AHS) seeks cash-in-lieu (CIL) contributions to the City's Affordable Housing Reserve Fund when considering rezoning applications with 60 or fewer dwelling units; the contributions are sought in lieu of built low-end-of-market rental (LEMR) housing units. In this case, the rezoning application proposes four two-unit dwellings.

The applicant has agreed to provide a contribution of \$12.00 per buildable square foot to the City's Affordable Housing Reserve Fund, consistent with contributions for projects located outside of the City Centre.

The lands subject to this application are 21,610.05 ft² in area. The proposed ZD9 zone will establish a floor area ratio of 0.6 therefore the maximum floor area available to the property, if the rezoning is approved, is 12,966.03 ft². The affordable housing cash-in-lieu requirement is \$155,592.36.

Energy Step Code

The applicant has committed to design the subject development to meet the Energy Step Code 3 requirements. Details on how all units are to be built and maintained to this commitment will be reviewed at the Development Permit and Building Permit stages.

Site Servicing and Frontage Improvements

At the applicant's cost, prior to Subdivision, the applicant is required to enter into a Servicing Agreement (SA) for the design and construction of servicing works and frontage improvements to the satisfaction of the City.

Prior to subdivision, the applicant will be required to:

- Enter into a SA to construct the servicing works and frontage improvements on No. 5 Road including a new 2.0 m wide sidewalk and 1.5 m wide landscaped boulevard as outlined in Attachment 9.
- Pay property taxes up to the current year, Development Cost Charges (City, Translink, and Metro Vancouver), School Site Acquisition Charge, Address Assignment Fees and any other fees or costs identified through the subdivision application process.

Development Permit

A DP application will be required to address the form and character of the proposed duplexes. Through the DP, the following issues are to be further examined:

- Compliance with DP Guidelines for Arterial Road duplex projects in the OCP.
- Review of the architectural character, scale and massing to ensure that the proposed duplexes are well designed, fit well into the neighbourhood and do not adversely impact adjacent homes.
- Review of the building massing and setbacks to ensure compliance with the residential vertical lot width and depth envelopes required in the RDA zone.
- Review of aging-in-place features in all units and the provision of a convertible unit.
- Refinement of landscape design, including the location and type of fence proposed along the front property line within the required SRW, the provision of a holding area for garbage/recycling material collection and the size and species of on-site replacement trees to achieve an acceptable mix of conifer and deciduous trees on-site.
- The applicant, with BC Hydro, is required to investigate underground electrical connections at the site to determine if a Large Power Transformer (LPT) is required to service the proposed four duplexes. If required, a 3.5 x 3.5 m SRW and additional landscape screening will be secured on the subject site at the DP stage to house the LPT.

Additional issues may be identified as part of the DP application review process.

Financial Impact or Economic Impact

The rezoning application results in an insignificant Operational Budget Impact for off-site City infrastructure (such as roadworks, waterworks, storm sewers, sanitary sewers, street lights, street trees and traffic signals).

Conclusion

The purpose of this rezoning application is to rezone 5120 and 5140 Williams Road from the “Small-Scale Multi-Unit Housing (RSM/L)” zone to the new site specific “Two-Unit Dwellings (ZD9) – Williams Road (Steveston)” zone, in order to permit the development of eight duplex units on four lots with two shared access from Williams Road. The proposed new site specific “Two-Unit Dwellings (ZD9) – Williams (Steveston)” zoning has been developed to permit duplex development on a slightly narrower lot width (by 0.06 m) while achieving all of the remaining requirements of the zone.

The list of rezoning considerations is included in Attachment 9; which has been agreed to by the applicant (signed concurrence on file).

On this basis, it is recommended that Zoning Bylaw 8500, Amendment Bylaw 10574 be introduced and given first, second and third reading.



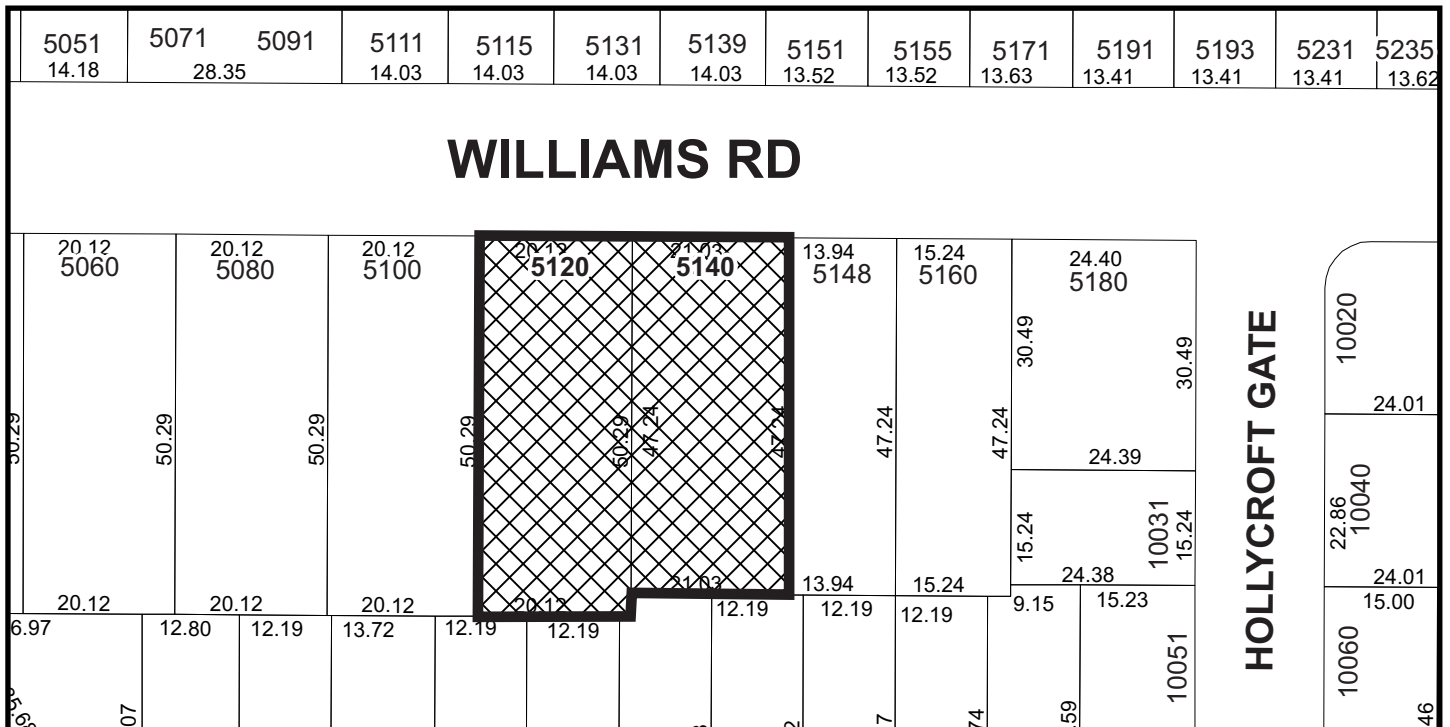
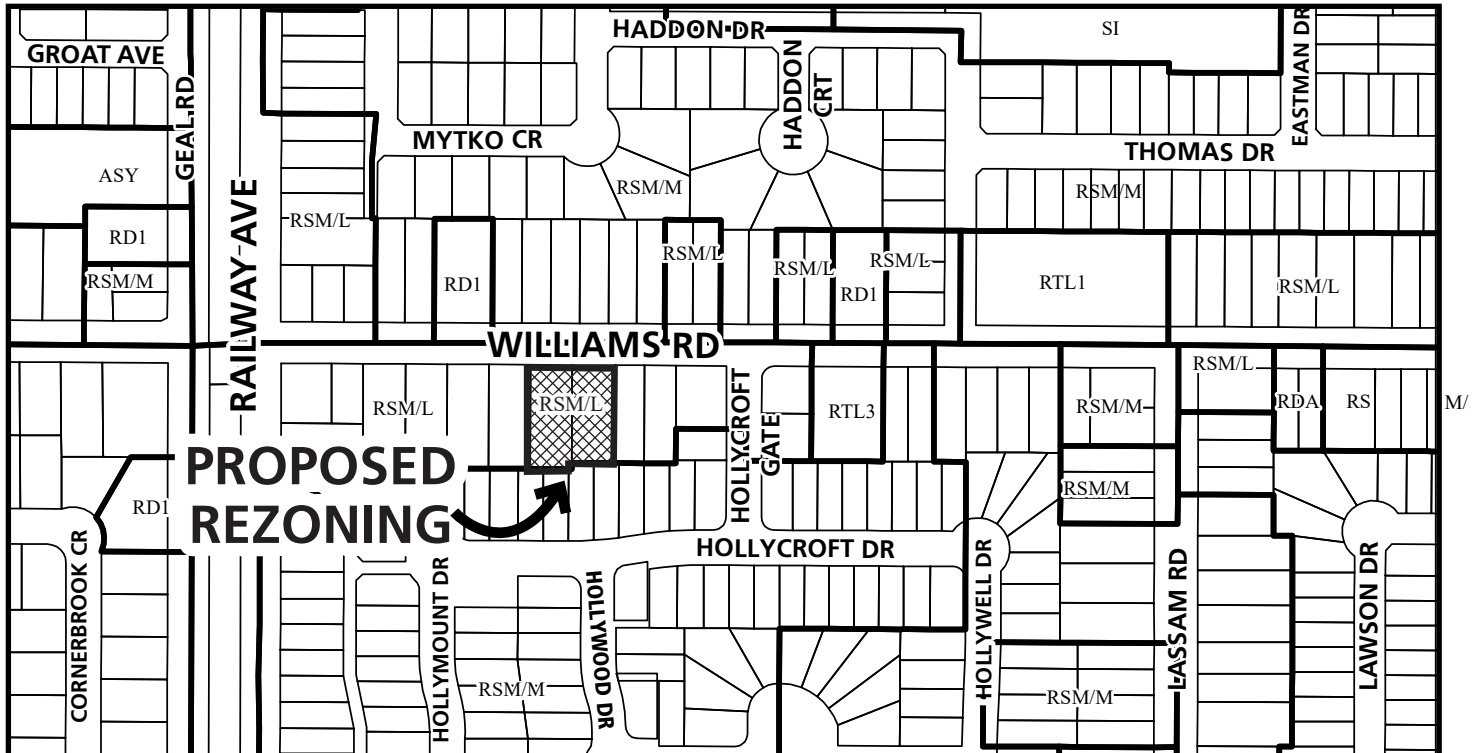
Alex Costin
Planner 1
(604-276-4200)

AC:he

- Att. 1: Location Map
 2: Proposed Subdivision Plan
 3: Development Application Data Sheet
 4: Steveston Area Land Use Map
 5: Lot Size Policy 5420
 6: Conceptual Development Plans
 7: Preliminary Landscape Plan
 8: Tree Management Plan
 9: Rezoning Considerations



City of Richmond



RZ 23-028712

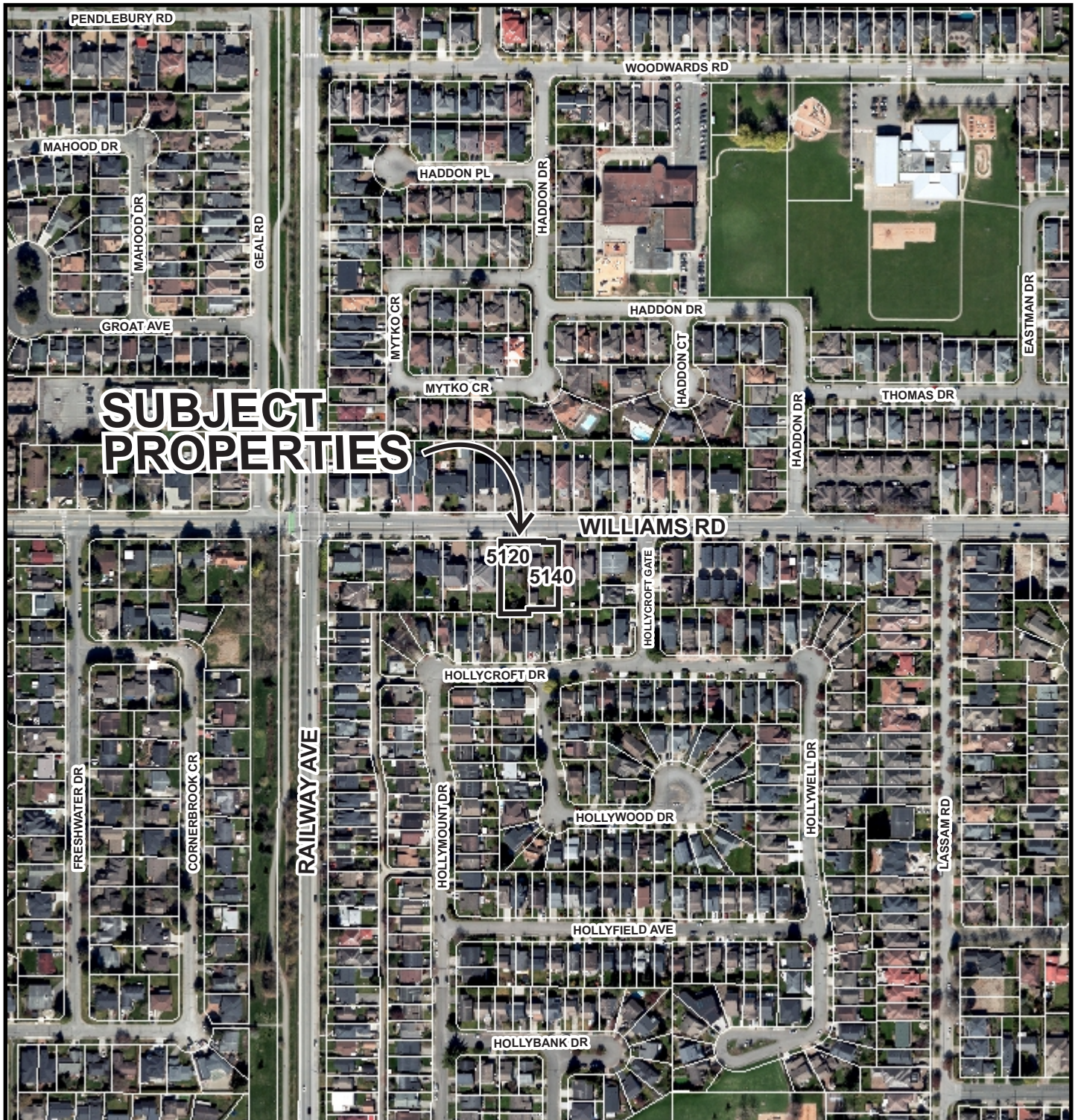
Original Date: 09/25/23

Revision Date: 10/21/24

Note: Dimensions are in METRES



City of Richmond



RZ 23-028712

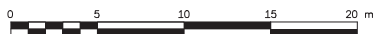
Original Date: 09/25/23

Revision Date:

Note: Dimensions are in METRES

TOPOGRAPHIC SURVEY AND PROPOSED SUBDIVISION OF LOT 459 PLAN 52512 AND LOT 6 PLAN 9310 ALL IN SECTION 36 BLOCK 4 NORTH RANGE 7 WEST NEW WESTMINSTER DISTRICT

SCALE 1 : 200



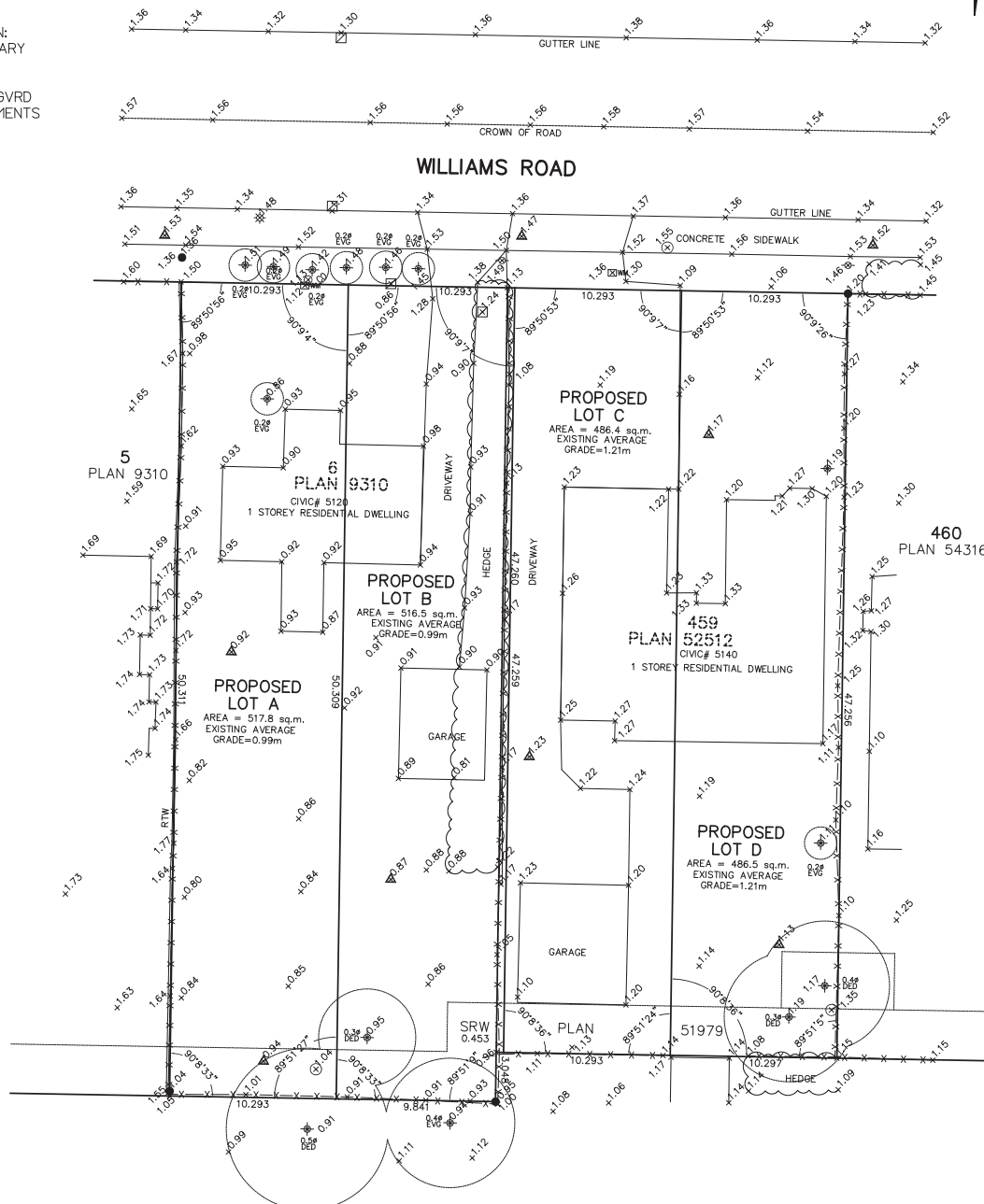
ALL DISTANCES ARE IN METRES AND DECIMALS THEREOF

CIVIC ADDRESS: 5120 & 5140 WILLIAMS ROAD
RICHMOND, BCPID: 004-230-167 (LOT 459)
PID: 004-215-371 (LOT 6)

BENCHMARK
ELEVATIONS ARE BASED ON:
CITY OF RICHMOND SECONDARY
BENCH MARK #454
ELEVATION = 1.340 METRE
GEODETIC DATUM = CVD28GVRD
DERIVED FROM HPN MONUMENTS

LEGEND:

- GROUND ELEVATION
- TREE WITH DRIPLINE
(TIED AT POINT OF
ENTRY INTO THE GROUND)
- CATCH BASIN (TOP INLET)
- DED DECIDUOUS
- EVG EVERGREEN
- FENCE
- LEGAL IRON PIN
- LEGAL LEAD PLUG
- RTW RETAINING WALL
- WM WATER METER
- UTILITY POLE
- MANHOLE
- LIGHT STANDARD

**NOTE:**

PROPERTY LINES ARE BASED ON FIELD SURVEY

CERTIFIED CORRECT ACCORDING TO FIELD
SURVEY THIS 5th DAY OF FEB., 2023.

THIS PLAN WAS PREPARED FOR MUNICIPAL AND/OR MORTGAGE PURPOSES AND IS FOR THE EXCLUSIVE USE OF OUR CLIENT. THIS DOCUMENT SHOWS THE RELATIVE LOCATION OF THE SURVEYED STRUCTURES AND FEATURES WITH RESPECT TO THE BOUNDARIES OF THE PARCEL DESCRIBED ABOVE. THIS DOCUMENT SHALL NOT BE USED TO DEFINE PROPERTY LINES OR PROPERTY CORNERS. THE SIGNATORY ACCEPTS NO RESPONSIBILITY OR LIABILITY FOR ANY DAMAGES THAT MAY BE SUFFERED BY A THIRD PARTY AS A RESULT OF ANY DECISIONS MADE, OR ACTIONS TAKEN BASED ON THIS DOCUMENT.

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ALL RIGHTS RESERVED. NO PERSON MAY COPY, REPRODUCE, TRANSMIT OR ALTER THIS DOCUMENT IN WHOLE OR IN PART WITHOUT THE CONSENT OF THE SIGNATORY.

RICHARD S FU B.C.L.S.



3817 McKay Place
Richmond BC V6X 3R6
TEL: 604-313-2883
FILE: 2302-006



RZ 23-028712

Attachment 3

Address: 5120 and 5140 Williams Road

Applicant: Ponda Development Ltd.

Planning Area(s): Steveston

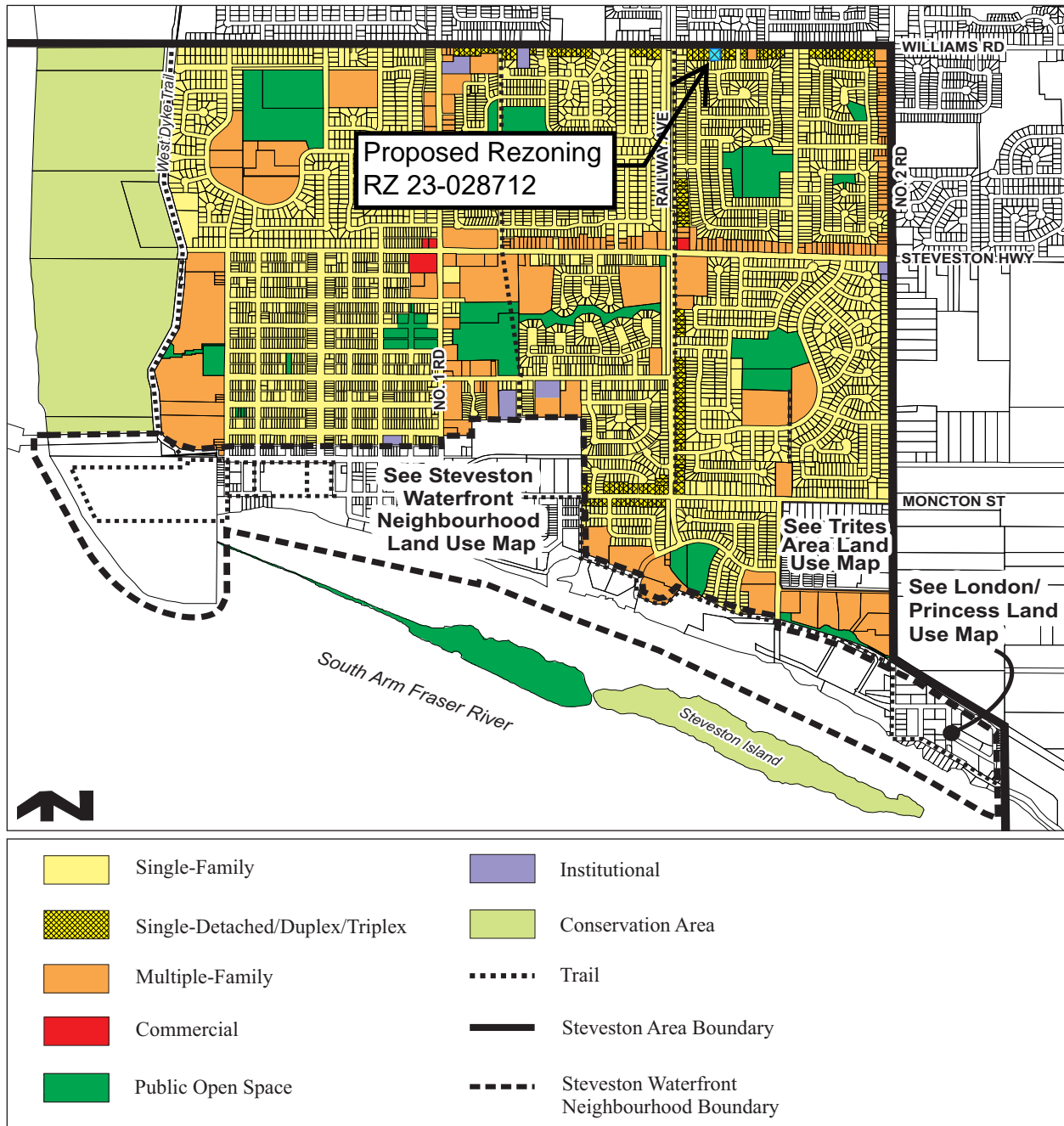
	Existing	Proposed
Owner:	ALTA WEST DEVELOPMENTGROUP LTD	ALTA WEST DEVELOPMENTGROUP LTD
Site Size (m²):	2007.22 m ² (both lots combined)	Lot 1: 517.87 m ² Lot 2: 516.47 m ² Lot 3: 486.86 m ² Lot 4: 486.44 m ²
Land Uses:	Single family dwelling	Two-unit dwellings Small-scale multi-unit housing
OCP Designation:	Neighbourhood Residential	No change
702 Policy Designation:	Policy 5420 – Single Detached (RS1/B)	No change
Zoning:	Small-Scale Multi-Unit Housing (RSM/L)	Two-Unit Dwelling (ZD9) – Williams Road (Steveston)
Number of Units:	2	8
Other Designations:	Arterial Road Land Use Policy: Arterial Road Duplex/Triplex	No change

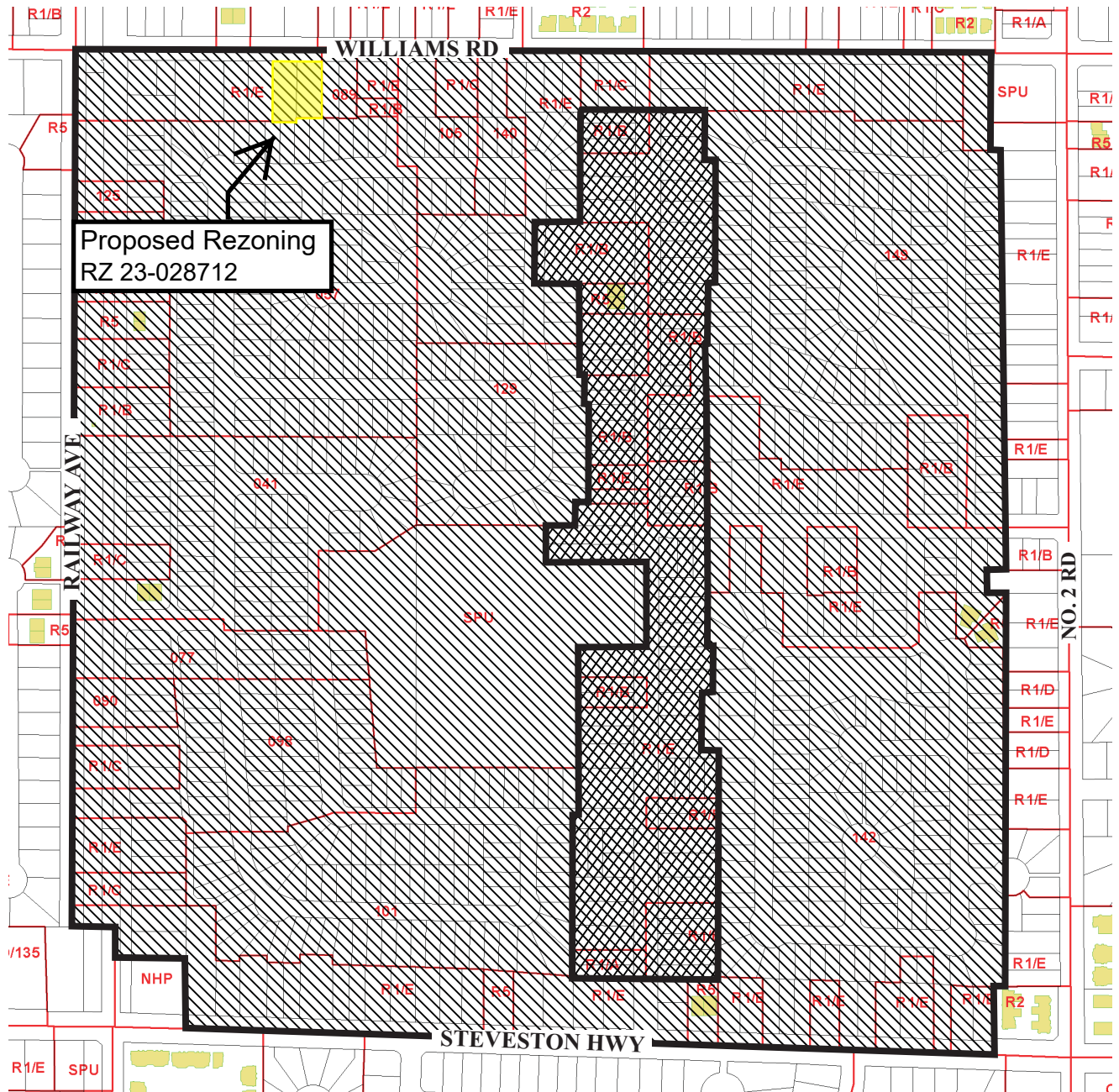
On Future Subdivided Lots	Bylaw Requirement (site specific zone)	Proposed	Variance
Floor Area Ratio:	The lesser of 0.6 FAR or 334.5 m ² per lot	0.6	none permitted
Buildable Floor Area (m ²):*	Lot 1: Max. 310.84 m ² (3345.85 ft ²) Lot 2: Max. 309.88 m ² (3335.52 ft ²) Lot 3: Max. 291.88 m ² (3141.77 ft ²) Lot 4: Max. 291.86 m ² (3141.55 ft ²)	Lot 1: Max. 310.72 m ² (3344.56 ft ²) Lot 2: Max. 309.63 m ² (3332.83 ft ²) Lot 3: Max. 291.74 m ² (3140.26 ft ²) Lot 4: Max. 291.74 m ² (3140.26 ft ²)	none permitted
Lot Coverage (% of lot area):	Building: Max. 45% Non-porous Surfaces: Max. 70% Landscaping: Min. 20%	Building: Max. 41.2% Non-porous Surfaces: Max. 63.8% Landscaping: Min. 25%	none
Lot Size:	Min. 464.5 m ²	Lot 1: 517.87 m ² Lot 2: 516.47 m ² Lot 3: 486.86 m ² Lot 4: 486.44 m ²	none
Lot Dimensions (m):	Width: min. 10.29 m Depth: min. 30.0 m	Width: min. 10.29 m Depth: min. 47.25 m	none

On Future Subdivided Lots	Bylaw Requirement (site specific zone)	Proposed	Variance
Setbacks (m):	Front: Min. 6.0 m Rear - Ground: Min. 9.48m Rear - 2 nd floor: Min. 10.72m Side: Min. 1.2 m	Front: Min. 6.0 m Rear - Ground: Min. 9.48m Rear - 2 nd floor: Min. 10.72m Side: Min. 1.2 m	none
Height (m):	Max. 9.0 m (2 storeys)	8.81 m (2 storeys)	none
Off-street Parking Spaces – Regular (R):	2 per unit	2 per unit	none
Off-street Parking – Visitor (V):	0.2 per unit when 3 or more units share one access (0.2 x 8) = 2	2	none
Off-street Parking Spaces – Total:	16	16	none

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

* Preliminary estimate; not inclusive of garage; exact building size to be determined through zoning bylaw compliance review at Building Permit stage.

Steveston Area Land Use MapBylaw 10155
2023/11/27



Subdivision permitted as per **R1/B** (date of adoption 08/21/95).



Subdivision permitted as per **R1/B** (date of adoption 10/16/89).

1. Williams Road - R1/C unless there is a lane or internal access then R1/B
2. Railway Avenue & Steveston Highway - R1/E unless there is lane or internal access then R1/B.



Policy 5420 Section 36-4-7

Adopted Date: 10/16/89
Amended Date: 08/17/92
Lassam Rd.
Adopted Date: 08/21/95
Note: Dimensions are in METRES

LOT A

EXISTING	PROPOSED:
SITE AREA: 1012.80SM & 994.42SM	517.87SM
LAND USES: SINGLE-FAMILY DWELLING	DUPLEXES
OCF DESIGNATION: RESIDENTIAL	NO CHANGE
ZONING: RS1/E	RDA ARTERIAL ROAD DUPLEX (TBD)
NUMBER OF UNITS: 1 & 1	4
ALLOWED/REQUIREMENTS: 0.600 (310.84SM) MAX. (334.5SM) BLDGs: 0.450	PROPOSED: 0.600 (310.73SM) 0.412 (213.22SM)
SETBACK-FRONT (NORTH)	6.000m
SETBACK-REAR (SOUTH)	60% GF: 20% LOT DEPTH(10.06m) 10.20m REST: 10.83m
SETBACK-SIDE (WEST)	1.200m
SETBACK-SIDE (EAST)	1.200m
HEIGHT: (m)	1.562m 8.810m
LOT SIZE:	
OFF-STREET PARKING RESIDENTIAL/COMMERCIAL:	4 AND 1 4 (2 + 2 SMALL) 1 (SHARED)
OFF-STREET PARKING	N/A
ACCESSIBLE:	0
OFF-STREET PARKING TOTAL	5
TANDEM PARKING SPACES:	NONE

LOT B

EXISTING	PROPOSED:
SITE AREA: 1012.80SM & 994.42SM	516.47SM
LAND USES: SINGLE-FAMILY DWELLING	DUPLEXES
OCF DESIGNATION: RESIDENTIAL	NO CHANGE
ZONING: RS1/E	RDA ARTERIAL ROAD DUPLEX (TBD)
NUMBER OF UNITS: 1 & 1	4
ALLOWED/REQUIREMENTS: 0.600 (309.88SM) MAX. (334.5SM) BLDGs: 0.450	PROPOSED: 0.600 (309.63SM) 0.413 (213.22SM)
SETBACK-FRONT (NORTH)	6.000m
SETBACK-REAR (SOUTH)	60% GF: 20% LOT DEPTH(10.06m) 10.243m REST: 10.834m
SETBACK-SIDE (WEST)	1.200m
SETBACK-SIDE (EAST)	1.200m
HEIGHT: (m)	1.562m 8.810m
LOT SIZE:	
OFF-STREET PARKING RESIDENTIAL/COMMERCIAL:	4 AND 1 4 (2 + 2 SMALL) 1 (SHARED)
OFF-STREET PARKING	N/A
ACCESSIBLE:	0
OFF-STREET PARKING TOTAL	5
TANDEM PARKING SPACES:	NONE

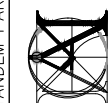
CNCL - 103

LOT C

EXISTING	PROPOSED:
SITE AREA: 1012.80SM & 994.42SM	486.46SM
LAND USES: SINGLE-FAMILY DWELLING	DUPLEXES
OCF DESIGNATION: RESIDENTIAL	NO CHANGE
ZONING: RS1/E	RDA ARTERIAL ROAD DUPLEX (TBD)
NUMBER OF UNITS: 1 & 1	4
ALLOWED/REQUIREMENTS: 0.600 (291.88SM) MAX. (334.5SM) BLDGs: 0.450	PROPOSED: 0.600 (291.74SM) 0.406 (197.33SM)
SETBACK-FRONT (NORTH)	6.048m
SETBACK-REAR (SOUTH)	60% GF: 20% LOT DEPTH(9.448m) 9.483m REST: 10.724m
SETBACK-SIDE (WEST)	1.200m
SETBACK-SIDE (EAST)	1.200m
HEIGHT: (m)	1.562m 8.810m
LOT SIZE:	
OFF-STREET PARKING RESIDENTIAL/COMMERCIAL:	4 AND 1 4 (2 + 2 SMALL) 1 (SHARED)
OFF-STREET PARKING	N/A
ACCESSIBLE:	1
OFF-STREET PARKING TOTAL	5
TANDEM PARKING SPACES:	NONE

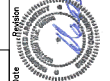
LOT D

EXISTING	PROPOSED:
SITE AREA: 1012.80SM & 994.42SM	486.44SM
LAND USES: SINGLE-FAMILY DWELLING	DUPLEXES
OCF DESIGNATION: RESIDENTIAL	NO CHANGE
ZONING: RS1/E	RDA ARTERIAL ROAD DUPLEX (TBD)
NUMBER OF UNITS: 1 & 1	4
ALLOWED/REQUIREMENTS: 0.600 (291.86SM) MAX. (334.5SM) BLDGs: 0.450	PROPOSED: 0.600 (291.72SM) 0.406 (197.33SM)
SETBACK-FRONT (NORTH)	6.000m
SETBACK-REAR (SOUTH)	60% GF: 20% LOT DEPTH(9.448m) 9.535m REST: 10.732m
SETBACK-SIDE (WEST)	1.200m
SETBACK-SIDE (EAST)	1.200m
HEIGHT: (m)	1.562m 8.810m
LOT SIZE:	
OFF-STREET PARKING RESIDENTIAL/COMMERCIAL:	4 AND 1 4 (2 + 2 SMALL) 1 (SHARED)
OFF-STREET PARKING	N/A
ACCESSIBLE:	1
OFF-STREET PARKING TOTAL	5
TANDEM PARKING SPACES:	NONE



MATTHEW CHENG
ARCHITECT INC.

100-202-4701 YONGE AVENUE
TORONTO, ONTARIO M2N 6L1
TEL: (416) 463-0807 FAX: (416) 463-0808
WWW.MATTHEWCHENG.COM



04.18.2004

Consultants

Project Title

ARTERIAL ROAD DUPLEX
DEVELOPMENT
5120-5140 WILLIAMS ROAD
RICHMOND, B.C.

Sheet Title

PROJECT DATA

Drawn: HC

Checked: MC

Scale: 1/8" = 1'-0"

Project Number:

Revision Date:

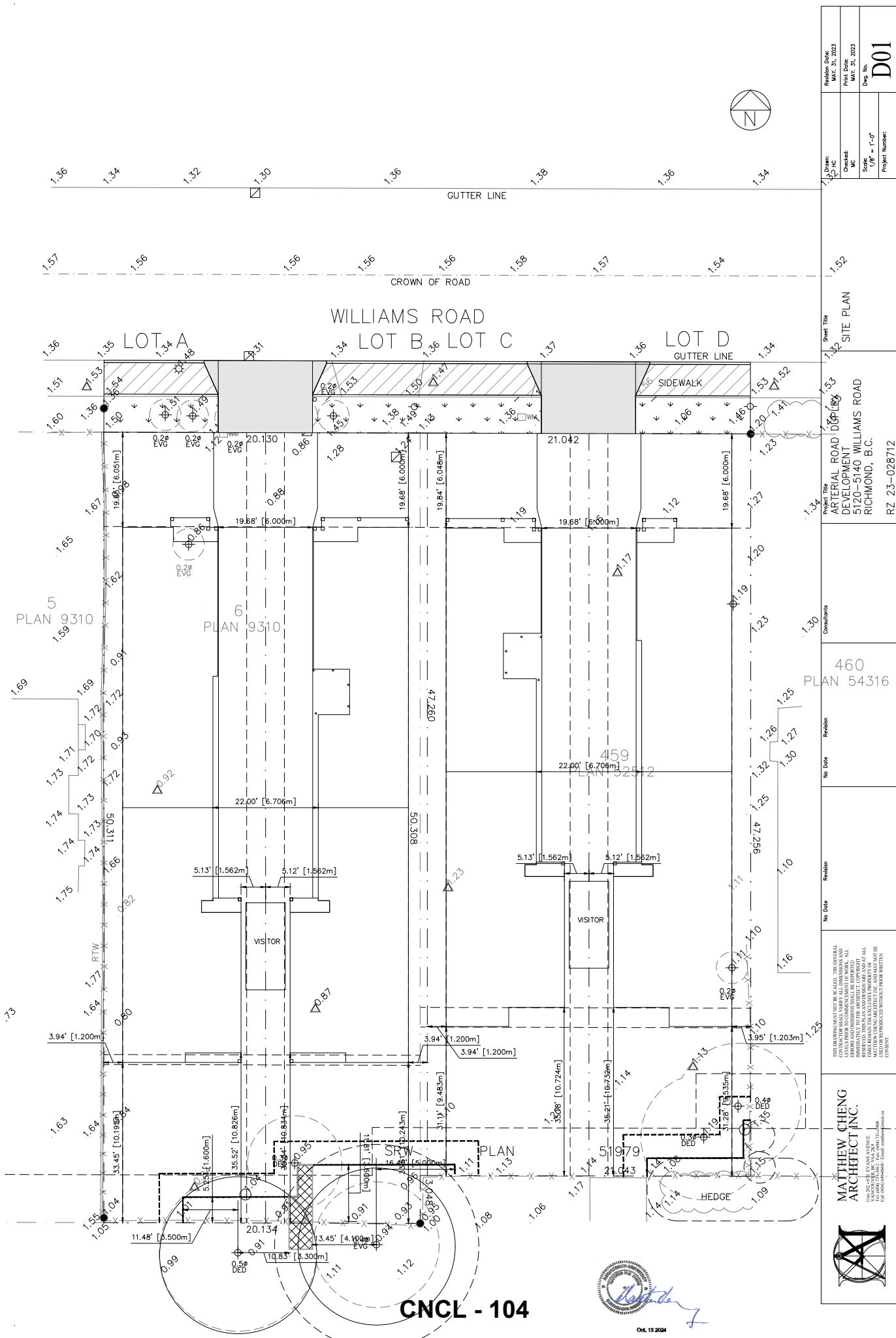
May. 31, 2023

Print Date:

May. 31, 2023

Draw. No.

D000a



Revision Date: MAY. 31, 2023	Drawn: HC	Project Number: D01
Print Date: MAY. 31, 2023	Checked: MC	
Scale: 1/8" = 1'-0"		
Project Name: ARTERIAL ROAD DEVELOPMENT 5120-5140 WILLIAMS ROAD RICHMOND, B.C.	Sheet Title: SITE PLAN	
Consultants: 460 PLAN 54316	No Date: Revision	
No Date: Revision	No Date: Revision	
THIS DRAWING MUST NOT BE SCALED. THE GENERAL LAYOUTS PRIOR TO COMMENCEMENT OF WORK. ALL DIMENSIONS SHALL BE AS SHOWN ON THIS DRAWING. DIMENSIONS SHALL BE TO THE EXCLUSIVE PROPERTY OF MATTHEW CHENG ARCHITECT INC. AND MAY NOT BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE WRITTEN CONSENT OF MATTHEW CHENG ARCHITECT INC.		
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Oct. 15, 2024



1.36 1.34 1.32 1.30 1.36 1.38 1.36 1.34

GUTTER LINE

1.57 1.56 1.56 1.56 1.58 1.57 1.54

CROWN OF ROAD

WILLIAMS ROAD

LOT A

LOT B LOT C

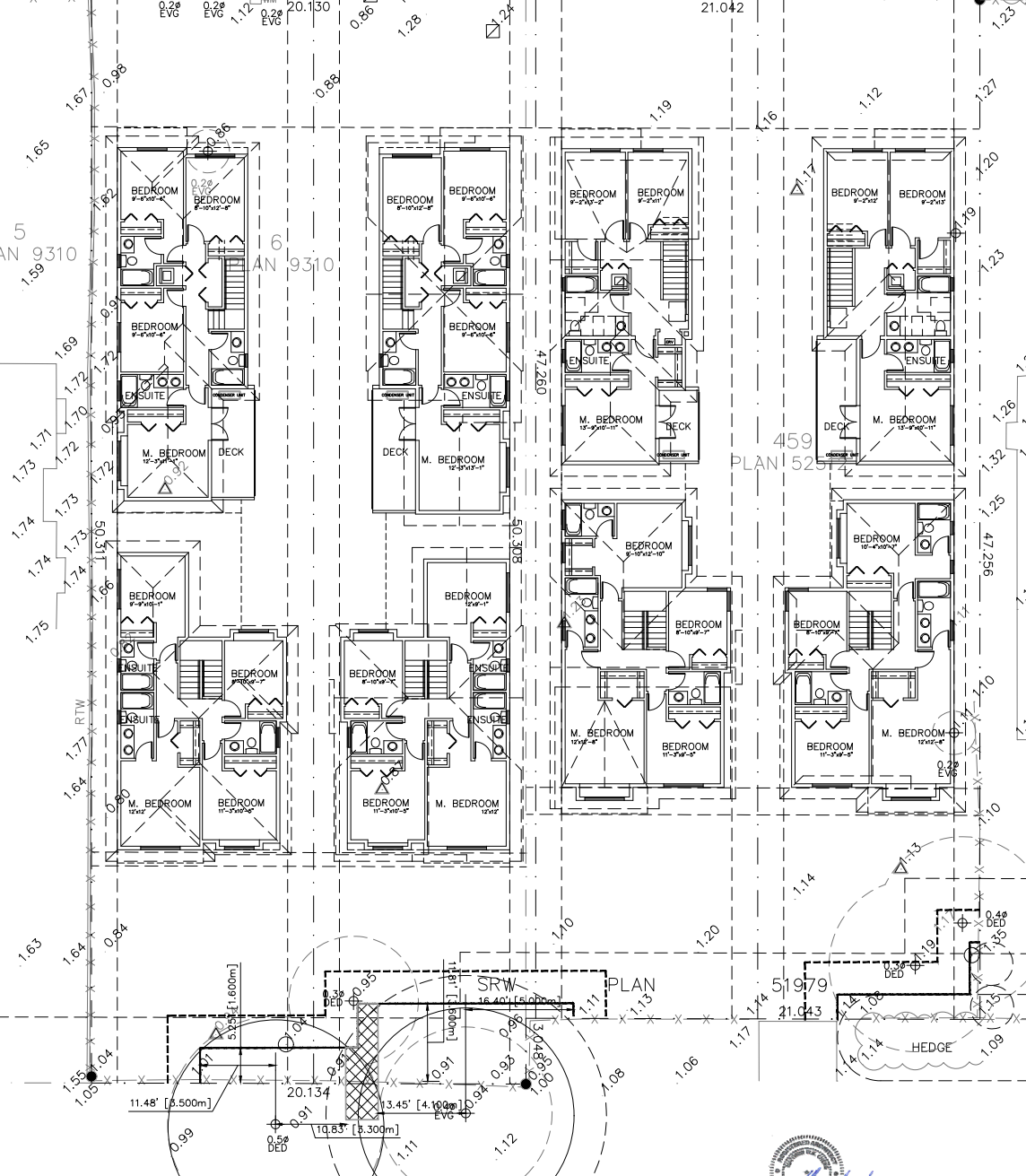
LOT D

1.36 1.35 1.34 1.31 1.34 1.36 1.37 1.36 1.34

GUTTER LINE

1.51 1.50 1.48 1.45 1.40 1.38 1.36 1.34 1.32 1.30 1.28 1.26 1.24 1.22 1.20 1.18 1.16 1.14 1.12 1.10 1.08 1.06 1.04 1.02 1.00 0.98 0.96 0.94 0.92 0.90 0.88 0.86 0.84 0.82 0.80 0.78 0.76 0.74 0.72 0.70 0.68 0.66 0.64 0.62 0.60 0.58 0.56 0.54 0.52 0.50 0.48 0.46 0.44 0.42 0.40 0.38 0.36 0.34 0.32 0.30 0.28 0.26 0.24 0.22 0.20 0.18 0.16 0.14 0.12 0.10 0.08 0.06 0.04 0.02 0.00

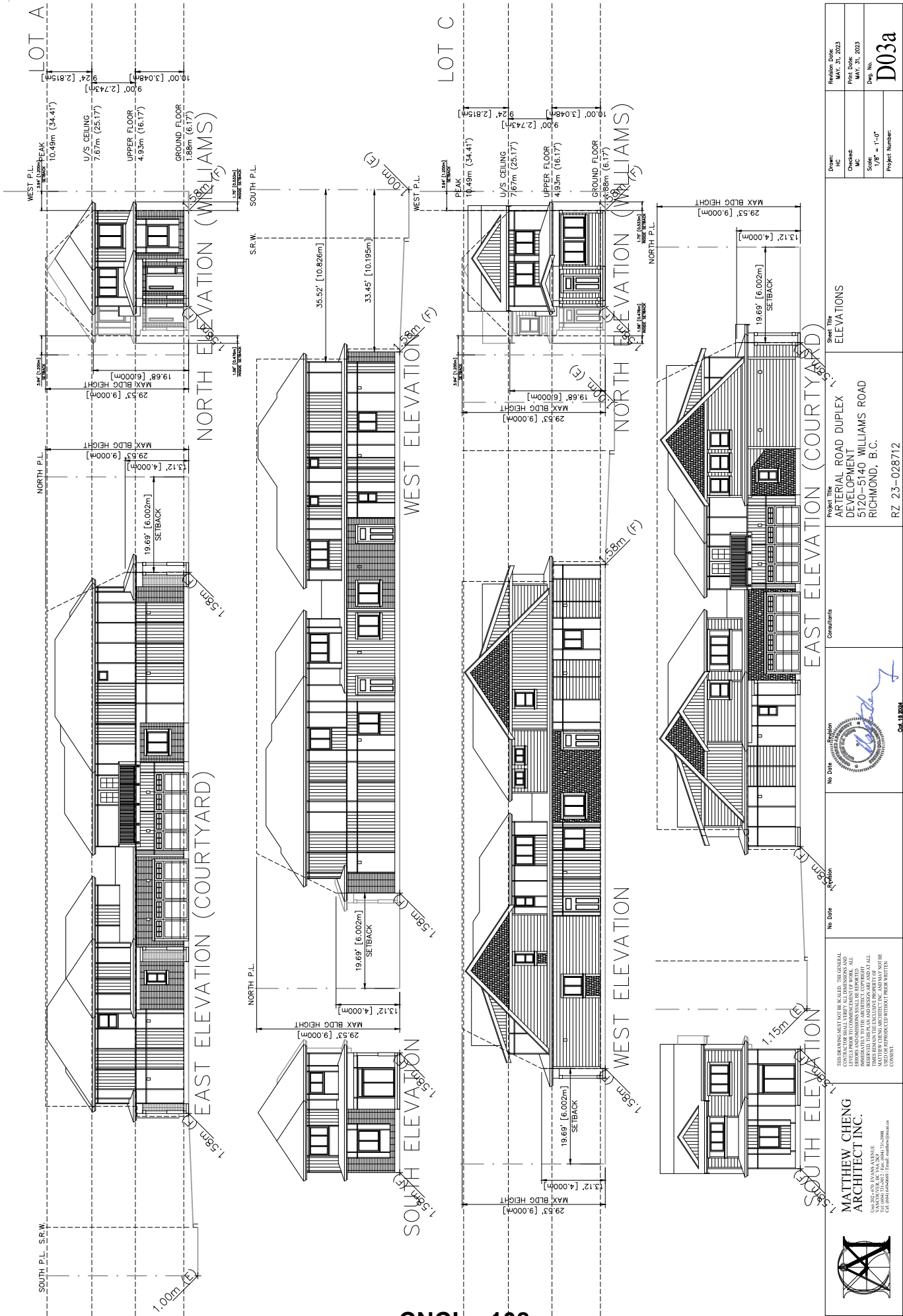
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CNCL - 106



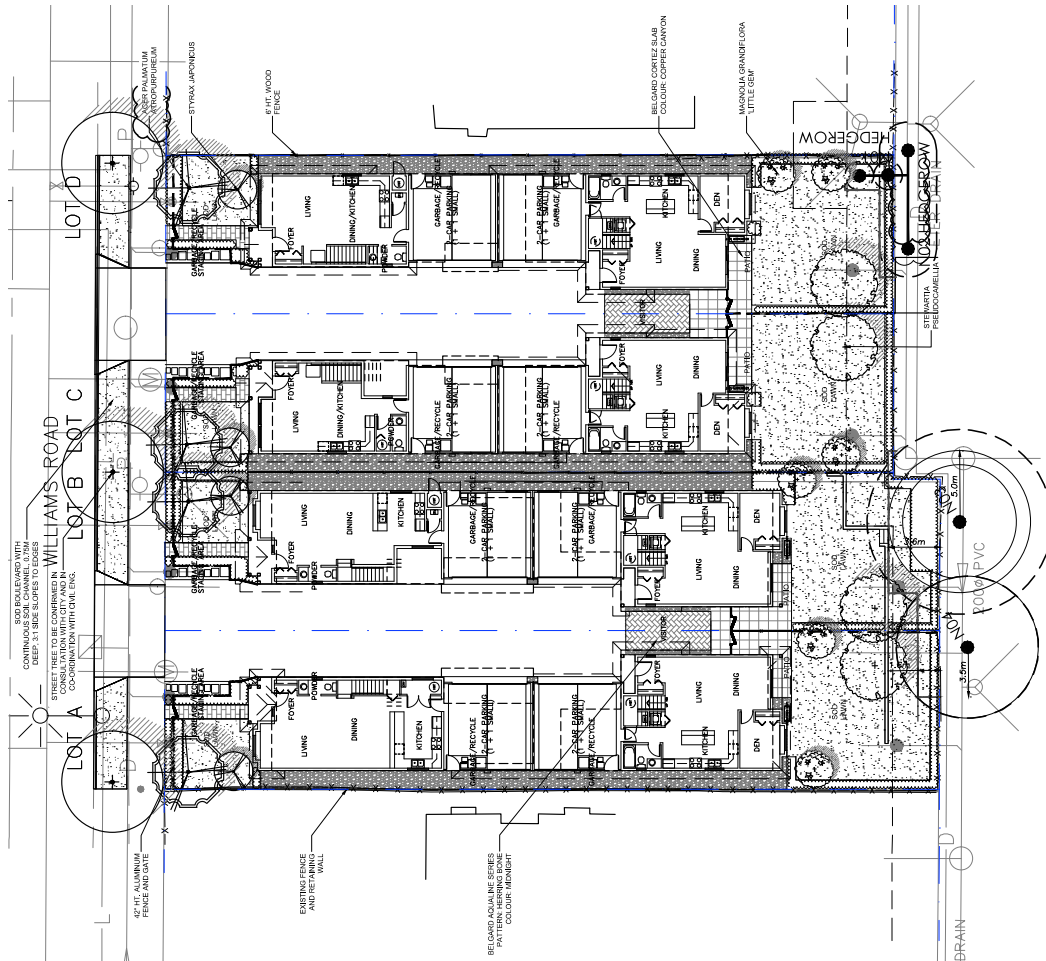
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Print Date: MAY 21, 2023	Checked: MC	Sheet Title: SITE PLAN	
Drawn: HC	Scale: 1/8" = 1'-0"	Project Name: ARTERIAL ROAD DEVELOPMENT	
Print Date: MAY 21, 2023	Project Number: RZ 23-028712	Location: 5120-5140 WILLIAMS ROAD RICHMOND, B.C.	
Drawn: HC	Scale: 1/8" = 1'-0"	Revision: 460	
Print Date: MAY 21, 2023	Project Number: RZ 23-028712	Revision: PLAN 54316	
Drawn: HC	Scale: 1/8" = 1'-0"	Revision: PLAN 52514	
Print Date: MAY 21, 2023	Project Number: RZ 23-028712	Revision: PLAN 51979	
Drawn: HC	Scale: 1/8" = 1'-0"	Revision: PLAN 9310	
Print Date: MAY 21, 2023	Project Number: RZ 23-028712	Revision: PLAN 9310	



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<div><div><div>MATTHEW CHENG</div><div>ARCHITECT INC.</div><div><div>Unit 202 - 470 EVANS AVENUE</div><div>VANCOUVER, BC V6E 0K0</div><div>Canada</div><div>TEL: (604) 694-0807</div><div>FAX: (604) 731-2308</div><div>CELL: (604) 694-0807</div><div>Email: matthew@ch3.ca</div></div></div></div>	<p>THIS DRAWING MUST NOT BE SCALED. THE GENERAL LEVELS PRIOR TO COMMENCEMENT OF WORK. ALL DIMENSIONS AND LOCATIONS ARE TO BE TAKEN AT ALL TIMES FROM THE EXISTING PROJECTS OF MATTHEW CHENG ARCHITECT INC. AND MAY NOT BE USED FOR ANY OTHER PROJECTS WITHOUT THE CONSENT.</p>	No Date	Revision	No Date	Revision	Consultants	Project Title	Sheet Title	Drawn:	HC	Revision Date:		
								ARTERIAL ROAD DUPLEX DEVELOPMENT	PROJECT DATA	Checked:	MC	Print Date:	
									5120-5140 WILLIAMS ROAD RICHMOND, B.C.		Scale:	1/8" = 1'-0"	Proj. No.
									RZ 23-028712		Project Number:		D06

[illegible]



Address: 5120 and 5140 Williams Road

File No.: RZ 23-028712

Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 10574, the developer is required to complete the following:

1. Registration of a legal agreement on Title to ensure that, upon subdivision of the property:
 - a) Vehicle access to the two duplex lots is via a single shared driveway crossing centered on the proposed shared property line.
 - b) The buildings and driveway on the proposed lots be designed to accommodate on-site vehicle turn-around capability to prevent vehicles from reversing onto Williams Road.
 - c) A cross-access easement for the shared driveway access, common drive aisle, the shared visitor parking stall and the turnaround area will be registered on titles of the new lots.
2. Registration of a flood indemnity covenant on title.
3. Submission of a Contract entered into between the applicants and a Certified Arborist for supervision of any on-site works conducted within/near the tree protection zone of the tree to be retained on 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. Installation of appropriate protection fencing around all hedges to be retained as part of the development prior to any construction activities, including building demolition, occurring on-site.
5. City acceptance of the developer's offer to voluntarily contribute \$12.00 per buildable square foot (e.g. \$155,592.36) to the City's affordable housing fund.
6. The submission and processing of a Development Permit* completed to a level deemed acceptable by the Director of Development.
7. Payment of all fees in full for the cost associated with the First Reading Notices, consistent with the City's Consolidated Fees Bylaw No 8636, as amended.

Prior to a Development Permit* being forwarded to the Development Permit Panel for consideration, the developer is required to:

1. Submission of a convertible unit plan for the accessible housing units.
2. Submit a statement by your Coordinating Registered Professional confirming that the applicable Energy Step Code performance target has been considered in the proposed design and that a Qualified Energy Modeller has been engaged to ensure that the proposed design can achieve the applicable performance target. Where a relaxation is allowed with the use of low-carbon energy systems, the statement must identify whether that option will be pursued. The general thermal characteristics of the proposed building skin (e.g., effective R-values of typical wall assemblies, U-values and solar heat gain coefficients of fenestration, window-to-wall ratios, thermal breaks in balconies and similar features) must be presented in the DP application such that the passive energy performance of the building can be assessed. A one-page summary of the envelope energy upgrades and other energy efficiency measures would be acceptable.
3. Submission of a Landscape Plan, prepared by a Registered Landscape Architect, to the satisfaction of the Director of Development, and deposit of a Landscaping Security based on 100% of the cost estimate provided by the Landscape Architect, including installation costs. The Landscape Plan should:
 - comply with the guidelines of the OCP's Arterial Road Policy and should not include hedges along the front property line;

- include a mix of coniferous and deciduous trees;
- include the dimensions of tree protection fencing as illustrated on the Tree Retention Plan attached to this report; and
- include the 18 required replacement trees with the following minimum sizes:

No. of Replacement Trees	Minimum Caliper of Deciduous Tree	or	Minimum Height of Coniferous Tree
18	8 cm		4 m

4. Investigate required underground BC Hydro connections to service the proposed four duplexes as per the subdivision and development bylaw to determine if an LPT is required. If required, the LPT shall be installed in a Statutory Right-of-Way (SRW) located on-site. The LPT right of way requirement is approximately 3.5 x 3.5 m and is to be secured at Development Permit.

Prior to a Demolition Permit* issuance consideration, the applicant is required to complete the following:

1. Installation of protection fencing on-site around the neighbouring trees (ie. Trees NO3 & NO4 at 5131 Hollycroft Drive) and hedges to be retained (i.e., Hedge NO2 at 5151 Hollycroft Drive and Hedge NO1 at 5148 Williams Road). The protection fencing is to 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.

At Subdivision* stage, the developer must complete the following requirements:

1. At subdivision stage, the developer will be required to pay Development Cost Charges (DCC's) (City & GVS&DD), TransLink DCC's, School Site Acquisition Charge, and Address Assignment Fee. Servicing connections are to be determined at Subdivision stage.
2. Enter into a Servicing Agreement* for the design and construction of frontage improvements, as well as water, drainage, and sanitary sewer connections. 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. The scope of work includes, but is not limited to:

Water Works:

- a) Using the OCP Model, there is 721 L/s of water available at a 20 psi residual at the Williams Road frontage. Based on your proposed development, your site requires a minimum fire flow of 120 L/s.
- b) At Developer's cost, the Developer is required to:
 - i) 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 Building Permit Stage building designs.
 - ii) Provide a right-of-way for the water meter and meter chamber (unless meter is to be located in a mechanical room), at no cost to the City. Exact right-of-way dimensions to be finalized during the servicing agreement process.
 - iii) Fire department sign off is required to confirm if the location of the existing and proposed hydrants are sufficiently close to service the most remote principal entrance.
 - iv) Fire department approval is required for all fire hydrant installations, removals, and relocations.
- c) At Developer's cost, the City will:
 - i) Cap and remove the existing water service connections.
 - ii) Install eight new water service connections, complete with water meters – one to serve each proposed unit. Water Connections not to conflict with driveway location.

Storm Sewer Works:

- a) At Developer's cost, the Developer is required to:
 - i) Provide an erosion and sedimentation control plan for all on-site and off-site works to be reviewed as part of the servicing agreement
- b) At Developer's cost, the City will:

- i) Cut and Cap at main all existing storm connections and remove the inspection chambers.
- ii) Install one new storm service connection at the common property line of the duplexes that will be created in 5120 Williams Rd, complete with inspection chamber and dual service leads.
- iii) Install one new storm service connection at the common property line of the duplexes that will be created in 5140 Williams Rd, complete with inspection chamber and dual service leads.

Sanitary Sewer Works:

- a) 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.
- b) At Developer's cost, the City will:
 - i) Disconnect and cap existing sanitary connection in 5120 Williams Rd at south property line and remove existing sanitary IC.
 - ii) Disconnect and cap existing sanitary connection in 5140 Williams Rd at the common property line of 5140 and 5148 Williams Rd and remove existing sanitary IC in 5140 Williams Rd (e.g. SIC11698). The existing right of way north of the existing inspection chamber (e.g. SIC11698) is to be discharged once the sanitary connection is cut and capped and the inspection chamber is removed.
 - iii) For the Eastern duplexes, install one new sanitary service connection at the common property line, complete with inspection chamber and dual service leads within the existing 3m wide right of way along the south property line. Fences, hedges, or trees shall not obstruct City maintenance access to the inspection chamber near the common property line. The inspection chamber shall be positioned to be not obstructed by fences. Exact location to be determined through the servicing agreement process.
 - iv) For the Western duplexes, install one new sanitary service connection aligned east-west that shall be tied-in to the existing manhole, SMH3563, located at the northwest corner of 5137 Hollycroft Dr, complete with inspection chamber and dual service leads within the existing 3m wide right of way along the south property line of 5120 Williams Rd. Fences, hedges, or trees shall not obstruct City maintenance access to the inspection chamber near the common property line. The inspection chamber shall be positioned to be not obstructed by fences. Exact location to be determined through the servicing agreement process.

Frontage Improvements:

- a) At Developer's cost, the Developer is required to:
 - i) Review street lighting levels along all road and lane frontages, and upgrade as required.
 - ii) Coordinate with BC Hydro, Telus and other private communication service providers:
 - (1) To relocate/underground the existing overhead lines and poles to prevent conflict with the proposed sidewalk.
 - (2) To underground overhead service lines.
 - (3) To pre-duct for future hydro, telephone and cable utilities along all road frontages.
 - (4) To locate all proposed underground structures (e.g. junction boxes, pull boxes, service boxes, etc.) outside of bike paths and sidewalks.
 - (5) Before relocating/modifying any of the existing power poles and/or guy wires within the property frontages.
 - (6) To locate/relocate all above ground utility cabinets and kiosks required to service the proposed development, and all above ground utility cabinets and kiosks located along the development's frontages, within the developments site (see list below for examples). A functional plan showing conceptual locations for such infrastructure shall be included in the development process design review. Please coordinate with the respective private utility companies and the project's lighting and traffic signal consultants to confirm the requirements (e.g., statutory right-of-way 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 statutory right-of-ways that shall be shown on the functional plan and registered prior to SA design approval:
 - (a) BC Hydro PMT – 4.0 x 5.0 m
 - (b) BC Hydro LPT – 3.5 x 3.5 m
 - (c) Street light kiosk – 1.5 x 1.5 m
 - (d) Traffic signal kiosk – 1.0 x 1.0 m
 - (e) Traffic signal UPS – 2.0 x 1.5 m
 - (f) Shaw cable kiosk – 1.0 x 1.0 m
 - (g) Telus FDH cabinet – 1.1 x 1.0 m



**Richmond Zoning Bylaw 8500
Amendment Bylaw 10574
Two-Unit Dwellings (ZD9) – Williams Road (Steveston)**

1. Richmond Zoning Bylaw 8500, as amended, is further amended by inserting the following into Section 16 (Site Specific Residential (Two Unit Dwelling) Zones, in numerical order:

16.9 Two-Unit Dwellings (ZD9) – Williams Road

16.9.1 Purpose

The **zone** provides for **two-unit housing** or **three-unit housing** on a single **lot** fronting an **arterial road**, plus other compatible **uses**.

16.9.2 Permitted Uses

- **housing, two-unit**
- **housing, three-unit**

16.9.3 Secondary Uses

- **boarding and lodging**
- **community care facility, minor**
- **home business**
- **secondary suite**

16.9.4 Permitted Density

1. The maximum **density** per **lot** is four **dwelling units**, except the reference to “four” is increased to a higher **density** of “six” if:
 - a) the **lot** is located, in whole or in part, within 400.0 m of a **prescribed bus stop**; and
 - b) the **lot area** of the **lot** is greater than 281.0 m².
2. The maximum **floor area ratio** is 0.6.
3. The maximum **floor area** of a **dwelling unit** must not exceed 183.9 m².
4. For the purpose of this **zone** only, items not included in the calculation of maximum **floor area ratio** shall be in accord with Sections 4.2 and 4.3, except:
 - a) notwithstanding Section 4.3.1.a), up to 10% of the **floor area** total calculated for the **lot** in question which must be used exclusively for covered areas of the **principal building** which are open on two or more sides and never enclosed, provided that the **floor area** in question is not located more than 0.6 m above the lowest horizontal floor;
 - b) notwithstanding Section 4.3.2, a maximum of 10.0 m² per **dwelling unit** of **floor area** with a ceiling height which exceeds 5.0 m, to a maximum of 20.0 m² per **lot**, provided such **floor area** is exclusively for interior entry and staircase purposes;
 - c) notwithstanding Section 4.3.3.a), a maximum of 37.5 m² per **dwelling unit**, to a maximum of 75.0 m² per **lot**, of on-site parking **uses**.

16.9.5 Permitted Lot Coverage

1. The maximum **lot coverage** is 45% for **buildings**.
2. No more than 70% of a **lot** may be occupied by **buildings, structures** and **non-porous surfaces**.
3. The following percentages of the **lot area** is restricted to **landscaping** with live plant material:
 - a) 20% for **lots** less than 12.0 m wide;
 - b) 25% for **lots** of 12.0 m or more but less than 15.0 m in width;
 - c) 30% for **lots** of 15.0 m or more in width; and
 - d) any **side yard** area is excluded from the calculation of percentages of the **lot area** which is restricted to **landscaping** with live plant material.

16.9.6 Yards & Setbacks

1. The minimum **front yard** is 6.0 m.
2. The minimum **interior side yard** is:
 - a) 2.0 m for **lots** of 20.0 m or more in width;
 - b) 1.8 m for **lots** of 18.0 m or more but less than 20.0 m in width; and
 - c) 1.2 m for **lots** less than 18.0 m wide.
3. The minimum **exterior side yard** is 3.0 m, except where the **exterior side yard** is on an **arterial road** it is 6.0 m.
4. The minimum **rear yard** is the greater of 6.0 m or 20% of the total **lot depth**, for a maximum width of 60% of the rear wall of the **first storey**; and 25% of the total **lot depth**, for the remaining 40% of the rear wall of the **first storey** and any second **storey**, or **half (½) storey** above, up to maximum required **setback** of 10.7 m.
5. Notwithstanding Section 16.9.6.4 above:
 - a) the minimum **rear yard** may be reduced to 6.0 m, as specified in a Development Permit approved by the **City**; and
 - b) for a **corner lot** where the **exterior side yard** is 6.0 m, the minimum **rear yard** is reduced to 1.2 m.
6. The minimum **setbacks** for **accessory buildings, carports** and **garages** are:
 - a) 12.0 m for the **front yard**;
 - b) 3.0 m for the **exterior side yard**, except on an **arterial road** it is 6.0 m;
 - c) 1.2 m for the **interior side yard**; and
 - d) 6.0 m for the **rear yard**, except that for a **corner lot** where the **exterior side yard** is 6.0 m, the **rear yard setback** is reduced to 1.2 m.
7. Detached **accessory buildings** up to 10.0 m² may be located within the **interior side yard** and **rear yard** but no closer than 6.0 m of an **arterial road** and 3.0 m of a local **road**.
8. Notwithstanding Section 4.8 [Projections into Yards in Two-Unit Housing Zones], for this **zone** only, the following projections shall be permitted, subject to the *Building Code*:
 - a) **balconies** and **bay windows** which form part of the **principal building**, may project into **front yard, rear yard** and **exterior side yard** no more than 0.6 m;

- b) fireplaces and chimneys, whether enclosed or unenclosed, which form part of the **principal building**, may project for a distance of:
 - i) 1.0 m into the **front yard**;
 - ii) 0.6 m into the **side yard**, limited to one exterior wall of the **principal building**, for the purposes of a chimney or fireplace assembly only, and shall not exceed 1.8 m in horizontal length. No masonry footing is permitted for the chimney or fireplace assembly; and
 - iii) 0.6 m into the **rear yard**;
 - c) **porches** which form part of the **principal building**, that are less than 5.0 m in **height** and open on those sides which face a public **road** may project for a distance of:
 - i) 1.5 m into the **front yard**;
 - ii) 0.6 m into the **exterior side yard**; and
 - iii) 1.5 m into the **exterior side yard**, where the **exterior side yard** is 6.0 m.
 - d) **building** elements in the **principal building** that promote sustainability objectives such as solar panels, solar hot water heating systems and rainwater collection systems may project into the **side yard** and **rear yard** no more than 0.6 m;
 - e) other portions of the **principal building** which are less than 2.0 m in **height** may be located within the **rear yard** but no closer than:
 - i) 3.0 m of a public **road**.
 - ii) 6.0 m of an **arterial road**; and
 - iii) 1.2 m of the **rear lot line** or a **side lot line**; and
 - f) where a **lot** has a **lot width** of 18.0 m or more, portions of the **principal building** which do not exceed 5.0 m in **height** (chimneys excepted) may project into the required **side yard** but in no event closer than 1.2 m to a **side lot line** (See **residential vertical lot width envelope** illustration in the definitions).
9. The minimum **building separation space** is 1.2 m, except that cantilevered roofs, **balconies**, unenclosed fireplaces and chimneys may project into the minimum **building separation space** for a distance of 0.6 m.

16.9.7 Permitted Heights

1. The maximum **height** for **principal buildings** is 2 **storeys** or 9.0 m, whichever is less, but it shall not exceed the **residential vertical lot width envelope** and the **residential vertical lot depth envelope**. For a **principal building** with a flat roof, the maximum **height** is 7.5 m.
2. The ridge line of a front roof dormer may project horizontally up to 0.915 m beyond the **residential vertical lot depth envelope** but no further than the **setback** required for the **front yard**.
3. The ridge line of a side roof dormer may project horizontally up to 0.915 m beyond the **residential vertical lot width envelope** but no further than the **setback** required for the **interior side yard** or the **exterior side yard**.

16.9.8 Subdivision Provisions/Minimum Lot Size

1. The minimum **lot area** is 464.5 m².
2. The minimum **lot width** is 10.29 m.
3. The minimum **lot depth** is 30.0 m.
4. No **subdivision** to create an **air space parcel** is permitted.
5. **Subdivision** of a **lot** may create a maximum of three **strata lots**.

16.9.9 Landscaping & Screening

1. **Landscaping** and **screening** shall be provided according to the provisions of Section 6.0.

16.9.10 On-Site Parking

1. On-site **vehicle** parking shall be provided according to the standards set out in Section 7.0, except:
 - a) the minimum number of **parking spaces** required per **dwelling unit** and the minimum **parking space** dimensions shall be subject to the requirements set out in Section 7.0 for **small-scale multi-unit housing**;
 - b) at least 50% of the required residential **use parking spaces** shall be standard spaces;
 - c) at least 50% of the residential **use parking spaces** provided in a side-by-side arrangement within an enclosed **garage** shall be standard spaces;
 - d) where residents of a single **dwelling unit** intend to use two **parking spaces**, the spaces may be provided in a **tandem arrangement** with one **parking space** located behind the other; and
 - e) where visitor parking is provided on a **lot**:
 - i) the **parking spaces** may be used collectively by two adjacent **lots** sharing a **vehicle access** from an **arterial road**; and
 - ii) each **parking space** shall be clearly marked with the words "VISITORS ONLY" in capital letters in the form of a sign with a minimum size of 300 mm high by 450 mm wide and pavement markings with a minimum size of 300 mm high and 1.65 m wide.

16.9.11 Other Regulations

1. In addition to the regulations listed above, the General Development Regulations in Section 4.0 and Specific Use Regulations in Section 5.0 apply.
2. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, is amended by repealing the existing zoning designation of the following area and by designating it "**TWO UNIT DWELLING (ZD9) WILLIAMS ROAD (Steveston)**" zone:

P.I.D. 004-215-371

Lot 6 Section 36 Block 4 North Range 7 West New Westminster District Plan 9310

P.I.D. 004-230-167

Lot 459 Section 36 Block 4 North Range 7 West New Westminster District Plan 52512

3. This Bylaw may be cited as “**Richmond Zoning Bylaw 8500, Amendment Bylaw 10574**”.

FIRST READING

SECOND READING

THIRD READING

OTHER CONDITIONS SATISFIED

ADOPTED

CITY OF RICHMOND
APPROVED by <i>Ac</i>
APPROVED by Director or Solicitor <i>LA</i>

MAYOR

CORPORATE OFFICER



City of Richmond

Report to Committee

To: Planning Committee
From: Joshua Reis
Director, Development

Date: October 21, 2024
File: RZ 21-936275

Re: **Application by Flat Architecture Inc. for Rezoning at 5300 Granville Avenue from “Small-Scale Multi-Unit Housing (RSM/L)” Zone to “Medium Density Townhouses (RTM3)” Zone and “School & Institutional Use (SI)” Zone**

Staff Recommendation


That Richmond Zoning Bylaw 8500, Amendment Bylaw 10614,

- a) for the rezoning of a portion of 5300 Granville Avenue from “Small-Scale Multi-Unit Housing (RSM/L)” zone to “Medium Density Townhouses (RTM3)” zone; and
- b) for the rezoning of a portion of 5300 Granville Avenue from “Small-Scale Multi-Unit Housing (RSM/L)” zone to “School & Institutional Use (SI)” zone;

be introduced and given first, second and third reading.

Joshua Reis, MICP, RPP, AICP
Director, Development
(604-247-4625)

JR:ak
Att. 8

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Housing Office	<input checked="" type="checkbox"/>	
Parks	<input checked="" type="checkbox"/>	
Real Estate Services	<input checked="" type="checkbox"/>	
Transportation	<input checked="" type="checkbox"/>	

Staff Report

Origin

Flat Architecture Inc., on behalf of Pakland Zaryab Gardens Ltd. (Director: Khalid Hasan), has applied to the City of Richmond for permission to rezone 5300 Granville Avenue from the “Small-Scale Multi-Unit Housing (RSM/L)” zone to “Medium Density Townhouses (RTM3)” zone and to “School & Institutional Use (SI)” zone for the southern 9 m of the lot. This would permit the development of 20 townhouse units across the two development lots with vehicle access from adjacent properties to the east at 7168 and 7255 Lynnwood Drive and the transfer of a fee simple lot to the City which will provide an expansion to the McKay Neighbourhood Park (Attachment 1).

A Development Permit application is required to further address the form and character of the proposed townhouse development.

Findings of Fact

A Development Application Data Sheet providing details about the development proposal is attached (Attachment 2).

Subject Site

The subject site fronts onto Granville Avenue and is currently vacant.

Surrounding Development

Existing development immediately surrounding the subject site is as follows:

To the North: Across Granville Avenue is Thompson Community Centre on City property zoned “School & Institutional (SI)”.

To the South: McKay Neighbourhood Park on City property zoned “School & Institutional (SI)”.

To the East: Fronting onto Lynnwood Drive, townhouses on properties zoned “Medium Density Townhouses (RTM3)” and the south portion of the site zoned “School & Institutional (SI)”.

To the West: Fronting onto Lynnwood Drive are townhouses on properties zoned “Town Housing (ZT23) – Laurelwood”.

Related Policies & Studies

Official Community Plan/Laurelwood Sub-Area Plan

The subject site is designated as “Neighbourhood Residential” and a small portion as “Park” in the Official Community Plan (OCP) and is located in the Blundell Area, Laurelwood Sub-Area Plan.

The Sub-Area Plan land use designation for the subject site is “Residential (Townhouses)” and “Public Open Space” along the south edge (Attachment 3).

Arterial Road Policy

The subject site is designated “Arterial Road Townhouses” and a portion as “Park” on the Arterial Road Land Use Map. The proposed rezoning is consistent with this designation.

The Arterial Road Land Use Policy supports townhouse development along major arterial roads with a frontage width of 50.0 m or more. The subject site has a frontage of only 24.4 m; however, staff support redevelopment at this site as it is an orphaned lot and the development form is compatible with the adjacent existing properties. The proposed development also provides for additional park space and high-quality pedestrian environment along the fronting streets and west property line. No access to Granville Avenue will be provided.

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.

The Province has granted Royal Assent to Bill 44, *Housing Statutes (Residential Development) Amendment Act, 2023*. Bill 44 prohibits a Local Government from holding a Public Hearing on a residential rezoning bylaw that is consistent with the OCP. The proposed rezoning meets the conditions established in Bill 44 and is consistent with the OCP. As a result, City Council may not hold a Public Hearing on the proposed rezoning.

Analysis

Site Planning

The proposed development will extend Lynnwood Drive through the site, connecting the existing east and west segments of Lynnwood Drive. The new road bisecting the subject site will create two new lots, one north of the future road and one to the south (Attachment 4).

The proposed site layout consists of:

- Four three-storey townhouse clusters to the north of the future road, with vehicle access through 7168 Lynnwood Drive, referenced in the report as “North Parcel”.
- Three three-storey townhouse clusters to the south of the future road, with vehicle access through 7255 Lynnwood Drive, referenced in the report as “South Parcel”.

Consistent with the Laurelwood Sub-Area Plan, the applicant has agreed to provide a 9.0 m wide area (approximately 219.7 m²) along the subject site's south property line and which will be transferred as a fee simple lot to the City for public open space and consolidated with McKay Neighbourhood Park. This land transfer is to occur prior to final rezoning bylaw adoption. Grading and landscaping of the park space is to be reviewed through the associated Servicing Agreement works.

Built Form and Architectural Character

The proposal contains a total of 20 three-storey townhome units. The North Parcel contains 11 units, arranged in four clusters along two east-west driveways, with access to Lynnwood Drive through the abutting development at 7168 Lynnwood Drive. The South Parcel contains nine units, arranged in three clusters along two east-west driveways, with access to Lynnwood Drive through the abutting development at 7255 Lynnwood Drive.

The two parcels are proposed to be developed into separate strata lots, creating two individual stratas. Each parcel is to individually meet the Zoning Bylaw and Development Permit Guidelines. No shared amenities or parking stalls are proposed.

The proposed three-storey form is consistent with adjacent townhouse developments, keeping with the Sub-Area Plan vision. Detailed design will be reviewed through the Development Permit process.

Housing Type and Tenure

The proposed development is a market strata townhouse development. Consistent with the OCP policy respecting townhouse and multiple-family housing 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 rezoning bylaw adoption, 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.

Transportation and Site Access

The existing access to the property off Granville Avenue will be closed. Future access is proposed to be off Lynnwood Drive via existing driveways off-site located on a registered easement on the neighbouring townhouse development sites at 7168 and 7255 Lynnwood Drive. These easements are registered on Title of both the common property and individual units. A legal opinion from the applicant's lawyer has been provided on file, confirming that they have the legal right to use the easement area for access. The legal opinion has also been reviewed by the City's law department.

Prior the Development Permit being forwarded to the Development Permit Panel for consideration, the developer will need to work with the adjacent strata at 7168 Lynnwood Drive and acquire their approval to modify the shared fence along the east property line and shift two light fixtures on the neighbouring site slightly west, in order to provide for sufficient clearance for fire access to the North Parcel.

The developer will also need to work with the adjacent strata at 7255 Lynnwood Drive and acquire their approval to modify the shared fence along the east property line, make minor modifications to landscaping including trees and a visitor parking space on their property to facilitate access to the South Parcel. The developer has agreed to provide pedestrian access for both adjacent stratas to the east, allowing shared use of the walkways on the subject site along the west and east property lines as well as the east/west walkway on the North Parcel through a Statutory Right-of-Way. Prior to rezoning adoption, a legal agreement will need to be registered on Title to provide 7168 and 7255 Lynnwood Drive with these accesses.

The developer is working closely with the two adjacent stratas on the driveway access design, including the removal of fencing to access the subject site and shared maintenance agreements for the existing driveway. A letter has been provided by the developer advising that discussion is underway with both stratas and confirming his commitment to secure their approvals (Attachment 5).

A 17.5 m wide road dedication, bisecting the subject site, is required in order to complete the connection of Lynnwood Drive and to accommodate the City's standard sidewalk and boulevard widths. Road dedication is required prior to final adoption of this rezoning bylaw and associated road construction and frontage improvements will be outlined as part of the Servicing Agreement. The extension of Lynnwood Drive through the subject site will provide existing developments to the west with a secondary emergency response route currently provided by a temporary lane on adjacent property. There is no change to existing lane located on the neighbouring site to the west and is not impacted by this development.

Consistent with Richmond Zoning Bylaw 8500, a total of 40 resident vehicle parking spaces are provided within the 20 individual side-by-side garages. Two visitor parking spaces will be provided on each parcel, for a total of four visitor parking spaces. Also consistent with the Zoning Bylaw, 26 resident (Class 1) bicycle parking spaces and five visitor (Class 2) bicycle parking spaces are proposed on site. Pedestrian access to each unit is proposed via individual pathways from public sidewalks or interior pathways within the site.

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 14 bylaw-sized trees on the subject property, eight trees on neighbouring properties and five street trees on City 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 located on-site, specifically tag # 80 (66 cm Spruce), is identified to be protected and retained.
- Ten trees located on-site, specifically tag # 72, 73, 74, 75, 76, 78, 81, 82, 85, 88 (21-47 cm Ash trees, 39 cm Birch, 72 cm Spruce, 42 cm cypress), are in poor condition (dying, sparse

canopy, or previously topped) and are proposed for removal. They are also in conflict with building footprints or required frontage works.

- Three trees located on-site, specifically tag # 77, 86, 87 (57cm Douglas fir, 53 cm red cedar, 48 cm cypress), are in moderate condition with sparse crowns and some damaged roots. They will also conflict with Buildings 1 and 3 and relocation is not suitable. These trees are proposed to be removed
- Two trees located on a shared property line with the east neighbour at 7255 Lynnwood Drive, specifically tag # 70 & 71 (30 cm and 48 cm ash trees), are in moderate condition. They have been identified for removal to facilitate access to the site. Alternative designs were considered but would reduce the outdoor amenity space provided and result in a loss of units, affecting the development's viability. These trees are not good candidates for relocation. The developer is required to obtain the neighbouring strata's approval for the removal of the two trees with replacement at 2:1 ratio along the shared property line.
- Six trees located on neighbouring property, specifically tag # A, B, C, D, H, I (39 cm Pine, 31 cm Black locust, 6 cm dogwoods, and 5 cm Magnolias), are to be protected and retained.
- Two trees on City property, specifically tag # 83 & 84 (12-16 cm Hollies), are in poor health (suppressed by invasive species, poorly pruned, sparse canopy) and in conflict with the required frontage works. Removal with compensation of \$750.00 per tree is recommended.
- One tree on City property, specifically tag # 69 (48 cm malus) is identified by City Arborist to have died and fallen.
- Two trees located on City property, specifically tag # E and F (23 cm and 15 cm Honey locust), are in good condition and to be protected and retained.
- Replacement trees should be specified at 2:1 ratio as per the OCP.

Tree Replacement

The applicant wishes to remove 13 on-site trees (Trees # 72, 73, 74, 75, 76, 77, 78, 81, 82, 85, 86, 87, 88) and two trees (Tree # 70, 71) along a shared property line. The 2:1 replacement ratio would require a total of 30 replacement 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
30	8 cm	4 m

The applicant's preliminary Landscape Plan (Attachment 6) proposes to plant 39 trees on-site, exceeding the number of required for replacement. The applicant is in discussion with the neighbouring strata at 7255 Lynnwood Drive to determine and appropriate location of four replacement trees required due the removal of two trees along their shared property line. As part of the Development Permit application review process, the number, species and size of trees will be refined, and additional planting opportunities are to be further examined where appropriate.

To ensure replacement trees are planted and maintained on-site, the applicant is required to submit a Landscape Security prior to DP issuance in the amount of 100 per cent of a cost estimate prepared by the Registered Landscape Architect (including installation and 10 per cent contingency).

Tree Protection

The applicant is committed to retaining one on-site tree (tag # 80), six off-site trees (tag # A, B, C, D, H, I) and two City trees (tag # E and F). The applicant has submitted a tree protection plan showing the trees to be retained and the measures taken to protect them during development stage (Attachment 7). 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 final adoption of the rezoning bylaw, submission to the City a Tree Survival Security in the amount of \$10,240.00 to ensure that the on-site tree (tag # 80) identified for retention, will be protected.
- Prior to final adoption of the rezoning bylaw, submission to the City a Tree Survival Security in the amount of \$10,240.00 to ensure that the City trees (tag # E and F) identified for retention, will be protected.

Variance Requested

The proposed development is generally consistent with the “Medium Density Townhouses (RTM3)” zone, except for the following requested variances (staff comments in ***bold italics***):

1. Reduction of the minimum lot width from 50.0 m to 24.0 m.
Staff is supportive of the variance requests as the subject site is an isolated residual lot which can achieve housing consistent with Development Permit Guidelines in addition to providing enhanced pedestrian environments along the fronting streets. A purpose of the minimum frontage requirement is to help limit the number of new driveway access. The proposed development continues to achieve this by consolidating their driveway accesses with the east adjacent properties.

The proposal to construct three-storey townhouse units is generally consistent with the development in the surrounding area and what was envisioned at the time the neighbouring property to the east (7168 and 7255 Lynnwood Drive) was developed.
2. Reduction of the minimum front yard setback from 6.0 m to 4.5 m along the south side of the future east-west Lynnwood Drive extension.

Staff is supportive of the variance requests as the reduced setback aligns with development to the east at 7255 Lynnwood Drive, which also has a 4.5 m front yard setback, providing for a uniform street frontage along the south of Lynnwood Drive. Further, the proposed building face would be located 8.0 m from the curb.

Affordable Housing Strategy

The City of Richmond's Affordable Housing Strategy (AHS) seeks cash-in-lieu (CIL) contributions to the City's Affordable Housing Reserve Fund when considering rezoning applications with 60 or fewer dwelling units; the contributions are sought in lieu of built low-end-of-market (LEMR) housing units. In this case, the application proposes a 20-unit townhouse development.

Section 5.15 of Richmond Zoning Bylaw No. 8500 outlines the CIL rates for townhome developments within the City Centre. In this case, the rate is \$12.00 per buildable square foot. Accordingly, for this proposal, the contribution amount is \$305,243.64 and must be provided to the City prior to final adoption of the rezoning bylaw.

Market Rental Housing Policy

The OCP establishes a policy framework for the provision of market rental housing. Smaller scale projects including townhome proposals with more than five units are not required to provide purpose-built market rental units so long as a CIL contribution is made to the City's Affordable Housing Reserve Fund.

The CIL contribution amount for townhouse developments is \$2.65 per buildable square foot. Consistent with the OCP, the CIL contribution applicable to this proposal is \$67,407.97 and must be provided to the City prior to final adoption of the rezoning bylaw.

Energy Efficiency

Consistent with the City's Energy Step Code requirements, the applicant has confirmed that the applicable Energy Step Code performance targets have been considered in the proposed design. The proposed development is anticipated to achieve Step 3 of the Energy Step Code with EL-4. A confirmation letter has been provided on file. Further details on how the proposal will meet this commitment will be reviewed as part of the Development Permit and Building Permit application review process.

Public Art

Based on the maximum buildable residential floor area of approximately 2,363.17 m² (25,436.97 ft²), the recommended Public Art contribution based on administrative guidelines of \$1.02/ft² (2024 rate) is approximately \$25,945.71.

As this project will generate a recommended Public Art contribution of less than \$40,000.00 and there are limited opportunities for locating public art on the site, per Policy, it is recommended that the Public Art contribution be directed to the Public Art Reserve for City-wide projects on City lands. This contribution is required prior to final adoption of the rezoning bylaw.

Amenity Space

The outdoor amenity space is proposed to be divided between the two new parcels. Based on the preliminary design, the total area of the outdoor amenity space is 148 m², which is larger than the requirement in the OCP guidelines which require 120 m². Approximately 85 m² of outdoor amenity space will be provided in the North Parcel and 63 m² in the South Parcel. Staff will work with the applicant at Development Permit stage to ensure that the design of the outdoor amenity space meets Development Permit Guidelines.

The applicant is proposing to provide a voluntary cash contribution in lieu of providing the required indoor amenity space on site. The total cash contribution required for the 20-unit townhouse development is \$39,254.00 based on \$2,066.00 per unit for the first 19 units and \$4,132.00 for the 20th unit, consistent with the current OCP rate. This contribution must be provided prior to rezoning adoption.

Development Permit Application

Prior to final adoption of the rezoning bylaw, a Development Permit application is required to be processed to a satisfactory level. Through the Development Permit, the following items are to be further examined:

- Compliance with Development Permit Guidelines for multiple-family projects in the OCP.
- Refinement of landscaping, including the number, species and size of trees and additional planting opportunities.
- Further review of the environmental sustainability features (i.e. EV charging) to be incorporated into the project and confirmation of compliance with the applicable Energy Step Code.
- Confirmation that all aging-in-place and convertible unit feature have been incorporated into the dwelling design.
- Review of the proposed exterior building material and colour palette.
- Review of acoustical and thermal reports and recommendations prepared by an appropriate registered professional, demonstrating that the interior noise levels and noise mitigation standards comply with the OCP and Noise Bylaw requirements.
- Refinement of the outdoor amenity area design, including the choice of play equipment, to create a safe and vibrant environment for children's play and social interaction.

Site Servicing and Frontage Improvements

Prior to Rezoning Bylaw adoption, the applicant is required to enter into a Servicing Agreement for the design and construction of the following, including, but not limited to:

- Construction of the Lynnwood Drive connection.
- Frontage improvements along Granville Avenue and the new Lynnwood Drive.
- Installation of new water, storm and sanitary service mains and connections.

- Landscaping and grading of dedicated parklands.

Complete details on the scope of frontage improvements and site servicing are included in Attachment 8.

Financial Impact or Economic Impact

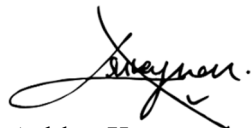
The rezoning application results in an insignificant Operational Budget Impact (OBI) for off-site City infrastructure (such as roadworks, waterworks, storm sewers, sanitary sewers, street lights, street trees and traffic signals).

Conclusion

This application is to rezone the property at 5300 Granville Avenue from “Small-Scale Multi-Unit Housing (RSM/L)” zone to “Medium Density Townhouses (RTM3)” zone and “School & Institutional Use (SI)” zone to facilitate the development of 20 townhouse units across two development lots with vehicle access from 7168 and 7255 Lynnwood Drive and to provide a 9 m wide expansion to McKay Neighbourhood Park.

This rezoning application complies with the lands use designations and applicable policies for the subject site that are contained within the OCP and Laurelwood Sub-Area Plan. Further design review will be undertaken as part of the associated Development Permit application review process. Road and engineering improvement works required with respect to the subject development will be secured through the City’s standard Servicing Agreement. The list of rezoning considerations is included in Attachment 8, which has been agreed to by the applicant (signed concurrence on file).

It is recommended that Richmond Zoning Bylaw 8500, Amendment Bylaw 10614 be introduced and given first, second and third reading.



Ashley Kwan
Planner 1
(604-276-4173)

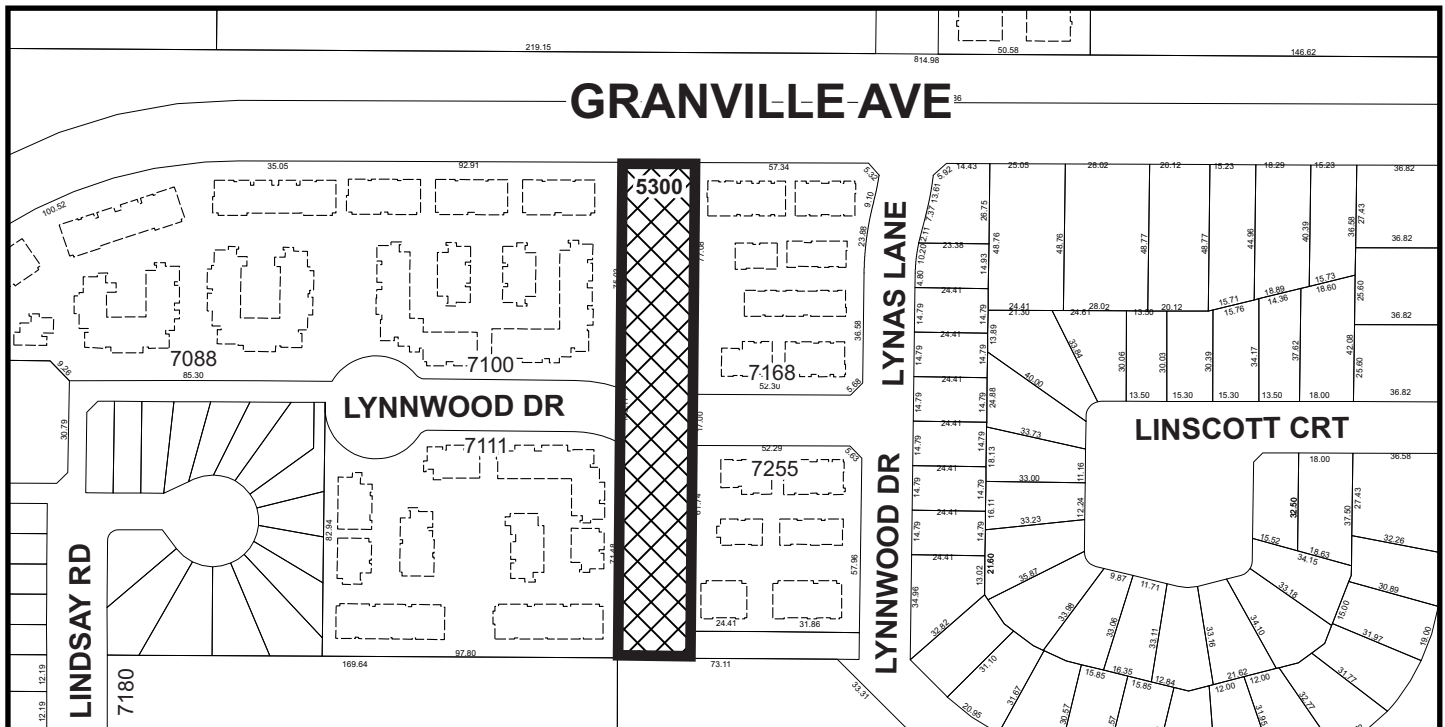
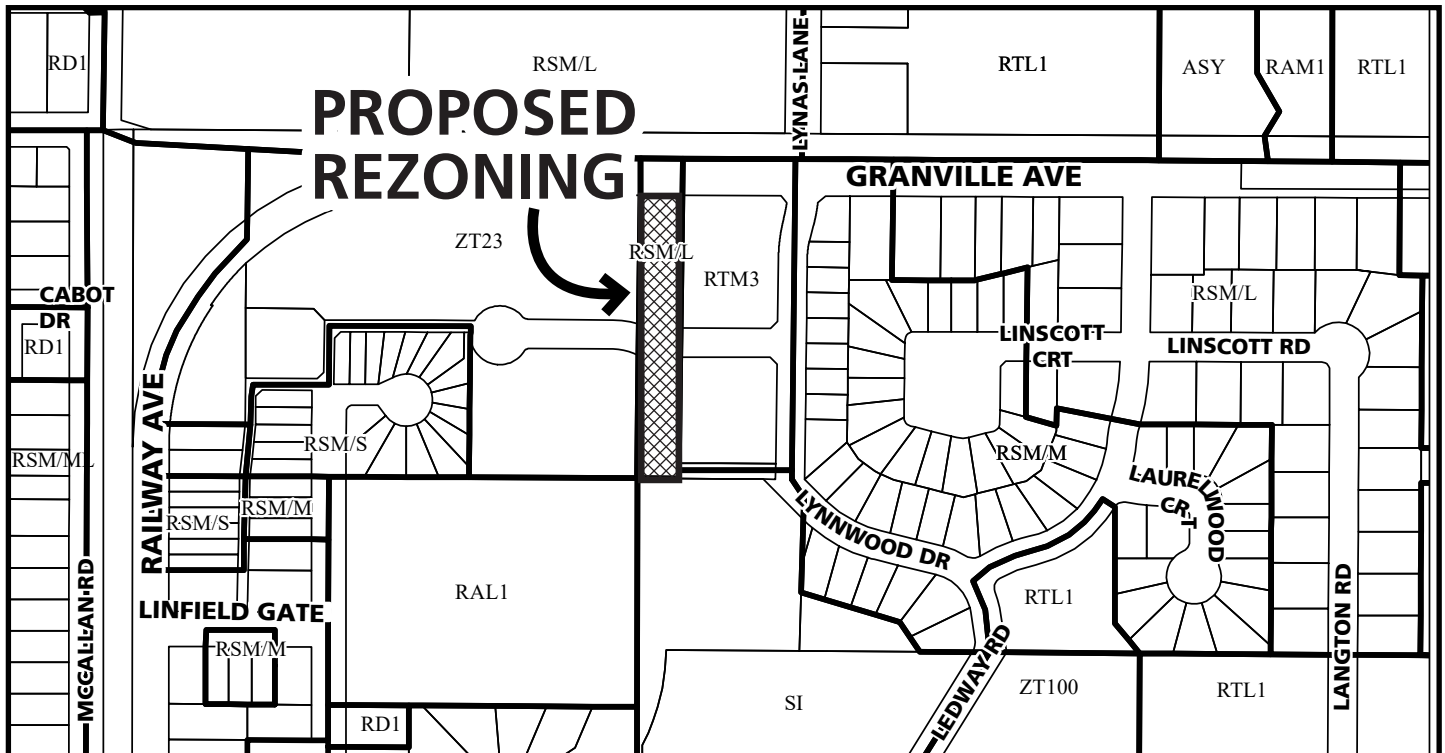
AK:he

- Att. 1: Location Map
 2: Development Application Data Sheet
 3: Laurelwood Sub-Area Plan
 4: Conceptual Development Plans
 5: Letter from Developer
 6: Preliminary Landscape Plan
 7: Tree Management Plans
 8: Rezoning Considerations



City of Richmond

Attachment 1



RZ 21-936275

Original Date: 08/13/21

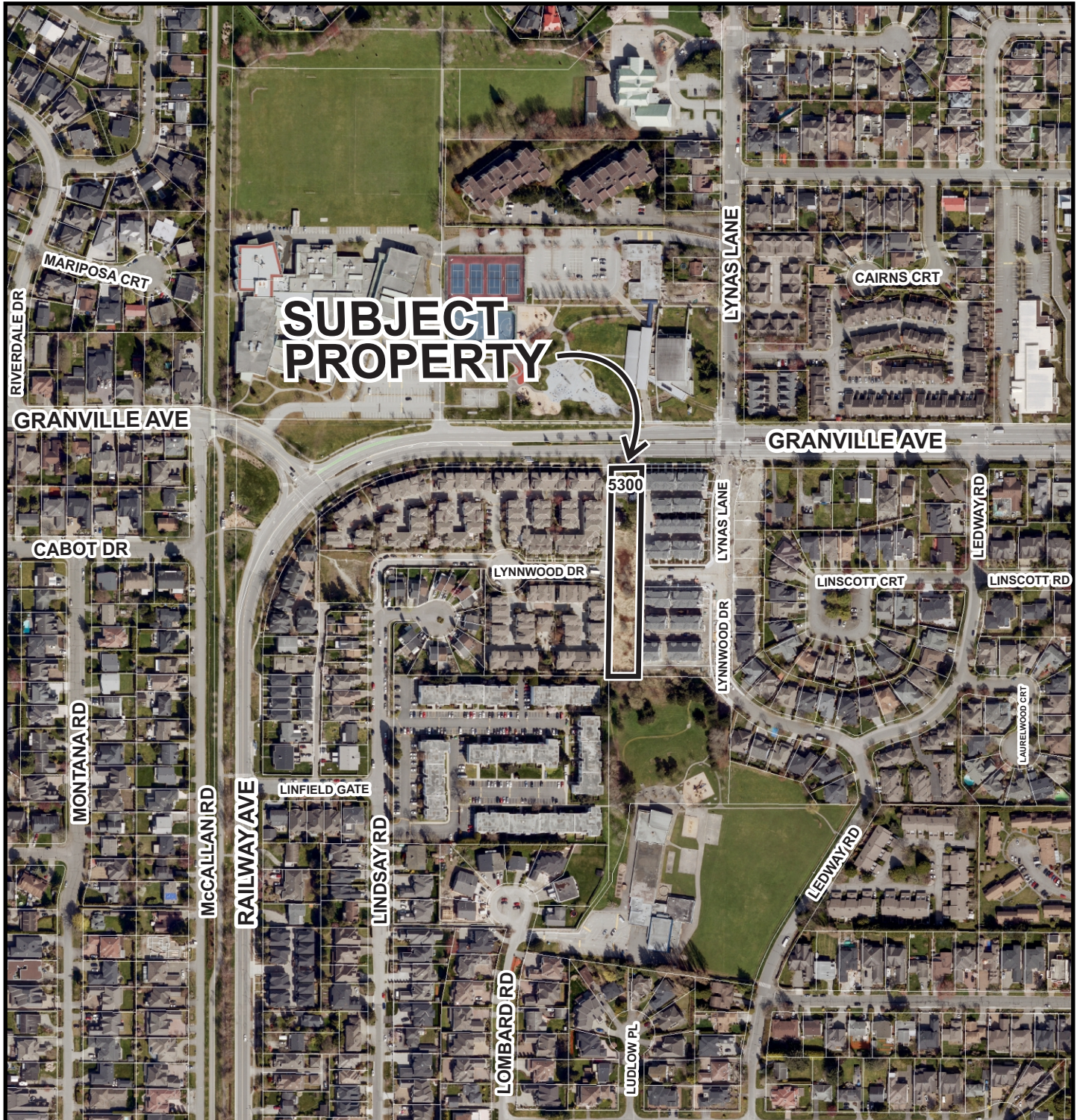
Revision Date: 09/23/24

Note: Dimensions are in METRES

CNCL - 132



City of Richmond



RZ 21-936275

Original Date: 08/13/21

Revision Date:

Note: Dimensions are in METRES



RZ 21-936275

Attachment 2

Address: 5300 Granville Avenue

Applicant: Flat Architecture Inc.

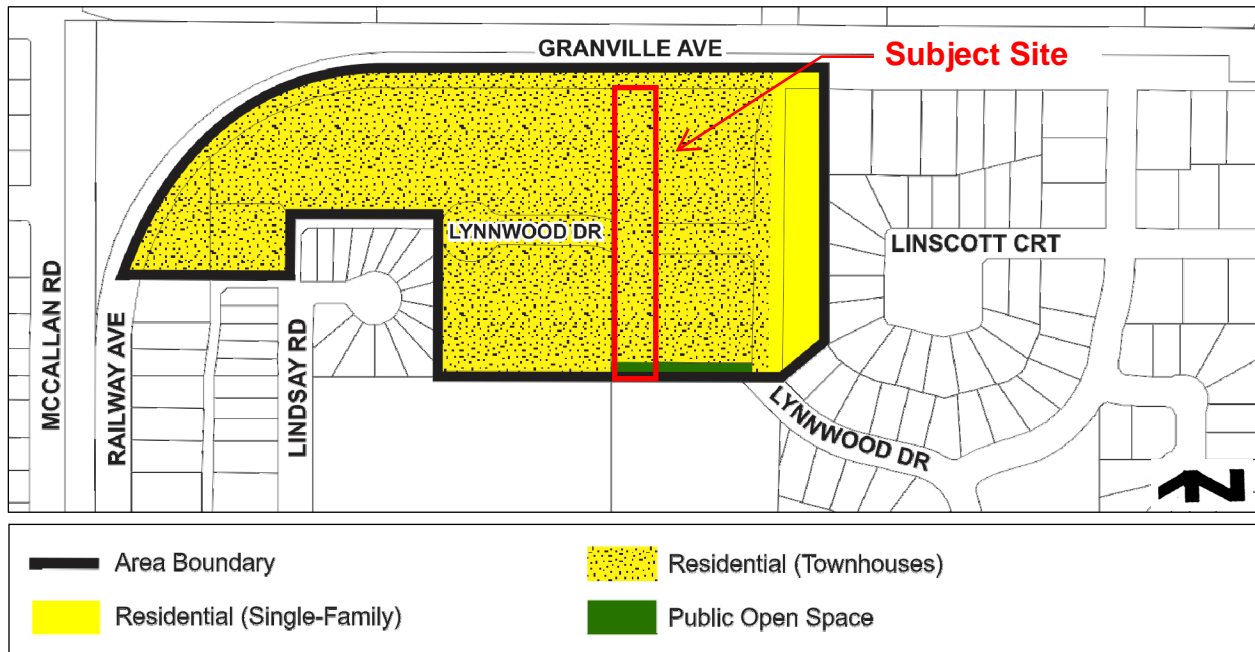
Planning Area(s): Laurelwood Sub-Area Plan (Blundell)

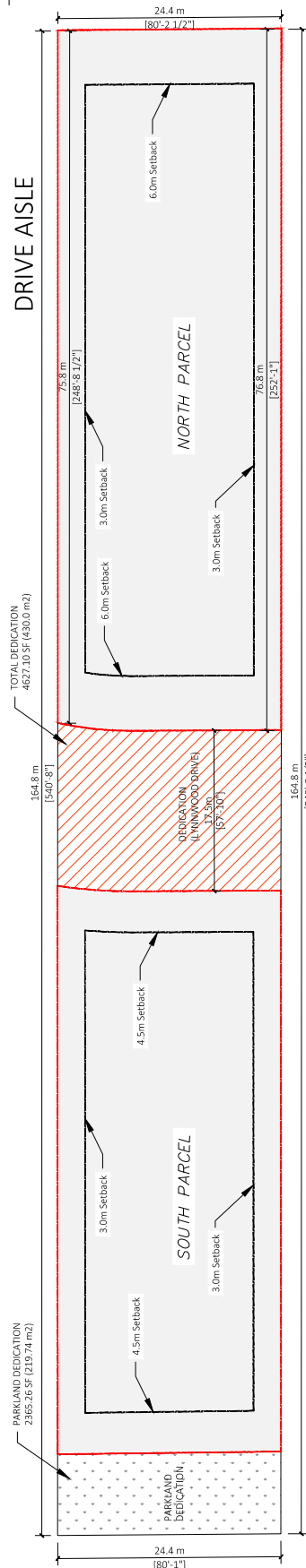
	Existing	Proposed
Owner:	Pakland Zaryab Gardens Ltd	No Change
Site Size (m²):	4,025.7 m ²	3,375.96 m ²
Land Uses:	Single Family Dwelling	Townhouses
OCP Designation:	Neighbourhood Residential, Park	No Change
Sub-Area Plan Designation:	Residential (Townhouses)	No Change
Zoning:	Small-Scale Multi-Unit Housing (RSM/L)	Medium Density Townhouses (RTM3)
Number of Units:	1	20

On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Floor Area Ratio:	Max. 0.70	0.68	none permitted
Buildable Floor Area (m ²):*	2363.17 m ² (25,436.97 ft ²)	2,306.71 m ² (24,829.22 ft ²)	none permitted
Lot Coverage (% of lot area):	Building: Max. 40% Non-porous Surfaces: Max. 65% Live Landscaping: 25%	Building: 31% Non-porous Surfaces: 52% Live Landscaping: 34%	none
Lot Dimensions (m):	Width: 50.0 m Depth: 35.0 m	Width: 24.4 m North Parcel: 75.8 m South Parcel: 61.5 m	Variance Required
Setbacks (m):	Front: Min. 6.0 m Rear: Min. 3.0 m Side: Min. 3.0 m	Front (Lynnwood Dr): 6.0 m & 4.5 m Rear: 4.5 m Sides: 3.0 m	Variance Required for South Parcel
Height (m):	12.0 m (3 storeys)	11.2 m	none
Off-street Parking Spaces – Regular (R) / Visitor (V):	North Parcel: 22 (R) 2 (V) South Parcel: 18 (R) 2 (V)	North Parcel: 22 (R) 2 (V) South Parcel: 18 (R) 2 (V)	none
Bicycle Parking Spaces:	North Parcel: 14 (Class 1), 3 (Class 2) South Parcel: 12 (Class 1), 2 (Class 2)	North Parcel: 14 (Class 1), 3 (Class 2) South Parcel: 12 (Class 1), 2 (Class 2)	none
Amenity Space – Indoor:	70 m ²	Cash in-lieu	none
Amenity Space – Outdoor:	North Parcel: 66 m ² South Parcel: 54 m ²	North Parcel: 85 m ² South Parcel: 63 m ²	none

* Preliminary estimate; not inclusive of garage; exact building size to be determined through zoning bylaw compliance review at Building Permit stage.

City of Richmond

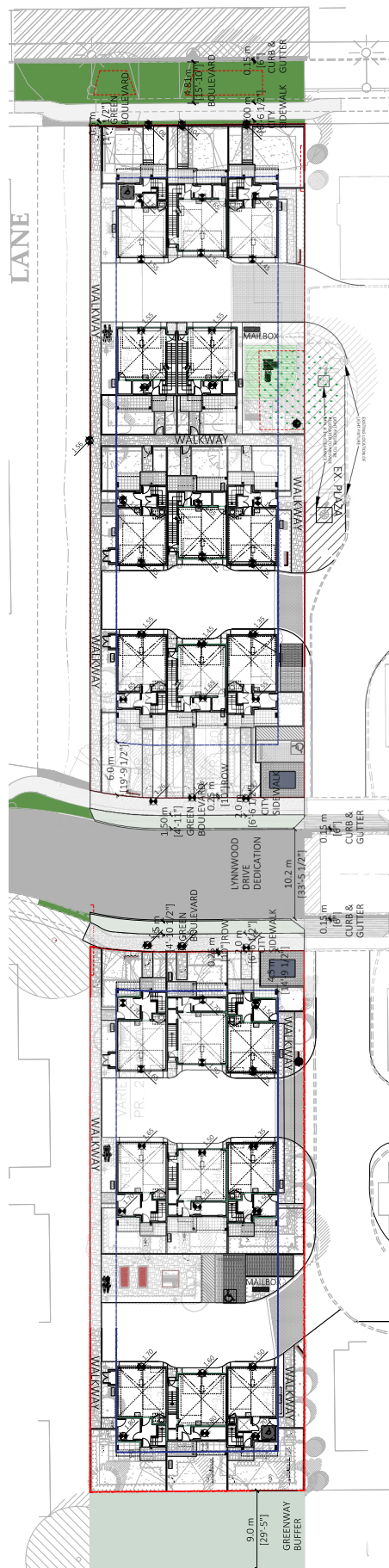
Land Use MapBylaws 9114 & 9230
2017/04/24



Gross Site Area	: 4025.7 m ²
Road Dedication	: 430.0 m ²
Green Dedication	: 219.74 m ²
Net Area	: 3375.96 m ²

Base Plan
Scale : 1/40" = 1"

CNCL - 136



2

Site Plan - Frontage Improvements

Scale = 1/40" = 1'

[illegible]

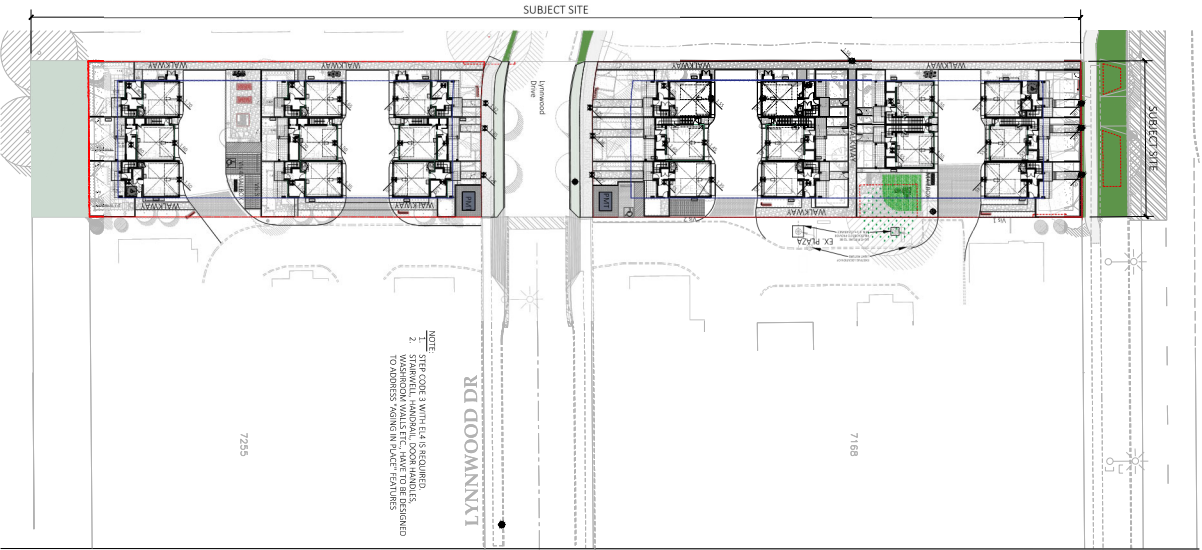
Frontage Improvements BASE PLAN

Attachment 4

A0.1

PROJECT NO:	21-208	DATE	23-Sep-24
PROJECT NAME:	21 TOWNHOUSE DEVELOPMENT	CLIENT:	RICHMOND BC
PROJECT INFO:	21 TOWNHOUSE DEVELOPMENT	CLIENT:	KHALID
SCALE:	As Noted	DRAWN BY:	RW

Unit 209- 6321 King George Blvd
Surrey BC, V3X 1G1
www.flataarchitecture.ca
contact@flataarchitecture.ca
Ph: 604-503-4484



CIVIC ADDRESS:
5300 Granville Ave Richmond BC

ZONING INFORMATION:

EXISTING : RTM3

LOT AREA

GROSS SITE AREA = 4025.7 m²
LYNNWOOD ROAD DEDICATION : 4627.1 ft² = 430.0 m²
PARKLAND DEDICATION : 2365.26 ft² = 219.74 m²
NET AREA : 3638.53 ft² = 3375.96 m²

BUILDING HEIGHT:

ALLOWABLE : 12.00 M
PROPOSED : 11.20 M

OUTDOOR AMENITY:

Required : 6m² per unit = 120 m²
PROPOSED OUTDOOR Amenity area : 148 m²

FAR: PROPOSED (NET) : 2306.71/3375.96 = 0.68
(EXCLUDES GARAGES, "PARKING WITHIN THE BUILDING ENVELOPE")

SETBACKS:

NORTH SIDE OF LYNNWOOD DR.

EAST SIDE : 3 m
WEST SIDE : 3 m
SOUTH SIDE : 6.0 m
NORTH SIDE : 6.0 m

SOUTH SIDE OF LYNNWOOD DR.

EAST SIDE : 3 m
WEST SIDE : 3 m
SOUTH SIDE : 4.5 m
NORTH SIDE : 4.5 m

LOT COVERAGE : 1162.77 m² (37.35%)

PARKING:

RESIDENTIAL: 2 STALLS PER UNIT 40 STALLS
REQUIRED :
PROVIDED : 2 CAR GARAGES (SIDE BY SIDE) = 20 x 2 = 40

RESIDENTIAL VISITOR:

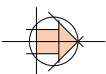
REQUIRED : 0.2 STALLS PER UNIT 20 X 2 = 4.0 STALLS
PROVIDED :

TOTAL UNIT NO : 20
SIDE BY SIDE UNITS : 20

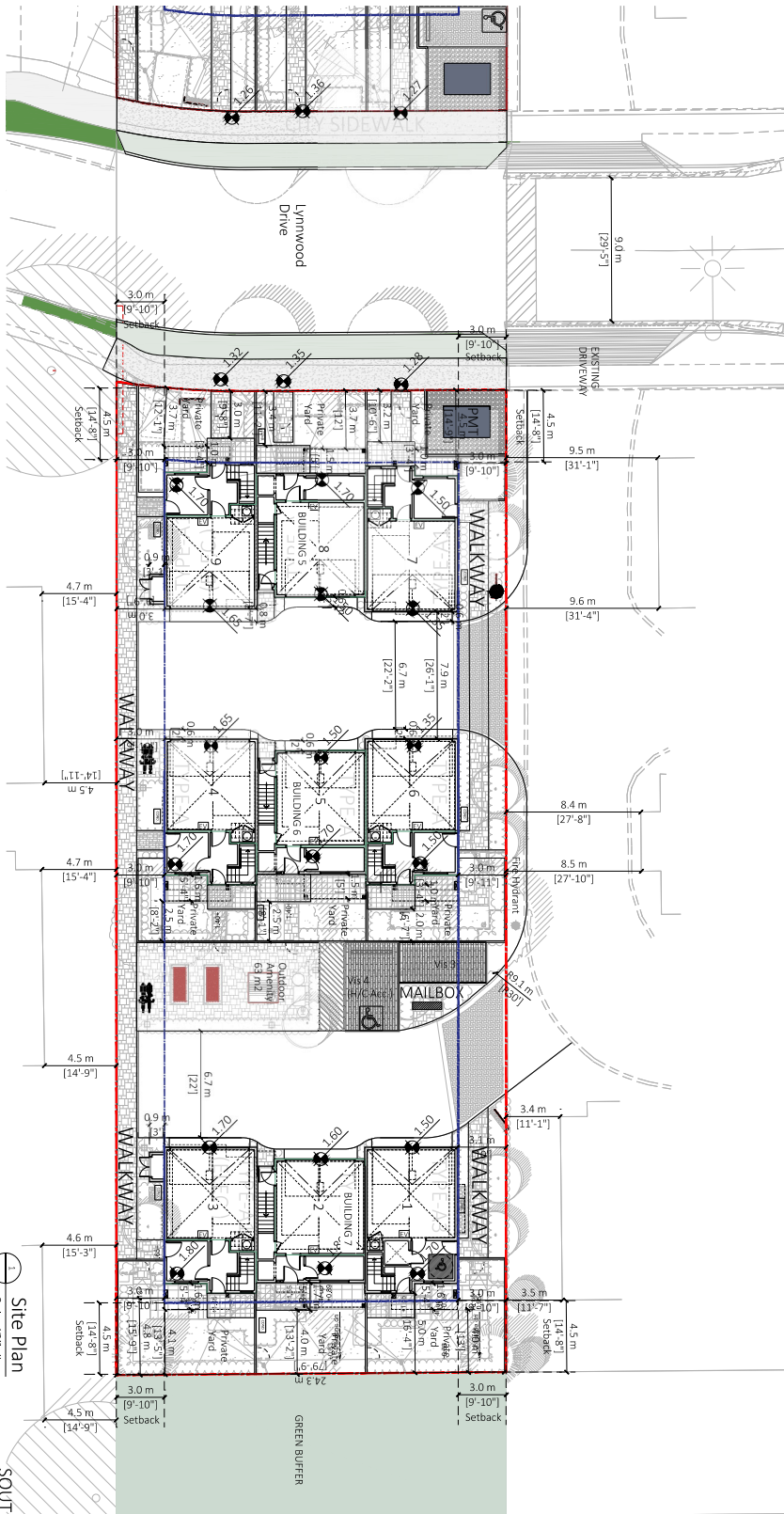
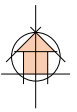
BIKE PARKING:

CLASS 1 : 26
CLASS 2 : 5

UNIT	UNIT AREA (Garage not included) (in sq.ft.)	(in sq.m)	NO. OF UNITS	TOTAL FSR AREA (in sq. ft.)	(in sq.m)
TYPE A	1,292.71	120.10	6	7,756.26	720.58
TYPE A1	1,218.88	113.24	10	12,188.80	1,132.38
TYPE A2	1,243.12	115.49	2	2,486.24	230.98
TYPE A3	1,198.95	111.39	2	2,397.90	222.77
TOTAL	4,953.66	460.21	20	24,829.20	2,306.71



REV	DESCRIPTION	BY	DATE



- NOTE:
1. STEP CODE 3 WITH E14 IS REQUIRED.
 2. STAIRWELL, HANDRAIL, DOOR HANDLES, WASHROOM WALLS ETC., HAVE TO BE DESIGNED TO ADDRESS 'AGING IN PLACE' FEATURES

Site Plan
Scale = 1/24" = 1'

SOUTH BLOCK LAYOUT

A1.1B

SOUTH SIDE LAYOUT

REV	DESCRIPTION	BY	DATE

SCALE: DRAWN BY:
As Noted RV

PROJECT NO.:

DATE: 06-06-21

PROJECT INFO:
21 TOWNHOUSE DEVELOPMENT
5300 GERRARD AVE
RICHMOND BC
CLIENT:
KHALID

Unit 205, 4321 King George Blvd
Surrey BC, V3X 1G1
www.flat1architecture.ca
contact@flat1architecture.ca
Ph: 604-593-4464





NOTE: STEP CODE 3 WITH EL4 IS REQUIRED

A 1.1P (A)

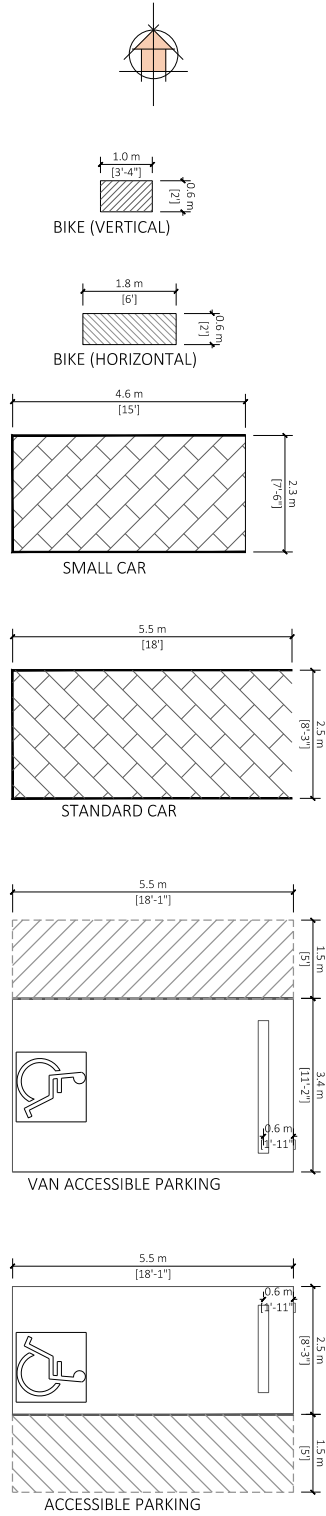
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PROJECT NO:

DATE _____

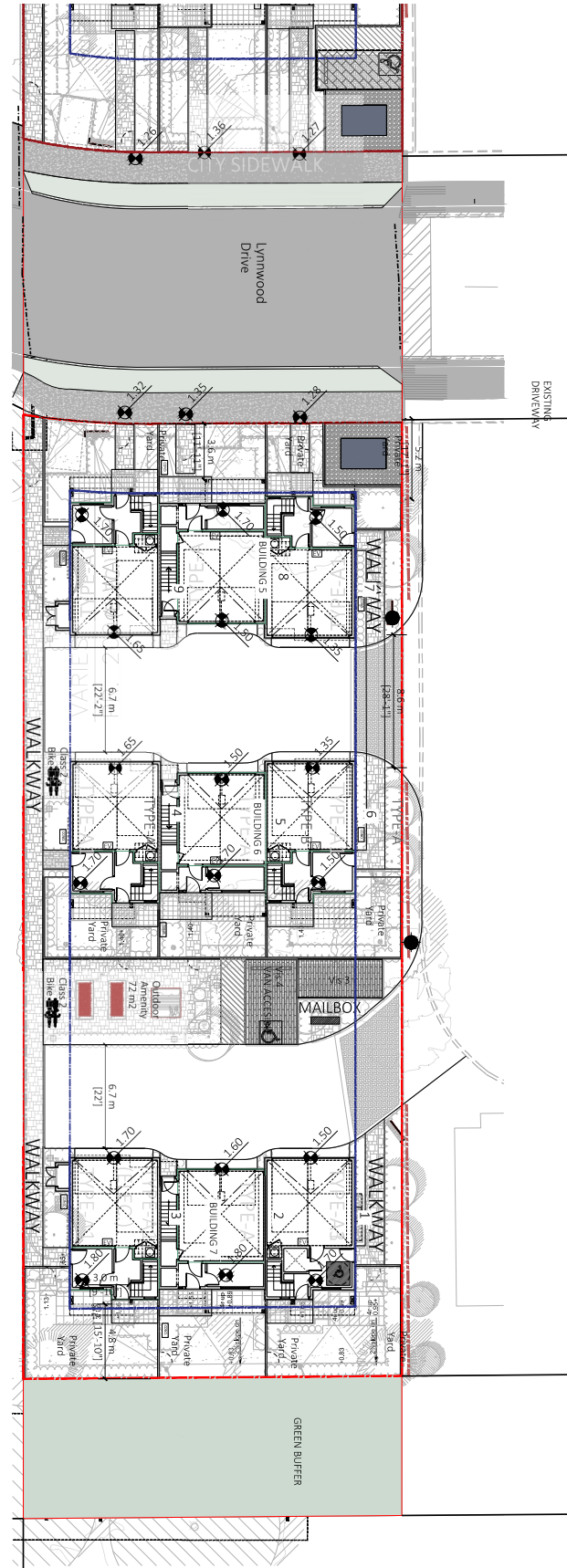
PROJECT INFO:
21 TOWNHOUSE DEVELOPMENT
5300 Granville Ave
RICHMOND BC
CNCL - 140
CLIENT:
KHALID

Unit 209- 6321 King George Blvd
Surrey BC, V3X 1G1
www.flataarchitecture.ca
contact@flataarchitecture.ca
Ph: 604-503-4484

FLAT
ARCHITECTURE 



SOUTH BLOCK LAYOUT



NOTE: STEP CODE 3 WITH EL4 IS REQUIRED

A 1.1P (B)

PARKING LAYOUT

REV	DESCRIPTION	BY	DATE

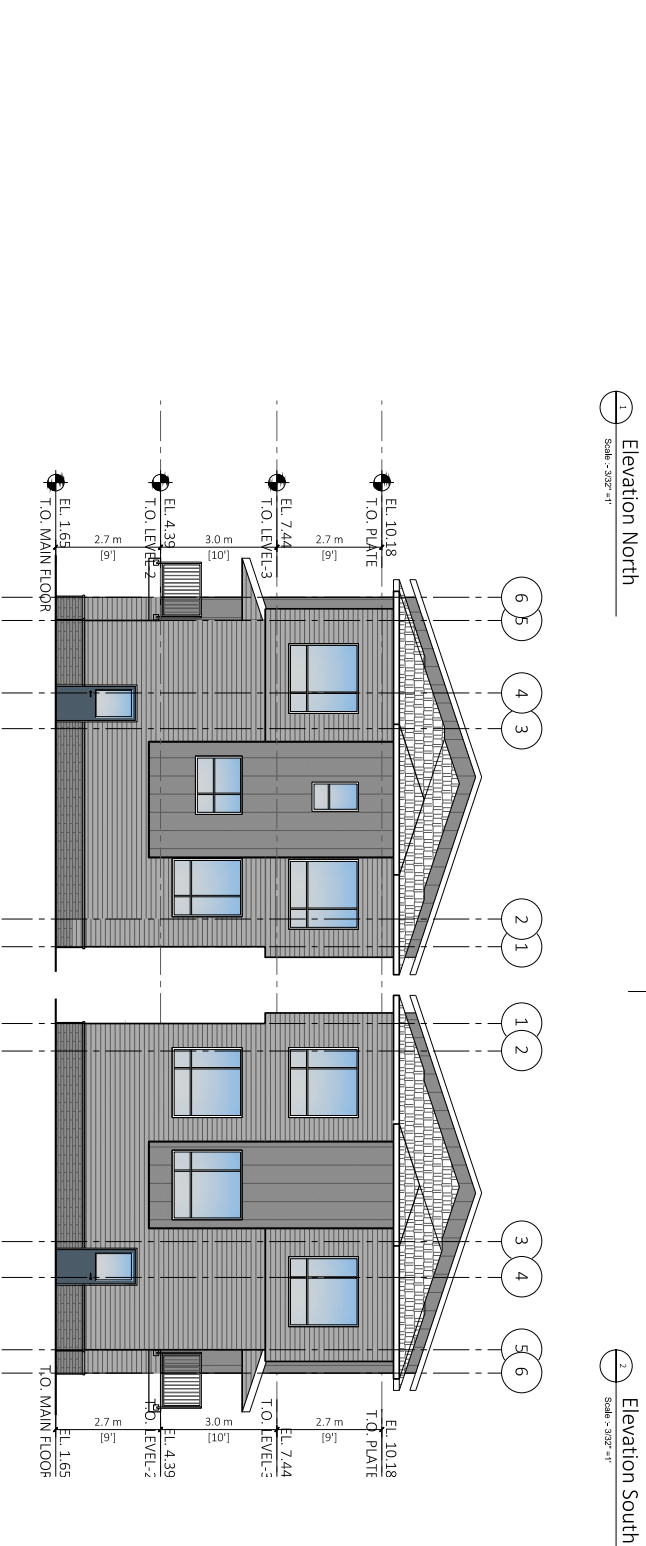
SCALE: DRAWN BY: As Noted RW / VK

PROJECT NO. 06-06-21

PROJECT INFO:
21 TOWNHOUSE DEVELOPMENT
5300 15th Ave
RICHMOND BC
CLIENT:
KHALID

Unit 205, 4321 King George Blvd
Surrey BC, V3X 1G1
www.flat1architecture.ca
contact@flat1architecture.ca
Ph: 604-593-4462

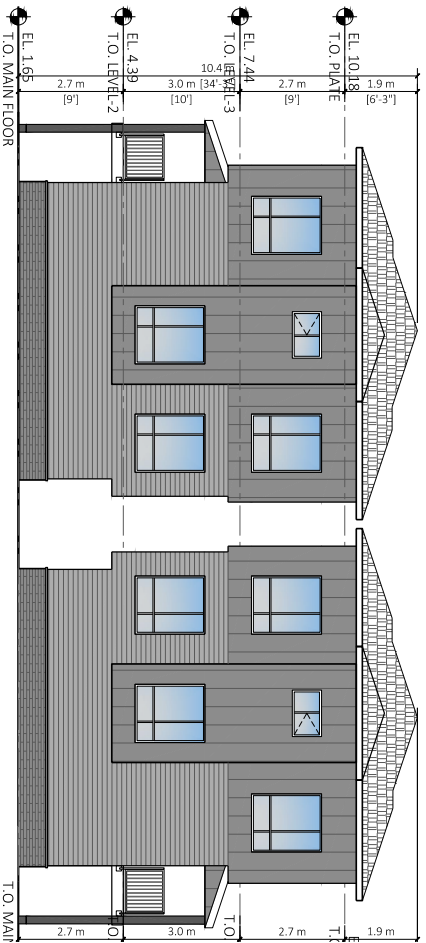


[illegible]

PROJECT INFO:
21 TOWNHOUSE DEVELOPMENT
5300 Granville Ave
RICHMOND BC
CLIENT:
KHALID

Unit 209-6321 King George Blvd
Surrey BC, V3X 1G1
www.iataarchitectre.ca
contact@iataarchitectre.ca
Ph: 604-503-4484

FLAT
ARCHITECTURE INC.



1 Elevation West
Scale = 3/16" = 1'

1 Elevation East
Scale = 3/16" = 1'

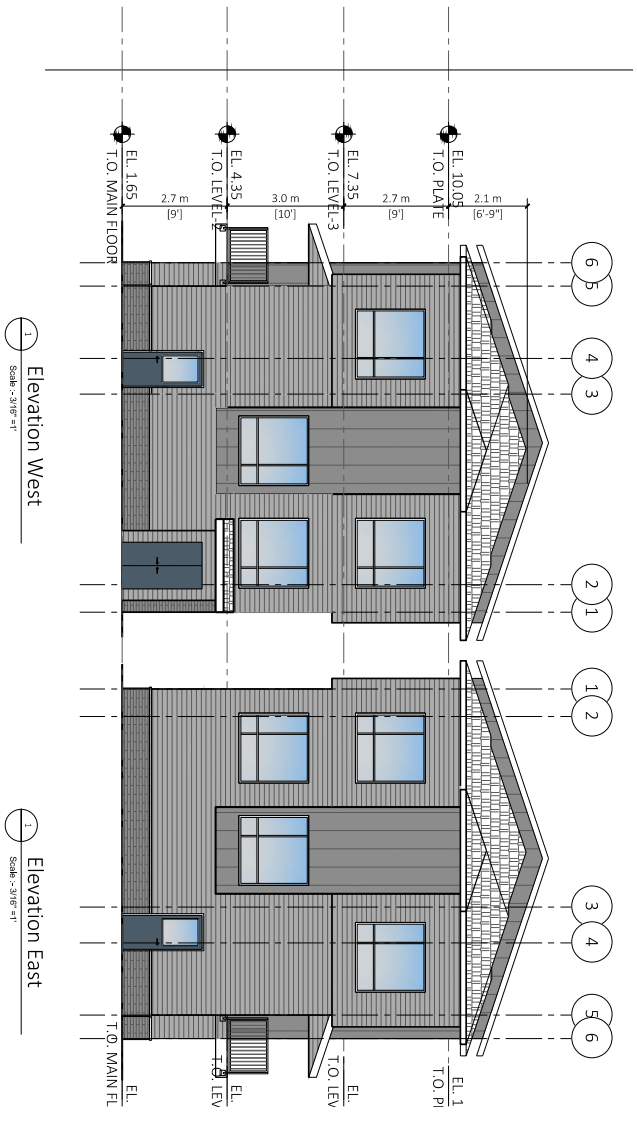
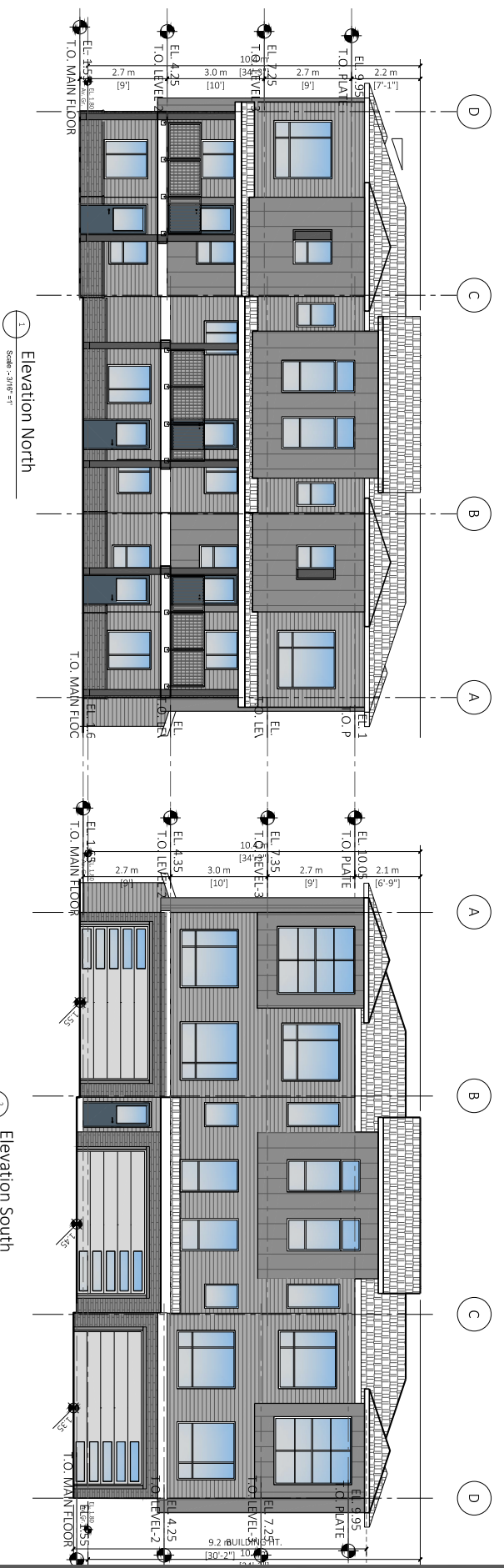
REV	DESCRIPTION	BY	DATE

PROJECT INFO:
21 TOWNHOUSE DEVELOPMENT
5300 Spruill Ave
RICHMOND BC
CLIENT:
KHALID

DATE
16-May-24
PROJECT NO.
21-208
SCALE:
As Noted
DRAWN BY:
RW

Unit 208, 4321 King George Blvd
Surrey BC, V3X 1G1
www.flat1architecture.ca
contact@flat1architecture.ca
Ph: 604-593-4464

FLAT1
ARCHITECTURE



2 Elevation South
Scale = 3/32" = 1'

1 Elevation West
Scale = 3/16" = 1'

1 Elevation East
Scale = 3/16" = 1'

PROJECT INFO:
21 TOWNHOUSE DEVELOPMENT
5300 Spruill Ave
RICHMOND BC
CLIENT:
KHALID

DATE
16-May-24
PROJECT NO.
21-208
SCALE: DRAWN BY:
As Noted RW

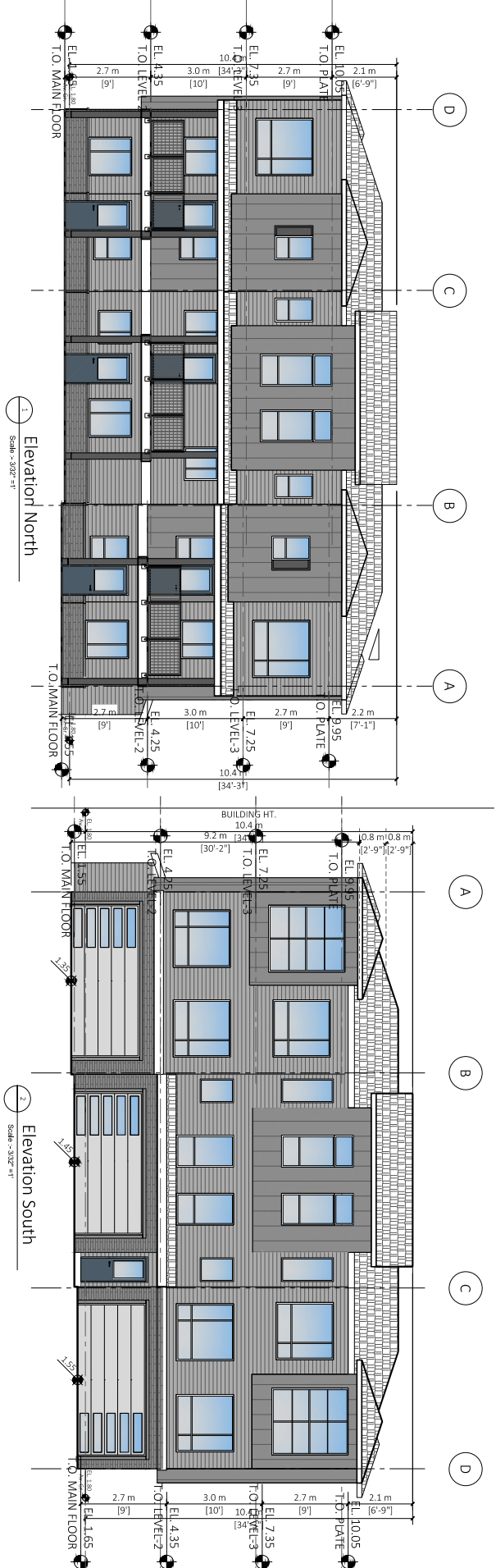
REV	DESCRIPTION	BY	DATE

BUILDING 3
ELEVATION NORTH

A 303

Unit 303, 4321 King George Blvd
Surrey BC, V3X 1G1
www.flat1architecture.ca
contact@flat1architecture.ca
Ph: 604-593-4464





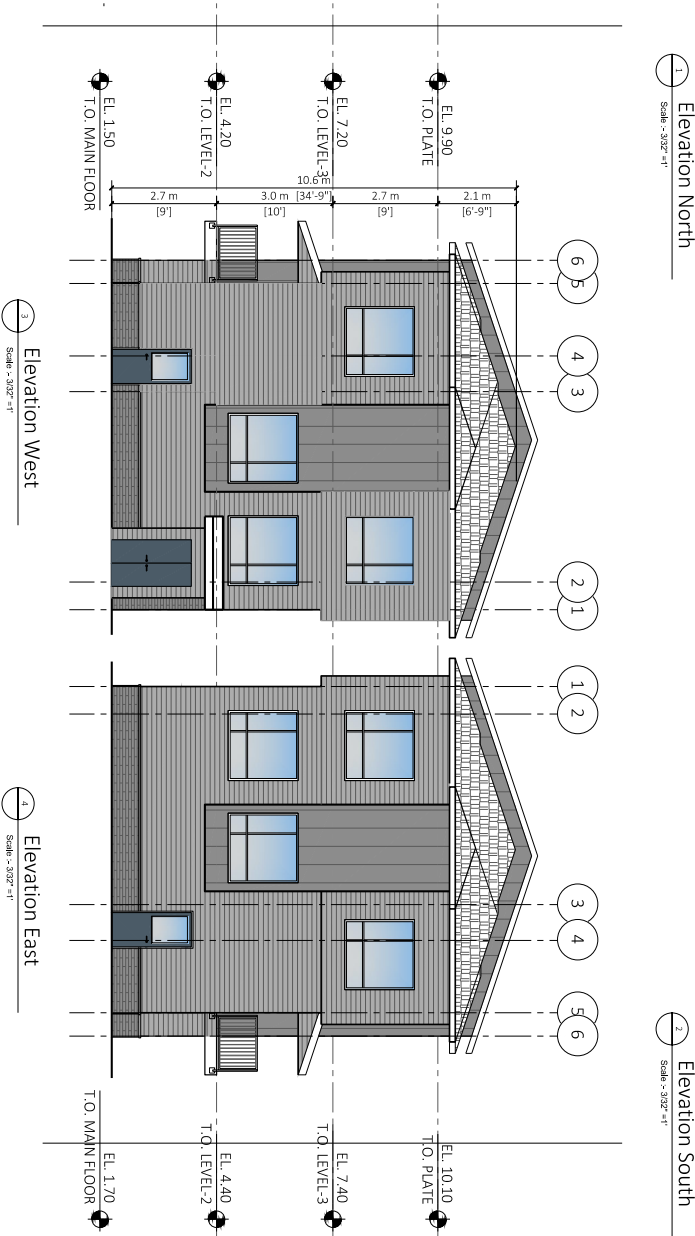
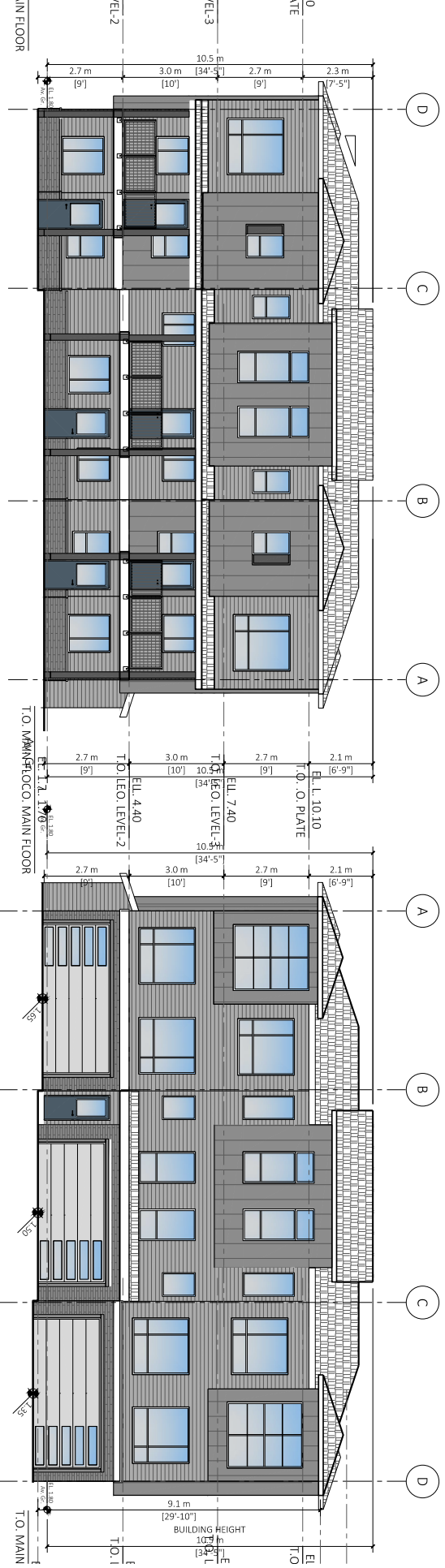
Unit 304, 4321 King George Blvd
Surrey BC, V3X 1G1
www.flat1architecture.ca
contact@flat1architecture.ca
Ph: 604-593-4442

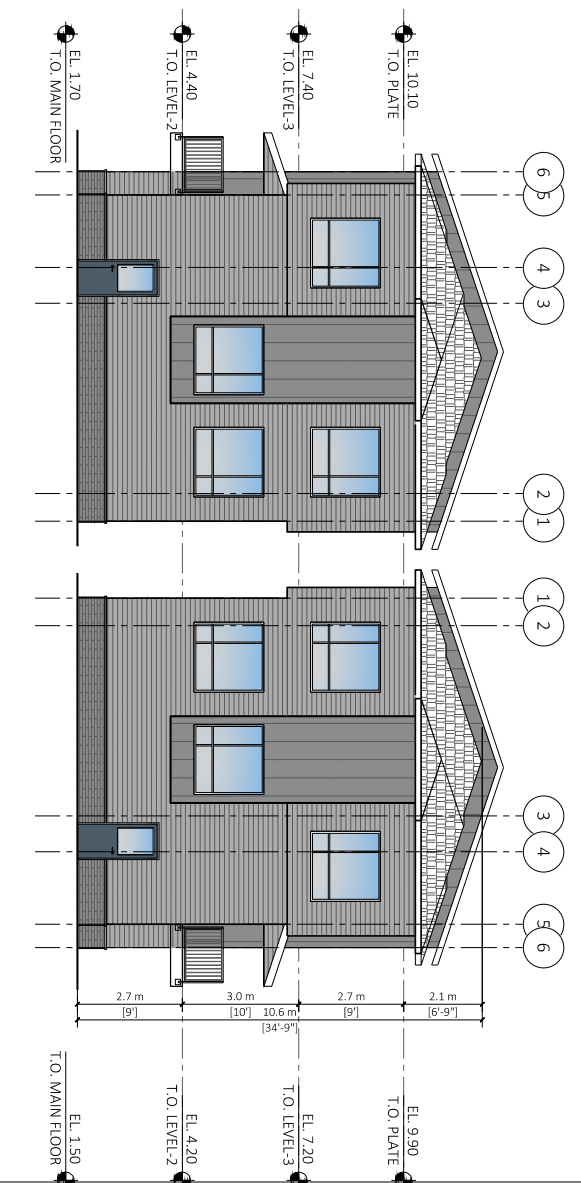
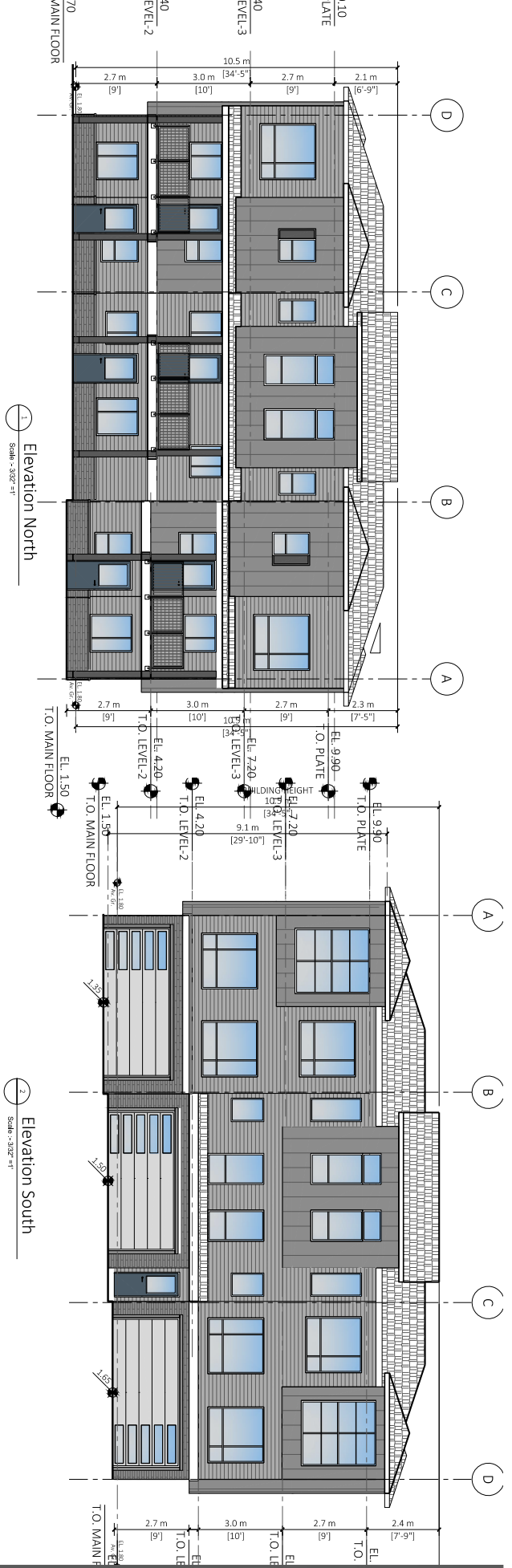
PROJECT INFO:
21 TOWNHOUSE DEVELOPMENT
5300 Spruill Ave
RICHMOND BC
CLIENT:
KHALID

DATE: 16-May-24
PROJECT NO.:
SCALE: 21-208
DRAWN BY:
As Noted RW

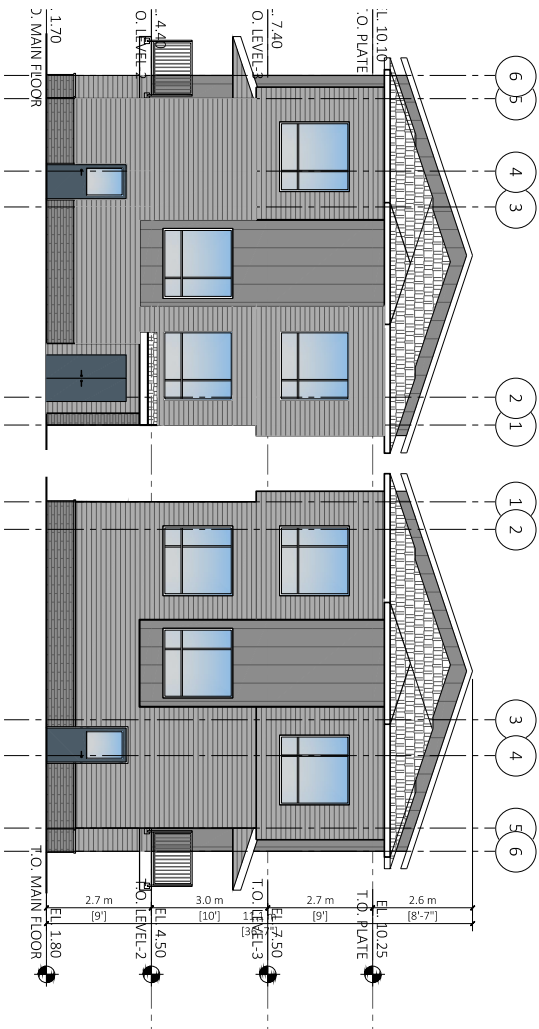
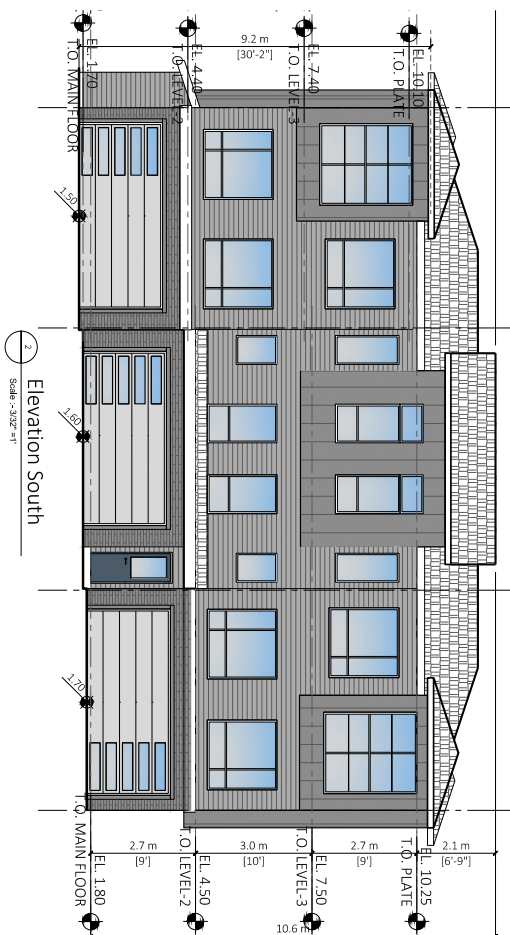
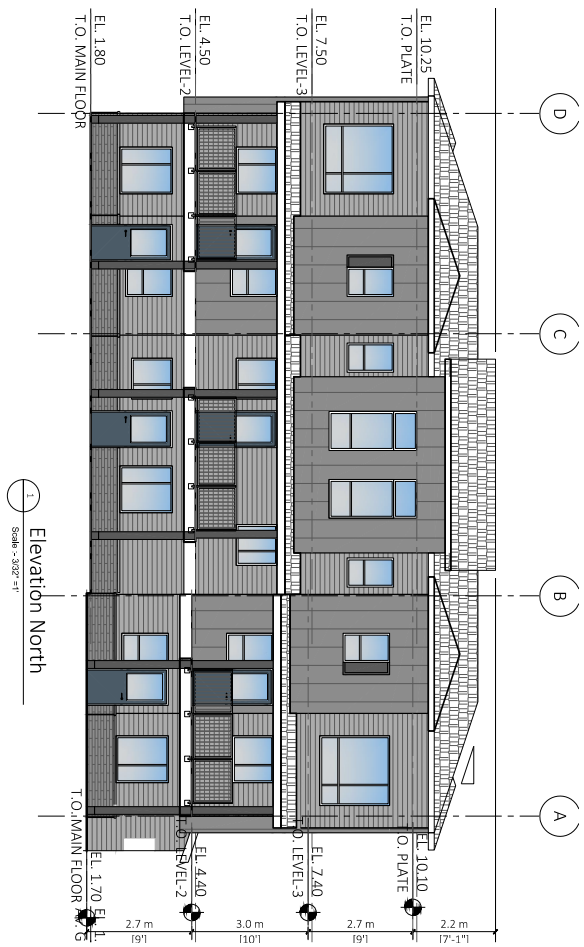
REV	DESCRIPTION	BY	DATE

A 304





REV	DESCRIPTION	BY	DATE



PAKLAND ZARYAB GARDENS LTD.

REZONING APPLICATION AT 5300 GRANVILLE AVE, RICHMOND BC

Attention to respected Planning Department, City of Richmond

Attention respected Planning Department, City of Richmond. We represent the Developers of 5300 Granville Ave, Richmond BC. As per our current request for Rezoning application to the city of Richmond for 5300 Granville Avenue, we would like to share the recent updates on this project regarding the acknowledgement that we are currently in conversation with both Stratas EPS5633 (7168 Lynwood Drive) and EPS5634 (7225 Lynwood Drive). Please see below for the summary of our activities and conversations with Strata:

Trees:

- **For EPS5633:** No trees from the Strata EPS5633 (7168 Lynwood Drive) are proposed for removal. Several Onsite trees at 5300 Granville Ave are proposed for removal with new replacement trees proposed as per city of Richmond tree bylaw.
- **For EPS5634:** Two trees (tree #70 & #71 as mentioned in TMP) from Strata EPS5634 (7225 Lynwood Drive) are proposed for removal due to their obstruction of driveway access. We are open to discussing potential replacement options for these trees with the Strata Council. The Strata may choose to have the trees replanted at 7225 Lynwood Drive or relocated to 5300 Granville Avenue. Several Onsite trees at 5300 Granville Ave are proposed for removal with new replacement trees proposed as per city of Richmond tree bylaw.

Fire Access Issue:

- **For EPS5633:** As per City of Richmond Fire department, the drive aisle width near the wooden deck/Amenity area of 7168 Lynwood Drive was not to the BC Building Code and was not enough for fire truck access and staging area requirements, City has asked us to fix this safety issue and we as Developer agreed to do this as part of our development and at no cost the strata owners of EPS5633. Proposed work includes the relocation of lights fixtures to the West to widen the staging area for fire access.
- **For EPS5634:** There are no requirements for the strata of 7225 Lynwood Drive.

Shared Access-Future Shared Maintenance:

- **For EPS5633 & EPS5634:** Proposed new development will be accessed by shared drive aisle easement with 7168 Lynwood Drive. We will not be utilizing shared access for the new site until the project is substantially complete and ready for final landscaping. The Developer will be required to enter into an agreement with the Strata Council of 7168 Lynwood Drive once the new Strata for 5300 Granville Ave is formed for the future maintenance cost of the shared access portion of the drive aisle.

Fence

- **For EPS5633 & EPS5634:** For the existing fence the Developer is proposing to keep the fence intact as long as possible at least until the development is ready for final landscaping. At that point, the Developer will be opening access and removing a portion of the fence to connect the shared drive aisle and along the amenity area. If the strata council decides to remove or retain any additional fence along the property line at their discretion, the Developer is willing to do that at the Developers cost.

Construction Noise and Dust/Debris Migration:

- **For EPS5633 & EPS5634:** Developer confirms that all the construction will be done as per the City of Richmond noise bylaw and the timings will be followed as per the guidelines. As for construction debris and garbage, the Developer will try to keep the construction site clean and not allow any garbage to go on the neighboring strata. Developer will provide one free pressure washing service for the neighboring Strata shared drive aisle and building façade along the common property line upon completion.

Insurance:

- **For EPS5633 & EPS5634:** The Developer carries liability insurance for our land and project. And if any damage is caused to neighboring strata due to the proposed development and/or construction activity, developer insurance will step in

We received a few concerns from Strata EPS5633 (7125 Lynwood Drive), which were responded as below:

- **Tree#80:** As per City of Richmond tree department, they insist that the tree is a good candidate for retention, and they forced us to keep this tree. Our team tried to ask for removal as per neighboring strata owners experience with another tree, but they denied. They are aware of the tree fall incident but still they want us to keep tree #80.
- The proposed walkway will be the common property of the new strata owners at 5300 Granville Ave. No one will be stopping the neighboring strata residents from using the walkways to gain access to the west side proposed public greenway.
- Your visitor parking stall will remain in its position and won't be disturbed or changed. It was just not clearly shown on our landscape drawings. No loss of visitor parking to your strata EPS5633.
- For the increased traffic during the initial move in for the new strata owners and after they settled down, we will make sure that the new owners have been notified in writing to not block the shared driveway for moving or any other purpose. For ongoing future increased traffic, we can discuss the measure at the time of our agreement between the strata for shared maintenance cost and perhaps include measures like speed bump and no stopping/parking signage.

We have received verbal consent from both the Stratas EPS5633 & EPS5634. However, we are waiting for written acknowledgment of our proposed development notification to the owners of your strata and our mutual consent to work together for future shared maintenance agreement and our commitment to reduce impact on neighboring strata owners during the development phase.

Khalid Hasan

Pakland Zaryab Gardens Ltd.

Email: info@khalidhasan.com

#110-6086 Russ Baker Way,

Richmond BC. V7B 1B4

604-786-8960



SEPT. 23RD 2024 - TPS

ARBORIST LEGEND

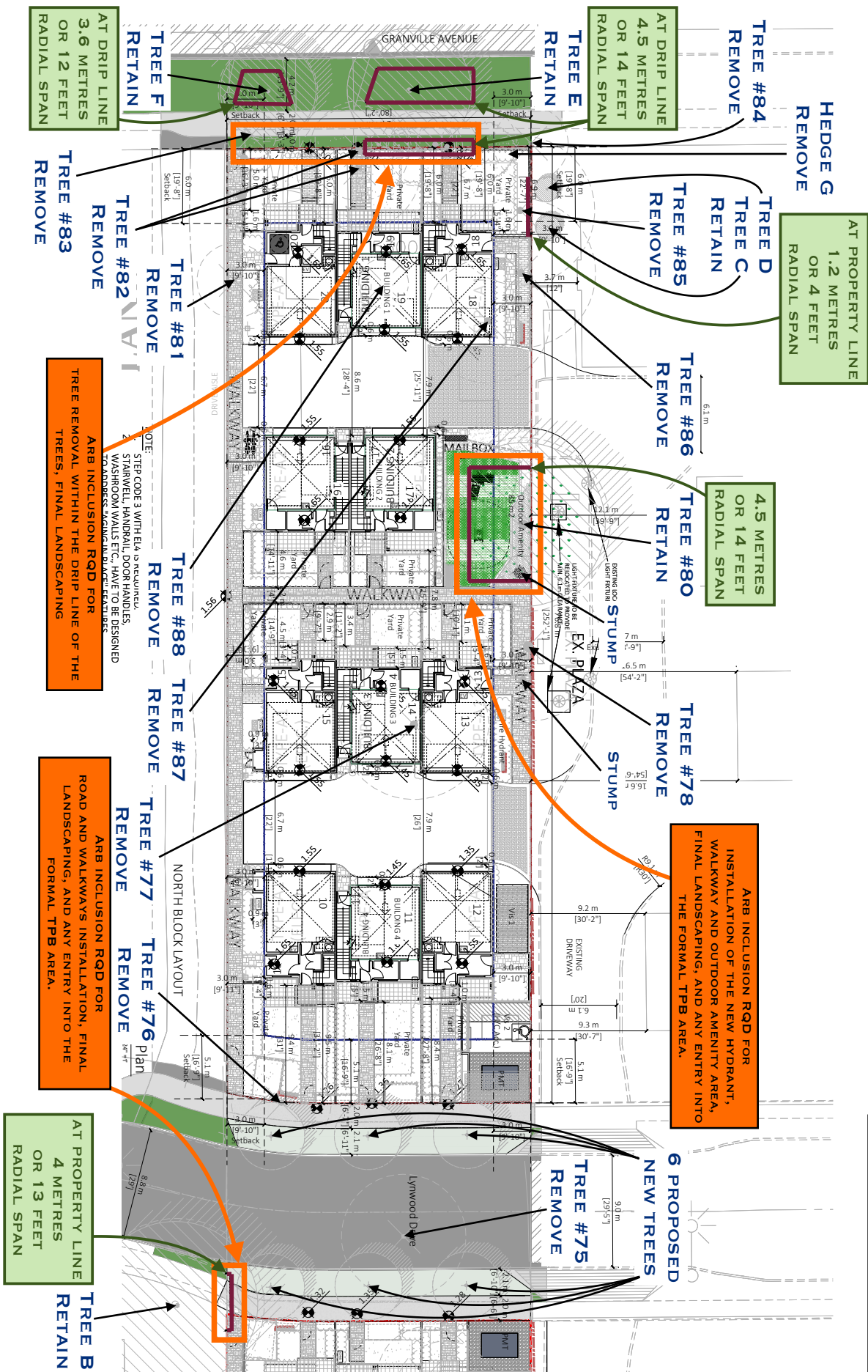
TPB AREA

- TPB AREA
RADIAL SPAN

TPB AREA

- TPB AREA

RADIAL SPAN



Unit 209- 6321 King George Blvd
Surrey BC, V3X 1G1
www.flatarchitectural.ca
contact@flatarchitectural.ca
Ph: 604-503-4484

PROJECT INFO:

CNCL - 153

CLIENT:

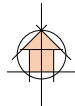
DATE _____

PROJECT NO.:

SCALE: DRAWN BY:

REV	DESCRIPTION	BY	DATE

5300 GRANVILLE AVE., RICHMOND, BC
SEPT. 23RD 2024 - TPS

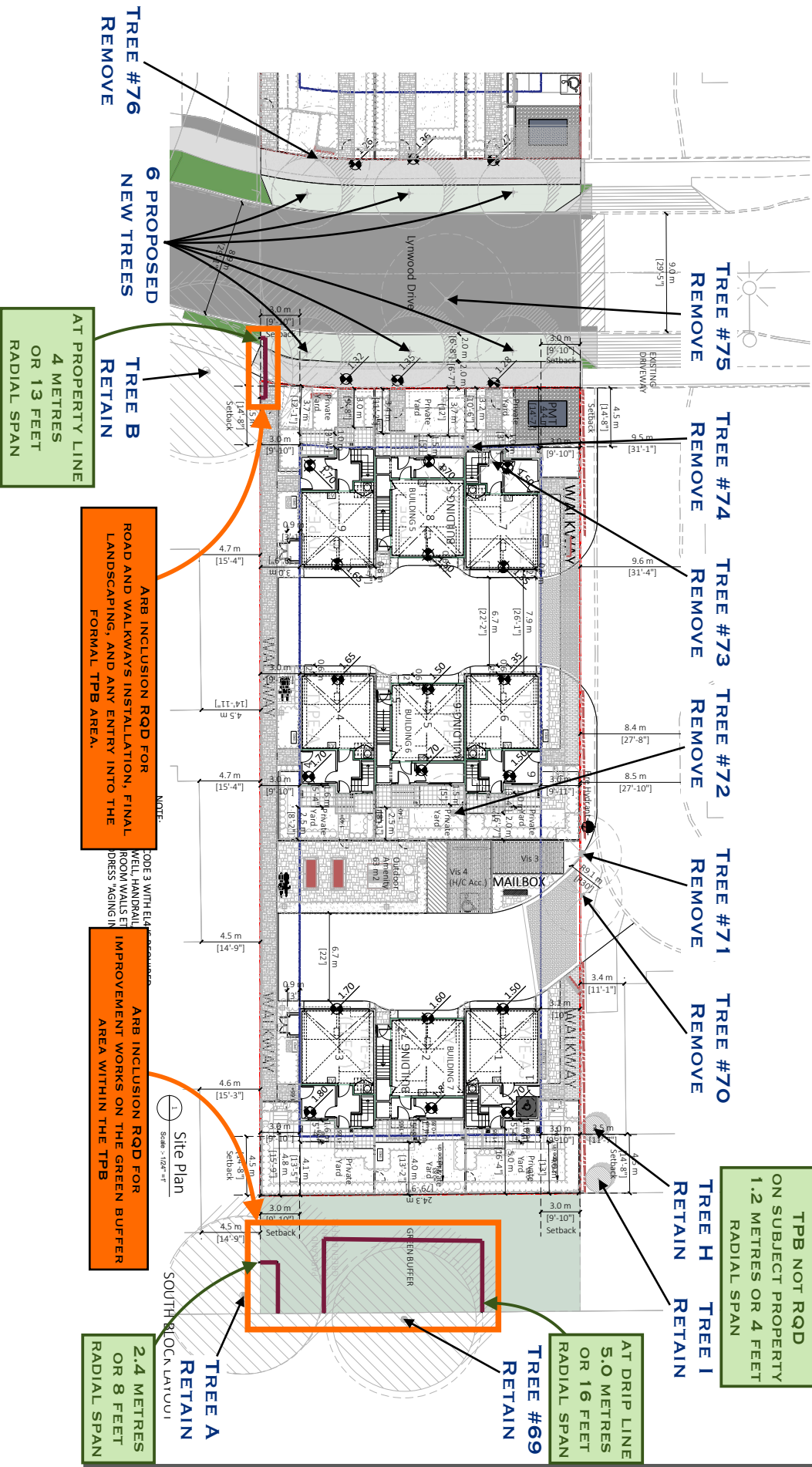


REFER TO TPB AND TREE IMPACT
SUMMARY TABLE WITHIN REPORT BODY

ARBORIST INCLUSION REFERS TO
ARBORIST ON-SITE SUPERVISION OF
ALL WORK WITHIN ANY TREE
PROTECTION ZONE AND WITHIN 3 FEET
OF ANY TREE PROTECTION ZONE, AS
DESIGNATED BY THE TREE PROTECTION
BARRIERS.

ARBORIST LEGEND

- # - TREE ID
- TPB AREA
- # - TPB AREA
RADIAL SPAN



TPB NOT RQD
ON SUBJECT PROPERTY
1.2 METRES OR 4 FEET
RADIAL SPAN

AT DRIP LINE
5.0 METRES
OR 16 FEET
RADIAL SPAN

2.4 METRES
OR 8 FEET
RADIAL SPAN

PROJECT INFO:	
CNCL - 154	
CLIENT:	
DATE:	PROJECT NO.:
SCALE:	DRAWN BY:
REV DESCRIPTION	
BY	DATE



1145-208, 6371 King George Blvd
Surrey BC, V3X 1G1
www.flat1architecture.ca
contact@flat1architecture.ca
PH: 604-553-4464



Address: 5300 Granville Avenue

File No.: RZ 21-936275

Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 10614, the developer is required to complete the following:

1. **(Voluntary Lot Transfer)** Subdivision, Transfer and Consolidation of the 9.0 m wide southern portion of 5300 Granville Avenue, measured along the entire south property line (approximately 219.7 m²) with the McKay neighbourhood park (7366 Lombard Road). The area is to be transferred as a fee simple lot to the City, free and clear of encumbrances, to the satisfaction of the City. The primary business terms of the required land transfer, including any environmental conditions, shall be to the satisfaction of the Director, Real Estate Services, the City Solicitor, the Director, Parks Services, and the Director, Development. The developer shall be responsible for all costs associated with the transfer and consolidation unless otherwise agreed to by the developer and the City.
2. **(Road Dedication/SRW)** 17.5 m road dedication for the new road extension connecting Lynnwood Drive and to accommodate for upgrades along the entire future Lynnwood Drive frontage. 1.0m x 1.0m corner cut SRW are to be provided where the adjacent N-S temporary lane meets Granville Avenue and Lynnwood Drive. Note: this may require an overlay of the proposed functional plan with the dedication plan to confirm that the required improvements can be accommodated within the dedication area.
3. **(Shared Walkways)** Registration of cross-access easements, statutory right-of-way, and/or other legal agreements or measures, as determined to the satisfaction of the Director, Development, over the proposed internal walkways in favour of 7168 and 7255 Lynnwood Drive and future adjacent lot(s) as required, 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.
4. **(Development Permit)** The submission and processing of a Development Permit* completed to a level deemed acceptable by the Director of Development.
5. **(Arborists Contract)** 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.
6. **(Tree Survival Security)** Submission of a Tree Survival Security to the City in the amount of \$10,240.00 for the one tree to be retained (tag #80). To accompany the tree survival security, the applicant must enter into a legal agreement, which sets the terms for its use and release.
7. **(City Tree Survival Security)** Submission of a Tree Survival Security to the City in the amount of \$10,240.00 for the two City trees to be retained (tag # E and F). To accompany the tree survival security, the applicant must enter into a legal agreement, which sets the terms for its use and release.
8. **(City Tree Compensation)** City acceptance of the developer's offer to voluntary contribute \$1,500 to the City's Tree Compensation Fund for the removal of two City trees (tag # 83 and 84).
9. **(Tree Protection Fencing)** 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.
10. **(Flood Indemnity Covenant)** Registration of a flood indemnity covenant on title.
11. **(No Rental and Age Restrictions)** 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.
12. **(Public Art – Cash Contribution)** City acceptance of the developer's offer to make a voluntary cash contribution towards the City's Public Art Fund, the terms of which shall include the following:

- a) The value of the developer's voluntary public art contribution shall be based on the Council-approved rates for residential and non-residential uses and the maximum buildable floor area permitted under the subject site's proposed zoning, excluding floor area associated with affordable housing and market rental, as indicated in the table below.

Building Type	Rate	Maximum Permitted Floor Area (after exemptions)	Minimum Voluntary Cash Contribution
Residential	\$1.02/ft ²	25,436.97 ft ²	\$25,945.71

- b) In the event that the contribution is not provided within one year of the application receiving third reading of Council (i.e. Public Hearing), the contribution rate (as indicated in the table in item a) above) shall be increased annually thereafter based on the Statistics Canada Consumer Price Index (All Items) – Vancouver yearly quarter-to-quarter change, where the change is positive.
13. **(Contribution – Indoor Amenity)** Contribution of \$2,066.00 per dwelling unit up to 20 units, and \$4,132.00 per dwelling unit for the 20th unit (e.g. \$39,254.00) in-lieu of on-site indoor amenity space.
14. **(Contribution – Affordable Housing)** City acceptance of the developer's offer to voluntarily contribute \$12.00 per buildable square foot and \$2.65 per buildable square foot (e.g. \$372,651.61) to the City's Affordable Housing Reserve Fund, consistent with the Affordable Housing Strategy and Market Rental Housing Policy respectively.
15. **(Servicing Agreement)** 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 1022.0 L/s of water available at a 20 psi residual at the Lynnwood Dr frontage. Based on your proposed development, your site requires a minimum fire flow of 220 L/s.
- b) At Developer's cost, the Developer is required to:
- (1) Install a new 200mm diameter water main on the Lynnwood Dr roadway that will tie into the existing east and west water mains on Lynnwood Dr.
 - (2) Install two new 100mm diameter water service connections each complete with water meters and water meter boxes as per standard City specifications. The two water service connections are to extend from the newly proposed water main to service the north and south lots respectively. The two service connections shall not tie into main at the same location.
 - (3) 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 Building Permit Stage building designs.
 - (4) Review hydrant spacing on all road frontages and install new fire hydrants as required to meet City spacing requirements for the proposed land use. At minimum, one additional hydrant along Lynnwood Drive is required.
 - (5) 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 W2n-SD) + 0.5 m on all sides. Exact right-of-way dimensions to be finalized during the servicing agreement process.
- c) At Developer's cost, the City will complete all tie-ins for the proposed works to existing City infrastructure.

Storm Sewer Works:

- a) At Developer's cost, the Developer is required to:
- (1) Install a new 600mm diameter storm sewer main on the Lynnwood Dr roadway spanning from manhole STMH3030 to STMH147228.
 - (2) Install two new 150mm diameter storm sewer service connections each complete with inspection chambers extending from the newly proposed storm sewer main to service the north and south lots respectively. The two service connections shall not tie into main at the same location.
 - (3) Confirm the condition and capacity of the existing northeast storm sewer service connection. Retain if in good condition to service the east lot.
- b) At Developer's cost, the City will complete all tie-ins for the proposed works to existing City infrastructure.

Sanitary Sewer Works:

- a) At Developer's cost, the Developer is required to:
- (1) Not start onsite excavation or foundation construction until completion of rear-yard sanitary works by City crews.
 - (2) Install a new 200mm sanitary sewer main extending approximately 14m west from the existing manhole on Lynnwood drive. Install a new manhole at the end of the newly proposed sanitary main.
 - (3) Install a new 150mm diameter sanitary service connection extending north from the newly proposed manhole on Lynnwood Dr complete with inspection chamber to service the north lots.
 - (4) Install a new 150mm diameter sanitary service connection extending south from the newly proposed manhole on Lynnwood Dr complete with inspection chamber to service the south lots.
- b) At Developer's cost, the City will complete all tie-ins for the proposed works to existing City infrastructure.

Frontage Improvements:

- a) At Developer's cost, the Developer is required to complete frontage improvements that may include off-site improvements on City road dedication required to tie-in frontage works in to adjacent existing infrastructure to the satisfaction of the Director of Transportation, which may include but is not limited to:
- (1) Frontage improvements along Granville Avenue. At the north property line, starting at the property's north property line, installation of the following:
 - (a) Minimum 0.5 m wide boulevard,
 - (b) 2.0 m wide sidewalk
 - (c) 4.8 m wide boulevard, and
 - (d) 0.15 m wide curb and gutter.
 - (2) Along the Lynnwood Drive frontage, within the new road dedication bisecting the site, from north to south, install:
 - (a) 2.0 m sidewalk
 - (b) 1.5 m boulevard;
 - (c) 0.15m Curb and gutter;
 - (d) 10.2 m paved asphalt roadway;
 - (e) 0.15 m Curb and gutter;
 - (f) 1.5 m boulevard;
 - (g) 2.0 m sidewalk.

General Items:

- b) At Developer's cost, the Developer is required to:
- (1) Coordinate with BC Hydro, Telus and other private communication service providers:
 - (a) To pre-duct for future hydro, telephone and cable utilities along all road frontages.
 - (b) Before relocating/modifying any of the existing power poles and/or guy wires within the property frontages.
 - (c) To underground overhead service lines.
 - (2) Coordinate with the Parks department for the grading and landscaping of the park land.
 - (3) 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 developments 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., statutory right-of-way 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 statutory right-of-ways that shall be shown on the architectural plans/functional plan, the servicing agreement drawings, and registered prior to SA design approval:
 - BC Hydro PMT – 4.0 x 5.0 m
 - BC Hydro LPT – 3.5 x 3.5 m
 - Street light kiosk – 1.5 x 1.5 m
 - Traffic signal kiosk – 2.0 x 1.5 m
 - Traffic signal UPS – 1.0 x 1.0 m
 - Shaw cable kiosk – 1.0 x 1.0 m

- Telus FDH cabinet – 1.1 x 1.0 m
- c) Provide, prior to start of site preparation works or within the first servicing agreement submission, whichever comes first, a preload plan and geotechnical assessment of preload, and soil preparation impacts on the existing utilities fronting the development site and provide mitigation recommendations.
 - d) Provide a video inspection report of the existing utilities along the road frontages prior to start of site preparation works or within the first servicing agreement submission, whichever comes first. A follow-up video inspection, complete with a civil engineer's signed and sealed recommendation letter, is required after site preparation works are complete (i.e. pre-load removal, etc.) to assess the condition of the existing utilities and provide recommendations to retain, replace, or repair. Any utilities damaged by the pre-load, or other ground preparation shall be replaced or repaired at the Developer's cost.
 - e) Conduct pre- and post-preload elevation surveys of all surrounding roads, utilities, and structures. Any damage, nuisance, or other impact to be repaired at the developer's cost. The post-preload elevation survey shall be incorporated within the servicing agreement design.
 - f) Monitor the settlement at the adjacent utilities and structures during pre-loading, and soil preparation works per a geotechnical engineer's recommendations, and report the settlement amounts to the City for approval.
 - g) 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.
 - h) Coordinate the servicing agreement design for this development with the servicing agreement(s) for the adjacent development(s), both existing and in-stream. The developer's civil engineer shall submit a signed and sealed letter with each servicing agreement submission confirming that they have coordinated with civil engineer(s) of the adjacent project(s) and that the servicing agreement designs are consistent. The City will not accept the 1st submission if it is not coordinated with the adjacent developments. The coordination letter should cover, but not be limited to, the following:
 - Corridors for City utilities (existing and proposed water, storm sewer, sanitary and DEU) and private utilities.
 - Pipe sizes, material and slopes.
 - Location of manholes and fire hydrants.
 - Road grades, high points and low points.
 - Alignment of ultimate and interim curbs.
 - Proposed street lights design.
 - i) Enter into, if required, additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering, including, but not limited to, site investigation, testing, monitoring, site preparation, 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.
16. **(Fees - Notices)** 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.

Prior to a Development Permit* being forwarded to the Development Permit Panel for consideration, the developer is required to:

1. Submission of updated information from the applicant detailing the agreed to scope of work with the adjacent stratas EPS5633 (eg. shifting of two light fixtures for fire access) and EPS5634 (eg. removal of trees #70 & 71, replacement trees, and visitor parking pavement extension).
2. Submission of a Landscape Plan, prepared by a Registered Landscape Architect, to the satisfaction of the Director of Development, and deposit of a Landscaping Security based on 100% of the cost estimate provided by the Landscape Architect, including installation costs and 10% contingency. The Landscape Plan should include the 30 required replacement trees with the following minimum sizes:

No. of Replacement Trees	Minimum Caliper of Deciduous Tree	or	Minimum Height of Coniferous Tree
30	8 cm		4 m

If required replacement trees cannot be accommodated on-site, a cash-in-lieu contribution in the amount of \$750/tree to the City's Tree Compensation Fund for off-site planting is required.

3. Complete an acoustical and thermal report and recommendations prepared by an appropriate registered professional, which demonstrates that the interior noise levels and noise mitigation standards comply with the City's Official Community Plan and Noise Bylaw requirements. The standard required for air conditioning systems and their alternatives (e.g. ground source heat pumps, heat exchangers and acoustic ducting) is the ASHRAE 55-2004 "Thermal Environmental Conditions for Human Occupancy" standard and subsequent updates as they may occur. Maximum interior noise levels (decibels) within the dwelling units must achieve CMHC standards follows:

Portions of Dwelling Units	Noise Levels (decibels)
Bedrooms	35 decibels
Living, dining, recreation rooms	40 decibels
Kitchen, bathrooms, hallways, and utility rooms	45 decibels

4. Complete a proposed townhouse energy efficiency report and recommendations prepared by a Certified Energy Advisor which demonstrates how the proposed construction will meet or exceed the required townhouse energy efficiency standards (Step 3 with + EL-4), in compliance with the City's Official Community Plan.

Prior to Building Permit Issuance, the developer must complete the following requirements:

1. Submission of a Construction Parking and Traffic Management Plan to the Transportation Department. Management Plan shall include location for parking for services, deliveries, workers, loading, application for any lane closures, and proper construction traffic controls as per Traffic Control Manual for works on Roadways (by Ministry of Transportation) and MMCD Traffic Regulation Section 01570.
2. Incorporation of accessibility measures in Building Permit (BP) plans as determined via the Rezoning and/or Development Permit processes.
3. Obtain a Building Permit (BP) for any construction hoarding. If construction hoarding is required to temporarily occupy a public street, the air space above a public street, or any part thereof, additional City approvals and associated fees may be required as part of the Building Permit. For additional information, contact the Building Approvals Department at 604-276-4285.

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.
- If the development will be constructed in phases and stratified, a [Phased Strata Subdivision Application](#) is required. Each phase of a phased strata plan should be treated as a separate parcel, each phase to comply with the Richmond Zoning Bylaw 8500 in terms of minimum lot area, building setback and parking requirements. Please arrange to have the City's Approving Officer review the proposed phased boundaries in the early DP stages. To allow sufficient time for staff review and preparation of legal agreements, the application should be submitted at least 12 months prior to the expected occupancy of development.
- If the development intends to create one or more air space parcels, an [Air Space Parcel Subdivision Application](#) is required. To allow sufficient time for staff review and preparation of legal agreements, the application should be submitted at least 12 months prior to the expected occupancy of development.
- 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



**Richmond Zoning Bylaw 8500
Amendment Bylaw 10614 (RZ 21-936275)
5300 Granville Avenue**

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

1. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500 is amended by:
 - a) Repealing the existing zoning designation of the following area:

P.I.D 012-165-140
West Half Lot “F” Section 13 Block 4 North Range 7 West New Westminster District
Plan 1343
 - b) For that area shown cross-hatched on “Schedule A attached to and forming part of Bylaw 10614”, designating it “**MEDIUM DENSITY TOWNHOUSES (RTM3)**”.
 - c) For that area shown cross-hatched on “Schedule B attached to and forming part of Bylaw 10614”, designating it “**SCHOOL & INSTITUTIONAL USE (SI)**”.
2. This Bylaw may be cited as “**Richmond Zoning Bylaw 8500, Amendment Bylaw 10614**”.

FIRST READING

SECOND READING

THIRD READING

OTHER CONDITIONS SATISFIED

ADOPTED

MAYOR

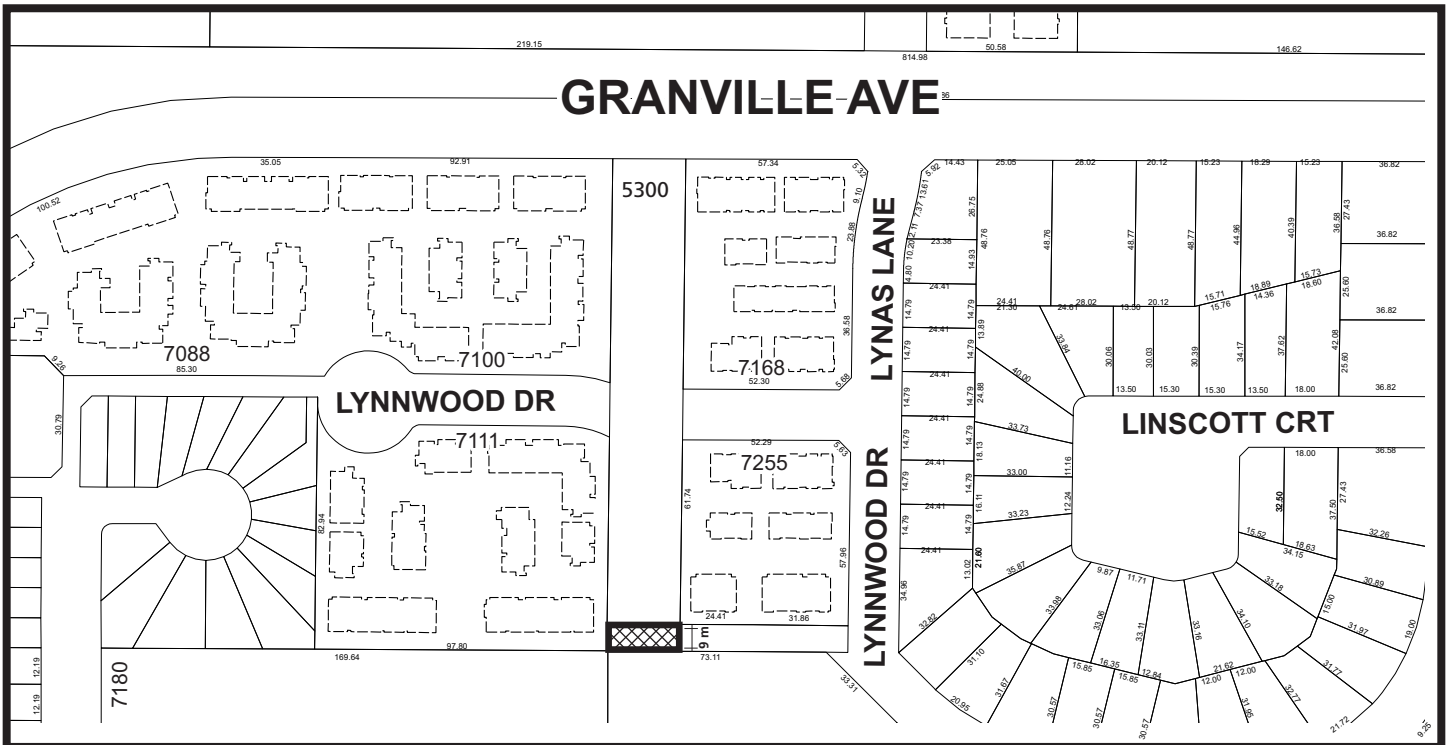
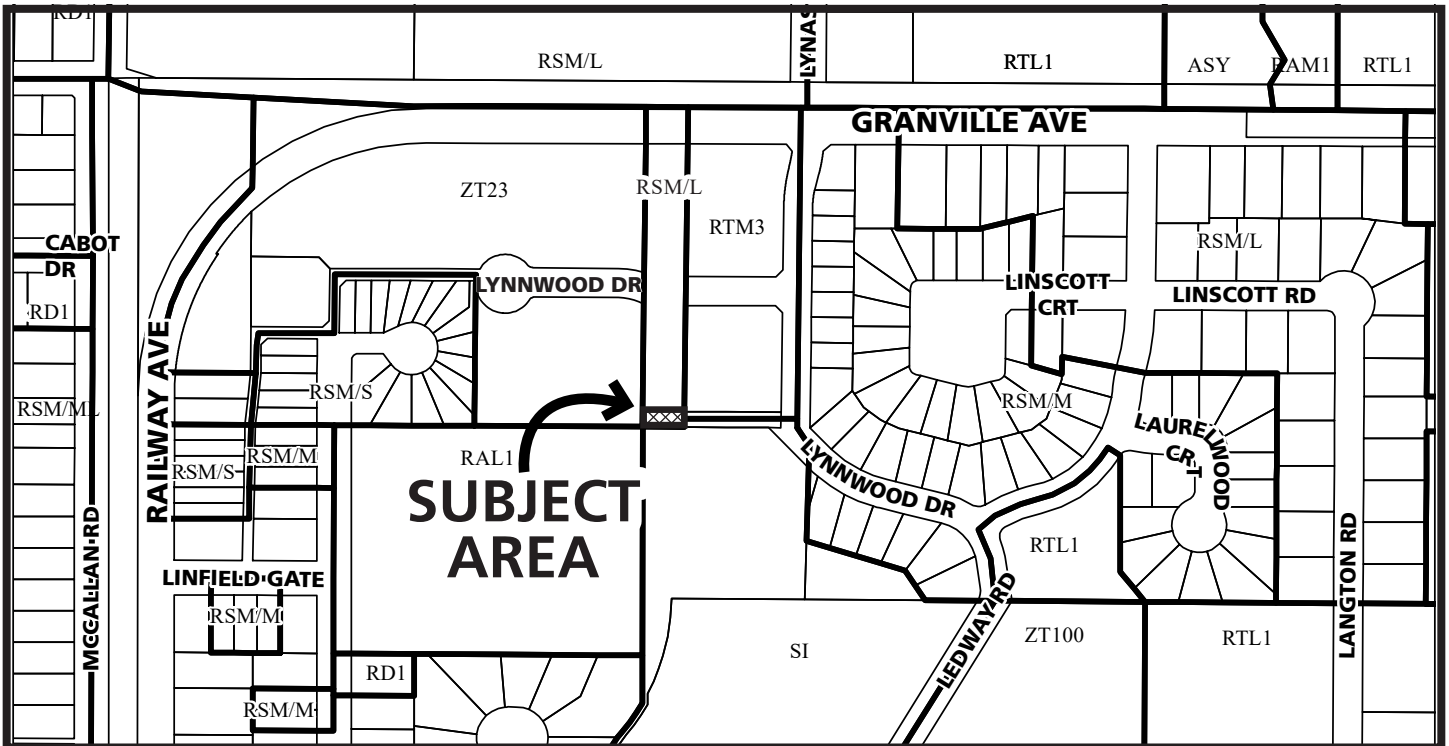
CORPORATE OFFICER





City of Richmond

"Schedule B attached to and forming part of Bylaw 10614"



RZ 21-936275

Original Date: 09/27/24

Revision Date:

Note: Dimensions are in METRES



City of Richmond

Report to Committee

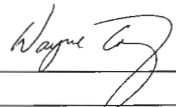


To: Planning Committee **Date:** October 28, 2024
From: John Hopkins **File:** 01-0100-30-HCOM1-
Director, Policy Planning 04/2024-Vol 01
Re: **Richmond Heritage Commission Bylaw No. 7906, Amendment Bylaw
No. 10619**

Staff Recommendation

That Richmond Heritage Commission Bylaw No. 7906, Amendment Bylaw 10619, to include term limits in alignment with the *Appointments – Term Limits Policy 1020*, be introduced and given first, second and third reading.

John Hopkins
Director, Policy Planning
(604-276-4279)

Att. 1

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Corporate Programs	<input checked="" type="checkbox"/>	
SENIOR STAFF REPORT REVIEW	INITIALS:	APPROVED BY CAO
		

Staff Report

Origin

Recently Council approved updates to the *Appointments – Term Limits Policy 1020*, which reduce the term limits for citizen appointments to external boards and Council-established committees, task forces, and advisory bodies. The purpose of this report is to recommend amendments to the Richmond Heritage Commission Bylaw No. 7906 to align with the updated policy.

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

1.2 Advocate for the needs of Richmond in collaboration with partners and stakeholders.

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

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

Analysis

The Richmond Heritage Commission advises Council on heritage conservation and promotion, and undertakes and provides support for activities that benefit and advance heritage in Richmond. The Richmond Heritage Commission Bylaw No. 7906 (2005) provides for the continuation of the Richmond Heritage Commission including the appointment and term of office of members of the Commission.

On July 8, 2024 Council approved updates to the *Appointments – Term Limits Policy 1020*, which reduce the term limits for citizen appointments to external boards and Council established committees, task forces, and advisory bodies. The key changes to the policy were as follows:

- External Boards: Term limits updated from two consecutive terms or six consecutive years (whichever is longer) to three consecutive terms or six consecutive years (whichever is shorter).
- Council-established Committees, Task Forces, and Advisory Bodies: Term limits reduced from four consecutive terms or eight consecutive years (whichever is longer) to three consecutive terms or six consecutive years (whichever is shorter).

The Richmond Heritage Commission Bylaw No. 7906 includes that the term of office of each member appointed is to be two years, commencing on January 1st of the first year and ending December 31st of the second year (section 4.1.3). However, the Bylaw does not specify the maximum number of terms or years that a member may serve on the Commission. While appointments are made in alignment with Council's policy on term limits, an amendment to the Bylaw to include term limits is recommended.

The revisions to the Richmond Heritage Commission Bylaw No. 7906 proposed in Amendment Bylaw No. 10619 are summarized as follows:

- Each member can be appointed for up to three consecutive terms, or six consecutive years, whichever is shorter;
- On reaching the term limit, a member may reapply for and return to the Commission after a one-term hiatus;
- At its discretion, Council may make appointments despite the term limit, particularly to ensure sufficient members on the Commission and to fulfil requirements for specific qualifications or representation; and
- A current member may complete their current term despite exceeding the term limit.

Richmond Heritage Commission Bylaw No. 7906, Amendment Bylaw No. 10619 would be effective on adoption.

A red-lined version of Richmond Heritage Commission Bylaw No. 7906 showing the proposed revisions is provided in Attachment 1.

Financial Impact

None.

Conclusion

Amendments are proposed to Richmond Heritage Commission Bylaw No. 7906 to specify term limits and to align the Bylaw with *Appointments – Term Limits Policy 1020* that was recently updated. Staff recommends that Richmond Heritage Commission Bylaw No. 7906, Amendment Bylaw 10619 be introduced and given first, second and third reading.



Judith Mosley
Planner 2 (Policy Planning) - Heritage Planner
(604-276-4170)

JM:cas

Att. 1: Red-lined version of Richmond Heritage Commission Bylaw No. 7906



CITY OF RICHMOND

RICHMOND HERITAGE COMMISSION**BYLAW NO. 7906**

EFFECTIVE DATE – MAY 9, 2005

CONSOLIDATED FOR CONVENIENCE ONLY

This is a consolidation of the bylaws below. The amendment bylaws have been combined with the original bylaw for convenience only. This consolidation is not a legal document. Certified copies of the original bylaws should be consulted for all interpretations and applications of the bylaws on this subject.

AMENDMENT BYLAWDATE OF ADOPTIONEFFECTIVE DATE

(If different from Date of Adoption)

Bylaw No. 10104

January 13, 2020

Bylaw No. 10280

July 12, 2021

January 1, 2022



RICHMOND HERITAGE COMMISSION BYLAW NO. 7906

The Council of the City of Richmond enacts as follows:

PART ONE: RICHMOND HERITAGE COMMISSION

- 1.1** A Community Heritage Commission known as the "Richmond Heritage Commission", is continued.

PART TWO: TERMS OF REFERENCE

2.1 The Commission

- (a) advises **Council** on heritage conservation and promotion matters; and
- (b) undertakes and provides support for activities that benefit and advance heritage in the **City**.

PART THREE: DUTIES OF THE COMMISSION

3.1 The duties of the **Commission are as follows:**

- (a) to review and submit recommendations to **Council** on land use, planning, and design matters which have heritage implications;
- (b) to examine legislation of other levels of government to identify improvements to support heritage conservation planning and design in the city;
- (c) to review and submit recommendations to **Council** on development applications or other initiatives that may have an impact on the character of heritage resources in the city early on in the process, including, but not limited to:

- i. Amendments to the Official Community Plan;
 - ii. Rezoning and Zoning Text Amendment Applications;
 - iii. Development Permit Applications; and
 - iv. Heritage Alteration Permit Applications;
- as referred by Council or City staff;
- (d) to review and submit recommendations to **Council** on the design of development applications or other initiatives in the **Steveston Village Character Area** early on in the process, including, but not limited to:
- i. Amendments to the Steveston Area Plan,
 - ii. Rezoning and Zoning Text Amendment Applications;
 - iii. Development Permit Applications; and
 - iv. Heritage Alteration Permit Applications;
- as referred by Council or City staff;

For greater clarity, Heritage Alteration Permit applications involving minor alterations in the **Steveston Village Character Area** that are delegated to the Director of Development under **Heritage Procedures Bylaw** do not need to be reviewed by the **Commission**.

In the review of development applications or other initiatives in the **Steveston Village Character Area** referred to the **Commission** by **Council** or City staff, the **Commission** may, but is not limited to, comment on the following:

- the contribution of the proposal to the conservation of heritage character in the **Steveston Village Character Area**;
 - the effectiveness of the proposal to respond to the Development Permit Guidelines for the **Steveston Village Character Area** and the relevant Sakamoto Guidelines (e.g., “*Design Criteria* for the Steveston Revitalization Area”, 1987), as included in the Steveston Area Plan; and
 - the identification of issues relating to the protection or reproduction of heritage elements that are significant to the application, including the use of appropriate colour and materials aimed at enhancing the heritage character of the site.
- (e) to assist **City** staff to maintain heritage inventories or registers;
- (f) to recommend strategies and policies to **Council**, and undertake programs for the support of heritage conservation;
- (g) to liaise with the community;
- (h) to recruit volunteers for specific **Commission** projects;
- (i) to support heritage education and public awareness through programs such as Heritage Week displays, newsletters and a Heritage Recognition Program;

- (j) to prepare a work program, budget allocation, and an annual report;
- (k) to prepare annual financial statements and budgets, if applicable;
- (l) to manage the operations and budget of the **Commission** as required;
- (m) to review and submit recommendations on the capital and operational budgets of the **City** with regard to heritage; and
- (n) to raise funds and pursue partnerships for the support of conservation and promotion of heritage.”

PART FOUR: COMMISSION COMPOSITION AND APPOINTMENT

4.1 Appointment and Term of Office of Members

- 4.1.1 The **Commission** is to consist of six members of the public, appointed by **Council**, who:
 - a) must not be **City** employees; and
 - b) must have an interest or expertise in local heritage conservation, architecture, planning, building construction, business or economic development, tourism and history.
- 4.1.2 In addition to the six members appointed in accordance with subsection 4.1.1, **Council** must appoint annually to the **Commission** one non-voting liaison **Council member**.
- 4.1.3 The term of office of each member appointed in accordance with subsection 4.1.1 is to be two years, commencing January 1st of the first year and ending December 31st of the second year.
- 4.1.4 **Council** must appoint sufficient members to ensure that membership in the **Commission** is at all times equal to or greater than four.
- 4.1.5 **Council** may terminate the appointment of any member of the **Commission** without notice.
- 4.1.6 The **Commission** may review the attendance circumstances of any member who has missed three consecutive meetings without prior permission, and may recommend to **Council** that the membership of such member be terminated.

- 4.1.7 No member of the **Commission** will receive any remuneration for services, however, a member is entitled to reimbursement for any reasonable out-of-pocket expenses incurred on behalf of, and previously approved by, the **Commission**.
- 4.1.8 Three of the members appointed by **Council** must have demonstrated professional experience in heritage conservation planning or in designing buildings in a heritage area (to the satisfaction of the **Director, Development** and/or **Director, Policy Planning**), who must be in good standing with the British Columbia Association of Heritage Professionals/Canadian Association of Heritage Professionals or in good standing with the Architectural Institute of British Columbia.

4.1.9 The appointment of each member is to be limited to three consecutive terms, or six consecutive years, whichever is shorter.

A member who has reached their term limit may apply for and return to the **Commission** after a one-term hiatus.

Council may, at its discretion, rescind or make appointments despite the term limit, particularly in instances where an inadequate number of applications are received in any given year or to fulfil the requirement for specific qualifications or representation on the **Commission** from specified sectors.

A current member of the **Commission** may complete their current two-year term despite exceeding the term limit.

4.2 Appointment of Executive and Establishment of Committees

- 4.2.1 The **Commission**, at its first meeting each year, or as soon as possible thereafter:
- (a) must elect a Chair, Vice-Chair, and Treasurer; and
 - (b) may establish the following committees and their chairs:
 - (i) Planning and Policy;
 - (ii) Finance and Administration;
 - (iii) Promotions and Programs; and
 - (iv) other committees and their chairs as are deemed necessary.

PART FIVE: OPERATION OF THE COMMISSION

- 5.1 The **Commission** may adopt rules of procedure which are consistent with *the Local Government Act*, the *Community Charter*, the *Council Procedure Bylaw* or this bylaw, as necessary.
- 5.2 Each year, the **Commission** must:
- (a) Present an annual report to **Council**, setting out its activities and accomplishment for the previous year, and include any financial statements which **Council** requires; and
 - (b) Present to **Council** for its approval, a work plan and budget allocation for the year.
- 5.3 A quorum of the **Commission** is four members.
- 5.4 The **Commission** must meet not less than six times each calendar year, unless otherwise directed by **Council**.
- 5.5 The Chair, or any two members, may call a special meeting of the **Commission** by giving at least four days notice in writing to each member, stating the purpose for which the meeting is called.
- 5.6 All members of the **Commission**, excluding the **Council** member, may vote on motions before it, and where the votes of the members present for and against any motion are equal, such motion is defeated.
- 5.7 Any member present at a meeting who abstains from voting is deemed to have voted in the affirmative.
- 5.8 The Chair must preserve order and decide all points of order which may arise, subject to an appeal from the other members present, and all such appeals must be decided without debate.
- 5.9 All motions before the **Commission** must be decided by a majority of the members present.
- 5.10 No act or other proceedings of the **Commission** are valid unless authorized by resolution at a meeting of the **Commission**.
- 5.11 The minutes of the proceedings of each meeting of the **Commission** must:
- (a) be maintained as directed by the **Director, City Clerk's Office**;
 - (b) be presented to the Commission for adoption; and
 - (c) following each Commission meeting, when signed by the Chair or member presiding, be forwarded to the **Director, City Clerk's Office** for custody.
- 5.12 A staff liaison may be appointed by the **General Manager, Planning and Development** to attend all meetings and provide advice, guidance and information to the **Commission**.
- 5.13 The **Commission** may hire consultants, based on its approved budget, to assist in implementing the duties specified in Part 3.

PART SIX: CODE OF CONDUCT

- 6.1 A conflict of interest exists if a **Commission** member is a director, member or employee of an organization seeking to benefit from the **City** or if the **Commission** member has a direct or indirect pecuniary (financial) interest in the outcome of **Commission** deliberations.
- 6.2 **Commission** members who have a conflict of interest with a topic being discussed shall declare that they have a conflict of interest, describe the nature of the conflict, leave the room prior to any discussions and shall refrain from voting on motions related to that topic.
- 6.3 **Commission** members are not permitted to directly or indirectly benefit from their participation on the **Commission** during their tenure and for a period of twelve (12) months following the completion of their term(s).
- 6.4 **Commission** members are expected to act in accordance with the **City's** Respectful Workplace Policy (Policy 6800), including being respectful towards other members.
- 6.5 **Commission** members must devote the necessary time and effort to prepare for meetings, arrive at meetings on time, and provide feedback in keeping with the **Commission** role and duties.
- 6.6 **Commission** members may not represent themselves as having any authority beyond that delegated in this Bylaw as approved by **Council**.
- 6.7 Items will be presented to the **Commission** if referred by **Council** or **City** staff and the standard process of communication is through **City** staff to **Council**. **Commission** members may communicate directly to **Council** or the media, if the **Commission** members identify themselves as an individual, and not as representatives of the **Commission**.
- 6.8 Any use of social media must, as with all other forms of communication, meet principles of integrity, professionalism and privacy.
- 6.9 Should a **Commission** member violate the Code of Conduct provisions in this Part 6 or act outside the Bylaw, the member may be removed from the **Commission**.

PART SEVEN: INTERPRETATION

- 7.1 In this bylaw:

CITY	means the City of Richmond.
COMMISSION	means the Richmond Heritage Commission designated as a community heritage commission under section 597 of the <i>Local Government Act</i> .
COUNCIL	means the Council of the City .
COMMUNITY HERITAGE COMMISSION	means the Richmond Heritage Commission established under section 143 of the <i>Community Charter</i> .
DIRECTOR, CITY CLERK'S OFFICE	means the Corporate Officer appointed by Council and assigned responsibility for corporate administration of the City under Section 148 of the <i>Community Charter</i> .
DIRECTOR, DEVELOPMENT	means the Director, Development in the Planning and Development Department of the City , or his or her designate.
DIRECTOR, POLICY PLANNING	means the Director, Policy Planning in the Planning and Development Department of the City , or his or her designate.
GENERAL MANAGER, PLANNING AND DEVELOPMENT	means the General Manager, Planning and Development of the City , or his or her designate.
HERITAGE PROCEDURES BYLAW	means the Heritage Procedures Bylaw No. 8400, as it may be amended or replaced from time to time.
STEVESTON VILLAGE CHARACTER AREA	means the area shown on the Steveston Village Character Area Map in the Steveston Area Plan being Schedule 2.4 of the Official Community Plan Bylaw 7100

PART EIGHT: PREVIOUS BYLAW REPEAL

- 8.1** Heritage Commission Establishment Bylaw No. 6873 (adopted on November 23rd, 1998) is repealed.

PART NINE: CITATION

- 9.1** This bylaw is cited as "**Richmond Heritage Commission Bylaw No. 7906**".

READ A FIRST TIME ON:

READ A SECOND TIME ON:

READ A THIRD TIME ON:

ADOPTED ON:

MAYOR

CORPORATE OFFICER



**Richmond Heritage Commission Bylaw No. 7906
Amendment Bylaw No. 10619**

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

1. Richmond Heritage Commission Bylaw No. 7906 is amended by adding the following new subsection into section 4.1 – Appointment and Term of Office of Members, immediately after subsection 4.1.8:

“4.1.9 The appointment of each member is to be limited to three consecutive terms, or six consecutive years, whichever is shorter.

A member who has reached their term limit may apply for and return to the **Commission** after a one-term hiatus.

Council may, at its discretion, rescind or make appointments despite the term limit, particularly in instances where an inadequate number of applications are received in any given year or to fulfil the requirement for specific qualifications or representation on the **Commission** from specified sectors.

A current member of the **Commission** may complete their current two-year term despite exceeding the term limit.”

2. This Bylaw may be cited as “**Richmond Heritage Commission Bylaw No. 7906, Amendment Bylaw 10619**”.

FIRST READING

SECOND READING

THIRD READING

OTHER CONDITIONS SATISFIED

ADOPTED

CITY OF RICHMOND
APPROVED by JM
APPROVED by Director or Solicitor JH

MAYOR

CORPORATE OFFICER



City of Richmond

Report to Committee

To: Planning Committee

Date: October 29, 2024

From: James Cooper, Architect AIBC
Director, Building Approvals

File: 12-8360-01/2024-Vol
01

Jim Wishlove
Fire Chief, Richmond Fire-Rescue

Re: Changes to BC Building Code: Single Exit Stair

Staff Recommendation

That a letter outlining the City of Richmond's concerns regarding the BC Building Code changes to allow Single Exit Stair buildings, as outlined in the staff report titled "Changes to BC Building Code: Single Exit Stair" dated October 29, 2024, from the Director, Building Approvals and Fire Chief be sent to the following:

- (a) Premier;
- (b) Minister of Housing;
- (c) Minister of Public Safety and Solicitor General; and
- (d) Members of the Legislative Assembly for Richmond.

James Cooper, Architect AIBC
Director, Building Approvals
(604-247-4606)

Jim Wishlove
Fire Chief, Richmond Fire-Rescue
(604-303-2715)

Att. 4

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Development Applications	<input checked="" type="checkbox"/>	
SENIOR STAFF REPORT REVIEW	INITIALS:	APPROVED BY CAO

Staff Report

Origin

At the September 4, 2024 Planning Committee, staff received the following referral:

That staff conduct a full analysis of the recent changes to the BC Building Code, including consultation with stakeholders, and report back.

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.

Analysis

A Dramatic Change to Concepts for Building Safety in the BC Building Code

On August 27, 2024, the Provincial Government, through a Ministerial Order, introduced amendments to the BC Building Code allowing the construction of residential buildings up to six storeys to be served only by a single exit stair (SES), providing escape in the event of fire and emergency.

This is a significant departure from the BC Building Code, the National Building Code of Canada (NBCC) and almost all North American Codes, which have historically stipulated that buildings higher than three storeys will have at least two escape stairs to maintain at least two ways to safety should one be blocked. This concept has been part of the NBCC and US Codes since 1941. All Canadian provincial building codes are based on the current version of the NBCC, with relatively minor regional edits or additions.

The amendments to the BC Building Code are the first such code provision in any Canadian Province. The changes are currently in force, and multistorey residential buildings incorporating a single exit stair may currently be constructed in Richmond and across the Province.

Rationale for the Amendments

There have been discussions between governments and advocates for SES buildings within the last decade to introduce the SES design into North American codes similar to those used in Europe, Asia, Australia and New Zealand, and more recently adopted in Seattle and New York. The Ministry of Housing has referenced arguments for promoting innovative housing solutions as motivation for fast-tracking SES measures into the building code in efforts to facilitate residential development on a wider range of lot sizes and shapes.

Proponents argue that reducing to a single stair enables building designs on smaller lots that would otherwise require a disproportionate amount of space for corridors and stairs; and encourages floor layouts that primarily result in corner units that offer improved livability.

Designs incorporating units centered around one central stair would better enable development on smaller, more square-shaped lots, that would otherwise require consolidation to support a larger building (with multiple stairs) to achieve marketable density. However, such potential efficiencies are applicable to the individual relatively small buildings restrained by SES regulations. Consolidation of multiple SES buildings such as done in Europe forming one larger building would not be as efficient as one using multiple stairs connected by a corridor.

Proponents argue that SES buildings are equally as safe based on comparisons of fire deaths between those countries allowing a single stair in multistorey buildings and those requiring at least two stairs. However, the conclusions are disputed within the design and firefighting professions, since similar death rates between Europe and North America are not sorted according to building type; and North American deaths are largely from single-family houses, not multistorey apartments.

Evaluating the Proposed Amendments

The overarching principle of always having two means of egress from every floor for building three storeys and higher has been a fundamental part of the safety and performance standards prescribed by the BC Building Code. Departing from this principle represents a significant increase in risk to building safety posed by reduced ability to exit during an emergency.

In efforts to address this safety risk, the SES amendments provide for elements similar to those used in Europe and Seattle. Proposed are safety measures that seek to offset the increased risk posed by a single means of egress. In summary, they limit the overall size of the building to reduce the time and distance for occupants to access the single exit stair which is protected from fire and smoke.

All SES buildings have requirements for automatic sprinkler and fire alarm systems. There are maximum distances to the single stair from each floor that limit the size of floor plates, and each floor plate may have a maximum of four units and 24 occupants. A maximum six-storey building height results in 144 occupants. The single stair's width is somewhat wider to address the multiple functions of escape and firefighting access. Please see Attachment 1 for a detailed description of the measures.

These amendments were enacted singularly by the Province, without the standard consensus-based consultation with professional organizations, municipalities, and fire departments typical for major code changes, and without being informed by National Fire Protection Standards or evidence-based research. Richmond Fire-Rescue (RFR), along with the Greater Vancouver Fire Chief's Association and the region's professional firefighters, are united locally, provincially, nationally and internationally in the opinion that the SES amendments were unnecessarily rushed without proper due diligence. Please see Attachment 3 and Attachment 4.

After thorough review, staff have found that the SES measures do not fully address certain safety elements, particularly those involving required interactions with firefighting and rescue operations that contribute to the overall safety of buildings. Building and fire codes have always been developed to address these required interactions. Firefighting procedures are designed to

leverage a building's constructed safety requirements, developed over successive code iterations in a consultative process.

The present abrupt building code changes, not having considered this critical collaboration, result in conditions that reduce safety. The following are the safety items proposed to address those conditions.

1. Need for Multiple Protected Stairwells

In North America, firefighting procedures are based on attacking a fire from within the protected stairwells enclosing the exit stairs. Essential to this procedure is maintaining a minimum of two stairwells allowing occupants multiple ways to escape and allowing firefighters to have dedicated use of another. The European codes, from which the SES measures derive, assume firefighting is from the exterior and do not consider firefighting procedures established in North American cities.

2. Design of the Single Stair Enclosure

Fire crews staging with full equipment to address an emergency typically take up the entirety of the width of an exit stairway. Having only a single stair that functions for both the exiting of occupants and staging for firefighters presents a significant problem.

- a. The stair width, despite being widened (from 1.1 to 1.5 m) as part of the SES regulations, is insufficient to accommodate both.
- b. Hoses connected from inside the stairwell to fight fire will necessarily hold ajar the door, causing the potential for smoke from the floor to inundate the only stair (serving all floors) for occupant egress.
- c. Pressurized single exit stairwells should be mandatory for all building heights. Currently, the SES measures call for smoke control only on buildings over four storeys. The alternative of using smoke vestibules has been demonstrated as ineffective from documented fire rescue evidence.
- d. The dependency on a SES requires that the enclosure is constructed in a robust manner. The required two-hour fire resistance rating should derive from non-combustible materials that resist physical and water damage.

3. Exterior Rescue Design and Required Equipment

In Europe and Seattle, there are assumptions for exterior rescue instead of using protected interior stairs. Those SES buildings without balconies are constructed with demountable emergency rescue and escape openings or operable window sections large enough to allow exit onto a rescue ladder. It is incumbent on any city with SES buildings to have sufficient equipment to adequately address exterior rescue at six-storey buildings.

- a. Seattle's fire department has 33 fire stations and over 1,000 fire fighters. They have capacity to send 30–40 firefighters to SES buildings within eight minutes of alarm, including an aerial ladder truck.
- b. Richmond has three aerial rescue units capable of offering exterior evacuation to a six-storey building. The concern is that there is an insufficient number of aerial ladder trucks to provide the geographic coverage required. The current equipment roster suggests that six-storey SES buildings be confined to areas where suitable coverage can be provided.

- c. There will be additional major expenditures to acquire more aerial ladder units to facilitate the wider implementation of SES buildings to achieve the intended objective of providing more housing.
- d. Siting of buildings will be critical since SES buildings will potentially be inaccessible from the sides and not every area has suitable laneway access for an aerial ladder. This results in rescue only from the front roadway side of the building, leaving only 25 per cent of the windows and balconies accessible. Corner lots would allow 50 per cent. Since regular firetrucks carry ladders capable of accessing three storeys, this leaves 50–75 per cent of occupants on upper floors without a means of egress if the single exit is compromised. These are complications of the SES design that will have to be considered.
- e. Seattle's code limits the number of SES buildings on a property to one purposely to maintain the rescue standard of having access to as many sides of a building as possible. The SES should include such a provision.
- f. There is no requirement for exterior emergency rescue and escape openings in the proposed SES amendments in the BC Building Code. This should be included as a provision.

4. Need for Non-Combustible Building Materials

For buildings beyond three storeys, Seattle's and Europe's Building Codes require that construction materials should be non-combustible, or equivalent such as mass timber.

The SES amendments do not require non-combustible materials construction.

- a. The medium rise wood frame construction permitted by the BC Building Code is based on having a minimum of two exit stairs as part of the overall system. Having only one exit may not work with the overall consideration of the safety of this class of buildings.
- b. There have been multiple examples of exterior fires quickly engulfing buildings due to cooking and smoking behaviors on balconies. The ignition of combustible cladding on the exterior of buildings quickly overwhelmed the external sprinkler system intended to address the risk. In those examples, it was critical that multiple stairs offered an escape route away from the fires' locations. SES measures do not require non-combustible cladding materials. In order to address the potential of a localized hazard becoming a blockage to the only means of escape, there needs to be a requirement for non-combustible exterior cladding materials.
- c. Although building systems may be regulated, behavior may not. Examples such as unsafe cooking practices, cluttering exit paths and ignoring occupant load maximums will have to be addressed by more stringent requirements in fire resistance construction.

5. Constant Vigilance and Inspections

Having a single exit stair necessitates constant vigilance for inspections from fire prevention officers and building management to maintain clear access to the stairwell and for it to be uncluttered.

- a. A 10-year sample of Canadian fire data occurring in apartments shows that 10 per cent of fires originate in the egress pathways (hallways, stairs, and lobbies). Often the source includes the charging of scooters or e-bikes in exit ways.

- b. Having only one exit pathway significantly raises the risk of being trapped by fire.
 - c. The resultant requirement to provide enhanced inspections and constant vigilance to keep paths clear will require increased resources from RFR inspections staff.
6. Increased Reliance on Active Safety Systems and Firefighting Capacity
The SES amendments include a provision that state such buildings are to be considered only in regions with adequate firefighting resources and water supply.
- a. Since the risks posed by having a single exit are at least partially addressed through requirements for exterior rescue, the storey height maximum should be commensurate with the capacity to affect rescue by aerial ladder trucks.
 - b. Those geographic locations that may not have a response by suitable equipment and enough crew within required response times should have SES buildings limited to three storeys.

Zoning and Development Controls

Although the SES code amendments allow for construction of residential buildings up to six storeys, the location, available density and height will be controlled by the zoning; and the form and character by development permit application. This allows the City to retain some influence on this typology and where these buildings may be constructed.

The intended purpose of SES designs to encourage the denser residential development of smaller, more square-shaped individual lots without consolidation will still have to align with the intended zoning and development regulations. However, the City's ability to require additional measures beyond those in the building code, such as those outlined in this report, are limited by the provincial Building Act.

Financial Impact

Although it is difficult to predict industry acceptance of this building type, should such buildings be constructed, there will be increased costs associated with providing required City fire safety levels in response to buildings constructed to SES provisions of the BC Building Code. There will be increased costs for the acquisition of additional aerial rescue equipment and staffing to provide increased inspection levels.

Conclusion

There are serious safety concerns stemming from the adoption of the SES amendments to the BC Building Code. The provisions have not addressed the required interaction between building construction standards and local firefighting methods essential to providing adequate safety levels.

We advise that City Council represent the results of this report in a letter to the Province requesting three items:

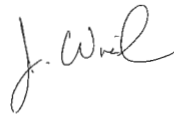
1. A pause to the SES amendments to allow for the National Model Code process, typically used in evaluating changes to the National Building Code of Canada, to conduct a

thorough consensus discussion, with supported research from the National Fire Protection Standards and the National Research Council, and informing the safety issues. This is the normal process where building code initiatives are initiated at the National Building Code and developed for provincial adoption.

2. Prior to a resolution being reached with the NBCC (guiding a more considered approach in the BC Building Code), the City requests the right to adjust portions of the SES provisions in accordance with section 3.2.10 of the building code to align with current firefighting equipment capacities, the time frame for acquiring additional equipment and resources, and to limit SES buildings to the geographic areas within adequate response time and resources until suitable equipment has been acquired.
3. Request funding from the Province for the required equipment purchase for additional aerial ladder rescue trucks and increased staff to provide increased vigilance for fire prevention.



James Cooper, Architect AIBC
Director, Building Approvals
(604-247-4606)



Jim Wishlove
Fire Chief, Richmond Fire-Rescue
(604-303-2715)

JC: JW

- Att. 1: Building Code Amendments for Single Exit Stair
- Att. 2: Fire Protection Perspective
- Att. 3: Greater Vancouver Fire Chief's Association Letter
- Att. 4: Ontario Association of Fire Chiefs Letter

Building Code Amendments for Single Exit Stair

Building codes fundamentally provide safety and performance standards for construction based on a building's size, height, materials, facilitated activities and associated hazard levels. The August 27 amendments allowing a single exit stair provides the following building code items to inform key safety elements associated with that construction.

1. The amendments allow for a single exit stair to serve residential buildings up to six storeys, where the maximum height to the highest floor level is 18 m.
2. The single stair must have at least 1.5 m width for the flights, which is typically wider than would be required in designs involving multiple stairs.
3. The stairwell will have to be constructed to provide two hours resistance to the passage of flame and smoke.
4. The discharge or the point where the stair leaves the building must be directly to the outside and not through the lobby.
5. The discharge point must be between three and 15 meters from a public way.
6. The size of a floor plate is determined by the number of units per floor and the following travel distance requirements to access the stair's door on each floor.
 - a. There is a maximum of four units per floor,
 - b. There is 25 m maximum distance from any point on a floor to the door of the stair,
 - c. The door to any dwelling unit must be within 6 m to the stair entry.
7. The maximum number of occupants is 24 per floor.
8. The front door of each dwelling unit will have a 45-minute fire resistive rating.
9. The buildings will be sprinklered according to the more stringent NFPA 13, complete with annunciator panel, and fire alarm connected to Richmond Fire-Rescue.
10. Balconies shall also be sprinklered.
11. For buildings higher than four storeys, additional measures are required:
 - a. The stair well shall be pressurized or be provided with protective smoke vestibule to protect from smoke inundation.
 - b. If stairwell is pressurized, emergency power will be required.
 - c. Roof to be made of non-combustible materials.
 - d. Elevator vestibule will be required to separate the elevator doors from the rest of the floor.
12. Designs will have to be provided by registered professionals as these are considered complex buildings in the BC Building Code.
13. The amendments are not applicable to seniors housing, rooming houses, short term rental buildings such as hotels, residential clubs, and residential care facilities.
14. Requirement for increased vigilance on the part of local fire departments and building facilities management to patrol the stair well in such buildings to prevent storage of materials and items blocking access.
15. Building designs need to be commensurate with capacity of the local Fire Department.

Fire Fighting Perspective

Richmond Fire-Rescue (RFR) expresses the following public safety, firefighting and fire management concerns developed in collaboration with the Lower Mainland Fire Chiefs Association representing the region's fire departments.

Provincial decision makers and advocates seeking ways to promote more housing have not considered fully the very significant fire protection and life safety implications of the SES building code provisions. The decisions to implement appear to reflect a belief that circumventing the established code (considered as obsolete and too restrictive) will enhance the development process and push forward "new" ideas for more affordable housing and permit innovative designs.

RFR, along with the Lower Mainland Fire Chiefs Association and the region's professional firefighters, are united locally, provincially, nationally and internationally in the opinion that the SES amendments were unnecessarily rushed without due diligence to required process. It appears consultation centered on a single report provided by a Professional Engineering firm hired by the Province to provide the technical rationale.

The professional fire service has experience, technical knowledge, and obligations and responsibilities to maintain public safety. RFR has nothing to gain from standing in the way of good ideas, if they do not compromise public safety.

These building code amendments present increased fire risk, which means that there will be an increased risk that the occupants may become victims; especially when existing codes are changed without thoroughly and carefully identifying the layers of safety measures that could help balance the risk equation.

Items of immediate concern are:

1. Stipulated single stairway width is insufficient to avoid potential congestion with evacuations and fire operations.
2. Stairway construction to be non-combustible, not dependent on drywall for fire resistance, and equipped with additional measures defending against intrusion of smoke.
 - a. A single stair removes a key safety redundancy; if that stairwell is filled with smoke or otherwise untenable, occupants on the upper three floors would have no means of escaping the building, except perhaps by a fire ladder truck.
 - b. Fire resistance conferred by drywall is vulnerable to physical damage and inundation with water.
3. As with other building codes permitting SES design, the maximum height of such buildings should be limited to the highest floor that the local fire brigade can reach with their equipment. This reflects the need to use the windows and balconies as a second safe means of egress.
 - a. The reality is that a single stairwell can be compromised by smoke when a fire in one unit opens their door when they evacuate. At that point, anybody that's above

the fire floor is trapped. Those occupants will have to await rescue via a ladder truck.

5. These code amendments require changes and increases to equipment.
 - a. Seattle will send 30–40 firefighters to SES buildings within eight minutes, when there is a fire alarm, including an aerial ladder truck.
 - b. Seattle Fire has 33 stations and over 1,000 firefighters and is not comparable to most, if not all, BC fire departments, including Richmond.
6. Over dependency on active safety systems.
 - a. Despite all the fire prevention systems in modern buildings, sprinklers do on occasion fail, exit ways get blocked, doors get propped open, and fires do occur, and will continue to occur.
7. Behaviors may not be regulated. Cooking activities, smoking materials and open flames cause fires in all buildings, including sprinklered buildings.
 - a. RFR has firsthand experience of four and five-storey sprinklered buildings catching fire due to cooking or smoking on the balcony.
 - b. Intended safety measures such as those proposed in the amendments cannot prevent fire due to unattended cooking and smoking, which can spread quickly up the exterior of the building where rescue is intended.
 - c. Even sprinklers on balconies as intended in the SES amendments were overwhelmed.
 - d. The two stairs within the building allowed occupants to safely escape the center portion where the fire started.
8. Building exterior cladding material is an important component in fire protection.
 - a. SES amendments need to address exterior materials prohibiting highly combustible siding material that, once on fire, spreads very quickly and will defeat exterior sprinkler systems.
9. Our experience informs our position that safety systems sometimes fail to operate as designed or expected, and more importantly, people fail to act as expected.
10. Smoke control is extremely important as it is a killer in fires when it blocks egress paths and exit stair(s).
 - a. Vestibules may not be effective since people will likely hold both doors open to allow for everyone to exit as quick as possible, exposing the exit to smoke.
 - b. Our suggestion is for pressurization of hallways and the exit stair, all supplied with emergency power.
11. Egress pathways at times become compromised.
 - a. In a 10-year sample of Canadian fire data occurring in apartments, nearly 2,000 out of 20,000 fires (10 per cent) had fires originating in the egress pathways (hallways, stairs, and lobbies).
 - b. For example, the charging of scooters or e-bikes in exit ways.

- c. By removing the second egress pathway in the BC Building code, the risk of being trapped by fire increases significantly.
- 12. Geographic considerations to meet adequate Fire Response.
 - a. SES buildings should be in areas where RFR can ensure that the available equipment (aerial ladder truck) and number of trucks to meet the medium risk firefighter assembly numbers or in the standard assembly times can be met.
 - b. Consideration should be given to areas where help from neighboring fire departments will be available.
 - c. Local governments should be allowed to develop bylaws restricting SES locations, as it is a life safety matter. Bylaws could be enacted to address geographical zoning areas, which meet the response needs for the adequate assembly of firefighters and fire suppression.
- 13. Additional or more frequent inspections of SES buildings should be required to ensure egress paths, including the exit stair, are kept clear and equipment kept in good condition.
 - a. Richmond may be required to hire additional compliance inspection resources, above their normal workload to staffing ratios, to keep up with the additional inspections required.
- 14. Additional equipment potentially required.
 - a. Ground ladders are only effective up to three storeys maximum. Each fire engine will bring one or maybe two ground ladders for rescue. This means four to six fire trucks with ground ladders would be needed if the stairway was compromised.
- 15. Siting conditions will need to be addressed.
 - a. An aerial ladder (which RFR deploys three) can typically reach six storeys, if there are no overhead wires.
 - b. However, SES buildings will potentially be inaccessible from the sides and not every area has laneway access wide enough to set up an aerial ladder. This results in only being able to rescue from the front roadway side of the building, 25 per cent of the windows and balconies, unless it is a corner lot, then 50 per cent.
 - c. This leaves 50–75 per cent of the occupants on the upper floors without a means of egress, if the exit is smoke compromised.



Greater Vancouver Fire Chiefs' Association

c/o 8767 132 St,
Surrey, BC V3W 4P1

August 6, 2024

Kevin Harding
John Thomson
Ministry of Housing
Province of British Columbia
building.safety@gov.bc.ca

Re: Invitation to review draft code language and provide suggestions to describe an adequate level of fire service where Single Egress Stair buildings are built.

Thank you for the opportunity to review the draft code language for enabling Single Egress Stair (SES) and invitation to suggest how we can use existing standards, definitions, or benchmarks to describe an adequate level of fire service to be provided where SES buildings are built and other tools our organization feel may be helpful in doing our work in fire safety.

The Greater Vancouver Fire Chiefs Association solicited comments from its membership on the request received from the Ministry. The results of the solicitation were wholly consistent in that every comment made is opposed to the BC Building code being amended prior to a more fulsome review process such as the national building code amendment process. Changes in building practice and codes in Canada have traditionally followed an in-depth, consensus-based process that considers all perspectives, extensive research and evidence. Due to the important and wide-ranging implications, it is not a process to be rushed, considered incremental or driven by single-issue agendas.

Other comments were also included and are provided below for the GVFCA submission on this topic.

Adequate level of Fire Service

The current National Fire Protection Association (NFPA) 1710 Standard for the Organization and Deployment of Fire Suppression Operations, Emergency Medical Operations, and Special Operations to the Public by Career Fire Departments provides definitions and benchmarks related to fire response. Appendix I contains samples of the NFPA 1710 definitions and benchmarks for reference to the request and this submission.

President: Fire Chief Larry Thomas, *Vice President:* Fire Chief Guy McKintuck, *Treasurer:* Fire Chief Jim Wishlove, *Director at Large:* Deputy Chief Norm McLeod, *Secretary:* Shristee Kumar

Special attention should be given to the deployment requirements in section 5.2.4 of the NFPA 1710 standard. The difference in resources required for a three-story “Apartment Initial Full Alarm Assignment Capability” and a “High-Rise Initial Full Alarm Assignment Capability” (building with the highest floor greater than 75 ft (23 m) above the lowest level of fire department vehicle access), is 27 to 43 on-duty career firefighting staff.

Further, the standard provides when responding to fires in occupancies that present hazards greater than those found in the occupancies described in section 5.2.4 shall deploy additional resources on the initial alarm. The fire department shall have the capability to deploy additional alarm assignments that can provide for additional command staff, members, and additional services, including the application of water to the fire; engagement in search and rescue, forcible entry, ventilation, and preservation of property; safety and accountability for personnel; and provision of support activities for those situations that are beyond the capability of the initial full alarm assignment.

A potential six-story SES building would meet the criteria of presenting a greater hazard than a three-story apartment building with additional means of egress. Therefore, the resource requirements for deployment would fit somewhere in between the three-story requirement of 27 staff and the high-rise resource requirements of 43.

The NFPA standard also provides response time requirements. The first due engine company at a fire suppression incident has 240 seconds or less travel time for arrival. The arrival of the second company has 360 seconds or less travel time, with a minimum staffing of 4 personnel at a fire suppression incident. For fire suppression incidents other than high-rise, 480 seconds or less travel time is allowed for the deployment of an initial full alarm assignment.

All of these NFPA 1710 requirements rely on an adequate supply of water from fire hydrants in a municipal water distribution system.

If SES building code amendments were to be adopted, local government, at a minimum, would require an exemption from needing building code concurrent authority approval from the province, so local bylaws could be enacted to address geographical zoning areas which meet the NFPA 1710 standard requirements.

Conflict with Public Safety Operations

The single means of egress will significantly impede the firefighter's ability to assist occupant egress, especially if the stairway is required for suppression operations.

With respect to firefighting assumptions in particular the Jensen Hughes comment "additional building protection measures may be required". The AHJ should have the authority to either approve or not approve SES and impose the addition of a second exit as the "additional building protection measure". Municipalities should be allowed to develop bylaws restricting SES, as it is a life safety matter. At a minimum, local government would require an exemption from needing building code concurrent authority approval from the province, so local bylaws could be enacted to address geographical zoning areas which meet the NFPA 1710 standard requirements.

Police operations as well as Emergency Medical responses and patient transport are also restricted with a limited 1500 mm single exit stair for access or egress.

The SES design increases occupant and responder risk due to there being a single point of failure in the building protection system. Whether the single point of failure is the sprinkler system, ventilation for egress or accidental/intentional obstruction of the exit stair, there does not appear to be any other design features that can facilitate access/egress in the event of an emergency.

Fire risk of overwhelming one of the single points of failure is further increased as the building construction material is combustible, as opposed to non-combustible materials, as used in international jurisdictions or in a large majority of high-rise buildings.

Adequate level of prevention oversight

The proposed code amendments for SES rely heavily on all building systems functioning as intended for fire protection and life safety 100% of the time. If there is a single point of failure in the building design, the most effective alternate life safety design for occupant and responder safety is the second egress stair, and it is proposed to be removed. Other areas of potential single point of failure which significantly increase access/egress risk during an emergency are:

- The egress pathway must remain clear of parcels/packages, storage and other obstructions.
- The exit facility should be non-combustible construction to be safer for all, rather than the alternate described.
- The exit facility should be automatically pressurized and not rely on a vestibule on the public corridor side of the doorway.
- The behavior of persons during an emergency is invariably the biggest wildcard when expecting egress systems to work as designed.

For these few reasons, the proposed code amendments will increase the need for prevention compliance inspections and follow up to achieve compliance with any violations. While the newly enacted Fire Safety Act provides a risk-based approach to adapt the frequency of compliance inspections, this will create an additional burden on the existing prevention staff resources within fire departments, because SES buildings will be higher risk due to multiple points of single system failure.

Local governments should not be required to hire additional compliance inspection prevention resources for SES high risk buildings, outside of their normal workload to staffing ratios.

In closing, emerging technologies and new hazards such as those posed by lithium-ion battery-powered devices, solar power, and building energy storage systems, underscore the need to be able to exit a building quickly and safely in an emergency. The proliferation of such risks necessitates stringent adherence to building codes that prioritize occupant and firefighter safety, with the inclusion of a second staircase serving as a cornerstone of this protective framework.

Enhancing safety and accessibility beyond its life-saving implications, the provision of two staircases enhances the efficiency, convenience, and inclusivity of residential living environments. It mitigates congestion, promotes equitable access for individuals with mobility challenges, and fosters a more welcoming community for all residents. This is especially important when more and more combustible products, including delivered packages, adds potential fuel loads into the corridors and egress pathways.

The top three causes of fires are People, People and People. Despite fire prevention systems and educational efforts, fires are always caused by the behavior and actions of people. This is why fire and safety system redundancy is a best practice to preserve life and property.

The GVFCA and its members urge the Ministry to reconsider its initiative to adopt building code changes to enable SES building development for the many reasons we have provided.

Thank you for the opportunity to provide a submission on this important topic for public safety professionals.

A handwritten signature in black ink, appearing to read "Larry Thomas". The signature is fluid and cursive, with the first name "Larry" and the last name "Thomas" clearly distinguishable.

Larry Thomas, President
Greater Vancouver Fire Chiefs Association

APPENDIX I

Definitions

3.3.13 Career Fire Department - A fire department that utilizes full-time or full-time-equivalent (FTE) station-based personnel immediately available to comprise at least 50 percent of an initial full alarm assignment.

3.3.15 Fire Company – A group of members:

- (1) under the direct supervision of an officer;
- (2) trained and equipped to perform assigned tasks;
- (3) usually organized and identified as engine companies, ladder companies, rescue companies, squad companies, or multi-functional companies;
- (4) operating with one piece of fire apparatus (pumper, aerial fire apparatus, elevating platform, quint, rescue, squad, ambulance) except where multiple apparatus are assigned that are dispatched and arrive together, continuously operate together, and are managed by a single company officer;
- (5) arriving at the incident scene on fire apparatus. [1500, 2018]

3.3.16 Company Officer - A supervisor of a crew/company of personnel.

3.3.17 Crew - Two or more members who have been assigned a common task and are in communication with each other, coordinate their activities as a work group, and support the safety of one another. [1081, 2018]

3.3.27 Fire Suppression - Fire suppression includes all activities performed at the scene of a fire incident or training exercise that expose fire department members to the dangers of heat, flame, smoke, and other products of combustion, explosion, or structural collapse. [1500, 2018]

3.3.40 Initial Full Alarm Assignment - Those personnel, equipment, and resources ordinarily dispatched upon notification of a structure fire.

3.3.49.1 Emergency Operations - Activities of the fire department relating to rescue, fire suppression, emergency medical care, and special operations, including response to the scene of the incident and all functions performed at the scene. [1500, 2018]

3.3.53 Rapid Intervention Crew (RIC) – A dedicated crew of at least one officer and three members, positioned outside the IDLH, trained and equipped as specified in NFPA 1407, who are assigned for rapid deployment to rescue lost or trapped members.

3.3.54 Rescue - Those activities directed at locating endangered persons at an emergency incident, removing those persons from danger, treating the injured, and providing for transport to an appropriate health care facility. [1500, 2020]

3.3.64.7 Travel Time - The time interval that begins when a unit is enroute to the emergency incident and ends when the unit arrives at the scene.

Benchmarks

Response time:

4.1.2.1 - The fire department shall establish the following performance objectives for the first-due response zones that are identified by the AHJ:

(3) 240 seconds or less travel time for the arrival of the first engine company at a fire suppression incident

(4) 360 seconds or less travel time for the arrival of the second company with a minimum staffing of 4 personnel at a fire suppression incident

(5) For other than high-rise, 480 seconds or less travel time for the deployment of an initial full alarm assignment at a fire suppression incident

(6) For high-rise, 610 seconds or less travel time for the deployment of an initial full alarm assignment at a fire suppression incident

Fire Suppression Capability:

5.2.1.1 - Based on a formal community risk assessment, fire suppression operations shall be organized to ensure that the fire department's fire suppression capability encompasses deployment of personnel, equipment, and resources for an initial arriving company, the initial full alarm assignment, and additional alarm assignments.

5.2.2* Staffing - The number of on-duty fire suppression members shall be sufficient to perform the necessary fire-fighting operations given the expected fire-fighting conditions.

5.2.2.1 - These numbers shall be determined through task analyses that take the following factors into consideration:

- (1) Life hazard to the populace protected
- (2) Provisions of safe and effective fire-fighting performance conditions for the fire fighters
- (3) Potential property loss
- (4) Nature, configuration, hazards, and internal protection of the properties involved
- (5) Types of fireground tactics and evolutions employed as standard procedure, type of apparatus used, and results expected to be obtained at the fire scene

5.2.2.2 - On-duty members assigned to fire suppression shall be organized into company units and shall have appropriate apparatus and equipment assigned to such companies.

5.2.2.2.1 - The fire department shall identify minimum company staffing levels as necessary to meet the deployment criteria required in 5.2.4 to ensure that a sufficient number of members are assigned, on duty, and available to respond with each company.

5.2.2.2.2 - Each company shall be led by an officer who shall be considered a part of the company.

5.2.2.2.3 - Supervisory chief officers shall be dispatched or notified to respond to all full alarm assignments.

5.2.3 Operating Units - Fire company staffing requirements shall be based on minimum levels necessary for safe, effective, and efficient emergency operations.

5.2.3.1 Engine Companies - Fire companies whose primary functions are to pump and deliver water and perform basic fire fighting at fires, including search and rescue, shall be known as engine companies.

5.2.3.1.1 - These companies shall be staffed with a minimum of four on-duty members.

5.2.3.1.2 - In first-due response zones with a high number of incidents, geographical restrictions, geographical isolation, or urban areas, as identified by the AHJ, these companies shall be staffed with a minimum of five on-duty members.

5.2.3.1.2.1 - In first-due response zones with tactical hazards, high-hazard occupancies, or dense urban areas, as identified by the AHJ, these fire companies shall be staffed with a minimum of six on-duty members.

5.2.3.2 Ladder/Truck Companies - Fire companies whose primary functions are to perform the variety of services associated with truck work, such as forcible entry, ventilation, search and rescue, aerial operations for water delivery and rescue, utility control, illumination, overhaul, and salvage work, shall be known as ladder or truck companies.

5.2.3.2.1 - These fire companies shall be staffed with a minimum of four on-duty members.

5.2.3.2.2 - In first-due response zones with a high number of incidents, geographical restrictions, geographical isolation, or urban areas, as identified by the AHJ, these fire companies shall be staffed with a minimum of five on-duty members.

5.2.3.2.2.1 - In first-due response zones with tactical hazards, high-hazard occupancies, or dense urban areas, as identified by the AHJ, these fire companies shall be staffed with a minimum of six on-duty members.

5.2.3.3 Other Types of Companies.

5.2.3.3.1 - Other types of companies equipped with specialized apparatus and equipment shall be provided to assist engine and ladder companies where necessary to support the fire departments' SOPs.

5.2.3.3.2 - These companies shall be staffed with the minimum number of on-duty members required to deal with the tactical hazards, high-hazard occupancies, high incident frequencies, geographical restrictions, or other pertinent factors as identified by the AHJ.

5.2.3.4 Fire Companies with Quint Apparatus.

5.2.3.4.1 - A fire company that deploys with quint apparatus, designed to operate as either an engine company or a ladder company, shall be staffed as specified in 5.2.3.

5.2.3.4.2 - If the company is expected to perform multiple roles simultaneously, additional staffing, above the levels specified in 5.2.3, shall be provided to ensure that those operations can be performed as required.

Deployment

5.2.4.3 Apartment Initial Full Alarm Assignment Capability.

5.2.4.3.1 - The initial full alarm assignment to a structure fire in a typical 1200 ft² (111 m²) apartment within a three-story, garden-style apartment building shall provide for the following:

(1) Establishment of incident command outside the hazard area for the overall coordination, direction, and safety of the initial full alarm assignment with a minimum of two members dedicated to managing this task (2)

- (2) Establishment of two uninterrupted water supplies at a minimum of 400 gpm (1520 L/min), with each supply line maintained by an operator (2)
- (3) Establishment of an effective water flow application rate of 300 gpm (1140 L/min) from three handlines, each of which has a minimum flow rate of 100 gpm (380 L/min), with each handline operated by a minimum of two members to effectively and safely maintain each handline (6)
- (4) Provision of one support member for each attack, backup, and exposure line deployed to provide hydrant hookup and to assist in laying of hose lines, utility control, and forcible entry (3)
- (5) Provision of at least two victim search-and-rescue teams, each team consisting of a minimum of two members (4)
- (6) Provision of at least two teams, each team consisting of a minimum of two members, to raise ground ladders and perform ventilation (4)
- (7) If an aerial device is used in operations, one member to function as an aerial operator and maintain primary control of the aerial device at all times (1)
- (8) At a minimum, an initial rapid intervention crew (IRIC) assembled from the initial attack crew and, as the initial alarm response arrives, a full and sustained rapid intervention crew (RIC) established (4).
- (9) The establishment of an initial medical care component consisting of at least two members capable of providing immediate on-scene emergency medical support, and transport that provides rapid access to civilians or members potentially needing medical treatment (2)
- (10) Total effective response force a minimum of 27 (28 if an aerial device is used)

5.2.4.4* High-Rise Initial Full Alarm Assignment Capability.

5.2.4.4.1 - Initial full alarm assignment to a fire in a building with the highest floor greater than 75 ft (23 m) above the lowest level of fire department vehicle access shall provide for the following:

- (1) Establishment of a stationary incident command post outside the hazard area for overall coordination and direction of the initial full alarm assignment with a minimum of one officer with an aide dedicated to these tasks and all operations are to be conducted in compliance with the incident command system. (2)
- (2) Establishment of an uninterrupted water supply to the building standpipe/sprinkler connection sufficient to support fire attack operations

maintained by an operator and if the building is equipped with a fire pump, one additional member with a radio to be sent to the fire pump location to monitor and maintain operation. (1/1)

(3) Establishment of an effective water flow application rate on the fire floor at a minimum of 500 gpm (1892 L/m) from two handlines, each operated by a minimum of two members to safely and effectively handle the line. (4)

(4) Establishment of an effective water flow application rate on the floor above the fire floor at a minimum of 250 gpm (946 L/m) from at least one handline, with each deployed handline operated by a minimum of two members to safely and effectively handle the line. (2)

(5) At a minimum, an initial rapid intervention crew (IRIC) assembled from the initial attack crew and, as the initial alarm response arrives, a full and sustained rapid intervention crew (RIC) established. (4)

(6) Provision of two or more search-and-rescue teams consisting of a minimum of two members each. (4)

(7) Provision of one officer, with an aide, dedicated to establishing an oversight at or near the entry point on the fire floor(s). (2)

(8) Provision of one officer, with an aide, dedicated to establishing an oversight at or near the point of entry on the floor above the fire. (2)

(9) Provision of two or more evacuation management teams to assist and direct building occupants with evacuation or sheltering actions, with each team consisting of a minimum of two members. (4)

(10) Provision of one or more members to account for and manage elevator operations. (1)

(11) Provision of a minimum of one trained incident safety officer. (1)

(12) Provision of a minimum of one officer two floors below the fire floor to manage the interior staging area. (1)

(13) Provision of a minimum of two members to manage member rehabilitation and at least one of the members to be trained to the ALS level. (2)

(14) Provision of an officer and a minimum of three members to conduct vertical ventilation operations. (4)

(15) Provision of a minimum of one officer to manage the building lobby operations. (1)

(16) Provision of a minimum of two members to transport equipment to a location below the fire floor. (2)

(17) Provision of one officer to manage external base operations. (1)

(18) The establishment of an initial medical care component consisting of a minimum of two crews with a minimum of two members each with one member trained to the ALS level capable of providing immediate on-scene emergency medical support, and transport that provides rapid access to civilians or members potentially needing medical treatment. (4)

(19) Total effective response force a minimum of 42 (43 if the building is equipped with a fire pump).

5.2.4.6 Additional Alarm Assignments.

5.2.4.6.1 - Fire departments that respond to fires in occupancies that present hazards greater than those found in the occupancy described in 5.2.4.1 shall deploy additional resources on the initial alarm.

5.2.4.6.2 - The fire department shall have the capability to deploy additional alarm assignments that can provide for additional command staff, members, and additional services, including the application of water to the fire; engagement in search and rescue, forcible entry, ventilation, and preservation of property; safety and accountability for personnel; and provision of support activities for those situations that are beyond the capability of the initial full alarm assignment.



Ontario Association of Fire Chiefs (OAFC)

OAFC Position on Single Exits in Buildings up to Six Stories or that Exceed Current Code Requirements

January 09, 2024



ONTARIO ASSOCIATION OF FIRE CHIEFS

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Debate Origin | Introduction

The Ontario Association of Fire Chiefs (OAFCh) was presented with an option under consideration by the Provincial Government regarding the acceptance of the use of single exits for the purposes of evacuations of persons from a building of up to six storeys in height.

The OAFCh has reviewed the position paper [website](#) along with other documents relating to the argument to permit the use of single exits to be mindful of emerging trends in construction and alternate means of compliance.

Fire exits stairwells, and moreover, redundant fire exits based on travel distance and exit capacity is a fundamental concept in fire protection and life safety. These fundamental components are essential to the formulation of an entire building.

The present discussion over the acceptance and use of single staircase is contrary to the evolution of building codes and standards established in North America. An integral element to survival in a fire situation is a protected secondary means of escape for occupants to reach a place of safety. As a last resort, a protected area of refuge can be used until rescue by first responders is available.

As such, the OAFCh is unable to endorse any reduction in exiting or reduction in the fire safety systems provided to protect firefighters and occupants within a building.

The following outlines specific arguments and rebuttals based on documents provided that are in favour of single exits, and fire safety concerns regarding their allowance.

Aesthetic Design Over Public Safety

The position of the Provincial Government references a website authored by a McGill University student as part of a [thesis paper](#). This website includes various references and examples of single stairwells and their existence in historical places, namely in Europe. These examples are based on construction prior to modern building codes being established with construction materials of a different era.

The concepts and design strategies for atrium spaces and inviting spaces for residents as suggested are achievable under the Ontario Building Code when these spaces are treated as convenience stairwells in an interconnected floor space rather than an exit stair. These suggested design features consume significant amounts of floor area. Their use is contrary to the student's argument that a single exit will permit additional residential space.

While creativity and innovation in construction should be encouraged, it should not be at the cost of public safety, particularly when the floorspace required for an exit is so minimal.



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Any architect who wishes to explore alternative means of design concepts can do so under the current framework of the Ontario Building Code, without compromising life safety, or without asking for reduction in current code requirements. An alternative solution acts as a compensating measures mechanism which requires designers, architects, and engineers to submit alternative plans to demonstrate how compliance will be achieved by alternate means than prescriptive code requirements. The designer is required to provide compensating measures and to identify how specific code objectives and functions will still be met by alternative installations or mechanisms. A decision to eliminate a secondary exit stairwell from a building goes outside of this established mechanism and should not be permitted.

As this argument places aesthetics needs ahead of life safety requirements, as such the OAFCh strongly disagrees with this position.

Firefighting Operations

To better understand the necessity for exit stairwells as it relates to firefighting operations, the following describes a typical firefighting scenario where fire crews approach a standard designed building with the attempt of fire suppression and occupant rescue.

In the event of a low rise, mid rise or high rise fire, firefighters will position themselves in a staging area two floors below the fire floor (where possible and floor dependant). Firefighters will then take control of an exit stairwell having connected to the standpipe system and running the hose up the stairwell. This ensures firefighters are equipped with water when making entry to the fire floor where the hose line can offer a screen of protection from the heat of the fire where necessary. In the event of a bail out, the firefighters can follow the hose line to the exit stairwell. The stairwell that is used to move the fire hose up then become contaminated, as the fire hose inherently blocks the door open at the floor it was connected and at the fire floor; making this stairwell unusable for the purpose of evacuating occupants. This leaves the alternate stairwell to be assigned as the evacuation/exit stairwell for occupants. The alternate stairwell is maintained smoke free (by pressurizing the stairwell and maintaining control of the doors) so it remains safe to evacuate occupants.

Firefighting operations also involve several firefighters advancing upwards, often with additional equipment. Use of the same stairwell by both firefighters and occupants has two life safety impacts: a) firefighters and equipment occupies available space in the stairwell, thereby impeding and slowing the egress of occupants, and b) descending occupants impede and slow fire operations.

In the event of a single stairwell, these fundamental fire attack strategies are not possible and set back firefighter strategy development by 40 years. Further, by removing the ability to engage the fire attack from a lower floor, the ability for firefighters to fight the fire has been significantly impacted and their safety further threatened.



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The removal of a second exit stair or elimination of a contained egress area now forces persons attempting to evacuate to pass by the firefighters, possibly without any protection.

With a single exit stair, firefighters will be required to modify their firefighting operations to expose themselves directly to the fire floor resulting in undue risk to firefighters as well as occupants during evacuation.

Understanding The Space Occupied by Exit Stairwells

Proponents advocating for a single exit of high-rise buildings will often indicate that the increased floor space will be used for residential needs or to accommodate additional dwelling units. In review of a sample building of 8,000 square feet per floor it can be demonstrated that this argument is without merit. Please see the below as an example as to the minimal space required by an exit stairwell when compared to an actual building arrangement in a nearby municipality.

Example 1:

Modern Highrise construction of tower on podium:

Project X in an a nearby municipality

13 units per tower floor totalling 8,329 ft²

2 stairwells 103.8 ft² + 103.8 ft² = 207.6ft² or 2.4% of building footprint

In the event this building was provided with one stairwell, this reduction in space would not create sufficient area to accommodate an additional unit rather, most likely would be absorbed into an adjacent unit.

Practical understanding of the space required by a secondary stairwell reveals this argument to be null.

Recommendations

The Ontario Association of Fire Chiefs' Fire Prevention and Public Education Advisory Committee (FPPE) strongly disagrees with the concept of single exit stairwell buildings and urges the Provincial Government and Minister of Municipal Affairs and Housing to be mindful of past incidents that have established the baseline building codes we follow today.

The OAFCA FPPE subcommittee strongly suggests that secondary exits remain in place to ensure the following:

- Sufficient exiting remains in place for the safe use of firefighters during firefighting operations and to ensure occupant survival and rescue;



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- Sufficient exiting is in place that meets the needs of occupants to evacuate safely in the event of an emergency; is a safe place for firefighters to operate during firefighting operations (firefighting and occupant rescue), while protecting both occupants and firefighters from undue risk that comes with that comes with single exits.

It should be noted and recognized that the cities of Seattle, Washington and London, England that had previously approved the use of single exiting are now in the process of removing/rescinding the allowance for this due to the life safety concerns identified within this document.

The OAFCh recommends rejecting any consideration for a single egress in multi-unit buildings. The Ministry of Municipal Affairs and Housing subcommittee on building code changes can address change recommendations through the regular process of subcommittee research and reviewing best practices. It is suggested that Ontario Building Code changes follow the normal process that provides the opportunity for public comment, keeping in mind that there is always an opportunity for applicants to utilize the alternative solution provision in the Ontario Building Code.




City of Richmond

Report to Committee

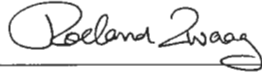


To: Public Works and Transportation Committee
From: Lloyd Bie, P.Eng.
Director, Transportation
Date: October 21, 2024
File: 10-6500-01/2023-Vol
01
Re: Application to 2024/25 BC Active Transportation Infrastructure Grant Program

Staff Recommendations

1. That the submission for cost-sharing to the 2024/25 BC Active Transportation Infrastructure Grant Program as described in the staff report titled "Application to 2024/25 BC Active Transportation Infrastructure Grant Program" dated October 21, 2024, from the Director, Transportation be endorsed;
2. That, should the above application be successful, the Chief Administrative Officer and the General Manager, Engineering and Public Works, be authorized on behalf of the City to execute the funding agreement; and
3. That, should the grant application be successful, the grant amount will be included in the Consolidated 5 Year Financial Plan (2025-2029) accordingly.


Lloyd Bie, P.Eng.
Director, Transportation
(604-276-4131)

Att. 1

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Finance	<input checked="" type="checkbox"/>	
Engineering	<input checked="" type="checkbox"/>	
SENIOR STAFF REPORT REVIEW	INITIALS: 	APPROVED BY CAO 

Staff Report

Origin

The Province of BC's Active Transportation Infrastructure Grant Program (the Program) is a cost-share program between the Province and local governments to support the construction of new facilities to make it easier and safer for people to walk, ride or roll using active transportation modes. This report presents the proposed submission from the City for consideration of cost-share funding under the Program for the 2024/25 funding cycle. Council endorsement is a requirement of the submission.

This report supports Council's Strategic Plan 2022-2026 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.

This report supports Council's Strategic Plan 2022-2026 Strategy #2 Strategic and Well-Planned Growth:

Strategic and sustainable growth that supports long-term community needs and a well-planned and prosperous City.

2.4 Enhance Richmond's robust transportation network by balancing commercial, public, private and active transportation needs.

Analysis

BC Active Transportation Infrastructure Grant Program

The call for 2024/25 applications to the BC Active Transportation Infrastructure Grant Program commenced on September 3, 2024, with a deadline of October 31, 2024. Staff prepared the application and submitted to the Province by the deadline.

The City is eligible for up to 50% cost-share funding up to a maximum of \$500,000. The application that staff are proposing for the Province's annual 2024/25 funding cycle meets the Province's eligibility requirements of:

- City portion of funding secured
- Design completed or in progress
- Can be constructed within the required timeline of March 2027

The proposed project for cost-sharing consideration is described below.

Westminster Highway Cycling Facility (No. 2 Road to Lynas Lane)

The Council approved Cycling Network Plan identifies a new cycling facility on this section of roadway as a short-term priority (2022-2026). The cycling facility along Westminster Highway will provide connectivity between the bike lanes on No. 2 Road (north of Westminster Highway) and the neighbourhood bike route on Lynas Lane (Attachment 1).

A cycling facility on Westminster Highway is included in the scope of work for the No. 2 Road and Westminster Highway intersection project. This intersection is one of the two intersections approved by Council in the 2021 Top 20 Collision Prone Intersection – Implementation of Medium/Long-term Improvements Program. The cycling related improvements of this project include:

- Re-purposing the westbound merge lane on Westminster Highway between No. 2 Road and Lynas Lane using concrete barriers to create a new protected bi-directional cycling facility.
- Removal of the channelized southbound right-turn at Westminster Highway and No. 2 Road to slow right-turning traffic and enhance safety for cyclists and pedestrians. A dedicated southbound right-turn lane on No. 2 Road will replace the channelized right-turn.

Figure 1 below provides a concept of the Westminster Highway Cycling facility submitted to the Application for the 2024/25 BC Active Transportation Infrastructure Grant Program.



Figure 1: Westminster Highway Cycling Facility Conceptual Rendering

The project is currently in the detailed design stage and construction is anticipated to commence in Q2 2025.

Proposed Funding

The estimated cost for the No. 2 Road and Westminster Highway intersection is \$2.3 million, which is approved as part of the 2021 Top 20 Collision Prone Intersection – Implementation of Medium/Long-term Improvements Program.

The City has already secured up to \$650,000 in grant funding from TransLink for this intersection with the remaining \$1,650,000 to be funded by the City. Should the City's application be successful at achieving the maximum provincial contribution amount of \$500,000, the City's share of funding will be reduced from \$1,650,000 to \$1,150,000 for the Westminster Hwy & No. 2 Road intersection.

Table 1 below summarizes the estimated cost-share breakdown should the City's grant application to the Province be successful.

**Table 1: Funding for Application to
2024/2025 BC Active Transportation Infrastructure Grant Program**

Project	Est. Total Intersection Cost	Secured TransLink Funding	City Portion	Potential BC Active Transportation Funding Grant
No. 2 Road and Westminster Highway Intersection: No. 2 Road to Lynas Lane (cycling facility)	\$2,300,000	\$650,000	\$1,650,000	\$500,000

Financial Impact

Should the application be successful, the City's funding will be reduced from \$1,650,000 to \$1,150,000 and be included in the Consolidated 5 Year Financial Plan (2025-2029). Any excess funding would be returned to the original funding sources and be available for use in future capital projects.

Conclusion

The cycling facility improvement project proposed for submission to the 2024/25 BC Active Transportation Infrastructure Grant Program supports numerous goals of the City to improve community mobility, reduce greenhouse gas emissions and increase physical activity. The approved cycling improvements as part of the Westminster Hwy and No. 2 Road intersection project advances the City's goals by expanding the active transportation network and rethinking the road right-of-way. The potential receipt of external funding will enable the City to reduce its share of the project from \$1,650,000 to \$1,150,000.

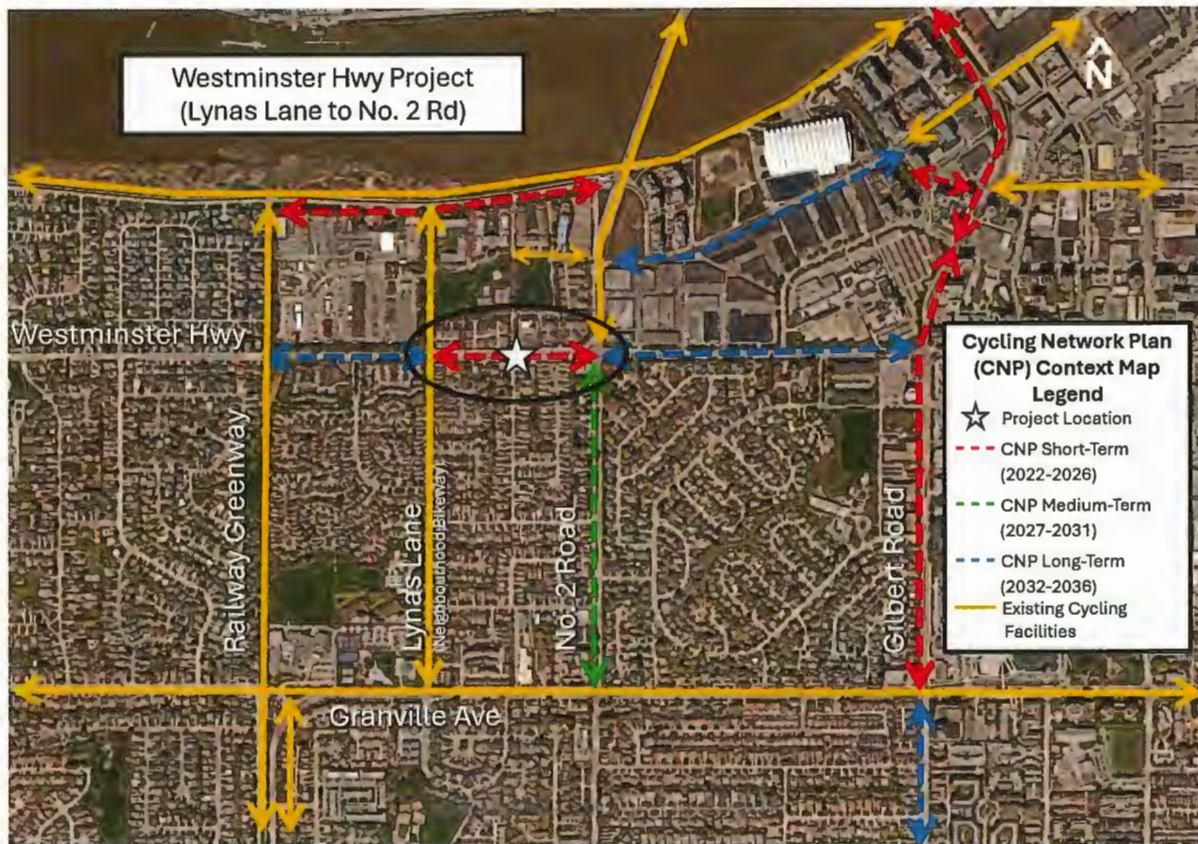


Sonali Hingorani, P.Eng.
Manager, Transportation Planning and New Mobility
(604-276-4049)

SH:sh

Att. 1: Cycling Network Plan Context Map

Cycling Network Plan (CNP) Context Map





City of Richmond

Report to Committee

To: Public Works and Transportation Committee
From: Chad Paulin
Director, Climate & Environment
Suzanne Bycraft
Director, Public Works Operations
Date: October 24, 2024
File: 10-6125-01/2024-Vol
01
Re: **Public Electric Vehicle Charging Network – Direct Current Fast Charging
Expansion**

Staff Recommendations

1. That the report titled “Public Electric Vehicle Charging Network – Direct Current Fast Charging Expansion”, from the Director, Climate & Environment and Director, Public Works Operations, dated October 24, 2024 be endorsed; and
2. That a capital submission for the Electric Vehicle DC Fast Charging Station Installations be submitted for Council’s consideration as part of the 2025 budget process.

Chad Paulin,
Director, Climate & Environment
(604-247-4672)

Suzanne Bycraft
Director, Public Works Operations
(604-233-3338)

Att. 2

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Finance Department	<input checked="" type="checkbox"/>	
Parks Services	<input checked="" type="checkbox"/>	
Recreation & Sport Services	<input checked="" type="checkbox"/>	
Facilities & Project Development	<input checked="" type="checkbox"/>	
Arts, Culture & Heritage	<input checked="" type="checkbox"/>	
Library	<input checked="" type="checkbox"/>	
Fleet	<input checked="" type="checkbox"/>	
SENIOR STAFF REPORT REVIEW	INITIALS:	APPROVED BY CAO

Staff Report

Origin

This report outlines a proposal to expand the City's public EV charging network by adding more direct current fast charging (DCFC) opportunities in key locations throughout Richmond, in a multi-phased approach.

Phase 1 of this expansion is proposed to include three sites, each featuring 8-10 DCFC charging ports for a total of 24-30 chargers. Each charger will have power output of 150-200 kW; capable of charging an EV up to 80% in less than 40 minutes. The Richmond Curling Club, Minoru Park precinct and South Arm Community Centre have been identified as the three proposed sites for Phase 1. Suitability of these sites is based upon surrounding housing types, population density and proximity to EV charging, ensuring optimal accessibility and utilization.

Staff are seeking Council endorsement of the DCFC expansion strategy as outlined in this report.

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 well-planned and prosperous city.

2.4 Enhance Richmond's robust transportation network by balancing commercial, public, private and active transportation needs.

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.

This report supports the implementation of Richmond's Community Energy and Emissions Plan (CEEP) 2050, and Official Community Plan emission reduction policies through:

Strategic Direction 2: Transition to Zero Emission Vehicles

Action Category: ☒ Build out a network of public EV charging stations at civic facilities to accelerate rate of local EV adoption

Analysis

Background

The City's public EV charging network has grown significantly over the past five years, currently comprising 53 Level 2 chargers and four Level 3 (DCFC) chargers for a total of 57 chargers. Of the 57 public chargers, 10 are accessible, Level 2 chargers, and 4 are accessible, Level 3 chargers. The City initially began installing EV chargers in 2013. The network experienced accelerating growth in electricity use for EVs after a 2018 expansion that added 47 chargers to the network. There was a temporary decline in usage from March 2020 to mid-2021 due to the COVID-19 pandemic, which also coincided with the introduction of charging fees. However, by late 2021, usage rebounded as pandemic restrictions eased and the number of EVs in Richmond continued to rise.

Less than a year after the DCFCs were installed, these four fast-charging ports accounted for over half of the total energy dispensed by the City's entire charging network, indicating a strong market preference for DCFCs. When Council first approved the EV charging expansion, installations of DCFCs were limited due to the electrical capacity of existing facilities, leading the City to focus on deploying more Level 2 chargers instead. Currently, more than 60% of the network's energy is dispensed through the DCFC ports. The Level 2 chargers, however, are still actively used and provide an essential service for users with plug-in hybrid vehicles or those parking for longer durations. A map of current City owned EV chargers can be found in Attachment 1.

Level 2 EV chargers typically deliver approximately 6 kW of power, which allows for a full charge in 6 to 12 hours, depending on the vehicle's battery capacity. In contrast, Level 3 DCFCs deliver much higher power levels, typically ranging from 50 kW to 350 kW, enabling EVs to charge up to 80% of their battery in under 40 minutes, making them ideal for quick, on-the-go charging. Staff have noticed a rise in service requests from residents seeking upgraded charging infrastructure, with a particular emphasis on Level 3 DCFCs.

The total power output of the 57 public charging ports is currently 600 kW. For Phase 1, staff are proposing to add an additional 3000 kW (3 MW) by installing 8-10 Level 3 DCFCs at each of the three city-owned facility parking lots (24-30 chargers), bringing the total output to 3.6 MW. This will further support the growing demand for EV charging in the city.

Projected Expansion

2023 ICBC data reveals that over 30% of new car sales in Richmond are electric vehicles (EVs), a significant indicator of the city's rapid adoption of zero-emission vehicles (ZEVs). This trend is particularly evident in the City Centre area, where over 40% of EVs in Richmond are registered. This area, characterized by a high density of multi-unit residential buildings (MURBs), often lacks adequate private charging infrastructure, leading residents to rely on public charging options. As the number of EVs in Richmond continues to grow, driven by strong sales and increasing consumer interest, the demand for accessible public charging stations is expected to rise, particularly in densely populated areas like the City Centre.

This growing uptake aligns with both provincial and federal mandates aimed at accelerating EV adoption. The BC Zero Emission Vehicle Act, amended in October 2023, now requires 100% of new vehicle sales to be ZEVs by 2035, with interim targets set for 2026 (26%), and 2030 (90%). Similarly, the federal government's Electric Vehicle Availability Standard mandates a phased transition, requiring 100% of light-duty vehicles sold to be zero-emission by 2035. These regulatory frameworks, coupled with incentives like the federal Incentives for Zero-Emissions Vehicles program, will ensure that EV adoption continues to surge in the City, necessitating a reliable, robust and scalable charging network to meet current and future demand.

A recent report published by Metro Vancouver, titled "Keeping it Current: Guidance for Collaborative Deployment of EV Charging in Metro Vancouver", provides key insights into the future needs for public EV charging infrastructure across the region. The report includes modeling that estimates the number of public EV chargers required in each municipality to meet projected demand by 2035. In a low retrofit scenario for existing MURBs, Richmond is projected to need 208 DCFCs and 3,722 Level 2 chargers. Currently, Richmond has a total of 92 DCFCs, from various providers; however, 72 of these chargers are Tesla-specific. Tesla is slowly opening up their chargers for use by other vehicle brands, requiring vehicles to upgrade software and purchase adaptors in order to access the Tesla chargers.

Site Selection Rationale

Sites were selected based on an analysis of surrounding housing types, population density, and proximity to existing chargers, ensuring that the new stations are accessible to a wide range of EV users and user accessibility. This approach maximizes the potential for high utilization, particularly in areas with a significant number of MURBs where home charging options are limited. Additionally, the selected locations are strategically distributed geographically to serve as much of the community as possible, ensuring equitable access to fast charging. The installation of DCFCs at the proposed locations could allow EV users to utilize the facilities while their vehicles are charging. This could provide further support to those using these sites and potentially encourage greater participation in programs and services, including those promoting physical activity and social connectedness.

Feasibility studies have been conducted with an engineering firm at all three sites to ensure viability. While BC Hydro will not confirm electrical capacity until a formal application is submitted, staff have selected sites where high voltage lines are available and close to the proposed locations of the chargers. These projects involve connecting to a dedicated 1.5 MW commercial-level pad-mounted transformer, which is a more complex and a higher-demand installation than a typical residential service upgrade. Should BC Hydro determine that an upgrade is not feasible at any site, one of the potential future sites would be selected for similar review and potential installation.

Implementation Overview

The estimated timeline to complete Phase 1 is approximately three years. During this time staff will engage with BC Hydro for a new dedicated electrical service on each of the three sites, while simultaneously engaging with an engineering firm for detailed designs on the electrical system distribution for the EV chargers and associated equipment.

Staff are mindful of the challenges related to parking availability, particularly given the premium on parking spaces in key areas of the City Centre. To address this, the selected stalls for new charging stations have been strategically chosen based on their proximity to existing BC Hydro high voltage electrical lines, ensuring cost-effective installation, and will be located at the farthest distance possible from facility buildings to minimize any inconvenience to patrons. There are currently two accessible EV charging stalls at both the Minoru Park Precinct and South Arm Community Centre. Staff will explore the feasibility of adding an accessible EV charging stall at the Richmond Curling Club. Before proceeding with the installation of the chargers, staff will evaluate parking demand in each of the locations, engage with the community that use these sites and engage with community associations/societies that provide programs and services for the proposed sites. Information will be used to prepare potential measures to better define how we utilize stalls to ensure they are suitable locations for the chargers. Should any of the proposed Phase 1 sites be found to be unsuitable, staff will evaluate other potential sites noted in Attachment 2, and update Council accordingly.

Table 1 shows proposed funding sources on a total estimated cost of \$7 million for phase 1 expansion. The operating surplus resulting from the usage of the EV charging network will be used to repay the borrowed funds. Staff will apply for any available provincial or federal grant funding opportunities. The Low Carbon Fuel Standard (LCFS) credits that the City may receive in the future, including potential grant funding will also be utilized to repay borrowed funds.¹

Table 1: Phase 1 DC Fast Charger Expansion (three proposed sites)

Funding Source	Amount
Gas Tax Provision	\$500,000
Carbon Tax Provision (Low Carbon Fuel Standard Credits)	\$500,000
Enterprise Fund	\$4,000,000
Internal Borrowing (Equipment Replacement Reserve Fund - Public Works Vehicles)	\$2,000,000
Total	\$7,000,000

Future phases under consideration are the new Steveston Community Centre and Library, Richmond Ice Centre, King George Park, and others. Staff will conduct feasibility studies for any potential site to ensure the projects are viable prior to bringing forward capital submissions in the future. A map of Phase 1 DCFC sites and potential future DCFC sites can be found in Attachment 2.

¹ On April 22, 2024, City Council approved recommendations in the report: Public Electric Vehicle Charging Network – Use of Proceeds from Low Carbon Fuel Standard (LCFS) Credits. Recommendation 2: That revenue from the sale of LCFS carbon credits be put into the City’s Carbon Tax Provision account and be reserved for capital and operating costs related to the installation and maintenance of new electric vehicle charging stations.

Financial Impact

A capital submission for the Electric Vehicle DC Fast Charging Station Installations project for \$7 million with the proposed funding sources shown in Table 1 above, will be submitted for Council's consideration as part of the 2025 budget process. Staff recommend that \$6.0 million of this project will be funded through a combination of the Equipment Replacement Reserve Fund - Public Works Vehicles (\$2.0M) and the Enterprise Fund (\$4.0M). The expected net revenue resulting from the usage of the EV charging network (OBI) will be utilized to repay both funding sources. The estimated OBI before repayment is \$670,000 per year. The current estimated payback period is nine years once the stations are open to the public. The estimated payback period can be shortened up to six years, subject to federal and provincial grant funding availability and the continuation of the provincial Low Carbon Fuel Standard (LCFS) credit program.

Conclusion

The City's Public EV charging network serves as a key element in the City's commitment to achieving emission reduction targets for transportation by 2030 and 2050 as outlined in the CEEP 2050. With increasing provincial and federal light duty vehicle sales targets leading to a higher number of EVs on the road, expansion of the City's public charging infrastructure represents foresight to meet this growing community demand and supports reducing community energy emissions overall.

A multi-phased expansion strategy, commencing with the installation of 24-30 Level 3 DCFC chargers at three city-owned parking lots, is proposed.



Arzan Balsara
Senior Climate Action Specialist
(604-247-4615)



Dinos Ramos
Program Manager, Fleet Operations
(604-233-3302)

Att. 1: City of Richmond Public Electric Vehicle Chargers

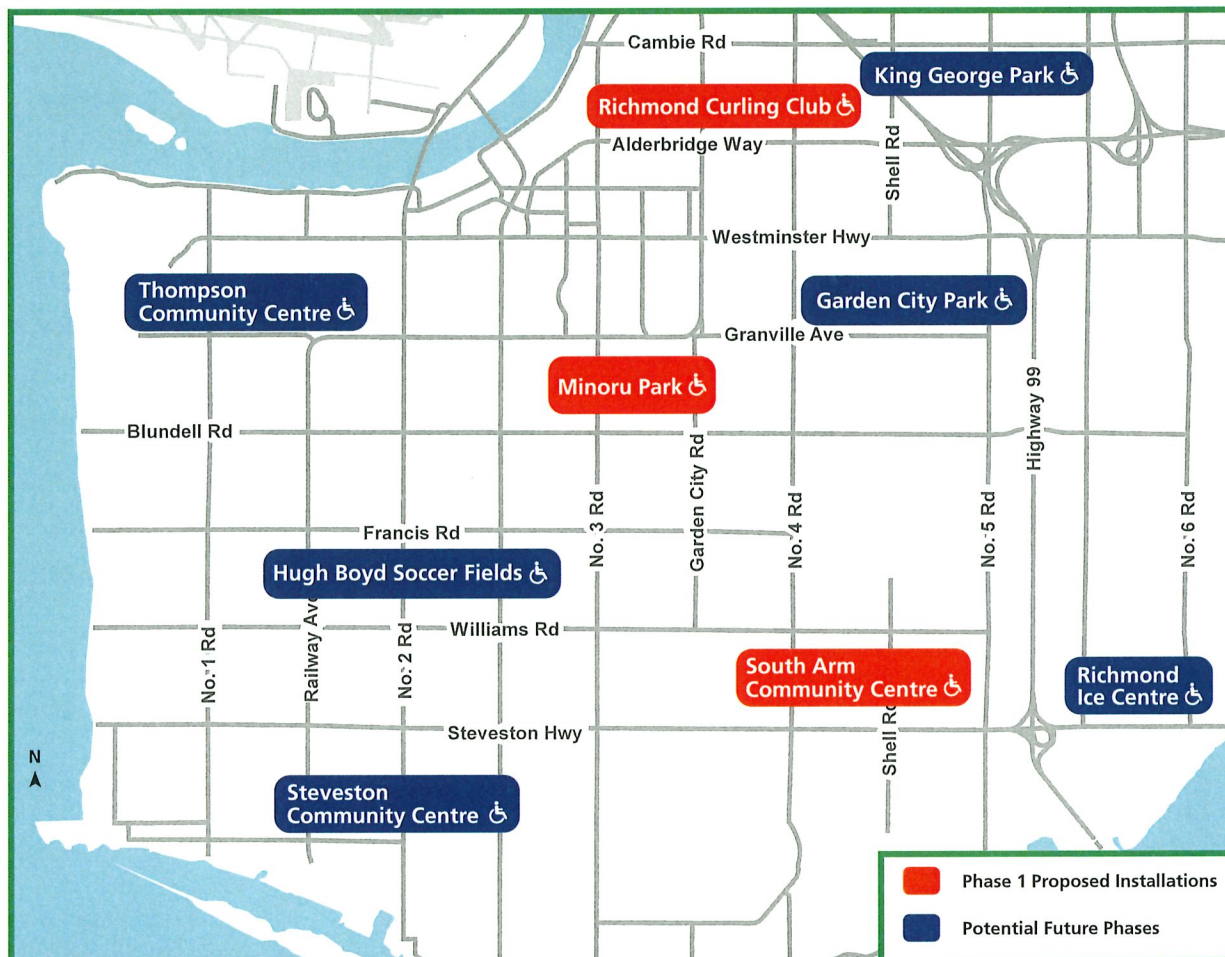
Att. 2: City of Richmond DCFC Expansion Phase 1 and Potential Future Phases

City of Richmond Public Electric Vehicle Charging Stations



Public EV Charging Location	Address	Type of Station	
		Level 2 (L2)	Level 3 (L3)
Animal Shelter	12071 No. 5 Road	2	
Blundell Park	6468 Blundell Road	2 ♿	
Britannia Heritage Ship Yard	5180 Westwater Drive	2	
Cambie Community Centre	12800 Cambie Road	2	
Capstan Park	3311 Carscallen Road	2 🔧	
City Hall	6911 No. 3 Road	2 [+ 2 ♿]	[1 ♿]
City Public Works Yard	5599 Lynas Lane	2	
Fire Hall 3	9660 Cambie Road	2	
Garden City Park	6620 Garden City Road	2 ♿	
Garry Point Park	12011 Seventh Avenue	1	
Hamilton Community Centre	5140 Smith Drive	2 ♿	
King George Park	4100 No. 5 Road	2 ♿	1 ♿
Minoru Park			
Minoru Arenas	7551 Minoru Gate	4 ♿	
Minoru Centre for Active Living	7191 Granville Avenue	6	
RCMP City Centre Community Police Office	6931 Granville Avenue	2	
Richmond Ice Centre	14140 Triangle Road	2 ♿	1 ♿
Richmond Oval	6111 River Road	4	1 ♿
South Arm Community Centre	8880 Williams Road	2 ♿	
Steveston Community Centre	4111 Moncton Street	2	
Steveston Tennis Courts	4151 Chatham Street	2 ♿	
Thompson Community Centre	5151 Granville Avenue	2	
West Richmond Community Centre	9180 No 1 Road	2 ♿	
TOTAL AS OF SUMMER 2022		53 + 2 🔧	4

City of Richmond DCFC Expansion Phase 1 and Future Sites



Phase 1 DCFC Proposed Installations	Address	Type of Station Level 3 (L3)
Minoru Park	7191 Granville Avenue	8-10
Richmond Curling Club	5540 Hollybridge Way	8-10
South Arm Community Centre	8880 Williams Road	8-10

Potential Future Phases		
Garden City Park	6620 Garden City Road	8-10
Hugh Boyd Soccer Fields	4038 Francis Road	8-10
King George Park	4100 No. 5 Road	8-10
Richmond Ice Centre	14140 Triangle Road	8-10
Steveston Community Centre	4111 Moncton Street	8-10
Thompson Community Centre	5151 Granville Avenue	8-10



City of Richmond

Report to Committee

To: General Purposes Committee
From: Jason Kita
Director, Intergovernmental Relations and
Corporate and Strategic Planning
Date: October 28, 2024
File: 01-0005-01/2024-Vol
01
Re: Response to Referral - Richmond Celebrates FIFA World Cup 26

Staff Recommendations

1. That the proposed event campaign to celebrate the Fédération Internationale de Football Association (FIFA) World Cup 2026 (FIFA World Cup 26) in Richmond, as detailed in the staff report titled "Richmond Celebrates FIFA World Cup 26 – Response to Referral," dated October 28, 2024, from the Director, Intergovernmental Relations and Corporate and Strategic Planning, be endorsed for the purposes of continuing with planning and partner engagement; and
2. That one-time funding of the associated budget as outlined in the report be considered as part of the 2025 budget process.

Jason Kita
Director, Intergovernmental Relations and Corporate and Strategic Planning
(604-276-4091)

Att. 6

REPORT CONCURRENCE			
ROUTED TO:	CONCURRENCE	SENIOR STAFF REPORT REVIEW	INITIALS:
Economic Development	<input checked="" type="checkbox"/>	APPROVED BY CAO 	
Finance Department	<input checked="" type="checkbox"/>		
Arts, Culture & Heritage	<input checked="" type="checkbox"/>		
Parks Services	<input checked="" type="checkbox"/>		
Recreation & Sport Services	<input checked="" type="checkbox"/>		
Emergency Programs	<input checked="" type="checkbox"/>		
RCMP	<input checked="" type="checkbox"/>		

Staff Report

Origin

At the General Purposes Committee meeting held on September 3, 2024, staff presented a report on a proposed community event campaign to celebrate the FIFA World Cup 26 in Richmond, which resulted in the following referral to staff:

That the recommended Option 3, as outlined in the report titled “Richmond Celebrates FIFA World Cup 26 – Proposed Community Event Campaign,” dated August 20, 2024, from the Director, Intergovernmental Relations and Corporate and Strategic Planning, be referred back to staff to obtain more detail on the possibilities focusing on Options 2 and 3.

The purpose of this report is to respond to the referral and provide a revised recommendation for Council’s consideration.

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.

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

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.

This report also supports a number of Council endorsed strategies including: The Richmond Arts Strategy 2019–2024, City of Richmond Community Wellness Strategy 2018–2023, Cultural Harmony Plan 2019–2029, City of Richmond Youth Strategy 2022–2032, City of Richmond Accessibility Plan 2023–2033, and the Seniors Strategy 2022–2032.

Analysis

Background

At the General Purposes Committee meeting on September 3, 2024, staff presented a report titled “Richmond Celebrates FIFA World Cup 26 – Proposed Community Event Campaign,” dated August 20, 2024, from the Director, Intergovernmental Relations and Corporate and Strategic Planning. The report outlined five options for a community event campaign to celebrate FIFA World Cup 26 in Richmond for Council’s consideration. Following discussion, Council referred the matter back to staff to consider an alternative option that falls within the original Option 2

and Option 3 presented in the report, with additional details about what such an option would entail.

This report proposes an Option 3 scaled-back campaign that maximizes community-driven, grassroots programming opportunities with additional details regarding community partner engagement, potential event locations, programming, and sponsorship and funding opportunities.

New Campaign Option

In response to Council's direction, staff have developed a new recommendation (New Campaign Option), which proposes a more community-focused campaign. *Table 1* provides a comparison of the original Options 2 and 3 alongside the New Campaign Option, which reflects the feedback received from Council. The New Campaign Option is intended to enhance community programming, leverage existing audiences and event infrastructure, and reduce both the City's budget estimate and the need for standalone events.

Table 1

Campaign Scale	Option 2: Small-Scale Campaign	Option 3: Medium-Scale Campaign	New Campaign Option
Kick-Off Event	N/A	Two-day Kick-Off Event.	One-day Kick-Off Event: World Soccer Day.
Community Events	N/A	Select matches aligned with existing community-led events.	Select matches aligned with existing community-led events.
Watch Party	Championship match at the Event Centre Plaza at Minoru Centre for Active Living.	Significant matches in various City spaces.	Watch parties incorporated into community-led events
Signature Event	N/A	Three-day event featuring the bronze final and championship match.	One-day event on July 19: Soccer and Cultural Celebration
Match Viewing	All matches subject to City facility's hours of operation.	All matches subject to City facility's hours of operation.	All matches subject to City facility's hours of operation.
Neighbourhood Block Party and Community Celebration Grants	One-time supplement in proposed budget.	One-time supplement in proposed budget.	One-time supplement in proposed budget: Richmond Kicks Grant Program
Campaign Budget	\$200,000	\$700,000	\$600,000
Confirmed External Contribution	\$100,000	\$400,000	\$400,000
City Contribution	\$100,000	\$300,000	\$200,000

Campaign Events

In alignment with the Council-endorsed *Guiding Principles for City Events (Attachment 1)*, the New Campaign Option proposes five levels of events designed to be delivered with our community partners. These events aim to be inclusive, reach multiple audiences across the City and empower Richmond's residents in shaping affordable, local celebrations that reflect the City's diverse cultures throughout FIFA World Cup 26. These events include:

Kick-Off Event

To kick-off the campaign on June 12, 2026—*World Soccer Day*—in conjunction with Richmond School District No. 38, students from across the City will be invited to participate in a day-long event designed for a youth audience. The event will feature fun soccer and FIFA-themed activities that connect classroom learning with sports. Additionally, students will receive a calendar of events to help share details about the campaign and its events with their families.

World Soccer Day will also welcome residents to enjoy community programming and public viewing of two matches, including the Canadian Men's National Team's opening match of the group stage.

Community Events

Engagement to date with community partners has shown strong interest in aligning existing programs and events with the FIFA World Cup 26 schedule. Staff will work with these partners to coordinate the alignment of community events across the City with significant match dates and offer resources and support to promote and enhance each community-led event and leverage the excitement of FIFA World Cup 26.

While each community event will maintain its core purpose and character, staff will work with these partners to ensure the campaign program offerings are specifically tailored to each event. Event dates may be adjusted to align with key match dates, maximizing broader community involvement, promoting grassroots programming, and integrating FIFA World Cup 26-themed activities. Throughout the campaign, these events could include screenings of up to six matches from the group stage, as well as the rounds of 32 and 16, and the semi-finals.

Signature Event

The championship match on Sunday, July 19, 2026, presents the opportunity to work with key community partners to produce an exciting culminating event that will wrap up the campaign titled *Soccer and Cultural Celebration*. This Signature Event would feature community-led activities, live performances, art installations, family-friendly fun, food trucks, and a public viewing of the championship match. It would take place at a central location with easy access to transportation, community amenities, and local businesses, making it an ideal opportunity to attract sponsorships and encourage broad community participation.

Match Viewing

Where possible, FIFA World Cup 26 matches will be broadcast in common areas of City facilities during regular hours of operation, creating inviting and accessible spaces for residents to watch live games together. These screenings would offer an inclusive and comfortable environment where individuals can drop-in to watch a match, fostering a sense of community. Additionally, staff will be encouraged to enhance the atmosphere with FIFA-themed decorations in facilities and provide information on upcoming matches and events to encourage ongoing participation and engagement throughout the campaign.

Richmond Kicks Grant Program

The Richmond Kicks Grant Program, similar in concept to the Neighbourhood Block Party Program and the Community Celebration Grants Program, would offer two streams of funding that prioritize events aligned with FIFA World Cup 26:

- **Stream 1 – Neighbourhood Level:** Richmond-based individuals and neighbourhood groups could apply for Neighbourhood-Level funding of up to \$500 to host their own watch parties.
- **Stream 2 – Community-Level:** Richmond-based non-profit groups would be able to apply for Community-Level funding of up to \$2,000 to host free public FIFA-related celebrations and match-viewing events.

On designated dates, applicants can request funding and access to an event kit to host a Weekend Block Party in their neighbourhood. The event kit may include various items to support and enhance their events, such as:

- Soccer equipment;
- Lawn games;
- Generator;
- Large screen;
- Portable tables, chairs, tents; and
- Campaign-branded materials.

Priority for these dates would be given to Community-Level requests, providing additional opportunities for residents to engage and connect with one another around the excitement of the FIFA World Cup 26.

Event Schedule

A proposed event schedule aligned with key match dates is included in **Attachment 2**. This schedule was developed based on initial engagement with community partners, including Community Associations and Societies (Associations and Societies) that provide recreation programs and services at City community centres, the Richmond Chamber of Commerce, Richmond School District No. 38, local soccer groups such as Richmond United Football Club, TSS Football Club, and the Nations Cup organizing committee. While these dates reflect

preliminary planning, they are not firm commitments from the partners. Further detailed planning will be necessary with these partners if Council endorses the New Campaign Option.

Event Programming

The campaign would provide dedicated resources, including branded materials and infrastructure such as soccer-themed equipment/activities and a large screen for public viewing events. Program offerings would be tailored to fit each individual event's mandate, audience, and physical space, ensuring a unique, community-focused experience. Staff will work with the participating community partners to ensure programming enhances each event with the excitement of FIFA World Cup 26.

Attachment 3 provides some examples of how each event could incorporate campaign activities and programming, and **Attachment 4** provides example activity and program offering descriptions. Further programming will be developed and refined through detailed planning with the community partners involved.

Projected Attendance

Attendance estimates, based on community partner engagement and current similar City events, have been prepared for each level of event within the proposed campaign:

1. **Kick-Off Event:** 700-1,000 attendees.
2. **Community Events:** 500-1,500 attendees per event, depending on the event. Exception would be the Steveston Salmon Festival, which draws more than 70,000 annually.
3. **Signature Event:** 5,000-7,500 attendees.
4. **Match Viewing:** 100-500 viewers per match combined across all City facilities showing matches.

The community event campaign is expected to engage over 25,000 Richmond residents and visitors across the six-week campaign, providing numerous opportunities for the community to embrace the spirit of this global event.

These projections can vary depending on factors such as the day of the week, time of day, weather conditions, match significance, and venue capacity.

Event Budget

An associated budget for the New Campaign Option is detailed in **Attachment 5**.

External Funding

Follow-up discussions with Tourism Richmond and the Richmond Hotel Association (collectively referred to as the Richmond Tourism Community) have confirmed that their financial contribution will remain at \$400,000 if the revised recommendation is selected. Should there be a need to scale the campaign back further, their Boards may engage in additional discussions to determine their contribution.

Additional Funding Opportunities

Grants: Staff have been researching potential provincial and federal funding opportunities and engaging local Members of Parliament to explore these opportunities and seek support. Staff will continue to monitor and apply for relevant grants should they become available to support the campaign. Any funding secured will be used to reduce the City's contribution. Details regarding available grants and application processes will be finalized and communicated as they become available.

Sponsorship: All public viewing events showing televised FIFA World Cup 26 matches must be licensed by FIFA and comply with FIFA sponsorship regulations. Sponsorship details for FIFA World Cup 26 public viewing events have not yet been released, but restrictions and requirements are expected to be similar to those from the past three World Cup tournaments. Based on past events and FIFA's licensing rules, the City would only be permitted to offer sponsorship opportunities to FIFA Commercial Affiliates or local businesses that do not conflict with FIFA's larger commercial program. Any local sponsorships will require FIFA's written approval before they can be confirmed.

Should Council endorse the New Campaign Option, staff will work to engage potential sponsors within these restrictions and requirements when FIFA releases sponsorship guidelines. A tiered sponsorship package will be developed to attract eligible sponsors, offering various levels of support, including cash contributions and value-in-kind donations. A framework for this sponsorship package is available in **Attachment 6**.

FIFA Public Viewing Event Licensing Fees and Broadcasting Fees

In order to broadcast matches to a public audience, the City will be responsible for paying associated licensing fees to FIFA and broadcasting fees to the FIFA-nominated broadcaster, who will have rights to the FIFA feed. These fees have not yet been determined or published by FIFA or the broadcaster.

A contingency for licensing has been included in the budget under Event Production based on costs from previous World Cups. Should fees for licensing exceed these anticipated costs, further discussions will take place regarding the feasibility of public viewing events, and additional information will be provided for Council's consideration.

Financial Impact

The revised campaign budget of \$600,000 for the New Campaign Option includes a \$400,000 financial contribution from the Richmond Tourism Community. This budget does not include staff campaign planning resources but does include specialized event staff resources (ie. specialized electrical staff to set up large screen, auxiliary event staff support, staff to deliver equipment to various sites, etc.).

One-time funding of \$200,000 from the Rate Stabilization Account is recommended to fund the requested City contribution. Subject to Council's endorsement, a one-time funding request from the Rate Stabilization Account will be brought forward for consideration in the 2025 budget process.

Securing the entire amount in 2025 is essential due to the significant demand for these products and services related to the FIFA World Cup in 2026. Spending will not occur until an approved program is in place.

To reduce the financial impact on the City, grant and sponsorship opportunities will be pursued. Any funds secured will be used to further reduce the City's contributions for the event campaign.

Conclusion

In response to Council's referral, staff have developed a New Campaign Option that leverages support from community partnerships and external funding to maximize programming and offerings while also reducing the City's financial contributions. The community-driven campaign will encourage broad participation and celebrate Richmond's diverse neighbourhoods.



Trevor Penrose
Corporate Project Leader, Corporate Programs Management Group
(604-247-4489)

- Att. 1: Guiding Principles for City Events
2: Proposed Event Schedule
3: Proposed Event Programming
4: Proposed Campaign Programming Details
5: New Campaign Option Budget
6: Richmond Celebrates FIFA World Cup 26 Sponsorship Deck

Guiding Principles for City Events

1. Build capacity of local event organizers by prioritizing and investing in community-driven events.
2. Provide opportunities for Richmond residents and community groups to collaborate, contribute, and participate.
3. Maximize social connections and foster a sense of community pride and belonging for both volunteers and event participants.
4. Celebrate local themes, cultural diversity, and include programming that is uniquely Richmond.
5. Advance the City's environmental sustainability and accessibility goals.
6. Ensure events are safe, well-organized and sustainably funded.
7. Encourage and support the development of unique events with a regional draw that bring economic and community benefit and raise the profile of Richmond.

Endorsed by Richmond City Council on October 21, 2024

Proposed Event Schedule

FIFA Schedule			CALENDAR			Event
FIFA Schedule		Number of Matches	Month	Day		Type of Event
Opening Match	Group Stage Matches	2	June	Thu	11	
CAN / TOR MATCH		2		Fri	12	World Soccer Day Kick-Off Event with the Richmond School District No. 38
VAN MATCH		4		Sat	13	Weekend Block Party
		4		Sun	14	Hamilton Celebration and TSS Football Club Tournament and Showcase
		4		Mon	15	
		4		Tue	16	
		4		Wed	17	
CAN / VAN MATCH		4		Thu	18	South Arm Neighbourhood Block Party
		4		Fri	19	
		4		Sat	20	Weekend Block Party
VAN MATCH		4		Sun	21	Burkeville Days at Sea Island
		4		Mon	22	
		4		Tue	23	
CAN / VAN MATCH		6		Wed	24	Summer Picnic at Thompson Community Centre
		6		Thu	25	
VAN MATCH		6		Fri	26	Richmond United Football Club Tournament at Hugh Boyd Park
		6		Sat	27	
		1		Sun	28	
		3		Mon	29	
		Round of 32		3	Tue	30
	3		Wed	1	Steveston Salmon Festival Canada Day Celebration	
VAN MATCH	3		Thu	2		
	3		Fri	3		
	Round of 16	2	Sat	4	Minoru Centre for Active Living Plaza Block Party	
		2	Sun	5	Weekend Block Party	
		2	Mon	6		
VAN MATCH		2	Tue	7	Cambie Community Carnival	
REST DAY		0	Wed	8		
	Quarter-Finals	1	Thu	9		
		1	Fri	10		
		2	Sat	11	Weekend Block Party	
REST DAY		0	Sun	12		
REST DAY		0	Mon	13		
SEMI FINALS	Semi-Finals	1	Tue	14	Summer West Fest at West Richmond	
		1	Wed	15		
REST DAY		0	Thu	16		
REST DAY		0	Fri	17		
BRONZE	3rd	1	Sat	18	Weekend Block Party	
FINAL	1st	1	Sun	19	Soccer and Cultural Celebration Event	
			Mon	20		

Proposed Event Programming

The table below outlines examples of programming that the campaign could bring to enhance each event. All events will feature matches broadcast on a large screen and opportunities for community giving. Events held in June will promote activities and participation in the ParticipACTION Community Challenge. Staff will work closely with each group to develop programming that aligns with the event's mandate, audience, and available space.

Type of Event	Event Name/Location	Program Examples
Kick-Off Event	World Soccer Day	<ul style="list-style-type: none"> • Partner with Richmond School District No. 38 • Educational and Curriculum Programming • Mini Matches • Soccer Workshops • Interactive Soccer Stations • Human Foosball • Athlete Meet-and-Greet • Mascots Meet-and-Greet • Food Trucks • Walk and Roll the World Cup • Soccer Sport Science • World Cup Storytelling • Team and Fan Map • Soccer Equipment Swap • Soccer Scavenger Hunt • FIFA-Themed Craft Stations • ParticipACTION Community Challenge
Signature Event	Soccer and Cultural Celebration	<ul style="list-style-type: none"> • Soccer Workshops • Interactive Soccer Stations • Human Foosball • Athlete Meet-and-Greet • Mascots Meet-and-Greet • Live Performances • Cultural Showcases • Photo Booths • World Cup Trivia • Face Painting • Food Trucks • Local Vendors • Soccer Equipment Swap • Team and Fan Map • Soccer Scavenger Hunt • FIFA-Themed Craft Stations • World Cup Mural Creation

Type of Event	Event Name/Location	Program Examples
Community Events	Hamilton Celebration and TSS Football Club Tournament and Showcase	<ul style="list-style-type: none"> • Community Soccer Tournament and Showcase Matches • Soccer Equipment Swap • Soccer Workshops • Athlete Meet-and-Greet • Mascots Meet-and-Greet • Walk and Roll the World Cup • Soccer Carnival Games • Food Trucks and/or Food Vendors • Face Painting • Soccer Scavenger Hunt • FIFA-Themed Craft Stations • Soccer Movie Night • Team and Fan Map • ParticipACTION Community Challenge
	South Arm Neighbourhood Block Party	<ul style="list-style-type: none"> • Walking Soccer Tournament • Soccer Equipment Swap • Walk and Roll the World Cup • Lawn Games • Face Painting • World Cup Storytelling • Swimming Pool Access • Soccer Scavenger Hunt • FIFA-Themed Craft Stations • Soccer Movie Night • Team and Fan Map • ParticipACTION Community Challenge
	Summer Picnic at Thompson Community Centre	<ul style="list-style-type: none"> • Walking Soccer Matches • Lawn Games • Balloon Soccer • Soccer Workshops • Cultural Showcases • Team and Fan Map • Walk and Roll the World Cup • Face Painting • World Cup Storytelling • Soccer Equipment Swap • Soccer Scavenger Hunt • FIFA-Themed Craft Stations • Soccer Movie Night • ParticipACTION Community Challenge

Type of Event	Event Name/Location	Program Examples
Community Events	Burkeville Days at Sea Island	<ul style="list-style-type: none"> • Walk and Roll the World Cup • Lawn Games • Face Painting • World Cup Storytelling • Local Vendors • Soccer Equipment Swap • Soccer Scavenger Hunt • Human Foosball • Photo Booths • FIFA-Themed Craft Stations • Team and Fan Map • ParticipACTION Community Challenge
	Minoru Centre for Active Living Plaza Block Party	<ul style="list-style-type: none"> • Community Soccer Tournament and Showcase Matches • Photo Booths • Bubble Soccer • Human Foosball • Walk and Roll the World Cup • Soccer Equipment Swap • Soccer Scavenger Hunt • FIFA-Themed Craft Stations • Team and Fan Map • ParticipACTION Community Challenge
	Richmond United Football Club Tournament	<ul style="list-style-type: none"> • Community Soccer Tournament and Showcase Matches • Interactive Soccer Stations • Athlete Meet-and-Greet • Mascot Meet-and-Greet • Photo Booths • Food Trucks and/or Food Vendors • Soccer Equipment Swap • Human Foosball • Soccer Scavenger Hunt • Team and Fan Map • ParticipACTION Community Challenge

Type of Event	Event Name/Location	Program Examples
Community Events	Steveston Salmon Festival Canada Day Celebration	<ul style="list-style-type: none"> • Mascot Meet-and-Greet • Interactive Soccer Stations • Balloon Soccer • Human Foosball • Photo Booths • Lawn Games • Live Performances • Face Painting • Food Trucks • FIFA-Themed Craft Stations • Local Vendors
	Cambie Community Carnival	<ul style="list-style-type: none"> • Bubble Soccer • Balloon Soccer • Human Foosball • Lawn Games • Face Painting • Interactive Soccer Stations • Soccer Equipment Swap • Soccer Scavenger Hunt • FIFA-Themed Craft Stations • Team and Fan Map • Walk and Roll the World Cup
	Summer West Fest at West Richmond	<ul style="list-style-type: none"> • Walk and Roll the World Cup • Walking Soccer Matches • Balloon Soccer • World Cup Trivia • World Cup Storytelling • Lawn Games • Soccer Equipment Swap • Soccer Scavenger Hunt • FIFA-Themed Craft Stations • Team and Fan Map • Face Painting
Richmond Kicks Grants Program	Weekend Block Party	<ul style="list-style-type: none"> • BBQ • Generator • Portable Tables, Chairs, and Tents • Soccer Balls, Cones, and Nets • Soccer Carnival Games • Lawn Games • Projector and Screen • Campaign-Branded Materials

Type of Event	Event Name/Location	Program Examples
Match Viewing	City Facilities (where feasible)	<ul style="list-style-type: none"> • Broadcast matches on screens in common areas • Venue Decorations • Seating in common spaces/rooms • Provide access to match schedules and promotions for upcoming events • Soccer-related programming such as fitness/yoga classes, story walk, cooking classes, scavenger hunt and jersey day • Staff are encouraged to wear jerseys or country colours

Proposed Campaign Programming Details

Program Offering	Description
Public Viewing Screen	Feature large LED screens at each event to broadcast live FIFA World Cup matches.
Educational Programming	Offer sessions that teach attendees about countries competing in the FIFA World Cup, covering geography, culture, and history. Activities include soccer-related math challenges, quizzes on world flags, and workshops that align with school curriculums.
Athlete Meet-and-Greet	Offer opportunities for fans to meet current professional soccer players (e.g., Vancouver Whitecaps) and retired soccer legends.
Mascots Meet-and-Greet	Invite mascots, such as Active Jack or local team mascots, to interact with kids, pose for photos, and add excitement.
Community Soccer Tournaments and Showcases	Integrate local soccer tournaments and showcase matches into events, providing support to elevate competitions, enhance visibility, and encourage participation.
Mini Matches	Organize short, small-scale soccer matches for all ages and skill levels in a fun, non-competitive environment.
Walking Soccer Matches	Organize walking soccer matches designed to encourage intergenerational participation, making the game accessible to all age groups in a fun, low-impact format.
Walk and Roll the World Cup	A contest encouraging residents to walk or roll distances equivalent to other FIFA World Cup 26 stadiums.
Soccer Workshops	Interactive demonstrations and skills clinics led by local coaches and players, offering hands-on learning for all ages.
Interactive Soccer Stations	Set up soccer-themed stations where participants can test their skills and engage in fun challenges.
Bubble Soccer	Provide bubble soccer games, offering a fun twist where participants wear inflatable bubbles and bounce, bump, and roll to score goals.
Human Foosball	Create a life-sized foosball game where players hold on to poles and mimic the classic game.
Balloon Soccer	A playful version for children to kick large, colourful balloons in a safe environment.
Soccer Carnival Games	Set up soccer-themed carnival games like penalty kick challenges and ball tosses, offering fun challenges to participants of all ages.
Face Painting	Provide face painting stations where children can have their faces painted with soccer-related designs (team logos, flags, etc.) or fun characters.

FIFA-Themed Craft Stations	Organize craft stations where participants can make soccer-related items, such as team flags or mini trophies.
Soccer Movie Night	After the live matches have concluded, show popular soccer films such as <i>Bend It Like Beckham</i> , <i>The Game of Their Lives</i> , and <i>Air Bud: World Pup</i> .
World Cup Storytelling	Themed storytelling sessions by local storytellers, librarians, or performers, focusing on soccer-related or multicultural stories.
Photo Booths	Themed photo booths with soccer props and backdrops of participating nations.
Soccer Sport Science	Activities that explore the physics, biomechanics, nutrition, and math behind soccer.
World Cup Trivia	Test knowledge of FIFA World Cup history, players, and teams in interactive trivia sessions.
Team and Fan Map	An interactive world map where attendees place pins to show their origins and learn about the diversity of FIFA teams.
Live Performances	Local musicians, dancers, and artists showcase diverse cultural expressions.
Cultural Showcases	Highlight FIFA World Cup nations' cultures through performances, food, art, and music.
Lawn Games	Create an area featuring a variety of fun lawn games such as spikeball, ladderball, and cornhole. These engaging games provide opportunities to socialize, compete, and enjoy friendly challenges.
Food Trucks	A diverse selection of food trucks offering cuisines representing competing FIFA World Cup nations.
Community Giving Program	Organize a fundraising campaign to support charitable causes, such as collecting sports equipment or funds for community sports programs.
ParticipACTION Community Challenge	Encourage participation in activities that contribute to the City's totals in the ParticipACTION Community Challenge, held in June.
Jersey Day	Encourage residents and local businesses to wear jerseys of their favourite FIFA World Cup teams on specific days to show their support and build excitement.
Venue Decorations	Decorate venues with FIFA World Cup colours, flags, soccer-themed banners, and photo backdrops to enhance the festive atmosphere.
Soccer-Themed Fitness Classes	Offer fitness classes inspired by soccer training, such as agility drills, strength training, and cardio workouts, designed for all fitness levels.

Soccer Scavenger Hunt	Create a soccer-themed scavenger hunt within an event venue where participants collect soccer balls or World Cup-related items.
World Cup Mural Creation	Organize a community art project where local artists and residents collaborate to create a FIFA-themed mural, celebrating soccer, diversity, and community spirit.
Soccer-Inspired Cooking Classes	Offer cooking classes that focus on dishes from FIFA World Cup nations, teaching participants how to make popular or traditional foods from competing countries.
Story Walk	Create a self-guided walk through a local park, where signs tell the story of past FIFA World Cups, legendary players, and memorable moments in soccer history.
Soccer Equipment Swap	Organize a soccer equipment exchange where families can donate, trade, or receive gently used soccer gear, making the sport more accessible to everyone in the community.

Attachment 5**New Campaign Option Budget**

Area	Amount
Marketing and Materials	\$30,000
Technical Needs and Activation Kit	\$130,000
Event Production	\$125,000
Kick-Off Event	\$15,000
Community Events and Viewing Parties	\$30,000
Signature Event	\$180,000
Richmond Kicks Grant Program (Stream 1 and 2)	\$40,000
Contingency	\$50,000
Subtotal	\$600,000

Richmond Celebrates FIFA World Cup 26 Sponsorship Deck

Sponsorship Opportunities

Signature Event Main Stage Sponsor: \$25,000+

- Main stage sponsor
- Special mention from the main stage at Signature Event and throughout the day
- VIP seating at Signature Event
- Logo placed on all festival websites, event kiosks, and event communication
- Sponsor thank you social media post and print materials
- Hyperlinked logo on website
- Festival signage with the company logo at key locations on the festival grounds, including near the main stage
- Logo on the viewing screen before the matches start
- Additional sponsorship opportunities for audience engagements will be considered

Special Event Kit: \$20,000+

- Sponsor logo on signage at an event recognizing the equipment sponsorship
- Special mention from the main stage at the signature event
- VIP seating at the signature event
- Logo on the marketing materials for the special events kit
- Hyperlinked logo on website
- Company name included in the advertising of the kits

Community Event: \$5,000 per event

- Sponsor logo on signage
- Special mention from the main stage at the signature event
- Logo on the marketing materials for the event
- Logo on the viewing screen before the match starts
- Opportunity to be the host of the match broadcast (may include a welcome to the crowd, introducing the competing teams, and your company)
- Opportunity to hand out brand swag (expense of company)

Neighbourhood Block Party: \$500

- Sponsor a Richmond Neighbourhood Block Party
- Special mention at the Block Party from the neighbourhood applicants
- Opportunity to hand out brand swag (expense of company)



City of Richmond

Report to Committee

To: General Purposes Committee
From: Jim Wishlove
Fire Chief
Date: October 7, 2024
File: 09-5140-01/2024-Vol
01
Re: **Fire Vehicle Replacement Reserve Purchases (2021 to 2024) Budget
Amendment and Annual Funding Requirement for Equipment Replacement
Reserve Fund - Fire Rescue Vehicles Reserve Fund**

Staff Recommendations

1. That a capital request for a one-time funding of \$5.0 million for Fire Vehicle Replacement Reserve Purchases be funded by Emergency Response Fuel Facility Provision (contribution from Vancouver Airport Fuel Facility Corporation), detailed in the staff report titled "Fire Vehicle Replacement Reserve Purchases (2021 to 2024) Budget Amendment and Annual Funding Requirement for Equipment Replacement Reserve Fund - Fire Rescue Vehicles Reserve Fund", dated October 7, 2024, from the Fire Chief, be submitted through the 2025 budget process; and
2. That an additional level request to increase the annual contribution for identified future purchase needs to the Vehicle and Equipment Reserve - Fire Rescue Vehicles by \$600,000 be submitted through the 2025 budget process.

Jim Wishlove
Fire Chief
(604-303-2715)

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Finance	<input checked="" type="checkbox"/>	
SENIOR STAFF REPORT REVIEW	INITIALS: 	APPROVED BY CAO

Staff Report

Origin

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.

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.

Findings of Fact

Equipment Replacement

Pursuant to Council Policy 3001, Budget Amendments, staff are requesting additional funding in the amount of \$5.0 million in order to fulfill the procurement of four previously approved fire trucks.

Operating a fire service that supports Council mandated services and response to routine, specialized, minor and major incidents and meets industry standards to deliver these services 24/7 requires a contingent of equipment including large emergency vehicles, support vehicles and other capital assets such as: Self-Contained Breathing Apparatus (SCBA) ladders, and hose.

Managing and maintaining this equipment to ensure it is operationally and financially viable requires continuous attention and evaluation. Replacement costs are balanced against repair costs, including the operational downtime when vehicles are unavailable for use while being repaired. When equipment is being repaired, without adequate back-up resources, there are potential safety risks to the community with respect to the ongoing provision of emergency responses.

The operational viability of emergency vehicles is guided by the North American standardized best practises for vehicle and equipment replacement cycles to mitigate failures and forecast maintenance issues.

North American standardized best practises identified a fifteen (15) year life cycle for frontline service emergency vehicles with an additional five (5) years of service in a secondary role, for a total lifespan of twenty (20) years. Through comprehensive inspections and appropriate service and maintenance Fire-Rescue has been able to extend vehicle life cycles out to twenty-two (22) years.

The recommended replacement life cycle for the City of Richmond fleet of support vehicles is ten (10) years. Richmond Fire-Rescue (RFR) follows these standards. An annual thorough inspection of the vehicles has the potential to extend these life cycles.

During the annual inspection process, RFR takes the following factors into consideration to inform the decision whether to replace equipment or continue to deploy:

- North American standardized best practices.
- Vehicle conditions, including mileage, and maintenance costs.
- Community need and service provision.
- Equipment efficiencies and sustainability.
- New technology and innovations.
- Community risks.
- Regular and ongoing response data reviews.

RFR's inventory of emergency vehicles consists of front line vehicles, used for initial, primary response and second line vehicles for back up purposes (i.e. when front line vehicles are being repaired or there is a large incident).

When there is new inventory added to the front line, the existing front line vehicles are reassigned to the second line provided they've met the annual inspection standards. The previous second line unit is then scheduled for decommissioning.

Large vehicles and other equipment such as SCBA and fire fighting hose which are funded from the Equipment Replacement Reserve Fund - Fire Rescue Vehicles (the Reserve) account also have a specific life cycle and require replacement on a regular basis. A reserve, as a means to fund equipment, allows for proactive planning and provides assurance that emergency response equipment remains in good operational readiness to meet the City's safety response mandate.

Richmond-Fire has a vehicle and equipment replacement schedule adhering to standards in order to maintain existing service levels. The North American best practices standards were used as a guideline to establish the replacement year for emergency vehicles. However, based on the current vehicle condition and usage, some of the life spans have extended to more efficiently sustain the reserve. This schedule reflects the replacement requirements of the existing vehicle and equipment inventory

Analysis

In 1965, a reserve fund ("Equipment Depreciation Fund Bylaw") was established to set aside funding for the procurement of replacement frontline, emergency response equipment. In 2002, the reserve was restructured and became the "Equipment Replacement Reserve Fund - Fire Rescue Vehicles" (the Reserve) and was established for the replacement of Fire Rescue vehicles and equipment. An annual contribution to the Reserve, which sets aside funds for the replacement, was included in the operating budget. In 2011, RFR brought forward a report to Council regarding the status of the Reserve. Since then, market and industry conditions have evolved to the point that staff believe it is prudent to inform Council of the current status and

capacity of the reserve. The funding of the Reserve is based on the planned replacement of front line fire apparatus, support vehicles and fire equipment utilizing the industry standards for each type of vehicle and equipment. The Reserve has been sustainable until the recent dramatic cost escalations of both Fire trucks and support vehicles.

The unallocated balance of the Reserve as of December 31, 2023 is \$1,732,822. The 2024 annual budgeted contribution to the Reserve is \$1,363,000.

Current Market Analysis

Currently, there are few manufacturers in North America with limited capacity to produce the volume of heavy vehicles required to meet global market demand. The market has experienced and continues to experience significant and rapid cost escalation without any foreseeable mitigating factors to curb this market trend. For example, the City paid \$1.1 million for the last Fire Engine received in 2021; which took 1.5 years from the time of order to delivery. As a comparison, the Cities of Burnaby and Surrey recently entered into manufacturing contracts with vendors and have publicly identified costs at \$2.2 million and \$2.4 million respectively for replacement (heavy) fire apparatus excluding equipment. The trend is showing that replacement costs are currently doubled for a manufactured pumper or frontline heavy truck. The wait time between ordering and delivery has also increased from approximately 20 months to an estimated 36 months. The cost escalation and increasing wait time are key replacement planning considerations for all Fire Departments in the region. This analysis has an inflation rate based on the current CPI built-in for front line Fire Vehicle replacement.

Council has previously approved \$6.0 million for the Fire Vehicle Replacement Reserve Purchases projects from 2021 to 2024. Beginning in the 2021 fiscal year, a number of barriers impacted RFR's ability to procure replacement Fire Apparatus including: the discontinuation by the vendor of the current RFR standard Fire Engine model, a lack of on-time capacity for the contracted vendor to produce Fire Apparatus due to post-Covid staffing, and logistics and supply chain impacts during vehicle construction. The combined project scope is to replace four 2004 Fire Apparatus - Engines and a high-flow industrial pumper. The purchasing process for these vehicles is in the planning phase until funding is secured. The current total replacement cost is estimated to be \$11.0 Million. Due to the recent price escalation, there is a funding shortfall of \$5.0 million. To move forward with the replacement, one-time funding of \$5.0 million is required as illustrated below:

Project Name	Plan Year	Vehicle	Approved Budget	Estimated Cost	Additional Funding Required
Fire Vehicle Replacement Reserve Purchases	2021	2004 -Fire Engine	\$ 1,198,000	2,557,750	\$ 1,359,750
Fire Vehicle Replacement Reserve Purchases	2022*	2004 -Fire Engine	2,021,000	3,357,750	\$ 1,336,750
Fire Vehicle Replacement Reserve Purchases	2023	2004 -Fire Engine	1,336,000	2,557,750	\$ 1,221,750
Fire Vehicle Replacement Reserve Purchases	2024	2004 -Fire Engine	1,476,000	2,557,750	\$ 1,081,750
Total			\$ 6,031,000	\$ 11,031,000	\$ 5,000,000

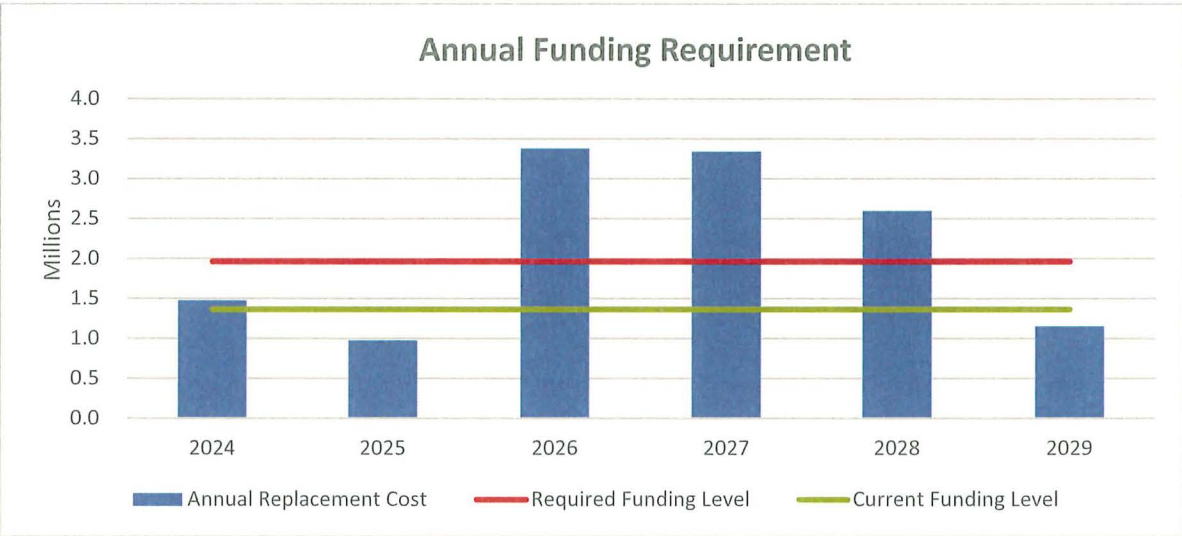
*2022 included industrial pumper estimated at \$800,000

Amounts are all rounded to \$'000s

Annual Funding Requirement

Since the onset of the COVID pandemic, goods and services, including fire apparatus and equipment, have seen significant cost escalations beyond the control of the City. Most fire truck

manufacturers were closed due to COVID for a period of time and once reopened had experienced issues with staffing and getting back up to previous production capacity. Based on the current market trends and projection, staff project a substantial shortfall between the current annual contribution to the Reserve and the annual funding requirement. A \$600,000 increase in the annual contribution to the Reserve will be required.



Potential Funding Options for Consideration:

Option 1 - Status quo (Not Recommended)

Under this option, staff will modify the current project scope to acquire 2 Fire Engines instead of 4 Fire Engines so that the capital projects will stay within budget. As per Budget Amendment Policy 3001, Council approval is required for the modification of the existing capital projects scope. Based on the current annual contribution level to the Reserve, after the planned truck purchase for 2026 there will not be sufficient funding to acquire future vehicle and equipment replacements. Any future replacements will have to be deferred, or funds borrowed from other funding sources. If RFR is unable to replace end of life vehicles, service levels will be impacted.

Option 2 – A one-time capital funding of \$5.0 million (Not Recommended)

As per Budget Amendment Policy 3001, Council’s approval is required for the additional \$5.0 million capital funding to replace the 4 Fire Engines. Staff will submit a one-time capital funding request for the Fire Vehicle Replacement Reserve Purchases in the total amount of \$5.0 million funded from the Emergency Response Fuel Facility Provision (contribution from Vancouver Airport Fuel Facility Corporation), for Council’s consideration as part of the annual budget process. Based on the current annual contribution level to the Reserve, after the planned truck purchase for 2026 there will not be sufficient funding to acquire future vehicle and equipment replacements. Any future replacements will have to be deferred, or funds borrowed from other funding sources. If RFR is unable to replace end of life vehicles, service levels will be impacted.

The Emergency Fuel Facility Provision has been identified as a suitable funding source. These funds are not in a formal reserve account nor are they subject to any restrictions on use. Moreover, the contemplated use of this provision is consistent with Council's initial expressed interest in having these funds available for emergency response. The City received these funds under the Site-Specific Municipal Access Agreement entered into with the Vancouver Airport Fuel Facility Corporation (VAFFC) and in 2021 Council authorized the expenditure of \$800,000 from this provision for the purchase of a high flow industrial pumper that, among other things, is able to support the operations with a front line fire engine, to be used during a major disaster and as a high-volume foam pumper for major semi-tractor/trailer fires. It should also be noted that emergency response in relation to VAFFC's operations is the responsibility of VAFFC alone and that significant safeguards, conditions, insurance and indemnities are in-place for this purpose. As with the high industrial pumper, the purchase of fire engines are of benefit to the entire City for emergency response and is an appropriate use of this provision.

Option 3 – A one-time capital funding of \$5.0 million and an increase in the annual contribution to the Reserve by \$600,000 (Recommended)

As per Budget Amendment Policy 3001, Council's approval is required for the additional \$5.0 million capital funding to replace the 4 Fire Engines. Staff will submit a one-time capital funding request for the Fire Vehicle Replacement Reserve Purchases in the total amount of \$5.0 million funded from the Emergency Response Fuel Facility Provision (contribution from Vancouver Airport Fuel Facility Corporation), and an additional level request to increase the annual contribution to the Reserve by \$600,000 through the 2025 budget process for Council's consideration, based on the current known market prices and conditions. This will ensure solvency for identified future purchase needs. This Reserve will be monitored regularly, and if the adjustments to market rates and conditions change, staff will keep Council informed of any substantial changes of funding requirement. As described in Option 2 above, the use of the Emergency Response Fuel Provision for the \$5.0 million capital funding to replace the 4 Fire Engines is an appropriate use of this provision.

Financial Impact

Staff recommend Option 3, that a capital request for a one-time funding for Fire Vehicle Replacement Reserve Purchases in the total amount of \$5.0 million, funded from the Emergency Response Fuel Facility Provision (contribution from Vancouver Airport Fuel Facility Corporation), and an additional level request for \$600,000 increase in the annual contribution to the Reserve be submitted for Council's consideration as part of the 2025 budget process.

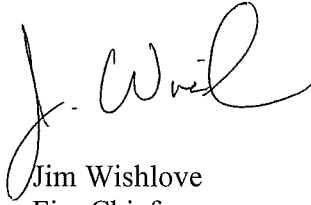
Conclusion

The City remains steadfast in its commitment to responsible financial management and recognize the supply chain environment has presented significant challenges with respect to cost escalation. This Reserve will be monitored regularly, and if the adjustments to market rates and conditions change, staff will keep Council informed of any substantial changes affecting the Reserve.

October 7, 2024

- 7 -

Staff remain committed to informing and mitigating the future community safety fiscal decisions, ensuring long-term sustainability and a continued ability to deliver essential services to our residents.

A handwritten signature in black ink, appearing to read "J. Wishlove". The signature is fluid and cursive, with a large initial "J" and a stylized "Wishlove".

Jim Wishlove
Fire Chief
(604-303-2715)

JW:js



**Richmond Zoning Bylaw 8500
Amendment Bylaw 10416 (RZ 21-940333)
8691 Heather Street**

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

1. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, is amended by repealing the existing zoning designation of the following area and by designating it **"SINGLE DETACHED (RS2/K)"**.

P.I.D. 008-618-330

Lot 145 Section 22 Block 4 North Range 6 West New Westminster District Plan 39476

2. This Bylaw may be cited as **"Richmond Zoning Bylaw 8500, Amendment Bylaw 10416"**.

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

OTHER CONDITIONS SATISFIED

ADOPTED

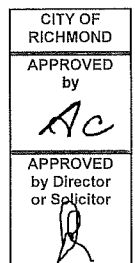
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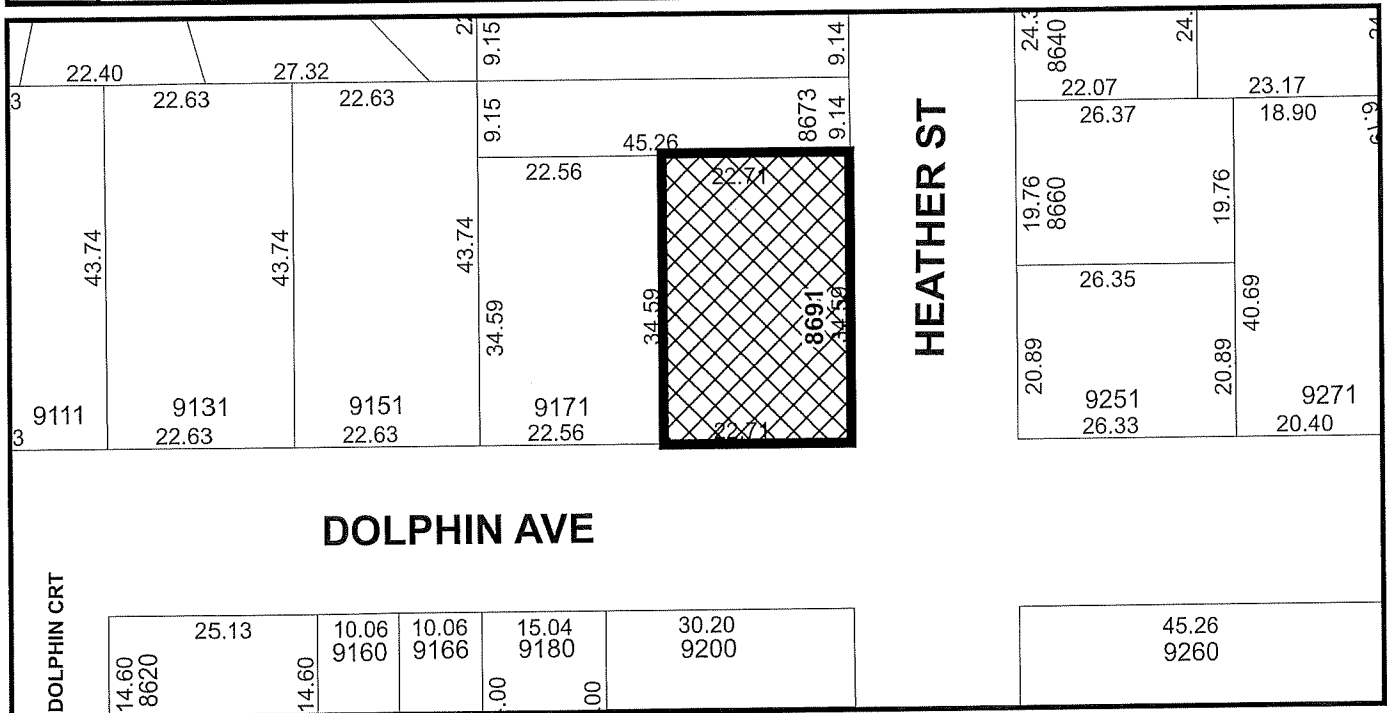
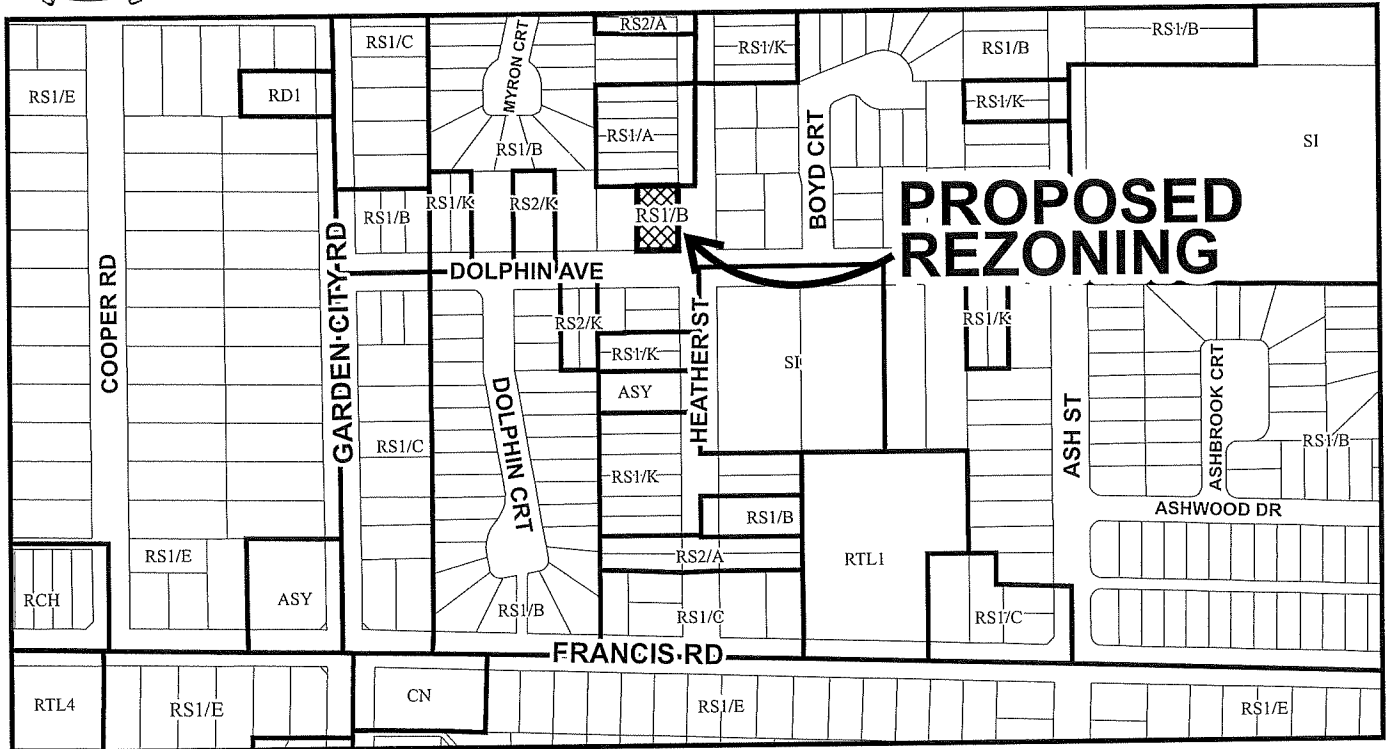


MAYOR

CORPORATE OFFICER



City of Richmond



RZ 21-940333

Original Date: 10/19/21

Revision Date:

Note: Dimensions are in METRES



**Alexandra District Energy Utility Bylaw No. 8641
Amendment Bylaw No. 10593**

The Council of the City of Richmond enacts as follows:

1. 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.
2. This Bylaw is cited as **“Alexandra District Energy Utility Bylaw No. 8641, Amendment Bylaw No. 10593”**

FIRST READING

SECOND READING

THIRD READING

ADOPTED

NOV 12 2024

NOV 12 2024

NOV 12 2024

CITY OF RICHMOND
APPROVED for content by originating dept.
CR
APPROVED for legality by Solicitor
BRB

MAYOR

CORPORATE OFFICER

Schedule A to Bylaw No. 10593***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 \$0.1017 per square foot of Gross Floor Area; and*
- (b) Volumetric charge – a charge of \$25.727 per megawatt hour of Energy returned from the Energy Transfer Station at the Designated Property.*

PART 2 - EXCESS DEMAND FEE

Excess demand fee of \$0.2067 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 \$99.861 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. 10594**

The Council of the City of Richmond enacts as follows:

1. 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.
2. This Bylaw is cited as **“Oval Village District Energy Utility Bylaw No. 9134, Amendment Bylaw No. 10594”**.

FIRST READING

SECOND READING

THIRD READING

ADOPTED

NOV 12 2024

NOV 12 2024

NOV 12 2024

CITY OF
RICHMOND

APPROVED
for content by
originating
dept.

CR

APPROVED
for legality
by Solicitor

BRB

MAYOR

CORPORATE OFFICER

Schedule A to Bylaw No. 10594

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 \$0.0711 per square foot of gross floor area; and
- (b) volumetric charge – a monthly charge of \$43.765 per megawatt hour of Energy returned from the Energy Transfer Station at the Designated Property.

PART 2 - EXCESS DEMAND FEE

Excess demand fee of \$0.2067 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. 10595**

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 Schedule D (Rates and Charges) in its entirety and replacing it with a new Schedule D as attached as Schedule A to this Bylaw.
2. This Bylaw is cited as **“City Centre District Energy Utility Bylaw No. 9895, Amendment Bylaw No. 10595”**.

FIRST READING

SECOND READING

THIRD READING

ADOPTED

NOV 12 2024

NOV 12 2024

NOV 12 2024

CITY OF RICHMOND
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CR
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BRB

MAYOR

CORPORATE OFFICER

Schedule A to Bylaw No. 10595

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 \$0.0829 per square foot of gross floor area; and
- (b) volumetric charge – a monthly charge of \$50.942 per megawatt hour of Energy returned from the Energy Transfer Station at the Designated Property.

PART 2 - EXCESS DEMAND FEE

Excess demand fee of \$0.2067 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.



**Consolidated Fees Bylaw No. 8636,
Amendment Bylaw No. 10601**

The Council of the City of Richmond enacts as follows:

1. Consolidated Fees Bylaw No. 8636, as amended, is further amended by:
 - (a) deleting SCHEDULE – UNDERPINNING WORKS AND CONSTRUCTION FENCE ENCROACHMENT; and
 - (b) adding Schedule A attached to and forming part of this bylaw as a new “SCHEDULE – CONSTRUCTION ENCROACHMENT” to the Consolidated Fees Bylaw NO. 8636 in alphabetical order.
2. This Bylaw is cited as “**Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 10601**”.

FIRST READING

SECOND READING

THIRD READING

ADOPTED

SEP 23 2024

SEP 23 2024

SEP 23 2024

CITY OF RICHMOND
APPROVED for content by originating Division 
APPROVED for legality by Solicitor BRB

MAYOR

CORPORATE OFFICER

SCHEDULE A to BYLAW NO. 10601

**SCHEDULE – CONSTRUCTION ENCROACHMENT
to BYLAW NO. 8636**

SCHEDULE – CONSTRUCTION ENCROACHMENT

Construction 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
Renewal Application Fee	\$562.00 per Underpinning Works Permit renewal application
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
Renewal Application Fee	\$115.00 per Construction Fence Permit renewal application
Crane Swing	Fee
Application Fee	\$562.00 per Crane Swing Permit application

Renewal Application Fee	\$562.00 per Crane Swing Permit renewal application
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**Flood Protection Bylaw No. 10426,
Amendment Bylaw No. 10608**

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. 10608**”, and is effective January 1, 2025.

FIRST READING

SECOND READING



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ADOPTED

NOV 12 2024

NOV 12 2024

NOV 12 2024

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

MAYOR

CORPORATE OFFICER

SCHEDULE A TO BYLAW NO. 10608**SCHEDULE B to BYLAW NO. 10426****FLOOD PROTECTION USER FEES**

	Annual Fee
(a) Residential Dwellings (per dwelling unit)	
(i) One-Family Dwelling or Two-Family Dwelling	\$339.91
(ii) Multiple-Family Dwellings	\$229.57
(b) Agricultural properties	\$339.91
(c) Stratified industrial, commercial and institutional properties (per strata lot)	\$339.91
(d) Non-stratified industrial, commercial and institutional properties with lot areas less than 800 m ²	\$339.91
(e) Non-stratified industrial, commercial and institutional properties with lot areas between 800 m ² and 2,000 m ²	\$607.42
(f) Non-stratified industrial, commercial and institutional properties with lot areas between 2,000 m ² and 10,000 m ²	\$1,288.44
(g) Non-stratified industrial, commercial and institutional properties with lot areas between 10,000 m ² and 20,000 m ²	\$3,681.93
(h) Non-stratified industrial, commercial and institutional properties with lot areas between 20,000 m ² and 50,000 m ²	\$8,245.81
(i) Non-stratified industrial, commercial and institutional properties with lot areas between 50,000 m ² and 100,000 m ²	\$12,468.21
(j) Non-stratified industrial, commercial and institutional properties with lot areas between 100,00 m ² and 500,000 m ²	\$19,238.53
(k) Non-stratified industrial, commercial and institutional properties with lot areas greater than 500,000 m ²	\$30,333.55



City of
Richmond

Bylaw No. 10609

**Sanitary Sewer Bylaw No. 10427,
Amendment Bylaw No. 10609**

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. 10609**”, and is effective January 1, 2025.

FIRST READING

SECOND READING



THIRD READING

ADOPTED

NOV 12 2024

NOV 12 2024

NOV 12 2024

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

MAYOR

CORPORATE OFFICER

SCHEDULE A TO BYLAW NO. 10609**SCHEDULE B to BYLAW NO. 10427
SANITARY SEWER USER FEES****1. FLAT RATES FOR NON-METERED PROPERTIES****Annual User Fee**

(a) Residential Dwellings (per dwelling unit)	
(i) One-Family Dwelling or Two-Family Dwelling	\$1,049.92
(ii) Townhouses	\$960.64
(iii) Apartments	\$800.08
(b) Public School (per classroom)	\$721.99
(c) Shops and Offices (per unit)	\$854.95

2. RATES FOR METERED PROPERTIES**User Rate**

Calculated as rate per cubic metre (m³) of water delivered to the property: \$ 2.5608

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	\$1,050	2026	\$961	2026	\$1,866	2027
February	\$962	2026	\$2,160	2027	\$1,799	2027
March	\$875	2026	\$2,080	2027	\$1,732	2027
April	\$787	2026	\$2,000	2027	\$1,666	2027
May	\$700	2026	\$1,920	2027	\$1,599	2027
June	\$612	2026	\$1,840	2027	\$1,532	2027
July	\$525	2026	\$1,760	2027	\$1,466	2027
August	\$1,836	2027	\$1,680	2027	\$2,819	2028
September	\$1,748	2027	\$1,600	2027	\$2,752	2028
October	\$1,661	2027	\$1,520	2027	\$2,685	2028
November	\$1,573	2027	\$1,440	2027	\$2,619	2028
December	\$1,486	2027	\$1,360	2027	\$2,552	2028



**Solid Waste & Recycling Regulation Bylaw No. 6803, Amendment
Bylaw No. 10610**

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. 10610**”, and is effective January 1, 2025.

FIRST READING

NOV 12 2024



SECOND READING

NOV 12 2024

THIRD READING

NOV 12 2024

ADOPTED

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

MAYOR

CORPORATE OFFICER

SCHEDULE A TO BYLAW NO. 10610**BYLAW YEAR: 2025****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	\$ 88.61
Annual City garbage collection service fee for each unit in a townhouse development with weekly collection service: 80L container	\$ 106.33
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	\$ 120.28
Annual City garbage collection service fee for each unit in a townhouse development with weekly collection service: 120L container	\$ 144.34
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	\$ 152.50
Annual City garbage collection service fee for each unit in a townhouse development with weekly collection service: 240L container	\$ 183.00
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	\$ 287.78
Annual City garbage collection service fee for each unit in a townhouse development with weekly collection service: 360L container	\$ 345.34
Annual City garbage collection service fee for each unit in a multi-family dwelling	
- Weekly service	\$ 55.00
- Twice per week service	\$ 96.67
Fee for garbage cart replacement	\$ 25.00
Fee for each excess garbage container tag	\$ 2.00
Large Item Pick Up fee	\$ 23.61
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)	\$ 78.84
(b) For multi-family dwellings or townhouse developments which receive centralized collection service (per unit)	\$ 63.39
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)	\$ 180.78
(b) For yard and garden trimmings and food waste from townhome dwellings that receive City garbage or blue box service (per unit)	\$ 73.06
(c) For yard and garden trimmings and food waste from multi-family dwellings	\$ 56.67
- Weekly Service	\$ 76.94
- Twice per week service	\$ 80.00/bin/month
Cardboard bin recycling service for multi-family dwellings, collected once every 2 weeks	\$ 90.00/bin/month
Cardboard bin recycling service for multi-family dwellings, collected weekly	\$ 25.00
Fee for yard/food waste cart replacement	\$ 8.21
Annual City recycling service fee for non-residential properties	
City recycling service fee for the Recycling Depot:	\$25.00 per cubic yard for the second and each subsequent cubic yard
(a) (i) for yard and garden trimmings from residential properties	\$ 0.00
(ii) for recyclable material from residential properties	\$25.00 per cubic yard
(b) For yard and garden trimmings from non-residential properties	\$ 0.00
(c) For recycling materials from non-residential properties	
(d) For upholstered furniture from residential properties	
(i) office/dining chair, ottoman, bench	\$ 0.00
(ii) arm chair, loveseat, couch, recliner, chaise	\$ 0.00
(iii) sectional, sofabed, reclining loveseat/couch, massage chair	\$ 0.00
(e) For upholstered furniture from non-residential properties	
(i) office/dining chair, ottoman, bench	\$ 20.00
(ii) arm chair, loveseat, couch, recliner, chaise	\$ 35.00
(iii) sectional, sofabed, reclining loveseat/couch, massage chair	\$ 50.00

SCHEDULE C to BYLAW NO. 6803

FEES FOR CITY LITTER COLLECTION SERVICE	
Annual City litter collection service fee for both residential properties and non-residential properties	\$ 50.06

SCHEDULE D TO BYLAW 6803

NEW RESIDENTIAL PROPERTY PAYMENT FEE SCHEDULE									
GARBAGE, RECYCLING & LITTER COLLECTION FEE					RECYCLING & LITTER COLLECTION FEE PER STRATA LOT				
Month in Current Year in which Building Permit is Issued	Single-Family Dwellings & Each Unit in a Duplex Dwelling			Townhouse Development		Townhouse Development		Multi-Family Development	
	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	\$ 219	2026	\$ -	2026	\$ -	2026	\$ 78	2027	
February	\$ 182	2026	\$ 291	2027	\$ 170	2027	\$ 65	2027	
March	\$ 146	2026	\$ 265	2027	\$ 154	2027	\$ 52	2027	
April	\$ 109	2026	\$ 238	2027	\$ 139	2027	\$ 39	2027	
May	\$ 73	2026	\$ 212	2027	\$ 124	2027	\$ 26	2027	
June	\$ 36	2026	\$ 185	2027	\$ 108	2027	\$ 13	2027	
July	\$ -	2026	\$ 159	2027	\$ 93	2027	\$ -	2027	
August	\$ 409	2027	\$ 132	2027	\$ 77	2027	\$ 146	2028	
September	\$ 372	2027	\$ 106	2027	\$ 62	2027	\$ 133	2028	
October	\$ 334	2027	\$ 79	2027	\$ 46	2027	\$ 119	2028	
November	\$ 297	2027	\$ 53	2027	\$ 31	2027	\$ 106	2028	
December	\$ 260	2027	\$ 26	2027	\$ 15	2027	\$ 93	2028	



**Waterworks and Water Rates Bylaw No. 5637,
Amendment Bylaw No. 10611**

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. 10611**”, and is effective January 1, 2025.

FIRST READING

NOV 12 2024



SECOND READING

NOV 12 2024

THIRD READING

NOV 12 2024

ADOPTED

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

MAYOR

CORPORATE OFFICER

SCHEDULE A TO BYLAW NO. 10611**SCHEDULE "A" to BYLAW NO. 5637****FLAT RATES FOR
RESIDENTIAL, AGRICULTURAL, AND INSTITUTIONAL PROPERTIES**

	Annual Fee
A. Residential dwellings per unit	
One-Family Dwelling or Two-Family Dwelling	\$980.22
Townhouse	\$802.38
Apartment	\$517.06
B. Stable or Barn per unit	\$197.50
C. Field Supply – each trough, water receptacle, or tap	\$123.46
D. Public Schools for each pupil based on registration January 1 st	\$11.70

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:	\$1.8459
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:

<u>Meter Size</u>	<u>Fixed Charge</u>
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
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SCHEDULE "C" TO BYLAW NO. 5637**METERED RATES FOR
ONE-FAMILY DWELLING AND TWO-FAMILY DWELLING****1. RATES**

Consumption per cubic metre: \$1.8459

2. WATER METER FIXED CHARGE

Fixed charge per **water meter** for each 3-month period:

<u>Meter Size</u>	<u>Fixed Charge</u>
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 (2025)	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	\$980	2026	\$802	2026	\$1,067	2027
February	\$899	2026	\$1,589	2027	\$1,024	2027
March	\$817	2026	\$1,522	2027	\$981	2027
April	\$735	2026	\$1,455	2027	\$938	2027
May	\$653	2026	\$1,388	2027	\$895	2027
June	\$572	2026	\$1,321	2027	\$852	2027
July	\$490	2026	\$1,255	2027	\$808	2027
August	\$1,451	2027	\$1,188	2027	\$1,350	2028
September	\$1,369	2027	\$1,121	2027	\$1,307	2028
October	\$1,288	2027	\$1,054	2027	\$1,264	2028
November	\$1,206	2027	\$987	2027	\$1,221	2028
December	\$1,124	2027	\$920	2027	\$1,178	2028

**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 \$1.4485 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 \$1.4485 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)



**Consolidated Fees Bylaw No. 8636
Amendment Bylaw 10615**

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

1. The Consolidated Fees Bylaw No. 8636, as amended, is further amended within the SCHEDULE – DEVELOPMENT APPLICATION FEES, under the heading “Zoning Amendments No. 8951”, by adding the following additional incremental fee for the application types “Zoning Bylaw Designation Amendment for ‘site specific zones’” and “Zoning Bylaw Designation Amendment for all other zoning districts”:

“\$5,000.00 if advanced to Council and/or Committee for preliminary review”

2. This Bylaw may be cited as **“Consolidated Fees Bylaw No. 8636, Amendment Bylaw 10615”**.

FIRST READING

SECOND READING

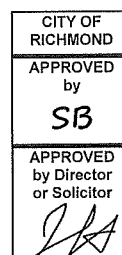
THIRD READING

ADOPTED

NOV 12 2024

NOV 12 2024

NOV 12 2024



MAYOR

CORPORATE OFFICER



**Development Application Fees Bylaw No. 8951
Amendment Bylaw 10617**

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

1. The Development Application Fees Bylaw No. 8951, as amended, is further amended within the Zoning Amendments section, by repealing and replacing subsection 1.2.4 with the following:

"1.2.4 Notwithstanding the provisions of subsection 1.2.1, an **applicant** is entitled to a refund of 50% of the application fee paid pursuant to subsection 1.2.1 if:

 - (a) for:
 - (i) the incremental fee for preliminary review, the application is withdrawn prior to being submitted to a meeting of **Council** or committee of **Council** for preliminary review; and
 - (ii) the remaining fees, the application is withdrawn prior to being submitted to a meeting of **Council** or committee of **Council**; and
 - (b) the **City** does not incur any costs associated with such meeting."
2. This Bylaw may be cited as "**Development Applications Fees Bylaw No. 8951, Amendment Bylaw 10617**".

FIRST READING

SECOND READING

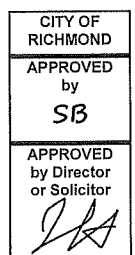
THIRD READING

ADOPTED

NOV 12 2024

NOV 12 2024

NOV 12 2024



MAYOR

CORPORATE OFFICER



**Development Permit Panel
Thursday, November 14, 2024**

Time: 3:30 p.m.

Place: Remote (Zoom) Meeting

Present: Wayne Craig, General Manager, Planning and Development, Chair
Roeland Zwaag, General Manager, Engineering and Public Works
Marie Fenwick, Director, Arts, Culture and Heritage

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 9, 2024 be adopted.

CARRIED

1. DEVELOPMENT PERMIT 22-013200
(REDMS No. 7834384)

APPLICANT: Oval 1 Holdings Ltd.

PROPERTY LOCATION: 6011 River Road

INTENT OF PERMIT:

To consider the attached plans involving changes to the building elevations to incorporate additional balconies, wall system and cladding changes, landscape design as well as changes to parking, and bicycle facilities to be in General Compliance with the approved Development Permit (DP 22-013200).

Development Permit Panel

Thursday, November 14, 2024

Applicant's Comments

Jayne Colville, ASPAC, introduced the project and Vance Harris, Dialog, with the aid of a visual presentation (attached to and forming part of these minutes as Schedule 1), briefed the Panel on the proposed changes to the approved Development Permit (DP 22-013200), highlighting the following:

- there will be a change of function but without exterior changes at the southeast corner of Tower B from residential units to common indoor amenity space to provide a more central and accessible location for the residents' indoor amenity area;
- the common rooftop amenity space on the podium of Tower B will be replaced with residential units to provide a more efficient use of the space;
- additional balconies are proposed on the west facing elevations of Towers A, B, and C to enhance the livability of a number of residential units;
- cladding on a portion of the three towers is proposed to be changed from spandrel glass to glossy metal panels to improve the overall appearance of the building through a more consistent colour match;
- a change of cladding material from a curtain wall to a window wall system is proposed on Level 9 of Tower A and Level 10 of Tower B to enhance visual interest;
- a minor change to the screening of the amenity pavilion on Tower C is proposed; and
- as a result of the applicant finding more efficiency in the parkade design, the number of overall vehicle parking stalls and bicycle stalls will be increased.

Lin, Lin, PFS Studio, with the aid of the same visual presentation, briefed the Panel on the proposed changes to the landscaping of the approved Development Permit, noting that (i) improvements will be made to Tower A lobby planter walls to enhance the soft landscaping of the area and create a more welcoming experience for the residents, (ii) the planter at Tower B lobby entry will be extended to increase the planting area in order to enhance the arrival experience of residents and visitors and as a result, realignment of the pathway is also proposed to improve pedestrian accessibility, (iii) Level 1 planting under the amenity pavilion is proposed to be changed from climbing vines to cedar hedge to improve the survivability of planting, provide a more robust buffer and soften the building façade, (iv) the spa layout of Level 2 outdoor amenity area is proposed to be changed to reduce pool space and hardscape to introduce more plantings and create spaces for other outdoor activities for a broader range of users, (v) improvements are proposed for Level 2 northeast edge planters, including associated changes, to soften the edge and provide more visual interest, and (vi) there will be improvements to the rooftop amenity area of Tower A to create a garden that supports ecological diversity, creates a bird-friendly habitat and provides all-season interest.

Development Permit Panel

Thursday, November 14, 2024

Staff Comments

Joshua Reis, Director, Development noted that (i) there is a Servicing Agreement secured as part of the project's original Development Permit issuance which includes, among others, utility works, frontage improvements to the subject site and surrounding road network, and the walkway adjacent to the No. 2 Road bridge, and (ii) the City continues to hold a cash security to ensure the proposed works, including the proposed landscaping, are completed to the satisfaction to the City.

Panel Discussion

In reply to queries from the Panel, the applicant noted that (i) the common amenity areas where proposed changes will occur are only for the use of residents and are not accessible to the public, (ii) the landscaping for the subject site is consistent with the adjacent earlier phase of the overall residential development and access to the Waterfront Park is provided, and (iii) 10 additional cedar trees/hedges will be planted on the subject site as a result of the proposed landscaping changes.

In reply to a query from the Panel, staff confirmed that the walkway adjacent to the No. 2 Road bridge is being designed and constructed as part of the Servicing Agreement associated with the project.

Correspondence

Nial Duggan, 405-5177 Brighthouse Way ([Schedule 2](#))

In reply to the concerns expressed by Mr. Duggan regarding the proposed development's impact on vehicle, bicycle, and pedestrian traffic and safety in the area, staff noted that (i) there will be intersection improvements to the River Road/River Road intersection that will be carried out as part of the required Servicing Agreement works, (ii) staff have responded to Mr. Duggan's concerns regarding parking and traffic during construction, and (iii) the transportation-related concerns in the area have been forwarded to the City's Transportation Department for consideration.

In addition, the Chair stated that the applicant is required to submit a Construction Traffic and Parking Management Plan approved by the City prior to Building Permit issuance.

Gallery Comments

None.

Panel Discussion

The Panel expressed support for the project, noting the applicant's clear presentation of the proposed changes to the approved Development Permit.

Development Permit Panel

Thursday, November 14, 2024

Panel Decision

It was moved and seconded

That the attached plans involving changes to the building elevations to incorporate additional balconies, wall system and cladding changes, landscape design as well as changes to parking, and bicycle facilities, be considered to be in General Compliance with the approved Development Permit (DP 22-013200).

CARRIED

2. **DEVELOPMENT PERMIT 22-023115** (REDMS No. 7831449)

APPLICANT: Fougere Architecture Inc.

PROPERTY LOCATION: 9311/9331 Ferndale Road

INTENT OF PERMIT:

Permit the construction of eight townhouse units at 9311/9331 Ferndale Road on a site zoned "Town Housing (ZT104) – North McLennan (City Centre)".

Applicant's Comments

Wayne Fougere, Fougere Architecture Inc., with the aid of a visual presentation (attached to and forming part of these minutes as Schedule 3), provided background information on the proposed development, highlighting the following:

- the proposal consists of eight three-storey townhouse units in two buildings located on either side of the internal drive aisle;
- the buildings have been designed in consideration of the adjacent townhouse development to the east of the subject site and their overall neighbourhood context;
- the proposed development is family-friendly and provides 3 to 4-bedroom units;
- the subject site is accessed from Ferndale Road through an access easement on the adjacent townhouse development to the east;
- the retention of the mature tree at the northwest corner of the site influenced the location of the common outdoor amenity space in this area;
- the smaller townhouse units are provided with one-car garages and the larger three- and four-bedroom units are provided with two-car garages;
- the proposed development provides one convertible unit; and
- all common amenity areas in the proposed development have been designed to be accessible.

4.

Development Permit Panel

Thursday, November 14, 2024

In terms of the proposed landscaping for the project, Mr. Fougere noted that (i) the BC Hydro kiosk along the frontage of the site has been shifted to provide a continuous streetscape going to the east, (ii) the front units have direct access from Ferndale Road and have brick columns with gates to help identify the individual units, (iii) the convertible unit has a wider pedestrian pathway than the other units in Building 2, (iv) the existing grade along the east property line has been maintained to provide an appropriate interface with the entry driveway and the adjacent property to the east, (v) bollard lighting is proposed to be installed along the pedestrian pathways on the site, (vi) the proposed common outdoor amenity area includes, among others, a children's play area with playhouse, sandbox, and sandbox table, and (vii) a mailbox with weather protection is provided for the residents.

Staff Comments

Suzanne Smith, Program Manager, Development noted that (i) there is a Servicing Agreement associated with the project which includes frontage improvements including the installation of a 1.5-metre landscaped and treed boulevard and two-metre sidewalk and installation of new water, storm and sanitary service connections, (ii) consistent with the project's rezoning application, two on-site trees will be removed and a total of eight new trees will be planted, four of which are required replacement trees, (iii) one on-site tree and 11 off-site trees will be retained, (iv) the project has been designed to achieve BC Energy Step Code 3 with EL 4 , an additional energy efficiency measure consistent with current City regulations, (v) ground source heat pumps are proposed and will be located inside the building and on the ground floor, (vi) building setbacks respond to the location of the easement area while balancing tree retention, (vii) the common outdoor amenity area is proposed in the northwest corner of the site and includes play structures and bench seating, among others, (viii) the overall size of the common outdoor amenity space exceeds the City's requirement, and (ix) the proposed development provides one convertible unit.

Panel Discussion

In reply to a query from the Panel, staff confirmed there is a pedestrian pathway separating portions of the outdoor amenity area from the visitor parking stall.

In reply to queries from the Panel, the applicant noted that (i) the building design meets the Building Code requirements for fire truck access, and (ii) garbage and recycling trucks servicing the proposed development and the neighbouring development would be able to maneuver on-site and need not back out onto the street.

The Panel queried whether there are measures in place to prevent access of wildlife and domestic animals to the sandbox. As the project's landscape architect was unable to participate at the remote meeting due to technical issues, the Chair requested the applicant team to confirm that appropriate measures are put in place should the application move forward.

Development Permit Panel

Thursday, November 14, 2024

With regard to the Panel's query regarding measures to prevent animal access to the sandbox and whether on-site pedestrian pathways are accessible, staff informed the Panel that the project's landscape architect has relayed the information to staff that (i) the applicant could design a cover to keep the sandbox clean and protected from animals, and (ii) there are no grade changes between the on-site pedestrian pathways and the drive aisle and the pedestrian pathways are accessible.

Correspondence

None.

Gallery Comments

None.

Panel Discussion

The Panel expressed support for the application and reiterated the Panel's direction for staff to work with the applicant team to mitigate any potential wildlife concerns related to the sandbox or consider altering the play equipment itself.

Panel Decision

It was moved and seconded

That a Development Permit be issued which would permit the construction of eight townhouse units at 9311/9331 Ferndale Road on a site zoned "Town Housing (ZT104) – North McLennan (City Centre)".

CARRIED

3. DEVELOPMENT PERMIT 23-029433

(REDMS No. 7806988)

APPLICANT: Matthew Cheng

PROPERTY LOCATION: 7300 St. Albans Road

INTENT OF PERMIT:

Permit the construction of four townhouse units at 7300 St. Albans Road on a site zoned "High Density Townhouses (RTH1)".

6.

Development Permit Panel

Thursday, November 14, 2024

Applicant's Comments

Matthew Cheng, from Matthew Cheng Architect, with the aid of a visual presentation (attached to and forming part of these minutes as Schedule 4), provided background information on the proposed development, highlighting the following:

- the proposed development consists of four three-storey townhouse units in two buildings and one secondary suite;
- vehicular access to the subject site is on the south side of the property off St. Albans Road;
- the project provides one convertible unit and aging-in-place features are provided for all units;
- the project has been designed to achieve BC Energy Step Code 3 with EL-4;
- a contemporary architectural design is proposed for the townhouse units; and
- the location of the common outdoor amenity area in the northeast corner of the site facilitates tree preservation on the site.

Eason Li, Homing Landscape Architecture, with the aid of the same visual presentation, briefed the Panel on the main landscape features of the project, noting (i) most of the existing trees on the site will be retained and there are no major changes to site grading, (ii) the landscape design for the project will provide privacy to residents of the proposed development and neighbouring developments, (iii) a common outdoor amenity area with a small children's play area and play equipment is proposed given the size of the proposed development, and (iv) proposed lighting for the subject site includes wall-mounted downlights, tree uplights, step lights, and bollard lights to mitigate light pollution and provide safety for residents.

Staff Comments

Mr. Reis noted that (i) the proposed development provides one convertible unit and one secondary suite, (ii) there was significant work done with the applicant at the time of rezoning to preserve two on-site trees that resulted in modifications to the site planning including the alignment of the tree retention with the shared outdoor amenity space and design changes to the southeastern building, and (iii) there is a Servicing Agreement associated with the project that was secured at the time of rezoning which includes frontage and utility upgrades and improvements.

Panel Discussion

In reply to a query from the Panel, the applicant confirmed that there will be screening around the condenser unit located at the southeast corner of the site.

Development Permit Panel

Thursday, November 14, 2024

Correspondence

Kenny Lee, 4-7320 St. Albans Road (Schedule 5)

Staff noted that Mr. Lee expressed concerns regarding the window placement on the south elevation of the development's southeastern building and potential overlook onto the adjacent townhouse development to the south. In reply to these concerns, staff noted that (i) staff has responded to the concerns of the correspondent, and (ii) the proposed southeastern building is located approximately 4.5 metres (15 feet) apart from the adjacent building to the south and is also partially screened with existing planting on the adjacent property to the south.

Roberta Massender, 126-8520 General Currie Road (Schedule 6)

Staff noted that Ms. Massender expressed support for the proposed development.

Gallery Comments

None.

Panel Decision

It was moved and seconded

That a Development Permit be issued which would permit the construction of four townhouse units at 7300 St. Albans Road on a site zoned "High Density Townhouses (RTH1)".

CARRIED

4. New Business

None.

5. Date of Next Meeting: November 27, 2024

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (4:37 p.m.).

CARRIED

8.

Development Permit Panel
Thursday, November 14, 2024

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 Thursday, November 14, 2024.

Wayne Craig
Chair

Rustico Agawin
Committee Clerk

Schedule 1 to the Minutes of
the Development Permit Panel
meeting held on Thursday,
November 14, 2024

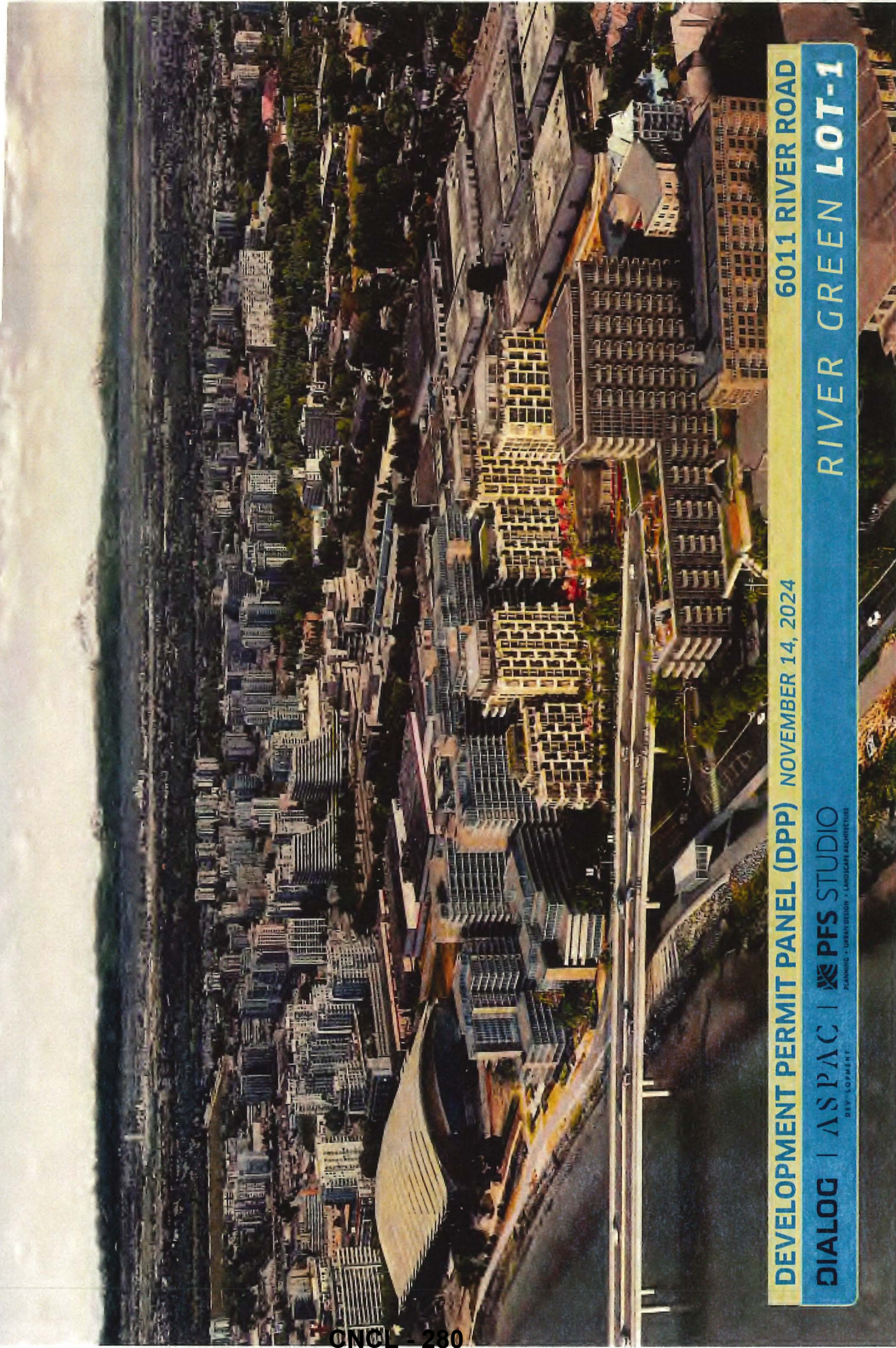
ONCL - 280

DEVELOPMENT PERMIT PANEL (DPP) NOVEMBER 14, 2024

6011 RIVER ROAD

DIALOG | ASPAC | PFS STUDIO
PLANNING • URBAN DESIGN • LANDSCAPE ARCHITECTURE
DEV. • FORM • DESIGN

RIVER GREEN LOT-1

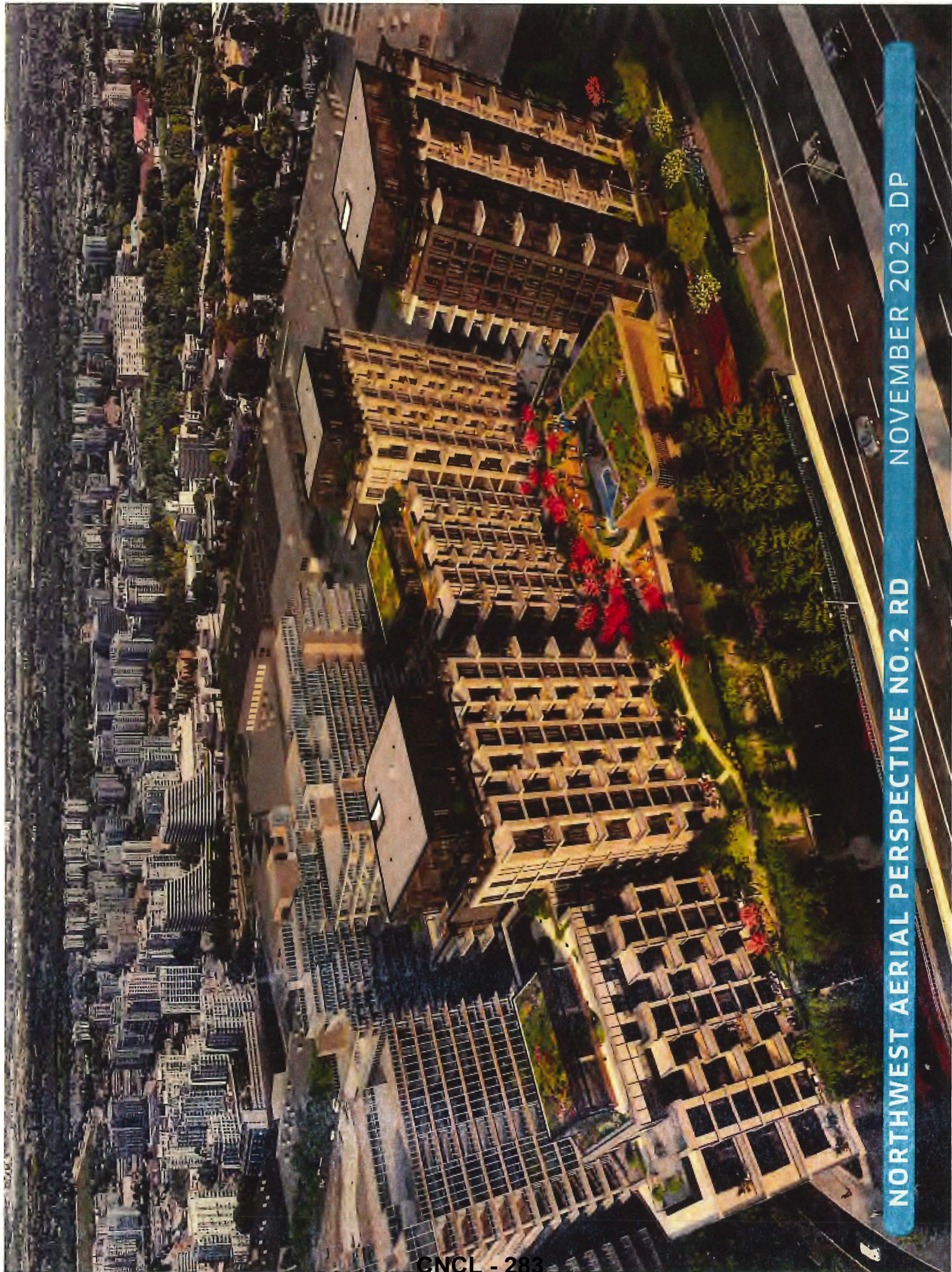


PROJECT OVERVIEW

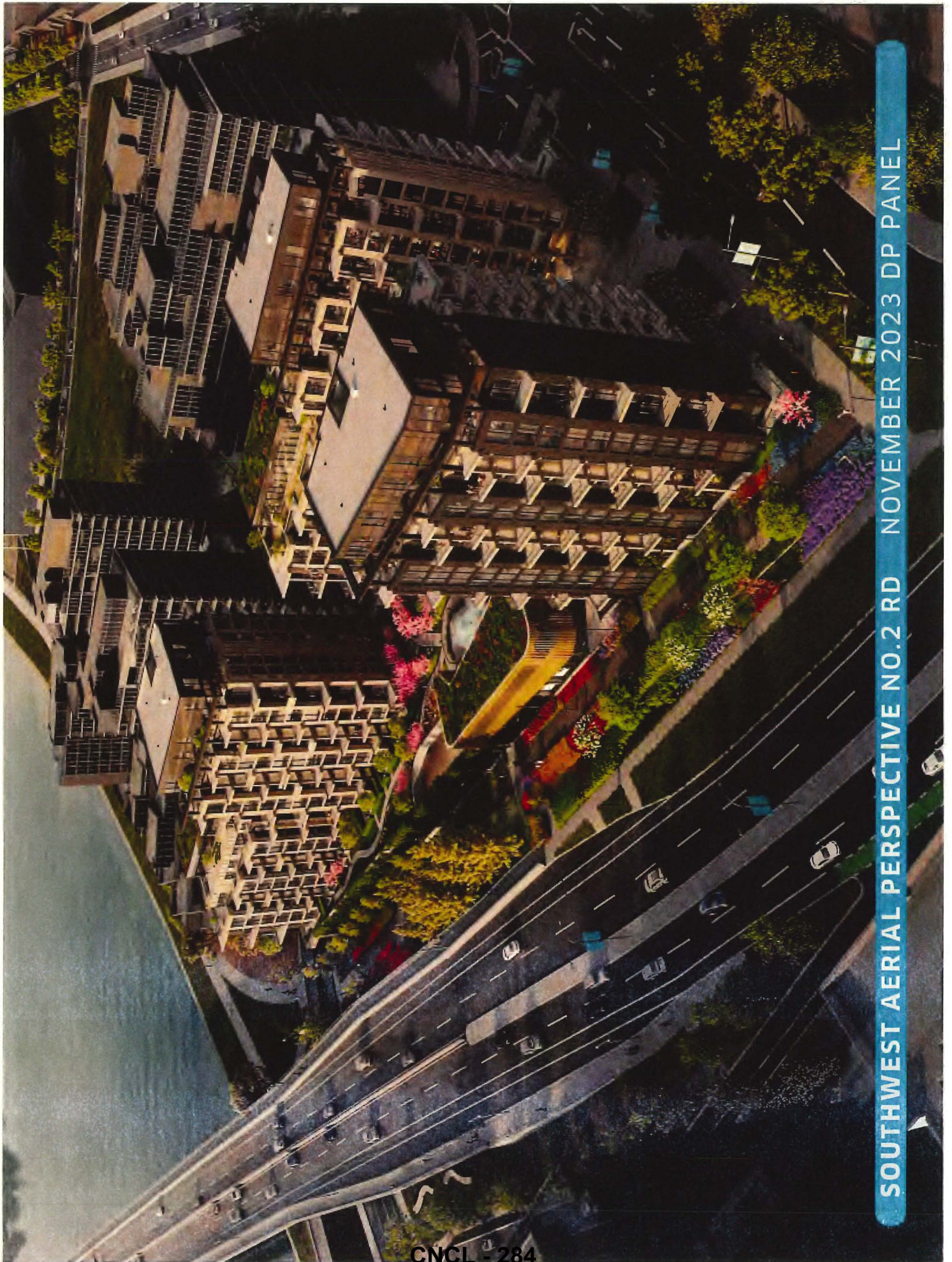
ARCHITECTURAL COMPARISON- Before/After

LANDSCAPE COMPARISON- Before/After

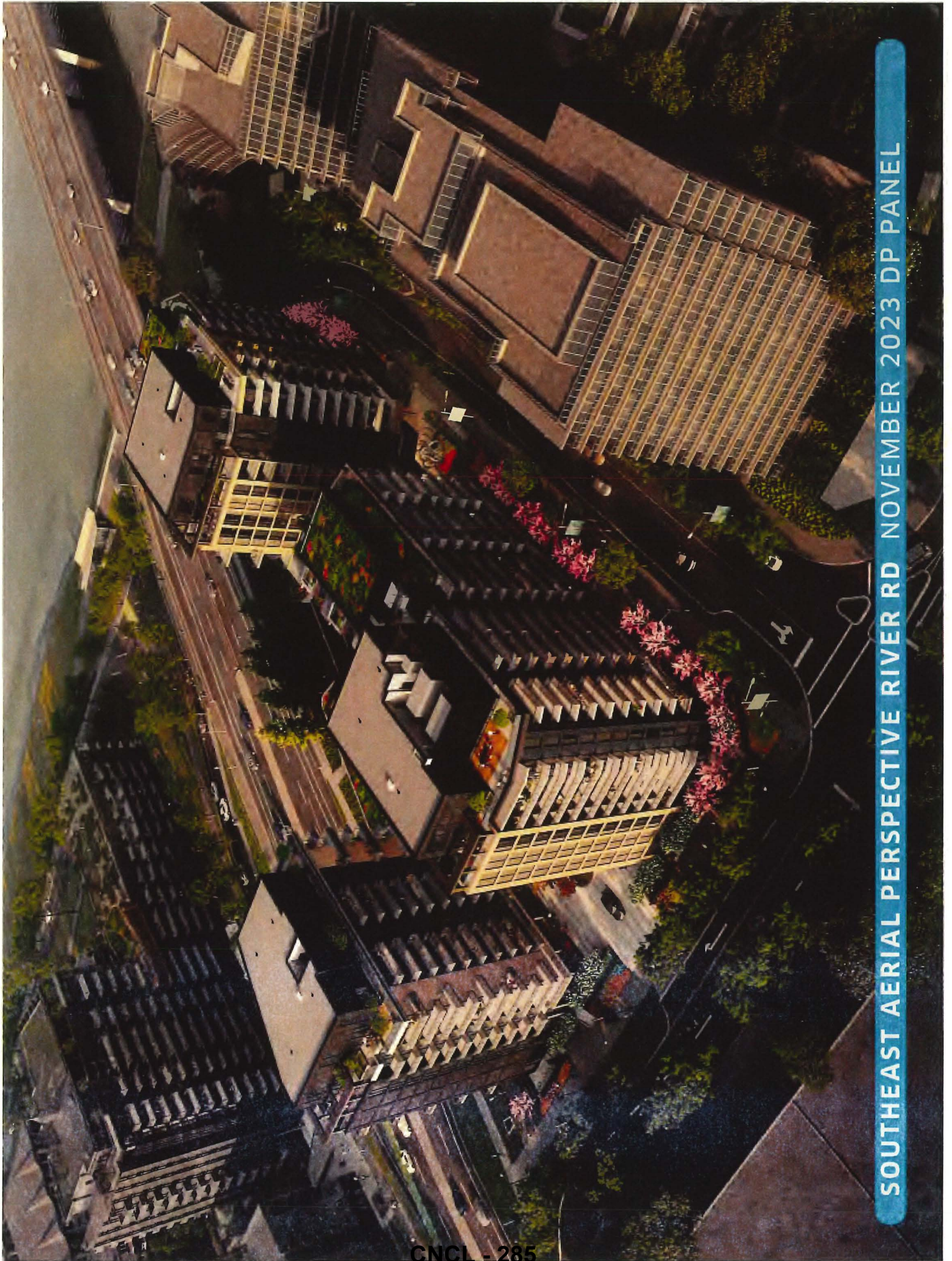




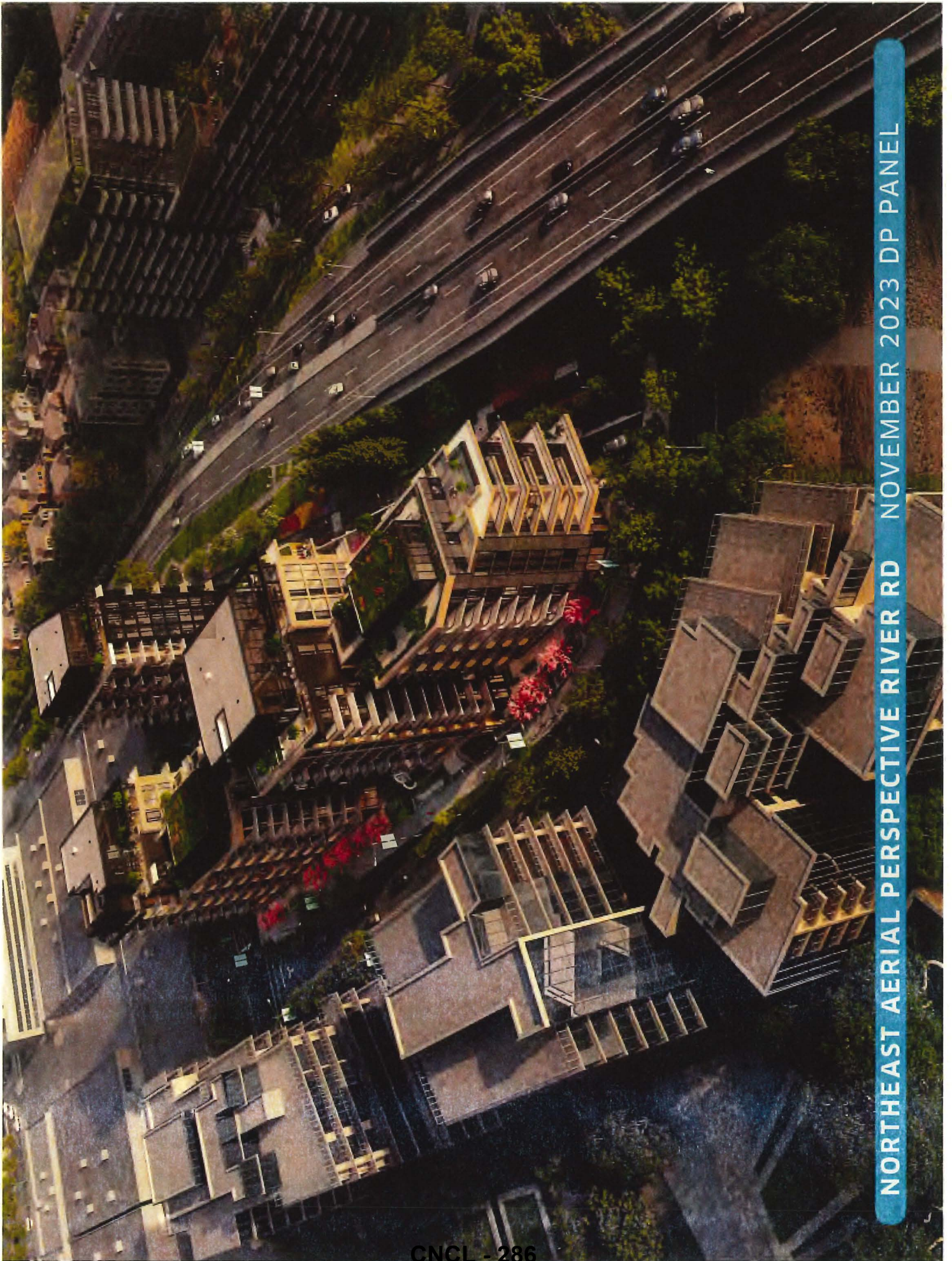
NORTHWEST AERIAL PERSPECTIVE NO.2 RD NOVEMBER 2023 DP



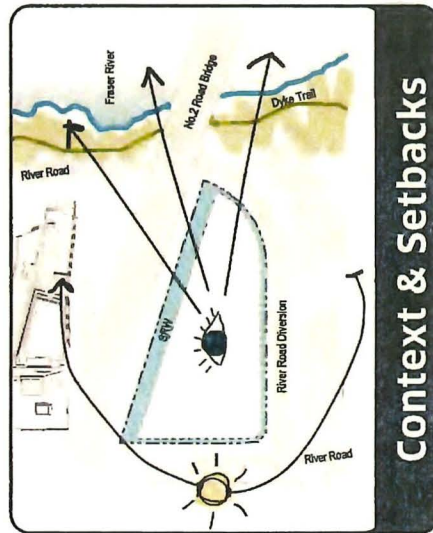
SOUTHWEST AERIAL PERSPECTIVE NO.2 RD NOVEMBER 2023 DP PANEL



SOUTHEAST AERIAL PERSPECTIVE RIVER RD NOVEMBER 2023 DP PANEL

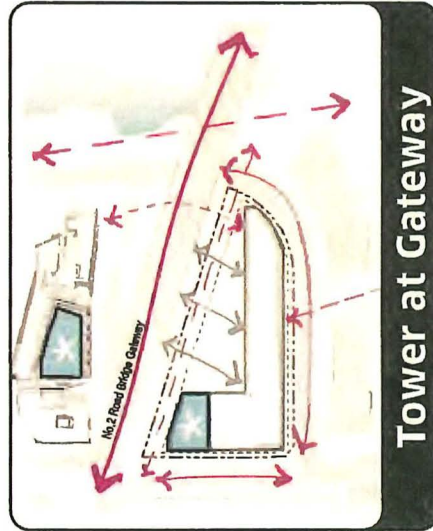


NORTHEAST AERIAL PERSPECTIVE RIVER RD NOVEMBER 2023 DP PANEL



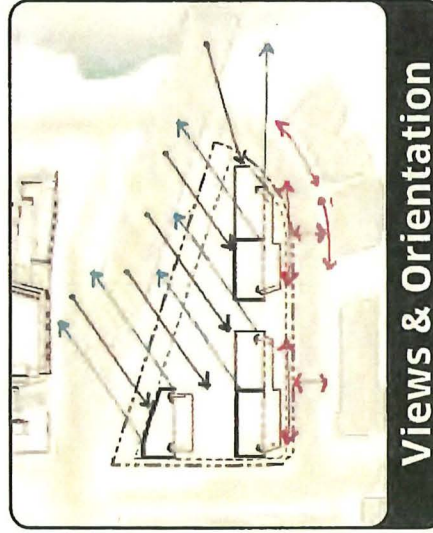
Context & Setbacks

- Ground development on site, within its context.
- Work within building setbacks and SRWs.



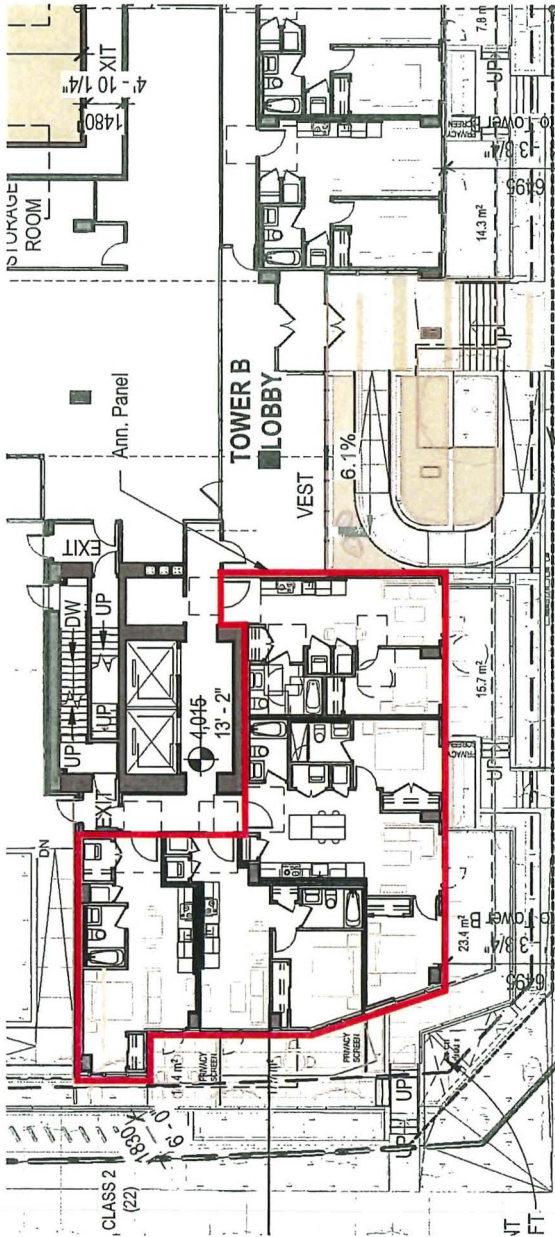
Tower at Gateway

- Create slender tower at gateway.
- Buildings elements should be set well back from the No.2 Road Bridge.

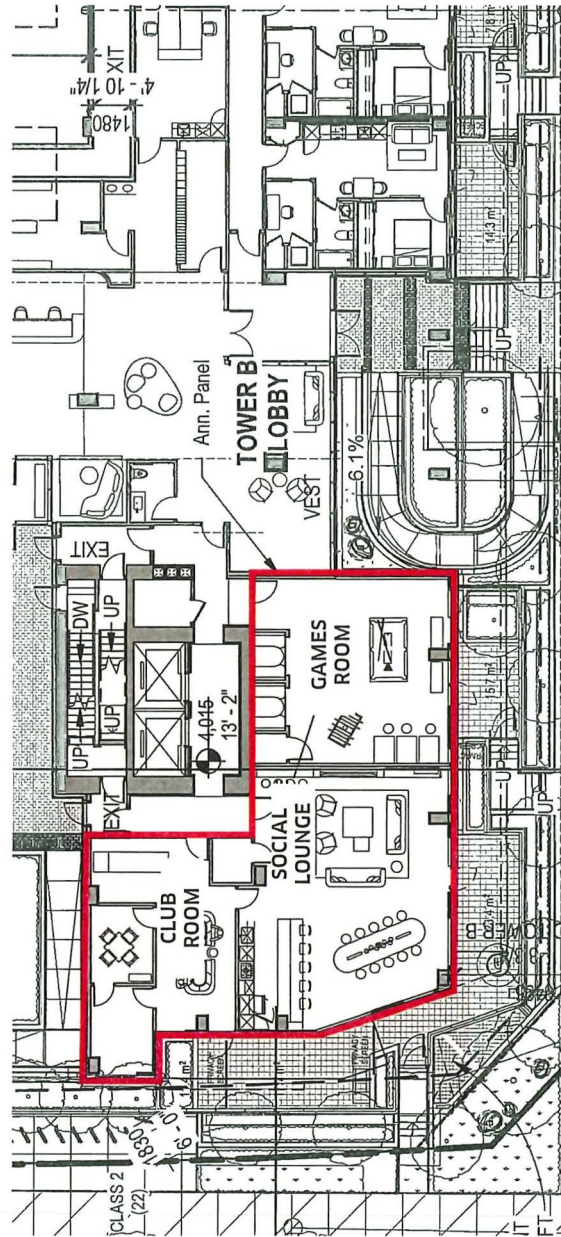


Views & Orientation

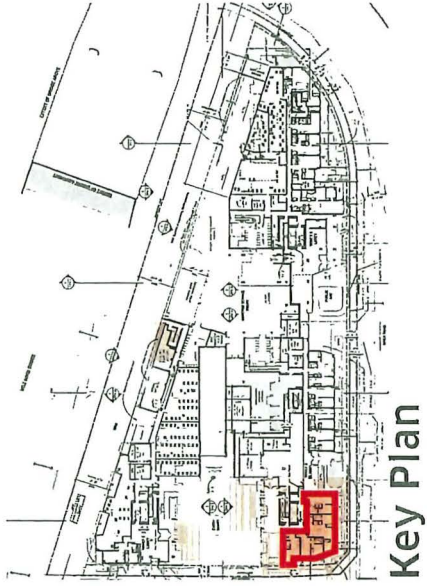
- Split buildings lengthwise to exaggerate slim vertical profiles on short ends.



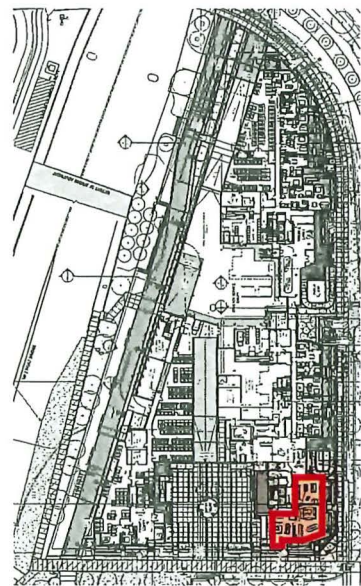
BEFORE



AFTER

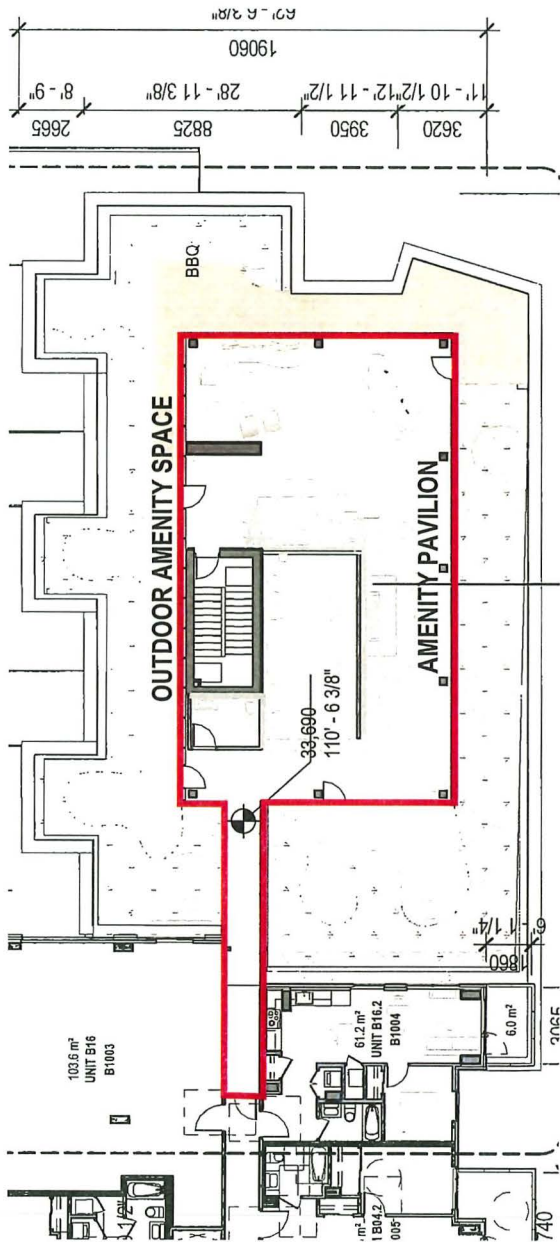


Key Plan



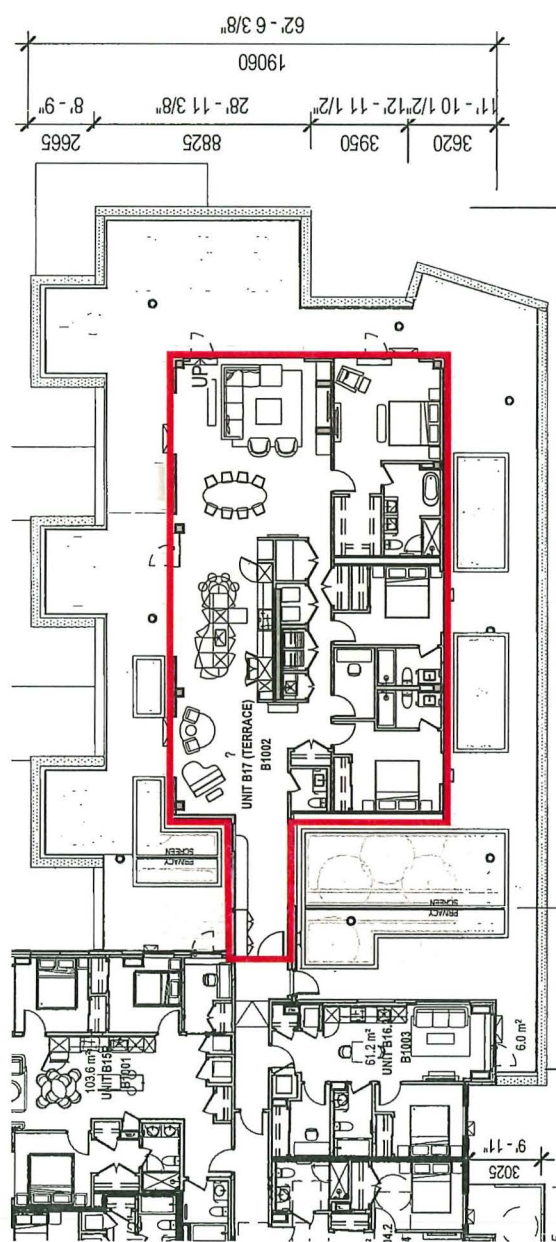
Key Plan

AMENITY/RESIDENTIAL SWAP (LEVEL 1 TOWER B)



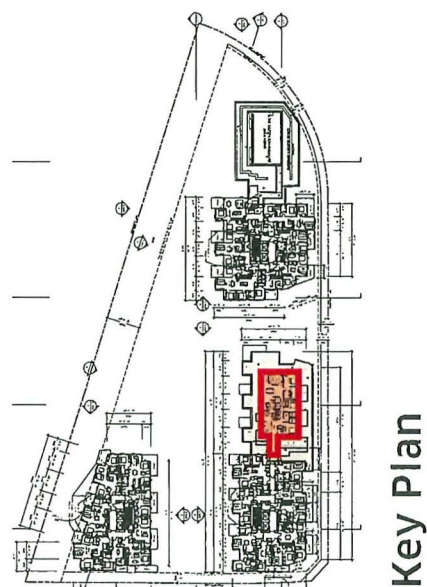
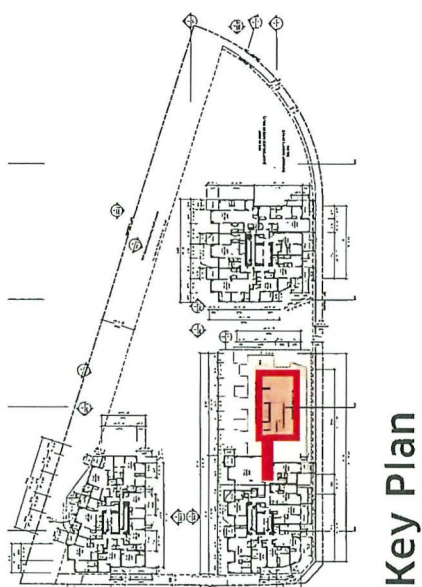
BEFORE

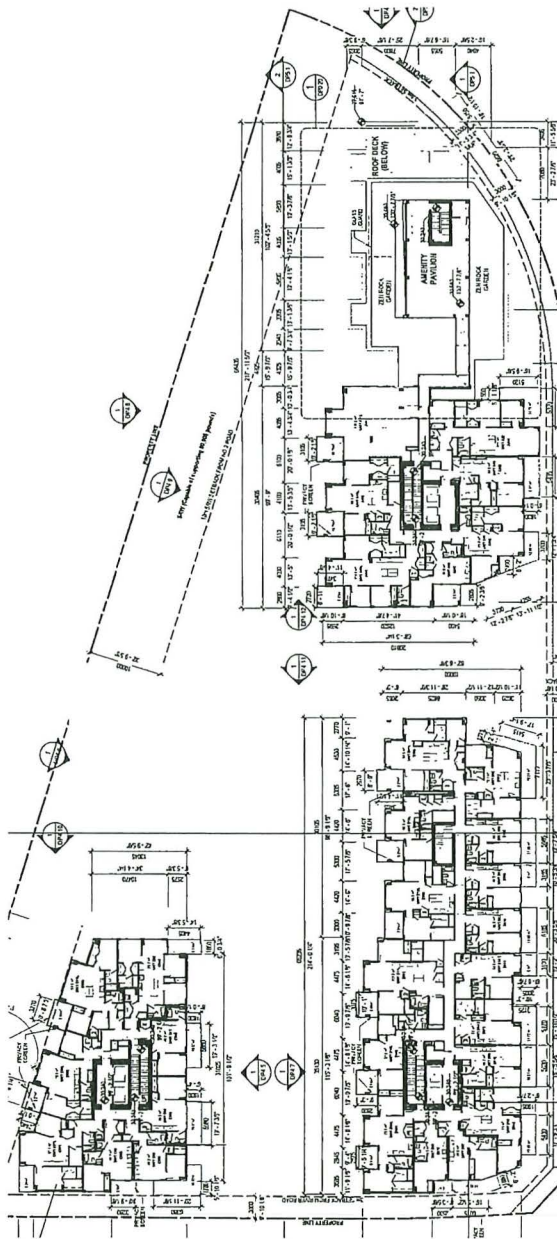
CNCL - 289



AFTER

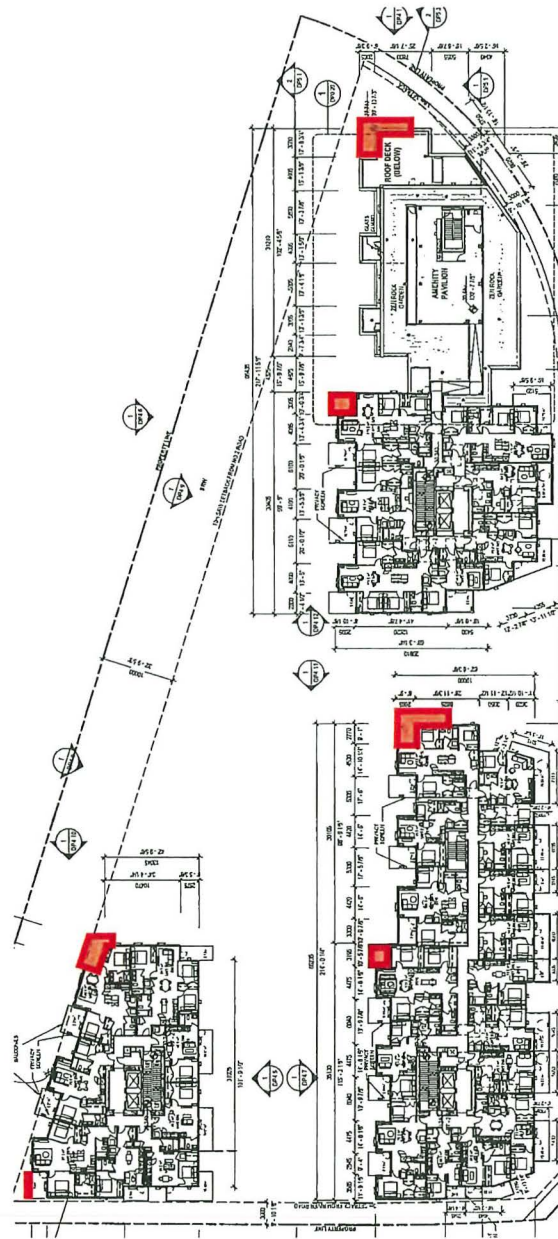
RESIDENTIAL/AMENITY SWAP (LEVEL 10 TOWER B)





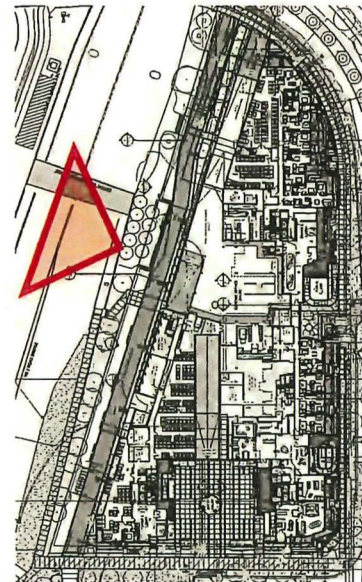
BEFORE

CNCL - 290



AFTER

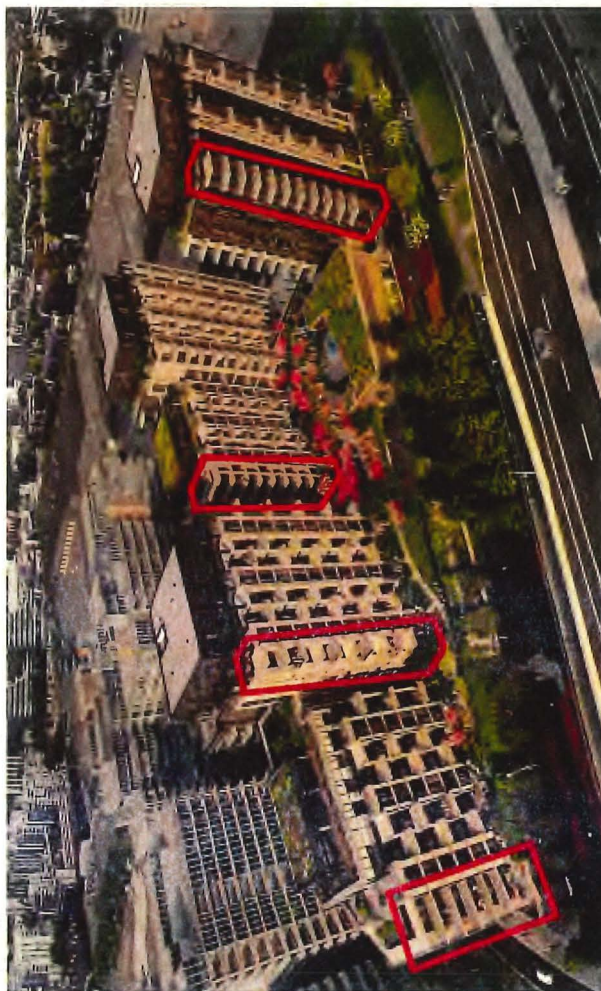
ADDITIONAL BALCONIES TYPICAL ODD LEVELS (LEVEL 9)



Key Plan

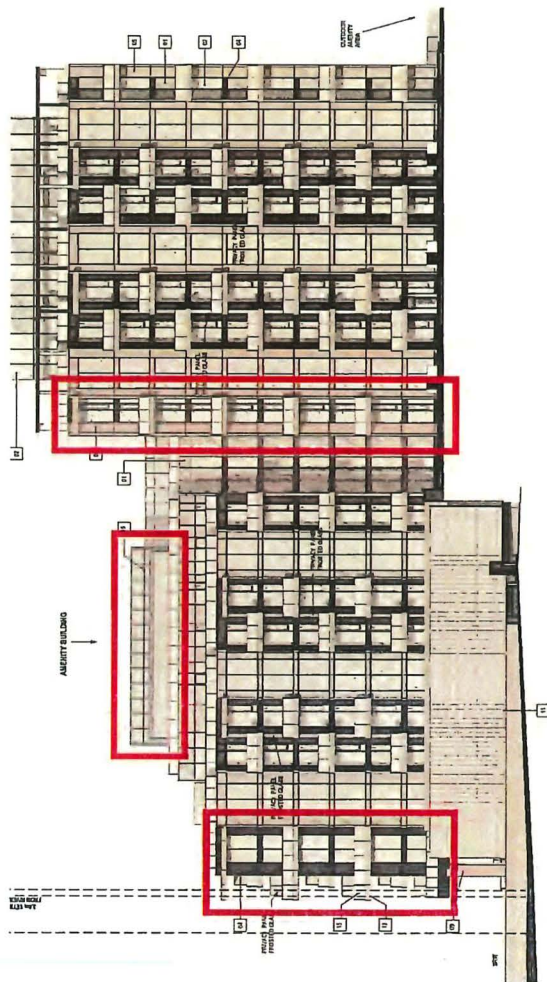


BEFORE



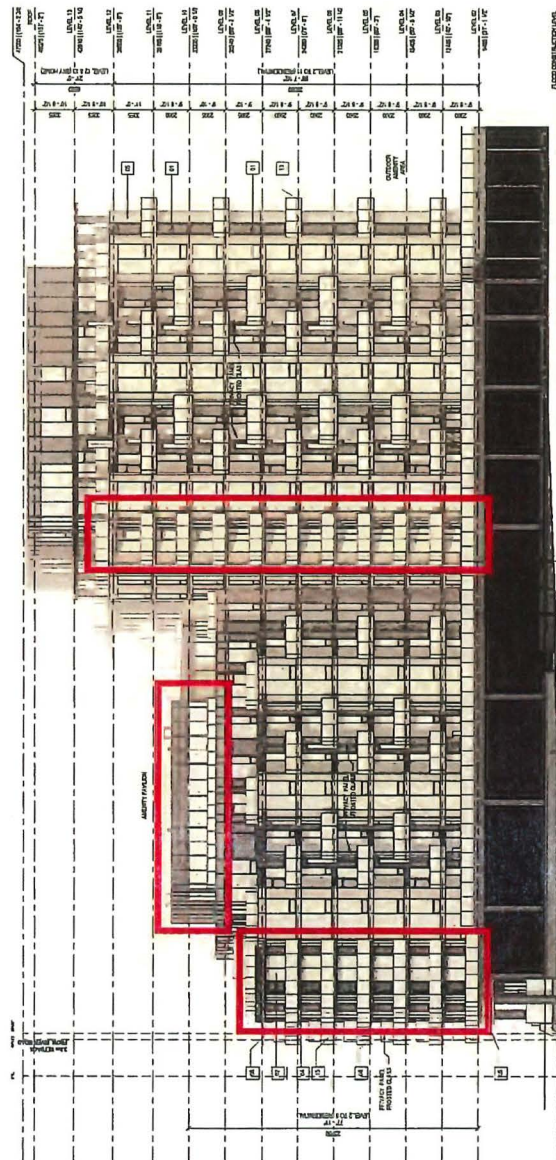
AFTER

AERIAL PERSPECTIVE NO.2 RD NORTHWEST ADDITIONAL BALCONIES (ODD LEVELS)



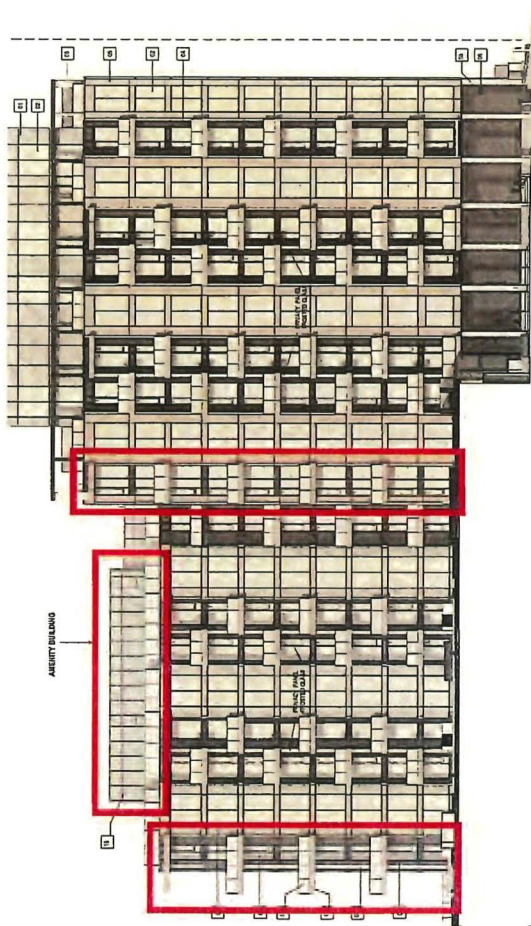
BEFORE

CNCL - 292



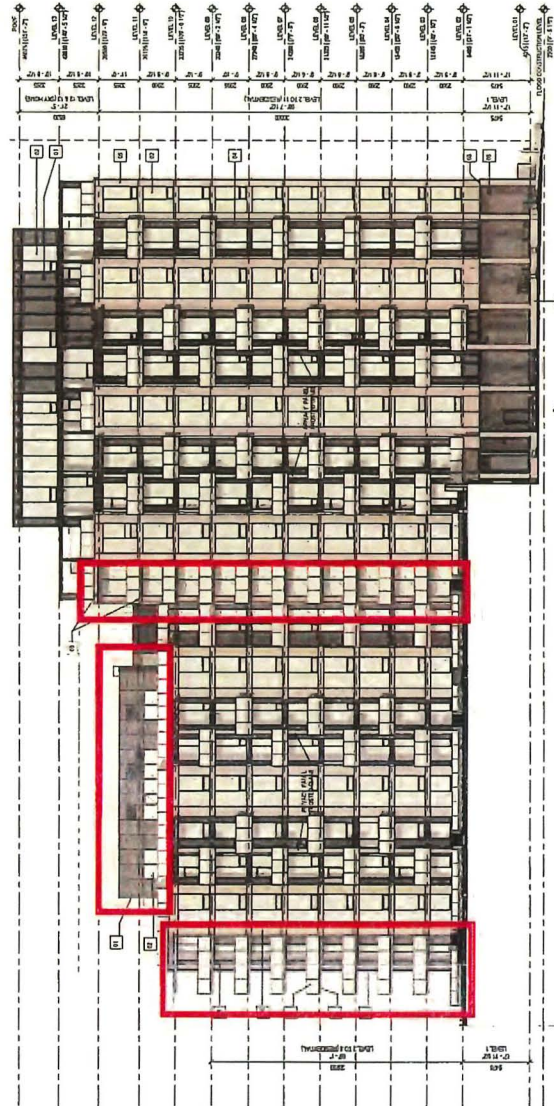
AFTER

TOWER A WEST ELEVATION ADDITIONAL BALCONIES (ODD LEVELS) + WINDOW WALL



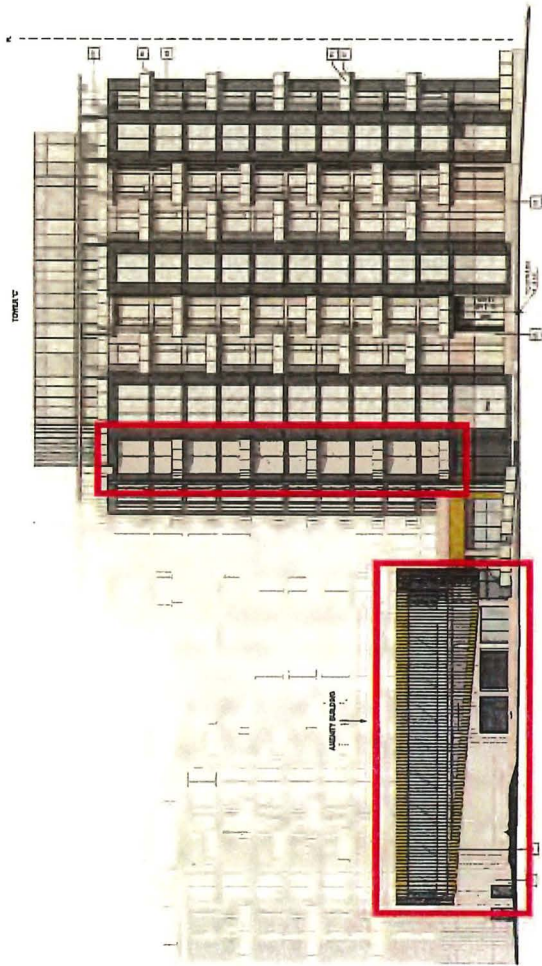
BEFORE

CNCL - 293



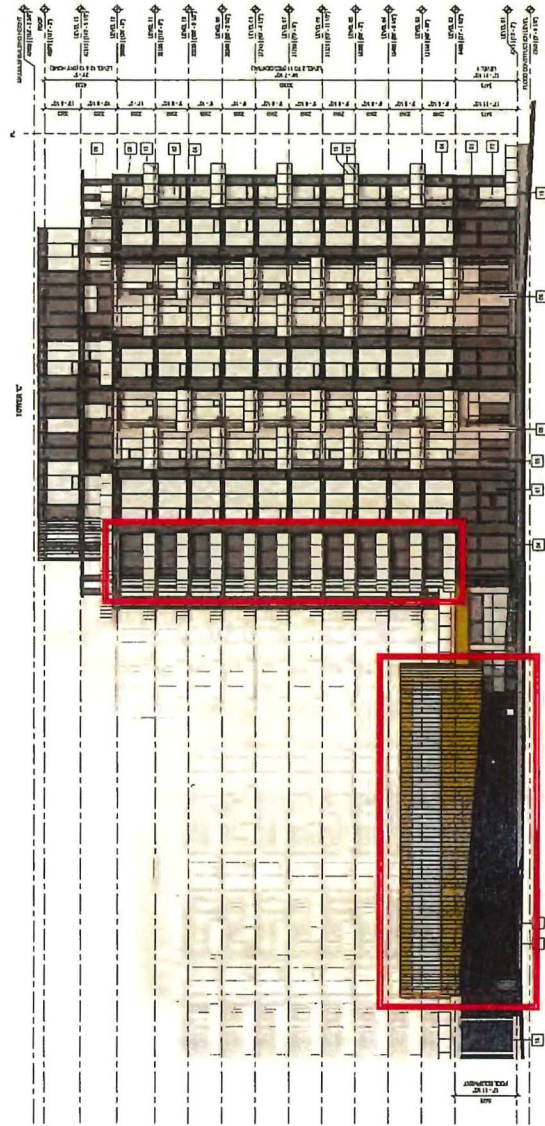
AFTER

TOWER B WEST ELEVATION ADDITIONAL BALCONIES (ODD LEVELS) + WINDOW WALL



BEFORE

CNCL - 294



AFTER

TOWER C WEST ELEVATION BALCONY ADDITIONS ODD LEVELS

BEFORE

Vehicle Stalls

PROVIDED	Type	Reference	Calculation	Included in Total	# of Stalls
	Residential Stalls	Per 7.5.14	2% of the req'd stalls to be accessible	10	411*
	Visitor Stalls	Per 20.4.10 b)	0.17		66**
	Accessible Stalls	Per 7.5.14	2% of the req'd stalls to be...	2	
		Total Accessible Stalls (Included in Total)		12	
				Total Stalls	477

Bicycle Stalls

Class 1						
Level	Double Stall A (Min. 1.2m x 2.6m)			Double Stall B (Min. 1.2m x 1.82m)		
	# Lockers	# Bikes	# Lockers	# Bikes	# Lockers	# Bikes
L1	41	92	144	289		
P1	9	18	105	210		
P2	16	32	105	210		
Sub-Total		132		709		
Total				840		

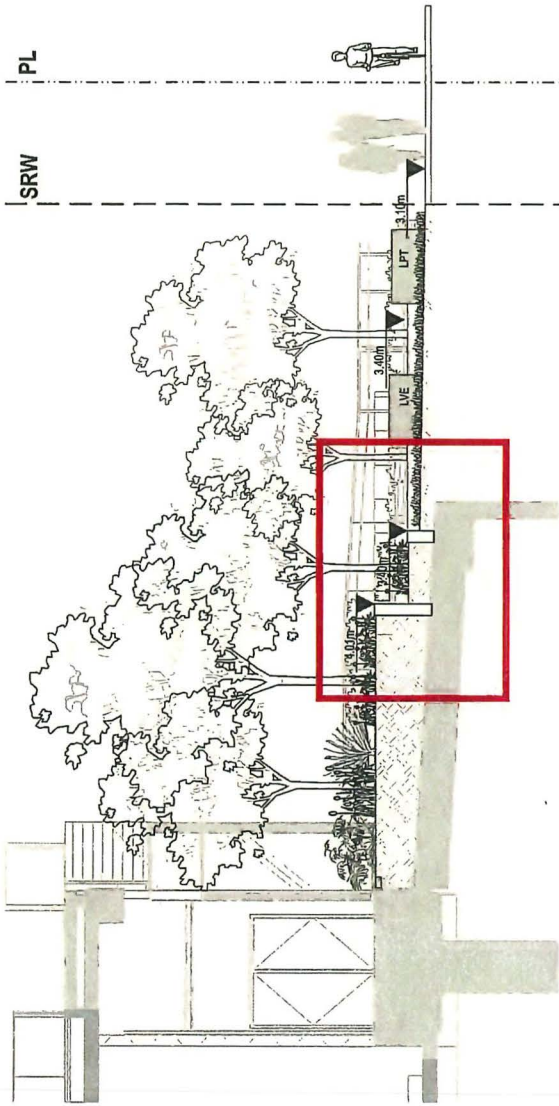
AFTER

Vehicle Stalls

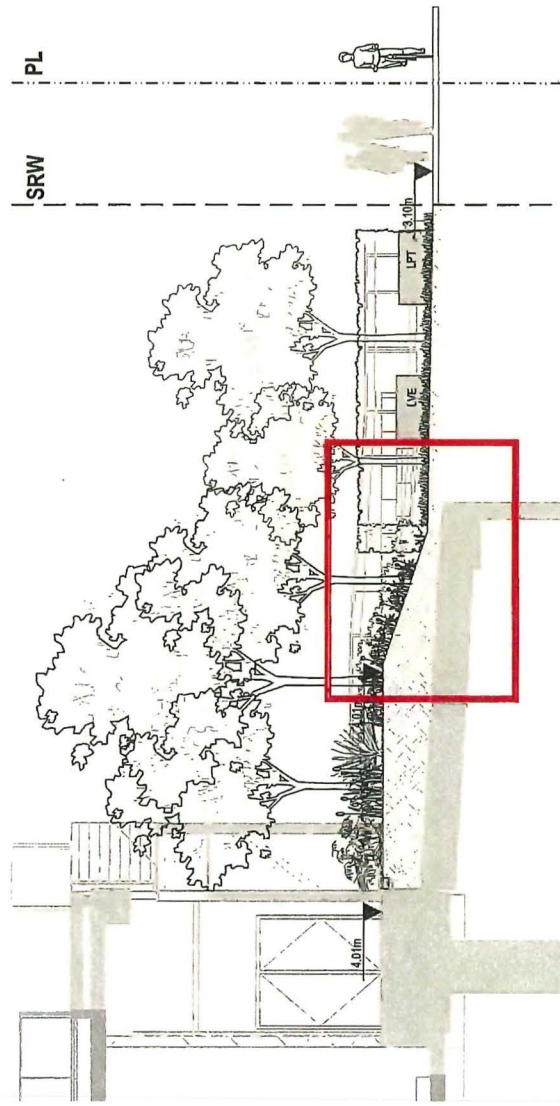
PROVIDED	Type	Reference	Calculation	Included in Total	# of Stalls
	Residential Stalls	Per 7.5.14	2% of the req'd stalls to be accessible	10	431*
	Visitor Stalls	Per 20.4.10 b)	0.17		66**
	Accessible Stalls	Per 7.5.14	2% of the req'd stalls to be accessible	2	
		Total Accessible Stalls (Included In...		12	
				Total Stalls	497

Bicycle Stalls

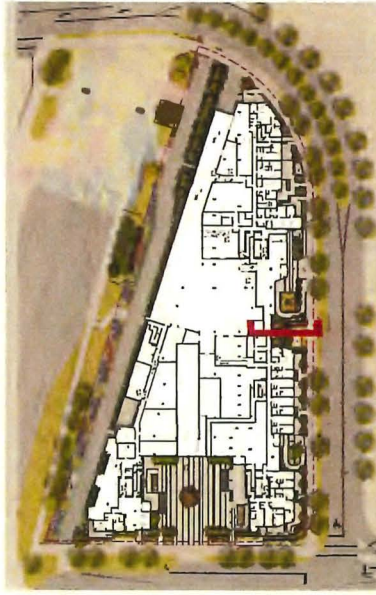
Class 1						
Level	Double Stall A (Min. 2.0m x...			Double Stall B (Min. 1.2m x...		
	#...	# Bikes	#...	# Bikes	#...	# Bikes
L1	37	74	142	284		358
P1	9	18	113	226		244
P2	18	36	103	206		242
Sub-Total		129		716		
Total				844		



BEFORE



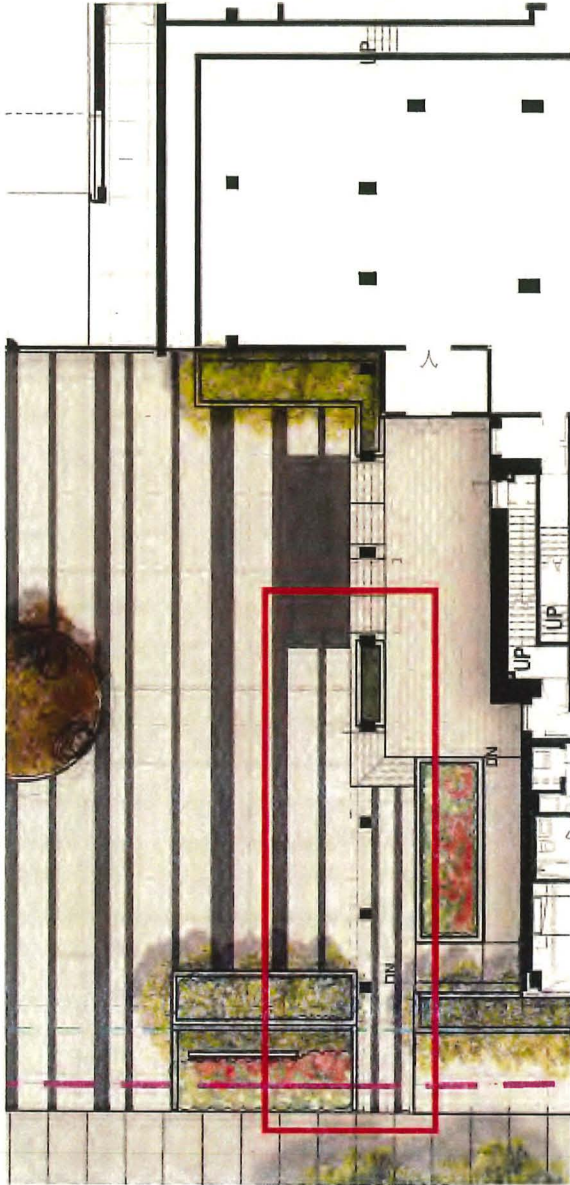
AFTER



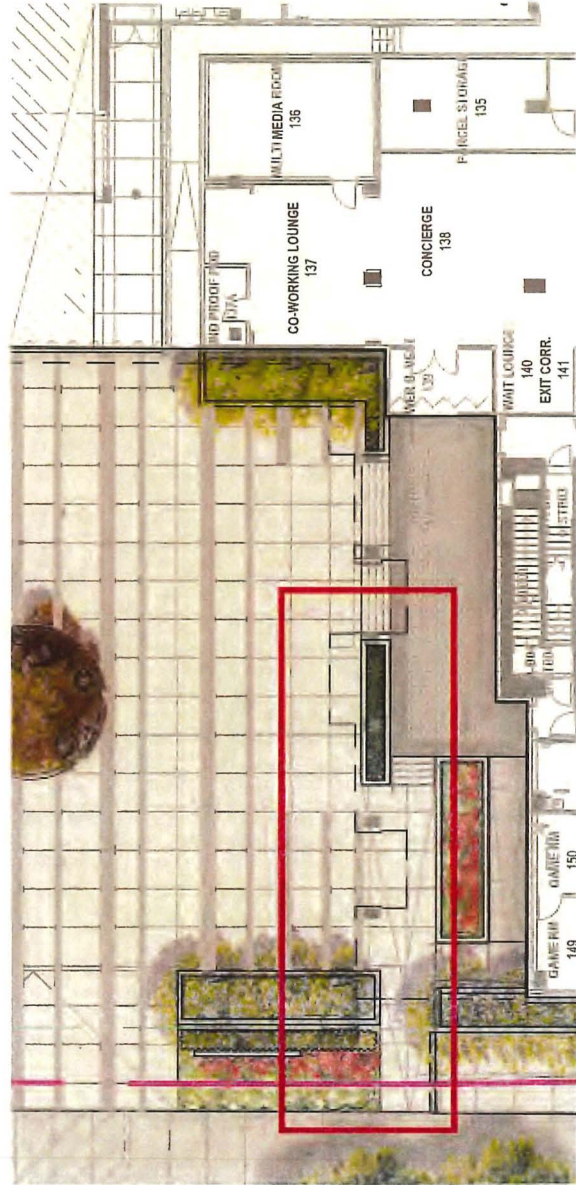
Key Plan



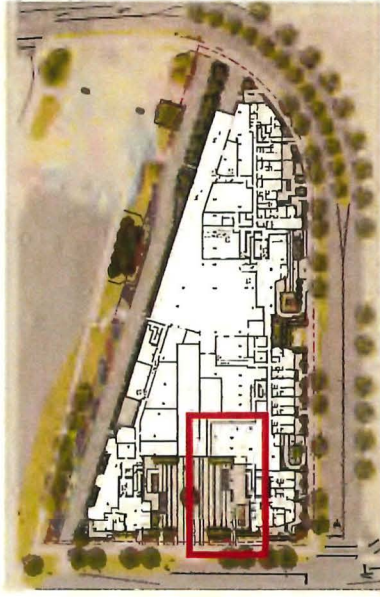
Key Plan



BEFORE



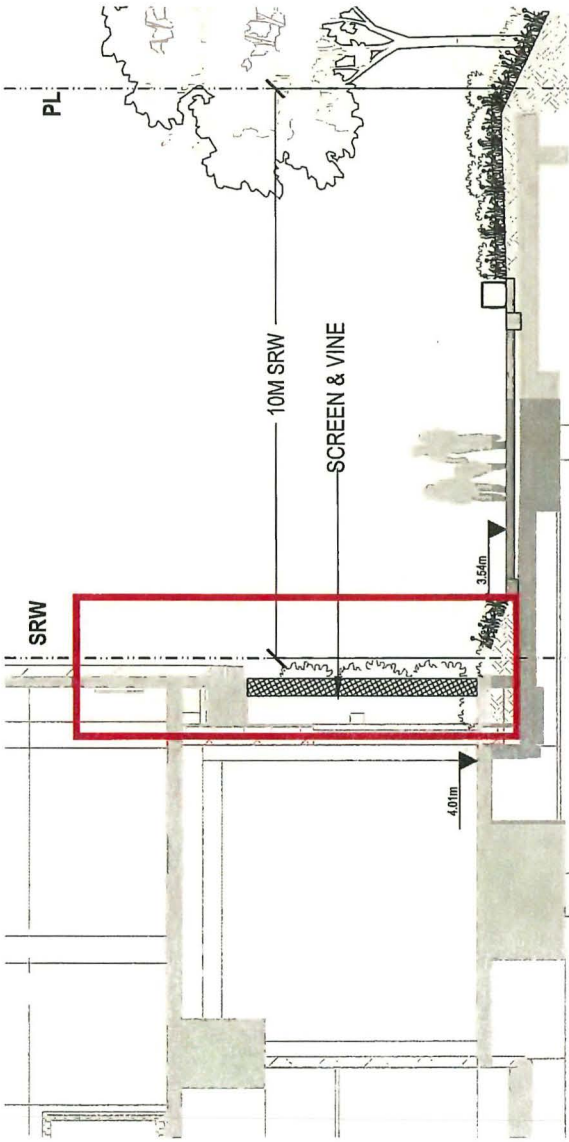
AFTER



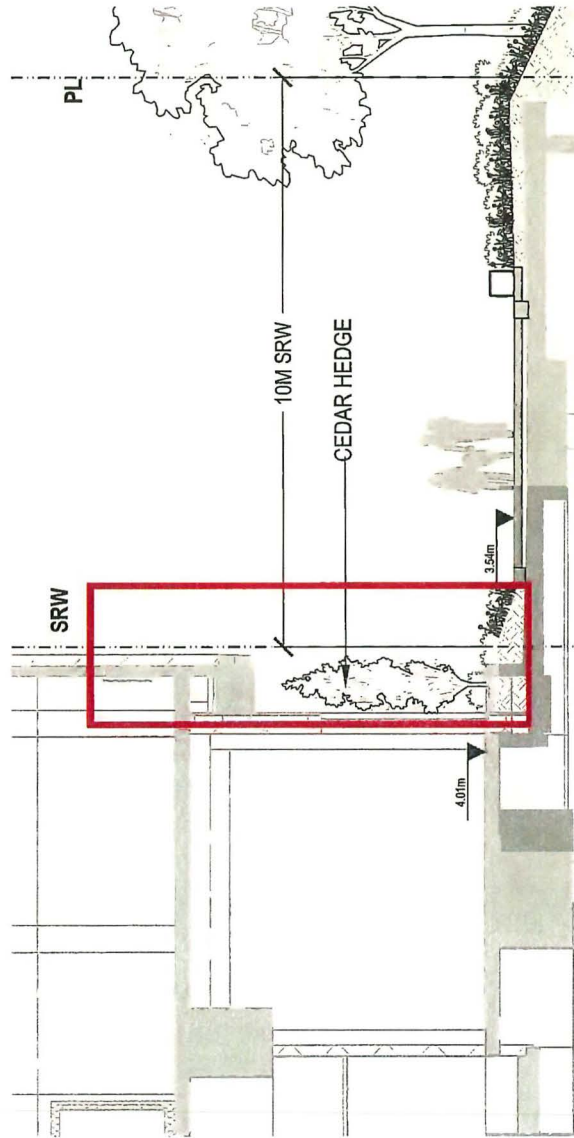
Key Plan



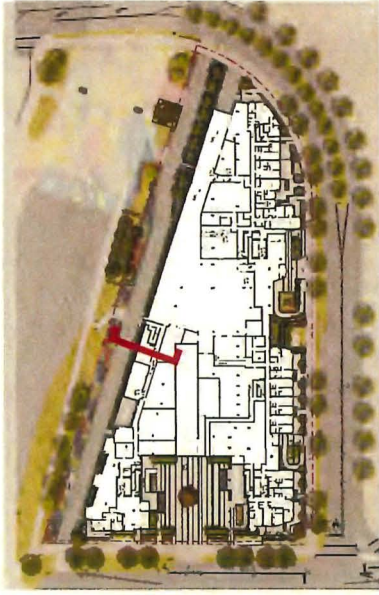
Key Plan



BEFORE



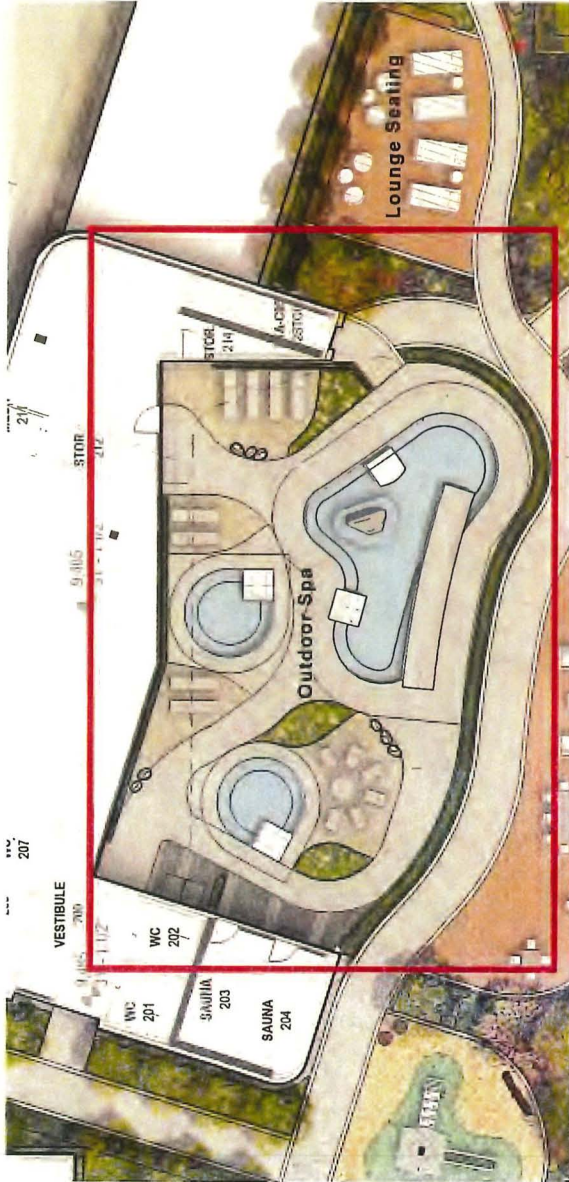
AFTER



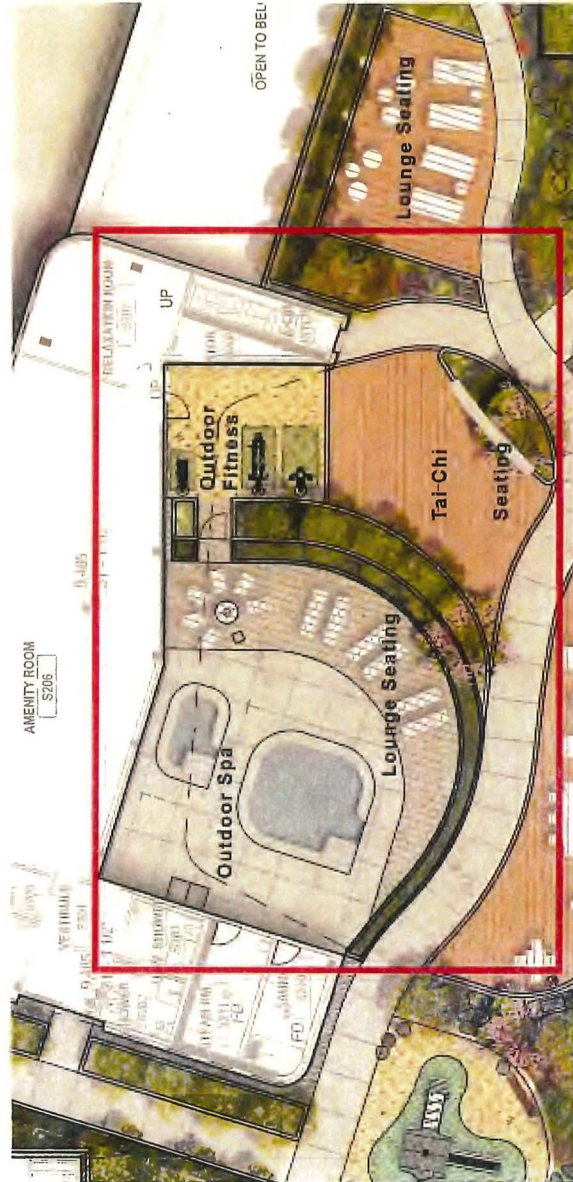
Key Plan



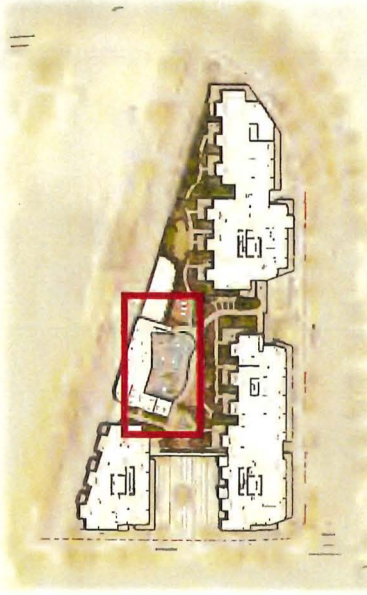
Key Plan



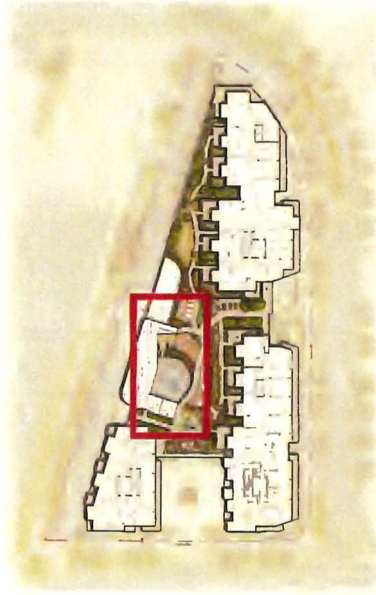
BEFORE



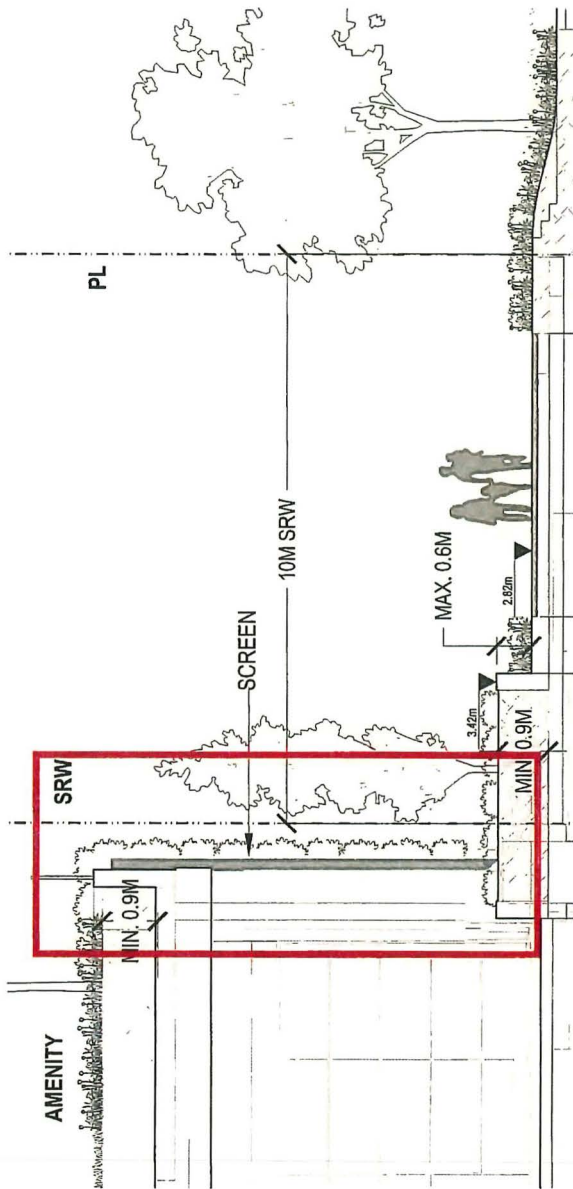
AFTER



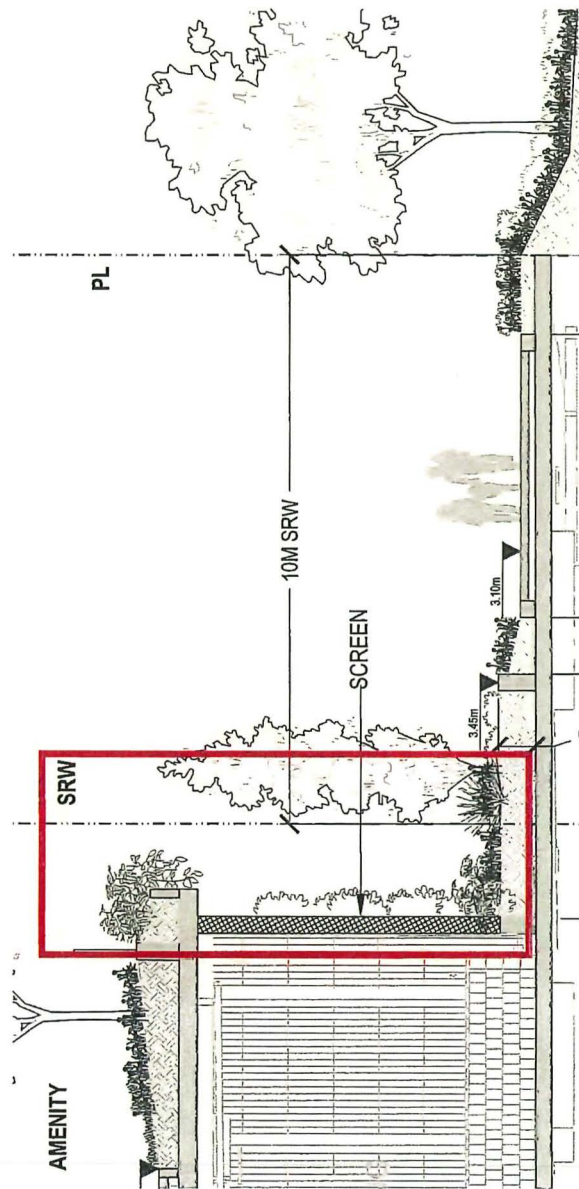
Key Plan



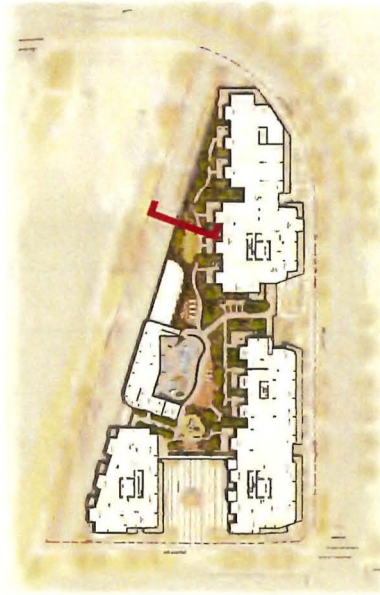
Key Plan



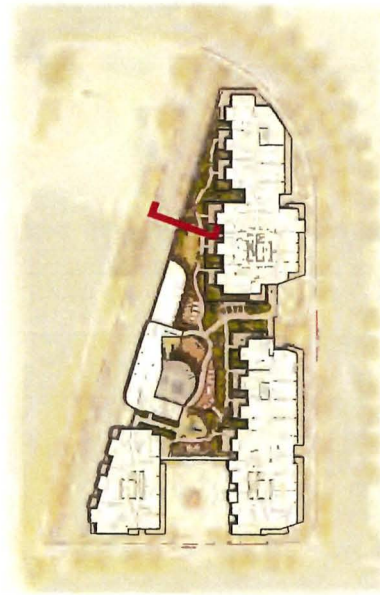
BEFORE



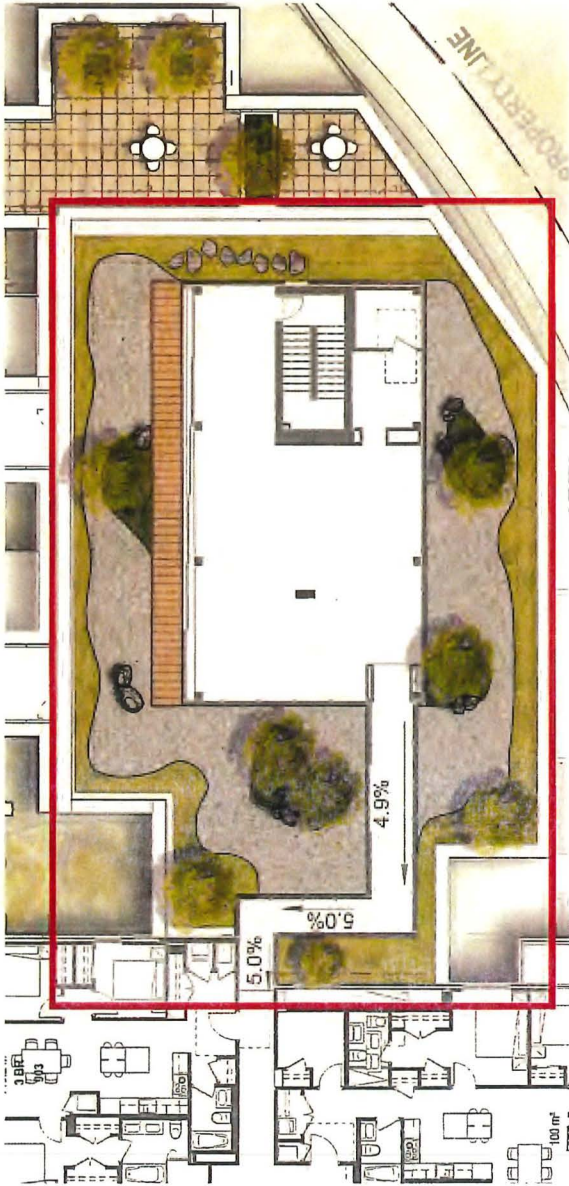
AFTER



Key Plan

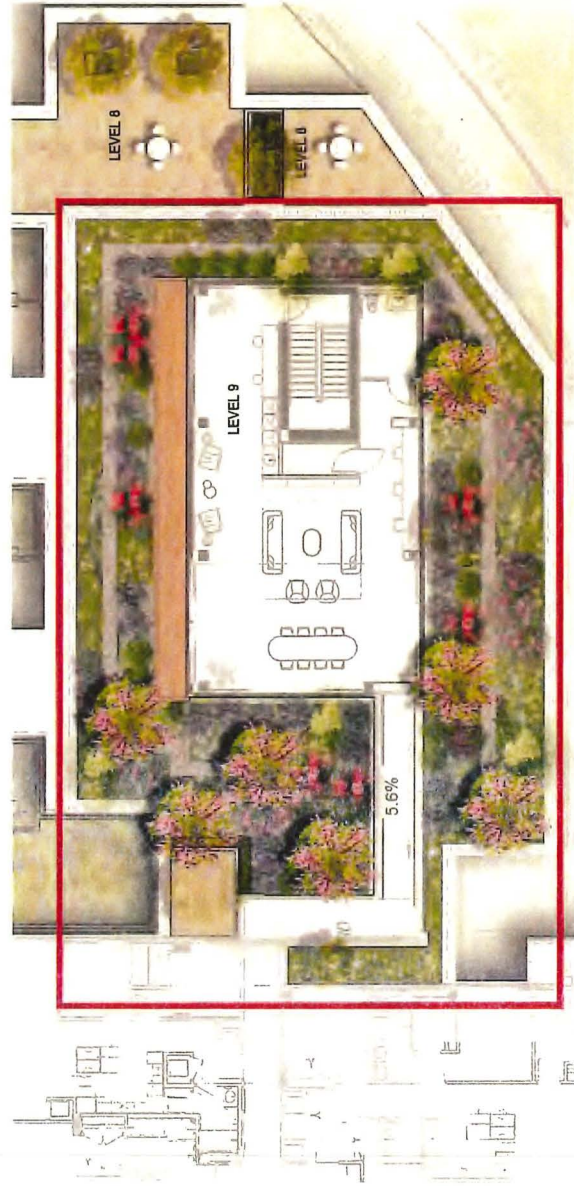


Key Plan

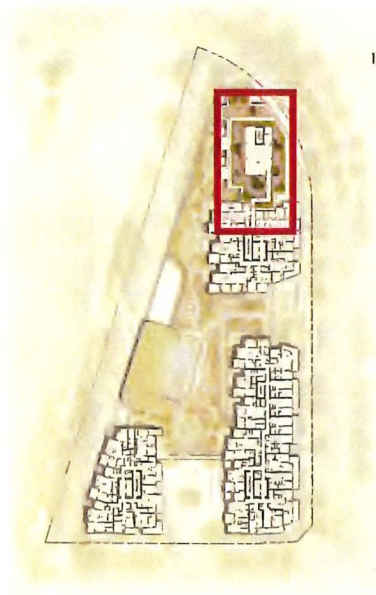


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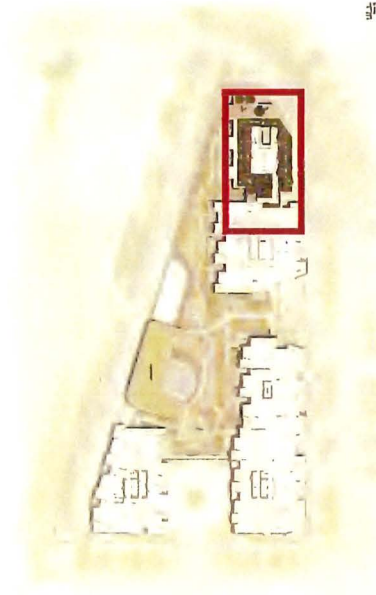
CNCL - 301



AFTER



Key Plan



Key Plan

Schedule 2 to the Minutes of
the Development Permit Panel
meeting held on Thursday,
November 14, 2024

From: [Niall Duggan](#)
To: [CityClerk](#)
Subject: DP 22-013200 traffic & safety concerns
Date: November 4, 2024 12:15:25 PM

To Development Permit Panel	
Date:	<u>NOV 14, 2024</u>
Item #	<u>1</u>
Re:	<u>DP 22-013200</u>

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 Alex,

Regarding the Nov 14 agenda, I have no issue with the proposed changes on the agenda.

Given the limited parking & direct transit in the area, I would ask that Aspac assist with parking during the construction phase so that the pedestrian flow of workers on site have a safe access point.

As an owner-resident of 5177 Brighthouse Way, I do have concerns with regards to this new development and the impact on vehicle, bicycle and pedestrian traffic.

Vehicle & Bicycle Traffic Concerns

The current eastbound entrance to River Road from No 2 Road is one way. Given the close proximity of the entrance to this new development from the busy No 2 Road bridge approach, only 4-5 vehicles would be off No 2 road approaching the entrance. Vehicles beyond this would remain on No 2 road until the entrance is made. This may be a possible hazard as it would easily back up. This exit is used by many West Richmond residents to access River Parkway and the core of north west Richmond's busy retail and commercial area.

The extra vehicles in this area would also result in increased traffic along River Road and I would recommend a traffic control of some sort at the intersection of Brighthouse Way and River Road to preserve vehicle and pedestrian safety.

The path along the dyke is a highly used recreational route. While accommodations can be made for bicycles to access the No 2 road bridge, there will also be a large majority of bicycle and pedestrian traffic destined north to use the gravel path along the dyke. With the increase in vehicle traffic along River Road, it is important that clear, safe passage lanes are maintained for the increase in pedestrian/bicycle traffic.

Lastly, if public access bikes, scooters and vehicles will be available, it is important that we do not create a situation where pedestrian traffic wants to cross the No 2 Road bridge access/exit to access this equipment/vehicle. It would be appreciated if Council would support a higher and longer fence along the No 2 Road median to ensure pedestrian safety as they have done in other similar areas along No 3 Road.

Thank you for your consideration,

Niall Duggan
405-5177 Brighthouse Way
604-206-9338



SITE PLAN



DATE: November, 2024
project no.: DP2020-35

9331 Ferndale Road

FERNDALE TOWNHOUSE

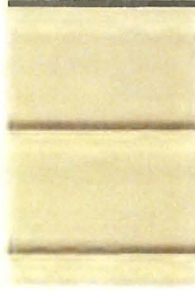
PERSPECTIVES



MATERIAL BOARD



ROOF: ASPHALT SHINGLES
COLOR: GREY



WALLS: BOARD AND BATTEN
COLOR: THUNDER



WALLS: HARDIE HORIZONTAL SIDING
COLOR: DEEP OCEAN



WALLS/BOX OUT: HARDIE SHINGLES



PRIVACY SCREEN, WOOD TRIMS, VINYL WINDOWS
COLOR: DISTANT GRAY



SOLID-CORE EXTERIOR DOOR
COLOR: CHINESE RED



VINYL WINDOWS
COLOR: BLACK

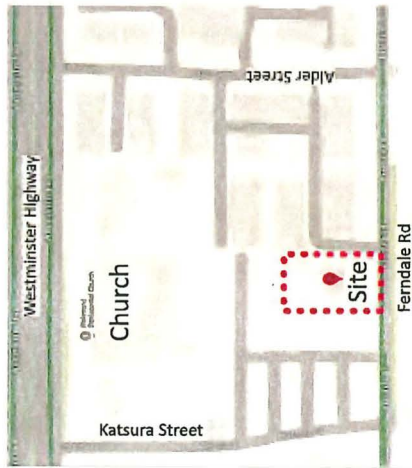


VINYL SOFFIT
COLOR: WHITE



BRICK 1-XL MONUMENT

OVERALL SITE PLAN



Map: NTS

AMENITY/PLAYGROUND 1

- 1 AMENITY/PLAYGROUND
- 1a SLIDE
- 1b SANDBOX
- 1c PLAYHOUSE
- 2 BENCH
- 3 PERIMETER WALKWAY
- 4 CONCRETE PATIO
- 5 LAWN
- 6 SHRUB PLANTING
- 7 RETAINED TREES
- 8 BIKE RACK
- 9 MAIL BOX
- 10 PMT
- 11 VISITOR PARKING/GRASS GRID
- 12 PROJECT SIGN
- 13 PERMEABLE PAVING



DATE: November, 2024
project no.: Dp2020-35

9331 Ferndale Road

VDZ+A

FERNDALE TOWNHOUSE

OVERALL SITE PLAN



CABIN AND SLIDE



SANDBOX



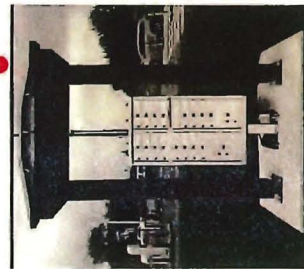
SANDBOX TABLE



PLAYHOUSE



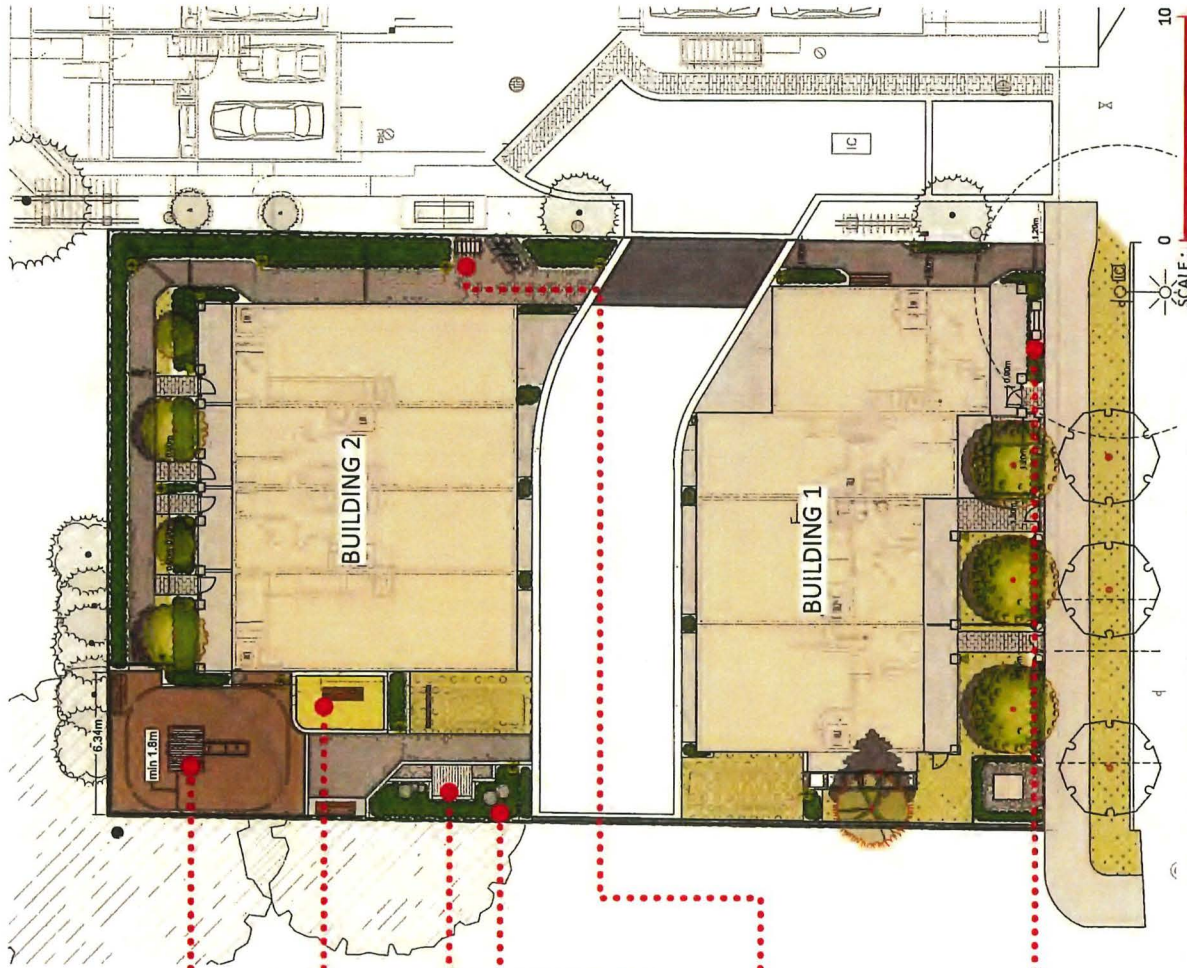
STEPPING LOGS



MAILBOX TRELLIS



PROJECT SIGNAGE



SCALE: 0 10

DATE: November, 2024
project no.: Dp2020-35

9331 Ferndale Road

VDZ+A

FERNDALE TOWNHOUSE

[illegible][illegible]

True Tag Legend
 XX - Tag number
 C-XX - Muncie tree
 OS-XX - Off-site tree
 S-XX - Straddling tree. Written permission required from owner to remove trees.
 XX-NY - No Tag #
 WRC= Western Red Cedar
 BLM= Big Leaf Maple
 RA= Red Alder

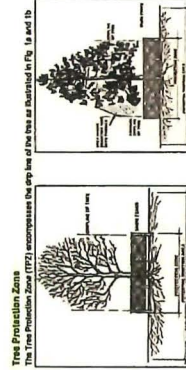


Fig. 1b - Example of a drop line on a

Notes: If the line is on an adjacent property, the drip line must still be protected on your side of the property line. If the branches have been cut or pruned, the TPZ must protect the original drip line of the tree (50' dia.).

Test Protection Distance Table

Time (min)	Free Radical Conc. (M)	Free Radical Rate (M/s)	Free Radical Half-life (s)	Free Radical Decay Constant (s ⁻¹)
20	5	0.8	1.2	0.88
30	10	1.6	2.4	0.44
40	15	2.4	3.6	0.29
50	20	3.2	4.8	0.22
60	25	4.0	6.0	0.17
70	30	4.8	7.2	0.14
80	35	5.6	8.4	0.12
90	40	6.4	9.6	0.10
100	45	7.2	10.8	0.09
110	50	8.0	12.0	0.08
120	55	8.8	13.2	0.07
130	60	9.6	14.4	0.07
140	65	10.4	15.6	0.06
150	70	11.2	16.8	0.06
160	75	12.0	18.0	0.05
170	80	12.8	19.2	0.05
180	85	13.6	20.4	0.05
190	90	14.4	21.6	0.04
200	95	15.2	22.8	0.04
210	100	16.0	24.0	0.04
220	105	16.8	25.2	0.04
230	110	17.6	26.4	0.04
240	115	18.4	27.6	0.03
250	120	19.2	28.8	0.03
260	125	20.0	30.0	0.03
270	130	20.8	31.2	0.03
280	135	21.6	32.4	0.03
290	140	22.4	33.6	0.03
300	145	23.2	34.8	0.03
310	150	24.0	36.0	0.02
320	155	24.8	37.2	0.02
330	160	25.6	38.4	0.02
340	165	26.4	39.6	0.02
350	170	27.2	40.8	0.02
360	175	28.0	42.0	0.02
370	180	28.8	43.2	0.02
380	185	29.6	44.4	0.02
390	190	30.4	45.6	0.02
400	195	31.2	46.8	0.02
410	200	32.0	48.0	0.02
420	205	32.8	49.2	0.02
430	210	33.6	50.4	0.02
440	215	34.4	51.6	0.02
450	220	35.2	52.8	0.02
460	225	36.0	54.0	0.02
470	230	36.8	55.2	0.02
480	235	37.6	56.4	0.02
490	240	38.4	57.6	0.02
500	245	39.2	58.8	0.02
510	250	40.0	60.0	0.02
520	255	40.8	61.2	0.02
530	260	41.6	62.4	0.02
540	265	42.4	63.6	0.02
550	270	43.2	64.8	0.02
560	275	44.0	66.0	0.02
570	280	44.8	67.2	0.02
580	285	45.6	68.4	0.02
590	290	46.4	69.6	0.02
600	295	47.2	70.8	0.02
610	300	48.0	72.0	0.02
620	305	48.8	73.2	0.02
630	310	49.6	74.4	0.02
640	315	50.4	75.6	0.02
650	320	51.2	76.8	0.02
660	325	52.0	78.0	0.02
670	330	52.8	79.2	0.02
680	335	53.6	80.4	0.02
690	340	54.4	81.6	0.02
700	345	55.2	82.8	0.02
710	350	56.0	84.0	0.02
720	355	56.8	85.2	0.02
730	360	57.6	86.4	0.02
740	365	58.4	87.6	0.02
750	370	59.2	88.8	0.02
760	375	60.0	90.0	0.02
770	380	60.8	91.2	0.02
780	385	61.6	92.4	0.02
790	390	62.4	93.6	0.02
800	395	63.2	94.8	0.02
810	400	64.0	96.0	0.02
820	405	64.8	97.2	0.02
830	410	65.6	98.4	0.02
840	415	66.4	99.6	0.02
850	420	67.2	100.8	0.02
860	425	68.0	102.0	0.02
870	430	68.8	103.2	0.02
880	435	69.6	104.4	0.02
890	440	70.4	105.6	0.02
900	445	71.2	106.8	0.02
910	450	72.0	108.0	0.02
920	455	72.8	109.2	0.02
930	460	73.6	110.4	0.02
940	465	74.4	111.6	0.02
950	470	75.2	112.8	0.02
960	475	76.0	114.0	0.02
970	480	76.8	115.2	0.02
980	485	77.6	116.4	0.02
990	490	78.4	117.6	0.02
1000	495	79.2	118.8	0.02

Tree Protection Zone Signage

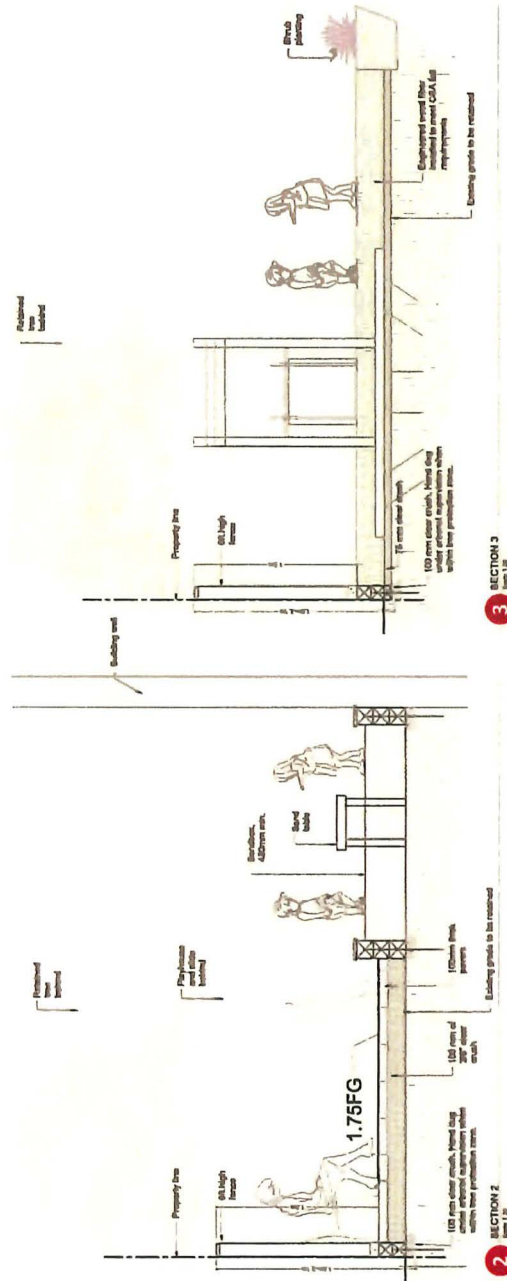
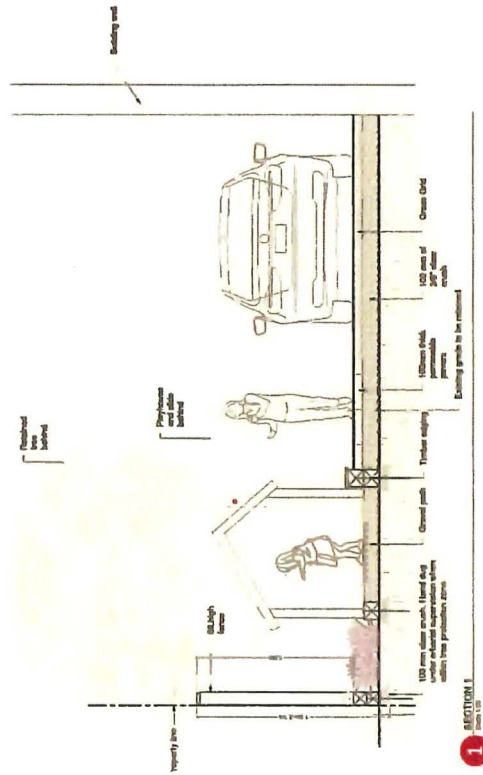
All TPZ are required to have signage as shown in Fig. 2. The signage must be a minimum of 11" x 16" in size on at least 2 sides. A sign is now available for download from the City of Richmond's Tree & Land webpage at www richmond.ca.gov/landscaping/landscaping/transportation.htm

Fig. 1 - Fine Penetration Zone Stud



A detailed floor plan of a house. The plan shows a large living area on the right, a kitchen and dining area on the left, and a bathroom at the bottom left. Three bedrooms are indicated by red diamonds with numbers 1, 2, and 3. Bedroom 1 is located in the top left corner. Bedroom 2 is located in the bottom left corner. Bedroom 3 is located in the top right corner.

1



9331 Ferndale Road

VDZ+A

4-UNIT TOWNHOUSES

7300 ST. ALBANS RD.

Owner

1124053 BC Ltd. (Pavandeep Kooner)

Architect

Matthew Cheng Architect Inc

Landscape Architect

Homing Landscape Architecture



4 Unit Townhouse Development
7300 St. Albans Rd.

Context

- On St Albans Rd. between Granville Ave. & General Currie Rd
- To north St. Albans Anglican Church
- To south A 7-unit townhouse complex
- To east A 36-unit townhouse complex
- To west A four storey building
(3 storey apartment + 1 level parking structure)



—CONTEXT PLAN



Context East side of St. Albans



Church - flat roof



Townhouses



Church



Townhouses

Context West side of St. Albans



4 story apartment - flat roof



Duplex



3 story townhouses - flat roof

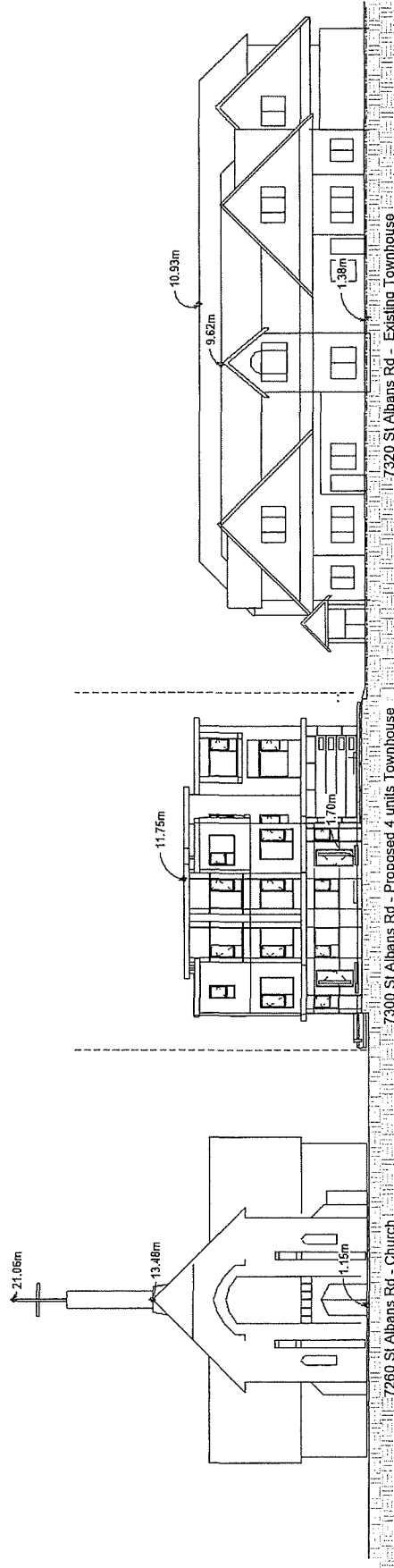


3 story townhouses - flat roof

[illegible]

- CNCL - 316**

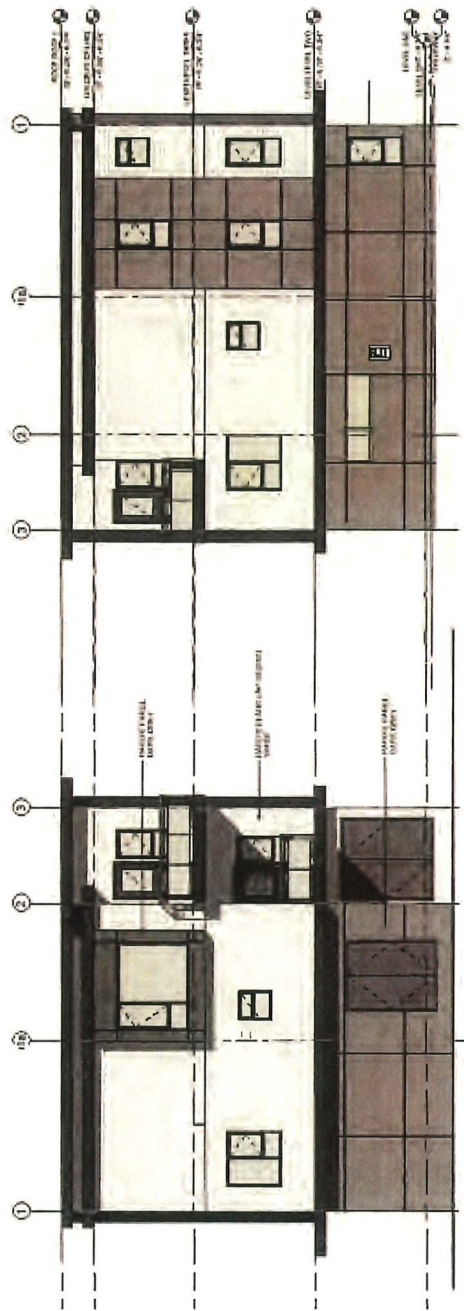
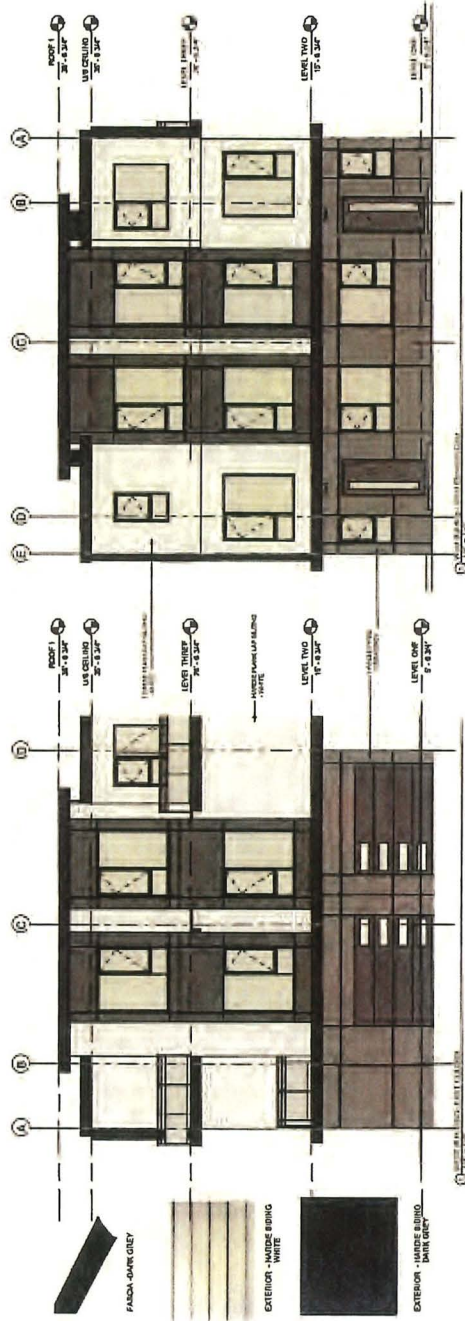
Streetscape



Front row along St Albans Road

- 1 duplex of 3 story (11.75m)
- A church to north (13.48m / 21.06m cross)
- An existing townhouse to south (10.93m)

Elevations



West / Front building

- 1 building
- Duplexes
- 3 story height

East / Rear building
1 building
Duplexes
3 story height

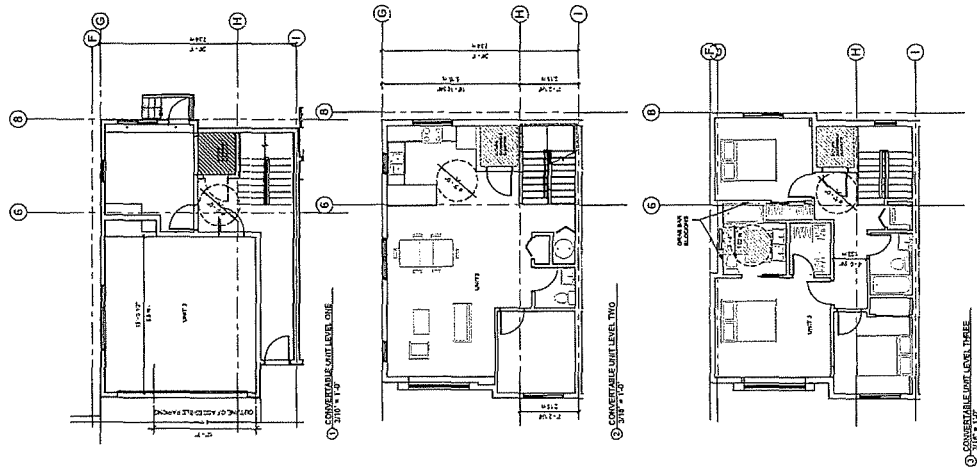


Convertible Units

- **Vertical lift to all levels**
- **4m (13'-2") wide accessible parking space provided**
- Entry door (2'-10" clear) (Rough in for future door opener) (No Step)
- Interior doors (2'-8" clear) (1 bed & 1 bath)
- Hallway (3'-0")
- **WC**
 - Toilet at side and in front (3'-4")
 - Blocking for future grab bars (Toilet, Tub, Shower)
 - Lever - style plumbing fixtures
 - Cabinets easily removed
 - Bath and shower controls accessible
- **Kitchen**
 - Plumbing and gas pipes clear of under counter space
 - Cabinets easily removed
 - 5' turning diameter
 - Level-type handles
- **Windows**
 - Opened with 1 hand (Min. 1)
- **Outlets and switches**
 - Outlets beside window, bottom of stair, beside toilet, above exterior door, on front of kitchen counter
 - Within proximity of control center for smart home option
 - Upgrades to four-plex outlets in master bed, home office, garage & rec rm

Aging in place in all units

- Stairwell handrails
- Lever-style plumbing faucets & door handles
- Blocking in washroom walls for grab bars



- **Energy Step Code 3 + Zero Carbon EL-4 Level**

- **Certified Energy Advisor**
Energise Solutions Inc.

- Heating & Cooling
Air source heat pump

- Domestic Hot water
- Electric storage tank

- HRV

- Insulation
 - Walls (2X8 @ 24") R-28
 - Roof R-50
 - Floor over unheated space R-28

- Windows

U value	1.20 or lower
SHGC (solar heat gain coefficient)	0.36 or higher

- **Airtightness**
ACH @50 Pa
(Air exchange per hour)
2.5 or less

Water Conservation

- Dual flush toilets
- Drought tolerant plants

Energy Conservation

- Energy star appliances
- LED lighting
- Electric car charging
- Programmable thermostat
- Motion sensing light in master ensuite
- Low E glass windows

Building materials

- Renewable materials – wood
- Local building materials
- Durable building materials

Waste Reduction

- 3 stream waste bins for construction
- Compost bins in kitchen
- Garbage and recycle bins in garage

Health and Air quality

- Retain and plant perimeter trees
- LOC paints, adhesives and floorings

Form & Character



- Modern architectural design with simple colour scheme of white and grey
- Building mass reduced by projections, different material textures, contrasting colours and windows

Form & Character

- Individuality of units by
 - Private landscape yard
 - Roof overhang
 - Change of material
 - Change of colour



Form & Character



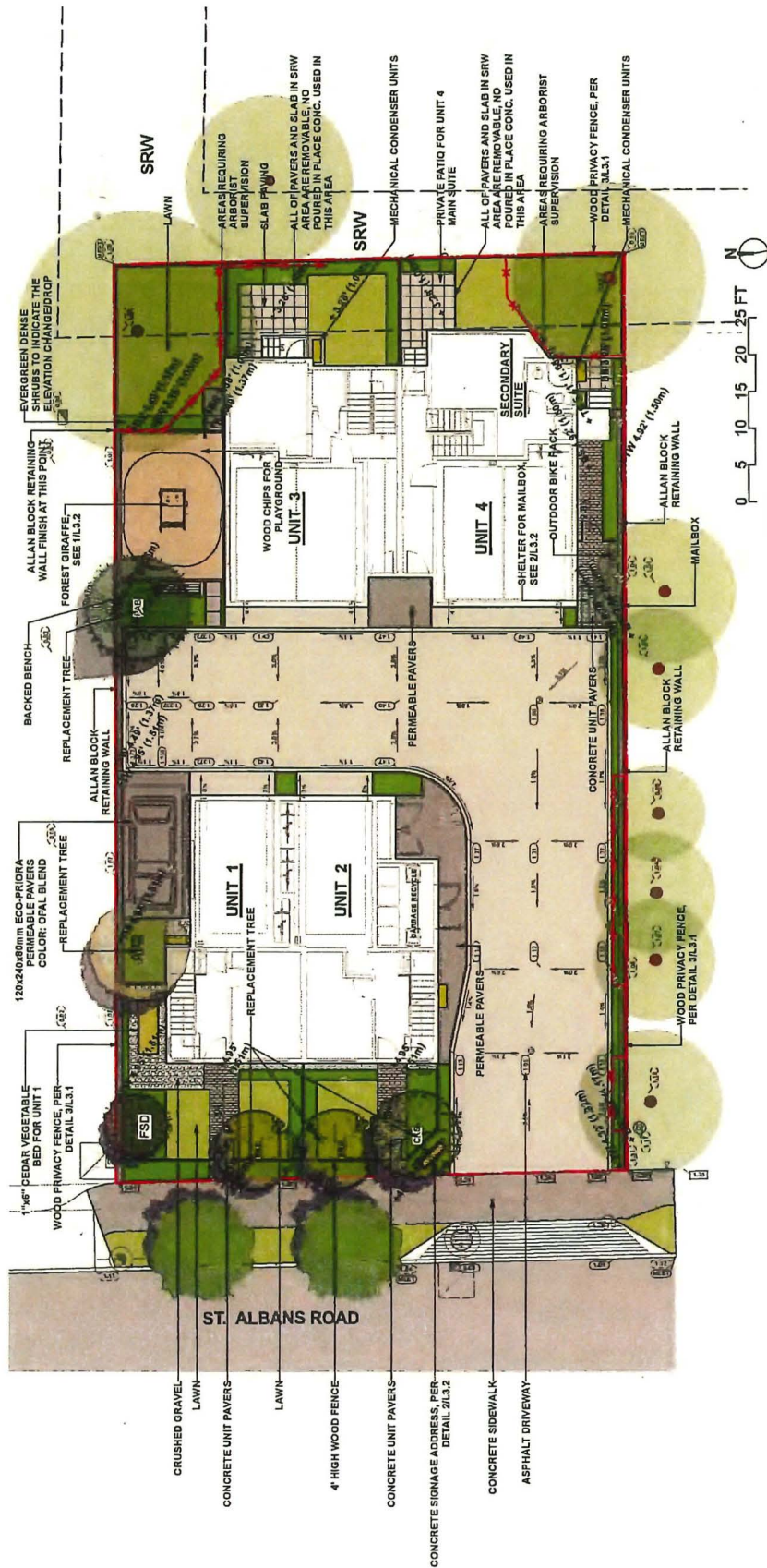
- CPTED
 - 6 ft wood fence at side & rear PL.
 - 4 ft. wood fence at front PL.
 - Clear sightlines from units to sidewalk
 - Separate public and private realm
 - Lighting around site in landscape plan – visitor parking, mailbox, outdoor amenity
 - Mailbox Kiosk in landscape plan – Next to drive aisle

Form & Character

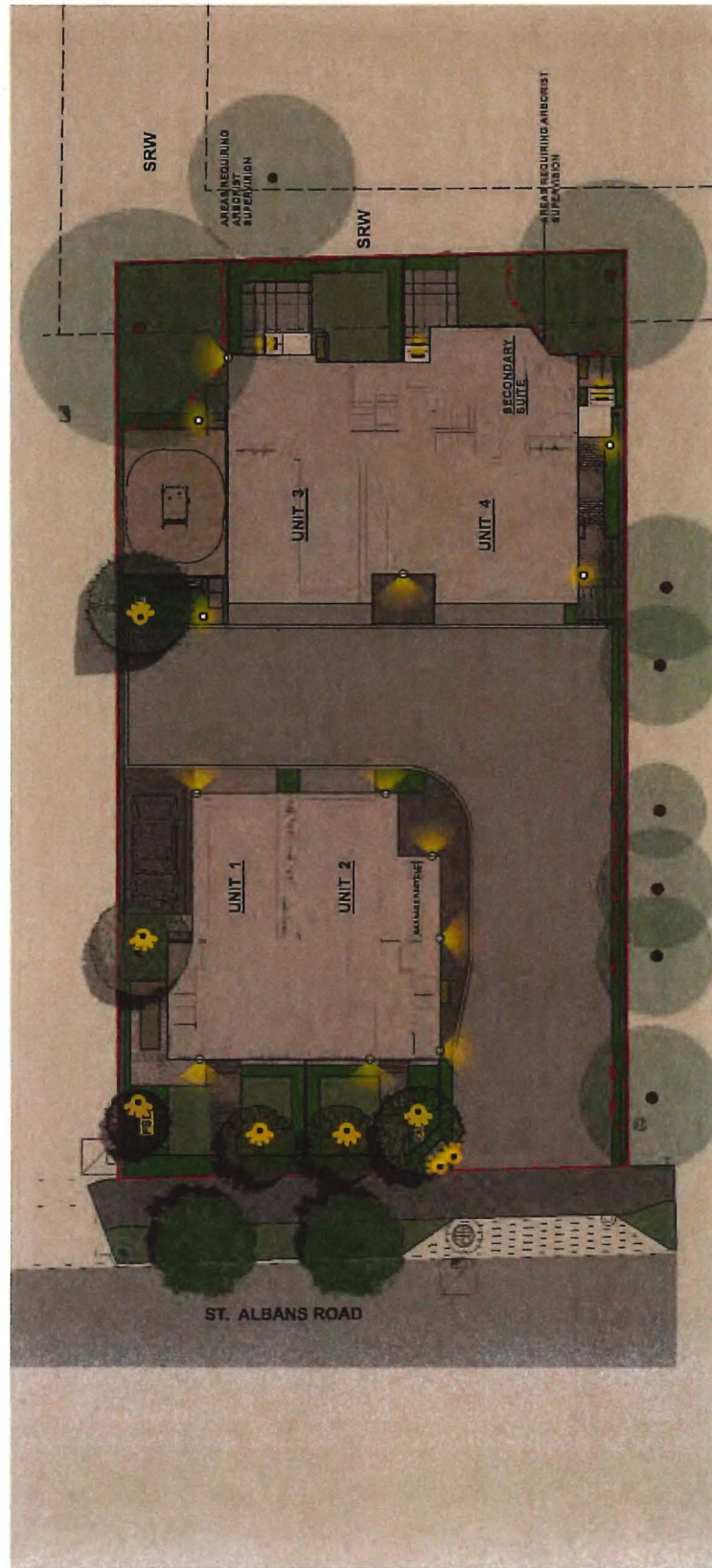
- Outdoor amenity space
 - 29 sm.
 - To facilitate tree preservation
 - A buffer between drive aisle



Landscape Plan



Landscape Plan





THANK YOU

Schedule 5 to the Minutes of
the Development Permit Panel
meeting held on Thursday,
November 14, 2024

From: [kenny](#)
To: [CityClerk](#)
Subject: Development permit, 7300 St. Albans Road
Date: November 10, 2024 11:25:30 AM

To Development Permit Panel
Date: <u>NOV 14, 2024</u>
Item # <u>3</u>
Re: <u>DP 23-029433</u>

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,

I am living at 7320 St. Albans Road, I have below requests :

- 1, three stories is higher than ours, We request your houses to be sitting as far away from ours as possible. Your north side is a church not a residential building, so it wont be a problem to them.
- 2, We are concerned if you have windows facing south to our houses, we request no windows except washrooms having windows facing to us.
- 3, There are two very tall trees close to us, one seemingly dead, the other not healthy. We request to remove them.

Kenny Lee
4-7320 St.Albans Road



Schedule 6 to the Minutes of
the Development Permit Panel
meeting held on Thursday,
November 14, 2024

From: [Roberta Massender](#)
To: [CityClerk](#)
Subject: File: DP 23-029433
Date: November 13, 2024 1:57:36 PM

To Development Permit Panel	
Date:	NOV 14, 2024
Item #	3
Re:	DP 23-029433

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.

Hello,

Thank you for the Notice of Development Permit Panel Meeting regarding the subject file number.

I am writing to say that I support this development. The new development will be an excellent and refreshing addition to the neighbourhood. This parcel has remained in very poor condition for many years.

Thank you.

Roberta M. Massender
8520 General Currie Rd, #126
Richmond, BC V6Y 1M2



To: Richmond City Councillors, Members of the Legislative Assembly, and Members of Parliament

Subject: Petition for City Bylaw and Measures to Protect Religious Harmony and Safety

We, representatives of religious organizations along Richmond's No. 5 Road, respectfully request your support in enacting a city bylaw that would prohibit protests—whether religious or non-religious—in the vicinity of places of worship. This measure aims to protect our community from disruptions that could compromise safety and religious harmony.

Recent attacks on temples, gurudwara, churches and synagogues and other places of worship across Canada due to racial, political and regional tensions, have raised serious concerns. To keep Richmond a welcoming and secure space for people of all faiths, we propose the following:

1. Enactment of a Protective Bylaw: Implement a bylaw that restricts protests near places of worship, specifically targeting those with the intent to intimidate or provoke. Peaceful gatherings would continue to be permitted in other areas, preserving freedom of expression while maintaining public safety.
2. Emergency Response Liaison: Designate a dedicated city contact to act as a liaison for religious organizations, enabling prompt action to address potential threats or disruptions at places of worship.
3. Mandatory Cultural and Community Relations Training: Ensure that police officers receive cultural sensitivity training, anti-bias education, and de-escalation tactics, especially when handling incidents involving diverse religious groups.
4. Zero-Tolerance Policy for Hate or Bias: Institute a strict zero-tolerance policy for any police officers who engage in or overlook actions that promote disharmony or hate. This includes clear consequences for officers found to be involved in misconduct.

We draw attention to similar measures being considered or implemented in cities like Vaughan, Ontario, where a bylaw prohibits protests within 100 meters of places of worship, schools, and hospitals, in response to incidents of hate and threats. This approach demonstrates how targeted, localized regulations can protect community harmony and public safety while allowing for responsible expression elsewhere .

We believe these steps reflect Richmond's values of respect, inclusion, and secularism, providing equal protection for people of all faiths. We ask for your leadership in upholding our shared commitment to harmony, safety, and an inclusive community.

Sincerely,


Sarwan Kumar- secretary- 604-418-4662

Sri Sadashiva Subramaniya Swamy Temple of BC Foundation- 8840 N o. 5 Road, Richmond.