



City Council

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

**Monday, November 9, 2020
7:00 p.m.**

Pg. # ITEM

MINUTES

1. *Motion to:*

- CNCL-6** (1) *adopt the **minutes** of the Regular Council meeting held on October 26, 2020; and*
- CNCL-12** (2) *adopt the minutes of the Special Council meetings held on*
CNCL-30 ***October 26, 2020 and November 2, 2020.***



AGENDA ADDITIONS & DELETIONS

COMMITTEE OF THE WHOLE

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



- 3. Delegations from the floor on Agenda items.**

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

Pg. # ITEM

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.

RECOMMENDATIONS FROM COMMITTEE WILL APPEAR ON THE REVISED COUNCIL AGENDA, EITHER ON THE CONSENT AGENDA OR NON-CONSENT AGENDA DEPENDING ON THE OUTCOME AT COMMITTEE.

CONSENT AGENDA HIGHLIGHTS

- Receipt of Committee minutes
- Recommendation to Award Contract 6851P – Video Detection System Hardware, Software and Services
- Establishment of Underlying Zoning For Properties Developed Under Land Use Contracts 008, 013, 022, 068, 100, 153 In Broadmoor
- Application by Brook Pooni Associates for a Temporary Commercial Use Permit for the Property at 13651 Bridgeport Road
- Non-Profit Social Service Agency Space Needs – Policy Options

5. *Motion to adopt Items No. 6 through No. 10 by general consent.*

☐

6. **COMMITTEE MINUTES**

CNCL-33

*That the minutes of the **General Purposes Committee** meeting held on November 2, 2020 be received for information.*

☐

Consent
Agenda
Item

Council Agenda – Monday, November 9, 2020

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Consent
Agenda
Item

7. **RECOMMENDATION TO AWARD CONTRACT 6851P - VIDEO DETECTION SYSTEM HARDWARE, SOFTWARE AND SERVICES**
(File Ref. No. 02-0775-50-6851) (REDMS No. 6523026)

CNCL-43

See Page CNCL-43 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

- (1) *That Contract 6851P - Video Detection System Hardware, Software and Services be awarded to Econolite Canada; and*
- (2) *That the Chief Administrative Officer and General Manager, Planning and Development, be authorized to execute the contract between the City and Econolite Canada.*



Consent
Agenda
Item

8. **ESTABLISHMENT OF UNDERLYING ZONING FOR PROPERTIES DEVELOPED UNDER LAND USE CONTRACTS 008, 013, 022, 068, 100, 153 IN BROADMOOR**
(File Ref. No. 08-4430-03-09; 12-8060-20-010147/010148/010149/010150/010151/01052) (REDMS No. 6403748 v. 4; 6399105; 6444089; 6444236; 6400014; 6400557; 6403964; 6400707; 6404763)

CNCL-46

See Page CNCL-46 for staff memorandum

CNCL-61

See Page CNCL-61 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

- (1) *That Richmond Zoning Bylaw 8500, Amendment Bylaw 10147, to establish underlying zoning for the property developed under Land Use Contract 008, be introduced and given first reading;*
- (2) *That Richmond Zoning Bylaw 8500, Amendment Bylaw 10148, to establish underlying zoning for the property developed under Land Use Contract 013, be introduced and given first reading;*
- (3) *That Richmond Zoning Bylaw 8500, Amendment Bylaw 10149, to establish underlying zoning for the properties developed under Land Use Contract 022 and to permit a housekeeping amendment, be introduced and given first reading;*
- (4) *That Richmond Zoning Bylaw 8500, Amendment Bylaw 10150, to establish underlying zoning for the property developed under Land Use Contract 068, be introduced and given first reading;*
- (5) *That Richmond Zoning Bylaw 8500, Amendment Bylaw 10151, to establish underlying zoning for the properties developed under Land Use Contract 100, be introduced and given first reading; and*

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- (6) *That Richmond Zoning Bylaw 8500, Amendment Bylaw 10152, to establish underlying zoning for the property developed under Land Use Contract 153 and to permit a housekeeping amendment, be introduced and given first reading.*



Consent
Agenda
Item

9. **APPLICATION BY BROOK POONI ASSOCIATES FOR A TEMPORARY COMMERCIAL USE PERMIT FOR THE PROPERTY AT 13651 BRIDGEPORT ROAD**

(File Ref. No. TU 20-890999) (REDMS No. 6539497 v. 3;)

CNCL-122

See Page CNCL-122 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

- (1) *That the application by Brook Pooni Associates for a Temporary Commercial Use Permit (TCUP) for the property at 13651 Bridgeport Road to permit a maximum of 1,490 m² (16,043 ft²) of floor area to be used for “Warehouse Sales” limited to the sale of household appliances, and the provision of 87 vehicle parking spaces, be considered for three years from the date of issuance; and*
- (2) *That this application be forwarded to the December 14, 2020 Public Hearing at 7:00 p.m. in the Council Chambers of Richmond City Hall.*



Consent
Agenda
Item

10. **NON-PROFIT SOCIAL SERVICE AGENCY SPACE NEEDS - POLICY OPTIONS**

(File Ref. No. 07-3000-01) (REDMS No. 6503285 v. 7)

CNCL-142

See Page CNCL-142 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

- (1) *That Council Policy 5051 “Non-Profit Organization Replacement and Accommodation Policy”, as outlined in the staff report titled, “Non-Profit Social Service Agency Space Needs – Policy Options” dated September 29, 2020 from the Director, Community Social Development be adopted;*

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ITEM

- (2) *That density bonus provisions in the Zoning Bylaw for Community Amenity Space be used to secure non-profit organization space;*
- (3) *That OCP Policy be reviewed and economic analysis of further policy options to increase the supply of non-profit space be conducted; and*
- (4) *That, following the proposed economic analysis, staff bring forward a policy framework, staff review process and criteria for securing community amenity options through the rezoning process for new developments for Council consideration.*



CONSIDERATION OF MATTERS REMOVED FROM THE CONSENT AGENDA

PUBLIC ANNOUNCEMENTS AND EVENTS

NEW BUSINESS

BYLAW FOR ADOPTION

CNCL-160

Revised Consolidated 5 Year Financial Plan (2020-2024) Bylaw No. 10183,
Amendment **Bylaw No. 10203**
Opposed at 1st/2nd/3rd Readings – None.



ADJOURNMENT





Regular Council

Monday, October 26, 2020

Place: Council Chambers
Richmond City Hall

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

Corporate Officer – Claudia Jesson

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

RES NO. ITEM

MINUTES

R20/18-1 1. It was moved and seconded
That:

- (1) *the minutes of the Regular Council meeting held on October 13, 2020, be adopted as circulated;*
- (2) *the minutes of the Regular Council meeting for Public Hearings held on October 19, 2020, be adopted as circulated; and*
- (3) *the Metro Vancouver 'Board in Brief' dated October 2, 2020, be received for information.*

CARRIED



Regular Council
Monday, October 26, 2020

Mayor Brodie noted that there were no members of the public present in the Council Chambers or pre-registered to participate by phone and therefore motions to resolve into Committee of the Whole to hear delegations from the floor on Agenda items and to rise and report (Items No. 2, 3, and 4) were not necessary.

CONSENT AGENDA

- R20/18-2 5. It was moved and seconded
That Items No. 6 through No. 9 be adopted by general consent.

CARRIED

6. **COMMITTEE MINUTES**

That the minutes of the General Purposes Committee meeting held on October 19, 2020 be received for information.

ADOPTED ON CONSENT

7. **REPORT BACK ON EXPEDITED TEMPORARY PATIO PROGRAM**
(File Ref. No. 08-4150-01, 12-8275-01, 09-5125-13-01) (REDMS No. 6535929)

- (1) *That the Council endorsed Expedited Temporary Patio Program, as approved on May 25, 2020, be extended until October 31, 2021; and*
- (2) *That the Expedited Temporary Patio Program be expanded to consider applications for temporary coverings or other accessories necessary to operate patios in inclement weather.*

ADOPTED ON CONSENT



Regular Council
Monday, October 26, 2020

8. CITY OF RICHMOND CONCERNS ON RECENT CHANGES TO THE BC ENERGY STEP CODE

(File Ref. No. 10-6125-07-02, 12-8360-03-02-01, 12-8060-20-9769) (REDMS No. 6539656)

That a letter be sent to the BC Minister of Municipal Affairs and Housing and the BC Minister of Environment and Climate Change Strategy stating the City's concerns about, and suggested improvements to, the December 2019 revision to the BC Building Code as outlined in the report titled "City of Richmond Concerns on Recent Changes to the BC Energy Step Code", dated September 16, 2020, from the Director, Building Approvals and Director, Sustainability and District Energy.

ADOPTED ON CONSENT

9. APPOINTMENT OF APPROVING OFFICERS

(File Ref. No. 01-0172-02) (REDMS No. 6524552 v. 1A)

- (1) That the appointment of Barry Konkin as Approving Officer for the City, as per Item 16 of Resolution R13/19-5, adopted by Council on November 12, 2013, be rescinded; and*
- (2) That the following be appointed as Approving Officers in the absence of both Wayne Craig, Director of Development and Reg Adams, Approving Officer/Supervisor, Utilities – Planning and Development:*
 - (a) Joshua Reis, Program Manager – Development; and*
 - (b) Suzanne Smith, Program Manager – Development.*

ADOPTED ON CONSENT



Regular Council
Monday, October 26, 2020

NON-CONSENT AGENDA ITEM

GENERAL PURPOSES COMMITTEE

Mayor Malcolm D. Brodie, Chair

**10. ALEXANDRA GREENWAY INTEGRATED PUBLIC ART PROJECT
CONCEPT**

(File Ref. No. 11-7000-09-20-281) (REDMS No. 6481812 v. 3, 6430688)

R20/18-3

It was moved and seconded

That the artist concept proposal for "Water to Earth" by BAGUA Artist Association as detailed in the staff report titled, "Alexandra Greenway Integrated Public Art Project Concept" dated September 17, 2020, from the Director, Arts, Culture and Heritage Services, be endorsed.

CARRIED

Opposed: Cllrs. Day
Steves

PUBLIC ANNOUNCEMENT

Mayor Brodie announced the following road names for new roads around Richmond Centre:

- the name "Cst. Jimmy Ng Road" has been selected for the new east-west road in Section 8 Block 4 Range 6;
- the name "Cst. Jimmy Ng Place" has been selected for the new road which will connect Park Road to the new east-west road;
- the name "Park Road" has been selected for the extension of the east-west road that will connect the existing Park Road through to the two points of extension of Cook Road;
- the name "Minoru Gate" has been selected for the extension of the east-west road that will connect the existing Minoru Gate to extension of Park Road; and



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- the name “Cook Road” has been selected for the extension of the east-west road that will connect the existing Cook Road to the new development.

BYLAW FOR ADOPTION

R20/18-4

It was moved and seconded

That Permissive Property Tax Exemption (2021) Bylaw No. 10196 be adopted.

CARRIED

DEVELOPMENT PERMIT PANEL

R20/18-5

11. It was moved and seconded

- (1) *That the minutes of the Development Permit Panel meeting held on October 15, 2020, and the Chair's report for the Development Permit Panel meetings held on September 16, 2020 and September 30, 2020, be received for information; and*
- (2) *That the recommendation of the Panel to authorize the approval of changes to the design of the proposed landscaping and to the approved Environmentally Sensitive Area (ESA) compensation of the Development Permit (DP 17-771210) issued for the property at 23111 Garripie Avenue be endorsed, and the changes be deemed to be in General Compliance with the Permit.*

CARRIED

ADJOURNMENT

R20/18-6

It was moved and seconded

That the meeting adjourn (7:29 p.m.).

CARRIED



**City of
Richmond**

Minutes

**Regular Council
Monday, October 26, 2020**

Certified a true and correct copy of the
Minutes of the Regular meeting of the
Council of the City of Richmond held on
Monday, October 26, 2020.

Mayor (Malcolm D. Brodie)

Corporate Officer (Claudia Jesson)



**Special Council
Monday, October 26, 2020**

Place: Council Chambers
Richmond City Hall

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

Corporate Officer – Claudia Jesson

Call to Order: Mayor Brodie called the meeting to order at 4:01 p.m.

RES NO. ITEM

ENGINEERING AND PUBLIC WORKS DIVISION

1. **13740 WESTMINSTER HIGHWAY – UNAUTHORIZED
WATERCOURSE CROSSING AND DECORATIVE WALL UPDATE**

(File Ref. No.: 01-0270-02-2020-053, 10-6045-07-02) (REDMS No. 6536637 v .3, 6491986, 6527686, 6511999, 5975465, 6548164)

Jason Ho, Manager, Engineering Planning, provided background information and the following was noted:

- in January 2018, the City received a Watercourse Crossing Permit application from the property owners;
- the permit was rejected as the watercourse is in a Riparian Management Area (RMA) and therefore not eligible for an infill;



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- the property owners proceeded to infill the watercourse and installed a culvert without City approval; the property owners also constructed a decorative wall on top of the unauthorized watercourse crossing on a portion of the property that is in the RMA;
- the culvert works installed in the watercourse do not meet the City's Engineering Design Specifications; and
- under the current unauthorized conditions, the boulevard experiences substantial surface ponding and the City cannot access its infrastructure.

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

- the property owners would require provincial approval to infill the watercourse as it is in a RMA;
- any neighbouring properties with an infilled watercourse likely are not in a RMA or the works were completed prior to the establishment of the Riparian Areas Regulation;
- the property owners were first notified that such works were unauthorized when the Watercourse Crossing Permit application was rejected by the City in 2018; once staff learned that the works were proceeding, the City sent correspondence and posted stop work orders advising that the works underway must cease; the City also issued fines;
- in order to infill the watercourse, the property owner would first require provincial approval, and if provincial approval were granted, the watercourse infill would have to meet the City's Engineering Design Specifications;
- even if the property owner received provincial approval to infill the watercourse, the current installation would have to be completely removed and redone due to the installation of substandard engineering infrastructure;
- a RMA is not registered on title; and
- staff are unaware of any concerns related to rodents or safety.



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RES NO. ITEM

Materials from the homeowners were distributed on table (attached to and forming part of these Minutes as Schedule 1).

Gurbax Panesar, 13740 Westminster Highway, stated that she had trees planted along the frontage of her property for the protection of her grandkids and dog when her home was initially built. She advised that the City required that the trees be removed.

Ms. Panesar then stated that she retained the services of Madrone Environmental Services, which was very costly, and followed the recommendations of their report. She spoke to concerns of having an open watercourse at the front of her property, noting that her dog has fallen into the ditch and hurt itself, her grandkids are afraid to play in her front yard for fear of falling into the ditch, and rodents are throughout the ditch. Ms. Panesar then commented on the uncleanliness of the ditch, remarking that it is not cleaned. As a result of these issues, Ms. Panesar stated that she had no choice but to infill the watercourse and to build the decorative wall as a buffer between the road and her property.

Ms. Panesar then commented on adjacent properties with infilled watercourses, and was of the opinion that the City was not applying its regulations consistently and fairly. She acknowledged that what she did was wrong but that she felt she had no choice since there were no alternative solutions.

In reply to a comment by Council, Ms. Panesar stated that she had to build the decorative wall for safety as her house is situated close to the road. Also, she remarked that she had installed a fence but was told by the City to remove it.

In reply to queries from Council, Mr. Ho provided the following information:

- the fence was required to be removed as it was installed on City property;
- a fence would be permitted if it were situated outside the RMA and on the homeowners' property;
- staff could follow up with the property owners' environmental consultant as it relates to identified measures to protect and maintain the RMA; and



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RES NO. ITEM

- the property owners were advised of the option to seek provincial approval when they were first notified that their permit was rejected as the watercourse is in a RMA.

SP20/10-1

It was moved and seconded

That the remedial action orders imposed on Swarn Singh Panesar and Gurbax Kaur Panesar, as the registered owners of 13740 Westminster Highway as per Council Resolution R20/15-4 (adopted on consent at the September 14, 2020 Regular (Open) Council meeting) be upheld.

CARRIED

ADJOURNMENT

SP20/10-2

It was moved and seconded

That the meeting adjourn (4:29 p.m.).

CARRIED

Certified a true and correct copy of the Minutes of the Special meeting of the Council of the City of Richmond held on Monday, October 26, 2020.

Mayor (Malcolm D. Brodie)

Corporate Officer (Claudia Jesson)

CityClerk

Schedule 1 to the Minutes of the
Special meeting of Richmond
City Council held on Monday,
October 26, 2020.

To: Mayor & Each Councillor
From: City Clerk's Office
Materials Relating to an Agenda Item
Meeting: SPECIAL CNCL
Date: OCT 26 / 20 Item#: 1

From: Nav Panesar <nspautotek@gmail.com>
Sent: October 26, 2020 12:01 PM
To: O'Halloran,Matthew; CityClerk
Subject: Re: Council Reconsideration - Remedial Action Requirements 13740 Westminster Hwy
Attachments: Signed Letter to Mayor Brodie.pdf; Neighbours Similar House.jpg; Our House Previous to Ditch Fill.png; Our House Ditch Front.png; Neighbours Picture 3.eml; Neighbours picture 2.jpg; Thief Jumping Fence Next Door.mp4; Neighbours Picture 4.eml; Neighbours Picture 5.eml; Neighbours Picture 6.eml; Neighbours Picture7.eml; Neighbours Picture8.eml

6:08
Search
< August 15, 2019 1:35 PM Edit
< Lulu Island July 30, 2019 9:48 AM Edit



Attached are photos of our house previous to the Ditch fill which was not accepted but the city. I have also attached many houses on our street and other streets with mandatory ditches that have been filled completely. Some of these houses were filled this past year as well.

You can clearly see in one of the pictures a thief jumping our neighboring church fence. Security is an issue and safety for our pets and children is an issue and as you can see the letter attached the Church has requested and agrees to keep the ditch filled as there ditch is filled as well due to children's safety.

We are being targeted but he city as there are 100's of homes around our house that have filled ditches and continue to do so. Our dog has fallen in the ditch multiple times and this was always a safety concern. Our house was built towards the front of the property as required and this leaves little room between the fitch and our front entrance. Furthermore, the ditch was full of rats that would enter our property and home.

Our original wall and trees show the exact same design that was done by multiple homes around our area but the city forced us to tear it down.

We are simply requesting to be treated the same as all of the other 100's of houses that have not been singled out for filling their ditch.



On Mon, Sep 28, 2020 at 5:00 PM O'Halloran,Matthew <MOHalloran@richmond.ca> wrote:

Good Afternoon,

Thank you for your request to reconsider Council's decision regarding the remedial action requirements at 13740 Westminster Hwy.

Your hearing has been scheduled as follows:

4:00 pm, Monday, October 26

Council Chambers

Richmond City Hall

Please confirm receipt of this email and your attendance at the meeting. You may also submit additional materials for Council to review in advance of the meeting – please confirm as soon as possible if you would like to do so.

Should you have any questions, please do not hesitate to contact me.

Sincerely,

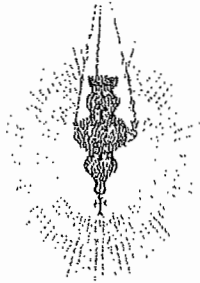
Matt O'Halloran | Manager, Legislative Services

City of Richmond | 6911 No.3 Road, Richmond, BC V6Y 2C1

Phone: 604-276-4098 | Fax: 604-278-5139

Email: mohalloran@richmond.ca





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ST. GREGORY THE ILLUMINATOR ARMENIAN APOSTOLIC CHURCH

His Worship Mayor Malcom Brodie
City of Richmond, Mayor's Office
6911 No. 3 Road
Richmond, BC V6Y 2C1

October 22, 2019

13740 WESTMINSTER HWY
INFILLING OF DITCH

Dear Mr. Mayor Brodie

We write to you in support of our neighbour Mr. & Mrs. Swarn & Gurbax Panesar at the above-mentioned address who has infilled the ditch in front of their home. We understand that the City has demanded that the Panesars restore the ditch as it was prior to infilling it.

Our church and community centre have been at 13780 Westminster Hwy since 1986 and although we don't have an open ditch in front of our property, our parishioners have on numerous occasions expressed concerns to our board of trustees that the open ditch is a safety hazard. Although we've had a few close calls with children in our congregation, thankfully no serious incidents.

Also ditches attract mice and rats which is a health concern to the area, including our children's playground. Although we have regular pest control, the problem continues.

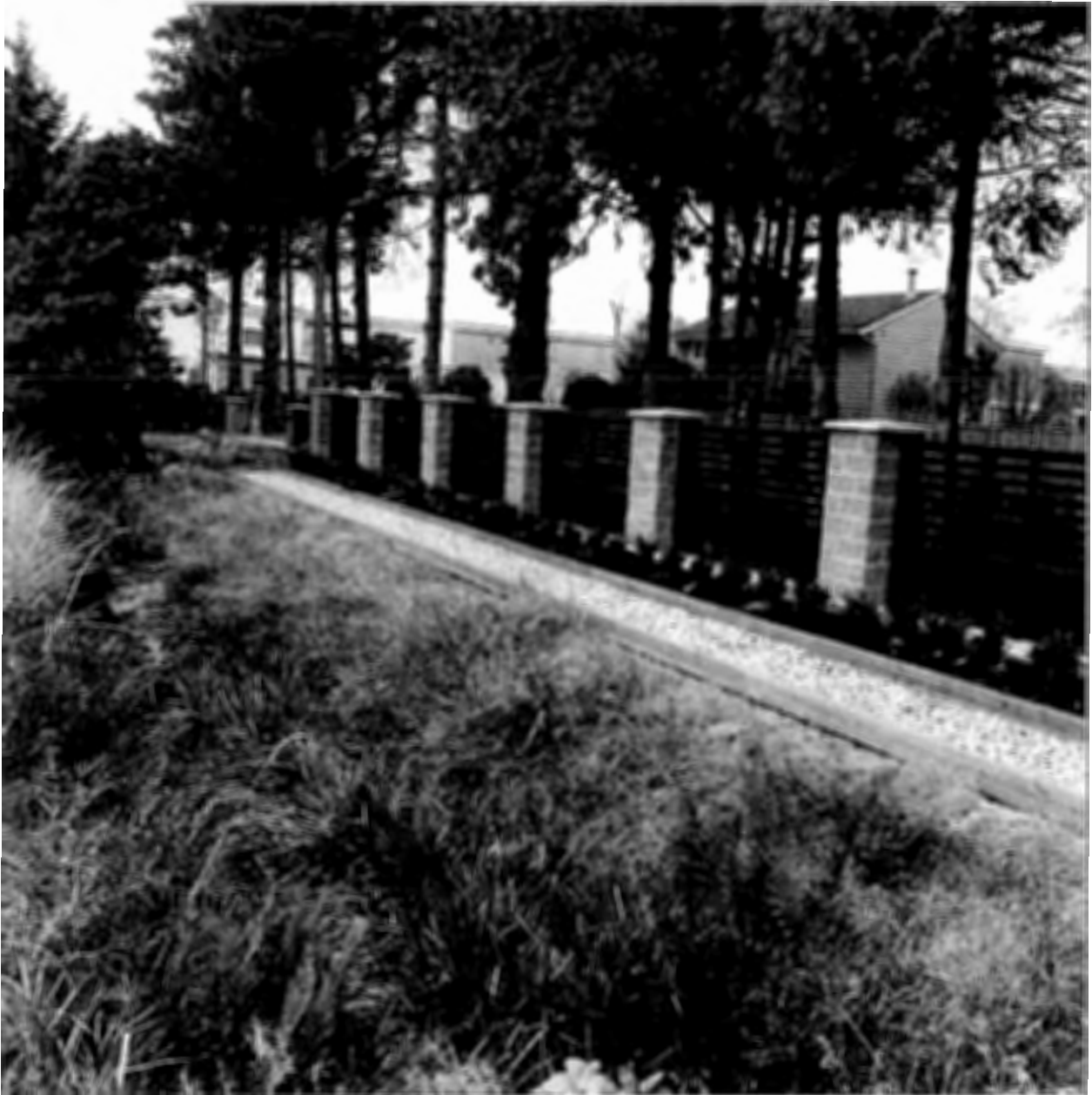
In conclusion, the owners of the home have done a great job to infill the ditch and make it safe. We hope that you and the City of Richmond reconsider the position taken and allow the ditch to remain infilled.

Sincerely,
ST. GREGORY ARMENIAN APOSTOLIC CHURCH OF BC

Alice Lazarian,
Board of Trustees

VANCOUVER ARMENIAN COMMUNITY CENTRE

Eddie Papazian
Board of Trustees



Attachment: Our House Previous to Ditch Fill

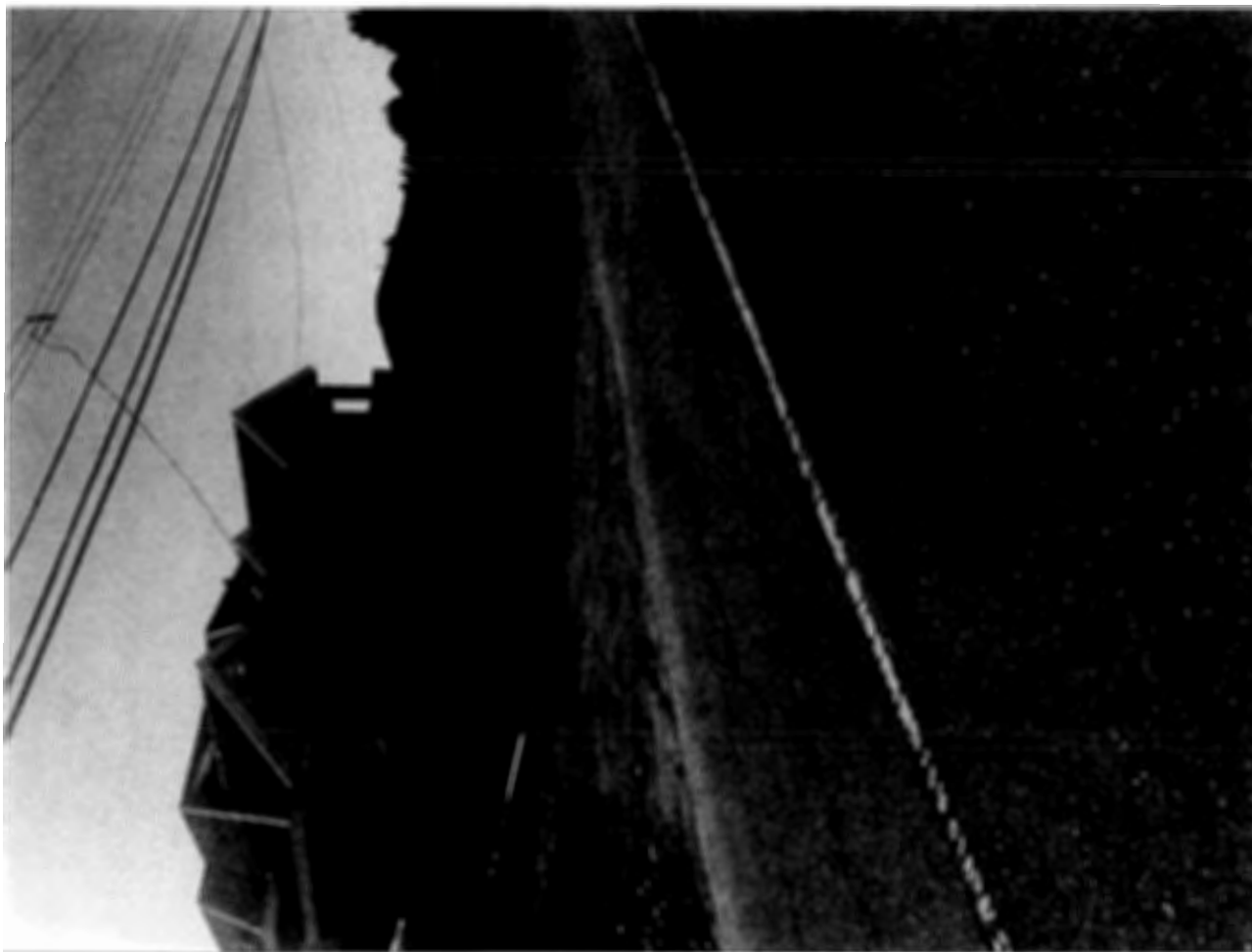


Attachment: Our House Ditch Front



CityClerk

From: Gurbax P <gurbaxp@gmail.com>
Sent: September 14, 2020 3:00 PM
To: Nav Panesar



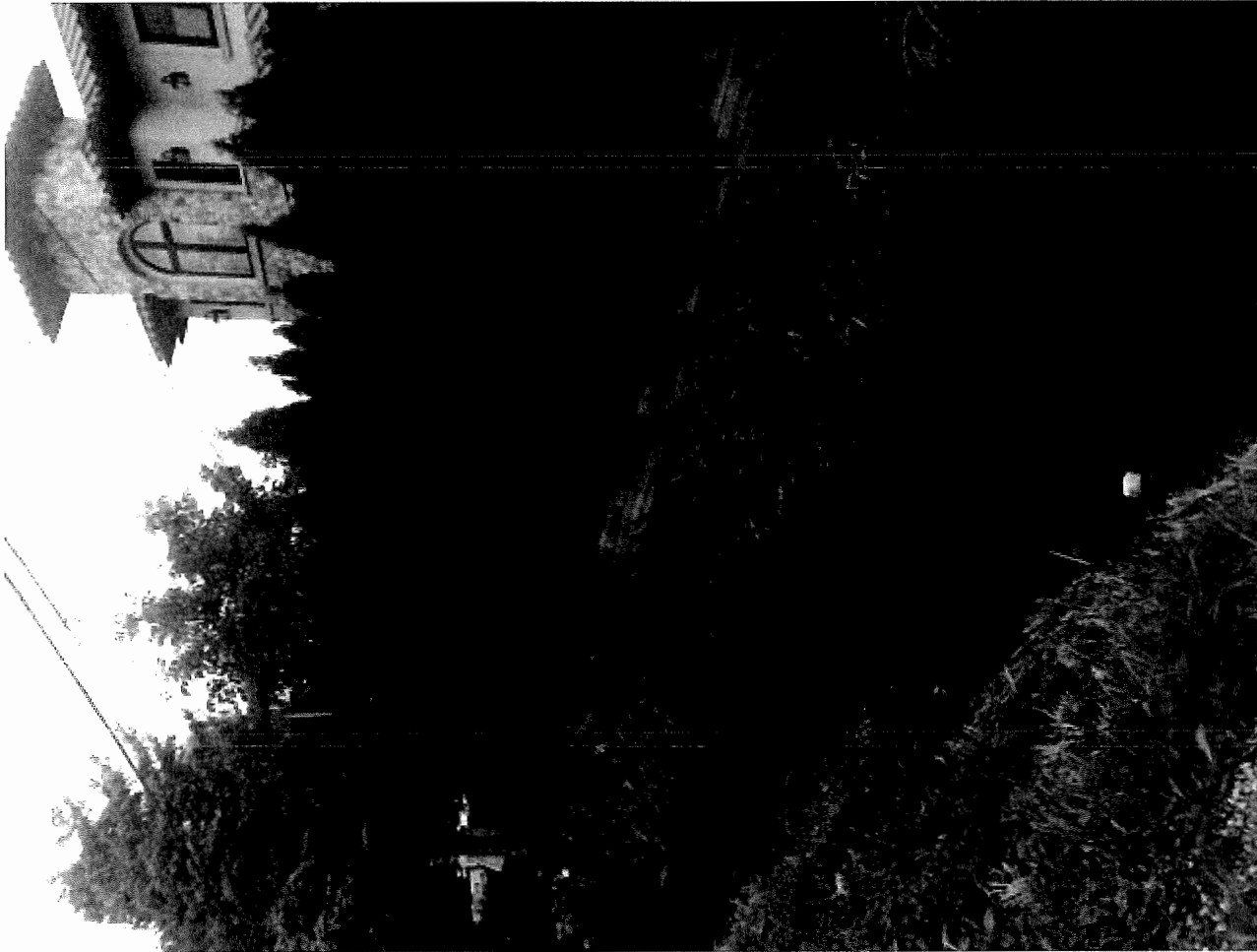
Sent from my iPhone

Attachment: Neighbours Picture 2



CityClerk

From: Gurbax P <gurbaxp@gmail.com>
Sent: September 14, 2020 2:53 PM
To: Nav Panesar



Sent from my iPhone

CityClerk

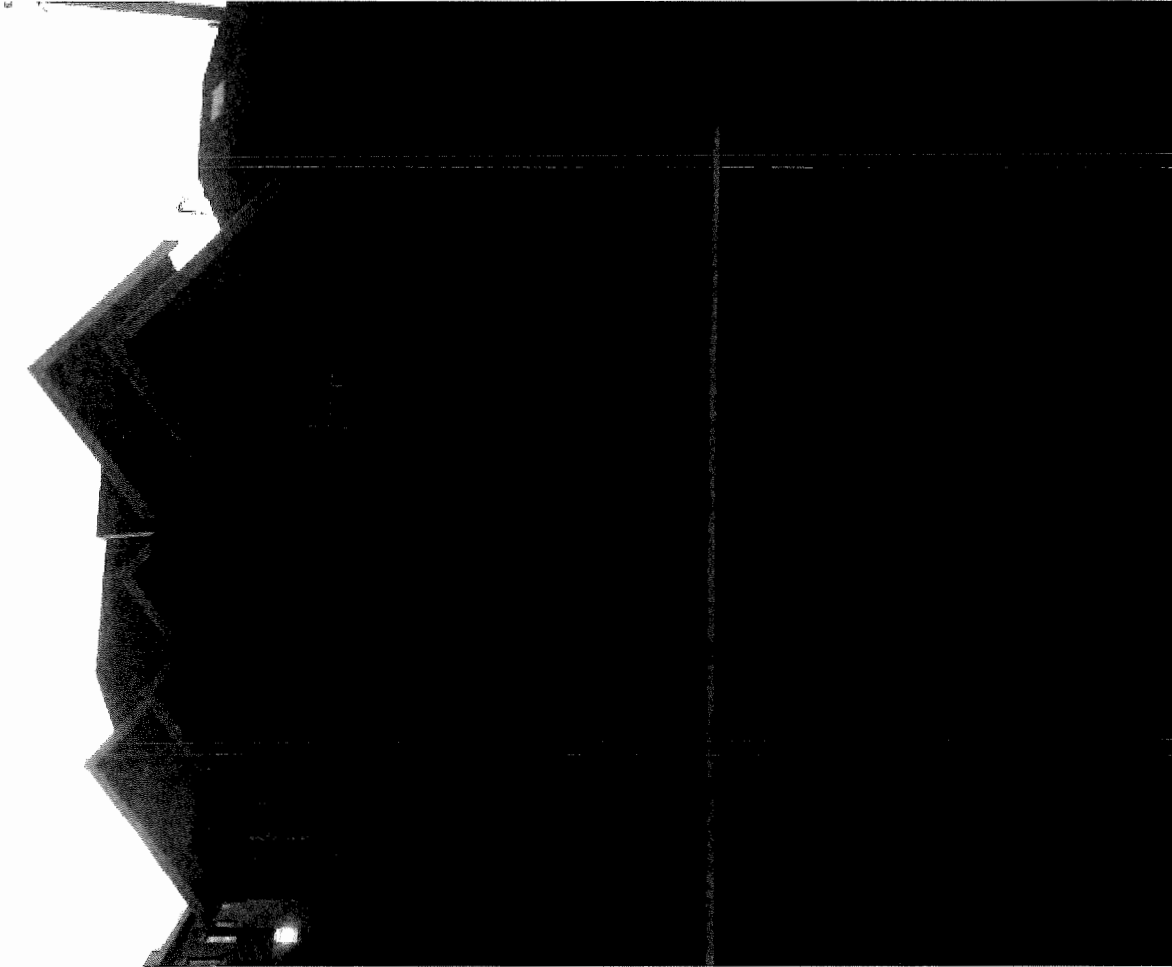
From: Gurbax P <gurbaxp@gmail.com>
Sent: September 14, 2020 2:42 PM
To: Nav Panesar



Sent from my iPhone

CityClerk

From: Gurbax P <gurbaxp@gmail.com>
Sent: September 14, 2020 2:55 PM
To: Nav Panesar



Sent from my iPhone

CityClerk

From: Gurbax P <gurbaxp@gmail.com>
Sent: September 14, 2020 2:46 PM
To: Nav Panesar



Sent from my iPhone

CityClerk

From: Gurbax P <gurbaxp@gmail.com>
Sent: September 14, 2020 2:43 PM
To: Nav Panesar



Sent from my iPhone



**Special Council
Monday, November 2, 2020**

Place: Anderson Room
Richmond City Hall

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

Corporate Officer – Claudia Jesson

Call to Order: Mayor Brodie called the meeting to order at 4:02 p.m.

RES NO. ITEM

PLANNING AND DEVELOPMENT DIVISION

1. APPEAL OF TREE REMOVAL PERMIT REFUSAL FOR 3260 WILLIAMS ROAD

(File Ref. No.:12-8060-20-008057) (REDMS No. 6544203 v. 3)

James Cooper, Director, Building Approvals, provided background information and the following was noted:

- this file is in relation to the refusal of a tree removal permit for one of four surviving coniferous trees on the subject property;
- the Applicant hired a landscape contractor to trim a row of trees on his property in September 2018;
- staff were alerted to damage to the row of trees and upon inspection, staff discovered that the trees had been damaged by over-trimming / limbing and one tree was removed without authorization;



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- to date the remaining four trees have made great recovery and regained substantial growth; and
- staff have refused the removal of the western red cedar tree (one of the four remaining trees that was over-trimmed) as it is healthy and structurally sufficient.

Nery Santos, Applicant / Owner, 3260 Williams Road, was of the opinion that the tree removal permit application submitted for the western red cedar tree (tag# 611) should have been issued as per his arborist's report, which states that the tree is a hazard. Mr. Santos queried why some trees were approved for removal (tags # 612, 613, and 615) while others were not (tags # 609, 610, 611, 614, and 615).

He stated that he was not home when his landscape contractor over-trimmed a row of trees and removed a tree without City authorization. Mr. Santos remarked that he was given verbal permission to trim his trees up to 25 feet.

With regard to his arborist's report, Mr. Santos stated that in October 2018, he submitted the report which states that the western red cedar tree (tag #611) was excessively trimmed and not structurally sound and therefore, should be removed.

He then commented on the proximity of the tree to his property's drain tile, citing concern that the tree roots have potential to damage his drain tile; he referenced his submission from Bansal and Associates Consulting Engineers Inc., noting that tree roots should not be in line with structural elements including drain tiles. Mr. Santos also cited concern with regard to the tree roots damaging the sanitary sewer pipe and remarked that the tree branches fall on his neighbour's property, which is a safety hazard.

In reply to queries from Council, Mr. Cooper provided the following information:

- the tree is more than 20 feet away from the house foundations and perimeter drainage, and thus the likelihood of causing damage to the drain is minimal;
- the sanitary sewer pipe is a solid pipe that is not penetrable by tree roots;
- the sanitary sewer pipe is 10 feet underground and conifers rely on a shallow root mat system;



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RES NO. ITEM

- following review of the Applicant's 2018 arborist's report, staff decided to reassess the remaining trees to allow one year of recovery time; in monitoring the trees over the course of the year, staff found that the over trimmed trees had recovered substantially and therefore only issued a fine for the 2018 illegal removal of the single tree; and
- as part of the building approvals process for the construction of the home on the subject site, the conifers located at the back of the lot were identified to be retained; the trees that were permitted to be removed were either too close to the house or subordinate / living under larger tree canopies.

SP20/11-1

It was moved and seconded

That the decision to deny the removal of the subject tree that is healthy, structurally sufficient and has recovered from previous over-trimming on the property at 3260 Williams Road be upheld.

CARRIED

ADJOURNMENT

SP20/11-2

It was moved and seconded

That the meeting adjourn (4:17 p.m.).

CARRIED

Certified a true and correct copy of the Minutes of the Special meeting of the Council of the City of Richmond held on Monday, November 2, 2020.

Mayor (Malcolm D. Brodie)

Corporate Officer (Claudia Jesson)



General Purposes Committee

Date: Monday, November 2, 2020

Place: Council Chambers
Richmond City Hall

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

Call to Order: The Chair called the meeting to order at 4:18 p.m.

MINUTES

It was moved and seconded

That the minutes of the meeting of the General Purposes Committee held on October 19, 2020, be adopted as circulated.

CARRIED

PLANNING AND DEVELOPMENT DIVISION

1. **RECOMMENDATION TO AWARD CONTRACT 6851P - VIDEO DETECTION SYSTEM HARDWARE, SOFTWARE AND SERVICES**
(File Ref. No. 02-0775-50-6851) (REDMS No. 6523026)

It was moved and seconded

- (1) *That Contract 6851P - Video Detection System Hardware, Software and Services be awarded to Econolite Canada; and*

General Purposes Committee
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- (2) *That the Chief Administrative Officer and General Manager, Planning and Development, be authorized to execute the contract between the City and Econolite Canada.*

CARRIED

2. ESTABLISHMENT OF UNDERLYING ZONING FOR PROPERTIES DEVELOPED UNDER LAND USE CONTRACTS 008, 013, 022, 068, 100, 153 IN BROADMOOR

(File Ref. No. 08-4430-03-09; 12-8060-20-010147/010148/010149/010150/010151/01052) (REDMS No. 6403748 v. 4; 6399105; 6444089; 6444236; 6400014; 6400557; 6403964; 6400707; 6404763)

It was moved and seconded

- (1) *That Richmond Zoning Bylaw 8500, Amendment Bylaw 10147, to establish underlying zoning for the property developed under Land Use Contract 008, be introduced and given first reading;*
- (2) *That Richmond Zoning Bylaw 8500, Amendment Bylaw 10148, to establish underlying zoning for the property developed under Land Use Contract 013, be introduced and given first reading;*
- (3) *That Richmond Zoning Bylaw 8500, Amendment Bylaw 10149, to establish underlying zoning for the properties developed under Land Use Contract 022 and to permit a housekeeping amendment, be introduced and given first reading;*
- (4) *That Richmond Zoning Bylaw 8500, Amendment Bylaw 10150, to establish underlying zoning for the property developed under Land Use Contract 068, be introduced and given first reading;*
- (5) *That Richmond Zoning Bylaw 8500, Amendment Bylaw 10151, to establish underlying zoning for the properties developed under Land Use Contract 100, be introduced and given first reading; and*
- (6) *That Richmond Zoning Bylaw 8500, Amendment Bylaw 10152, to establish underlying zoning for the property developed under Land Use Contract 153 and to permit a housekeeping amendment, be introduced and given first reading.*

The question on the motion was not called as in reply to queries from Committee, Wayne Craig, Director, Development, by teleconference, advised that unlike the approach used for Land Use Contracts for single-family properties, no early termination bylaws are proposed to be brought forward for the remaining LUCs. Also, Mr. Craig noted that staff responded to approximately 15 enquiries as a result of the initial notification process, however additional notifications will be mailed as part of the Public Hearing process.

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

General Purposes Committee
Monday, November 2, 2020

3. **APPLICATION BY BROOK POONI ASSOCIATES FOR A
TEMPORARY COMMERCIAL USE PERMIT FOR THE PROPERTY
AT 13651 BRIDGEPORT ROAD**

(File Ref. No. TU 20-890999) (REDMS No. 6539497 v. 3;)

In reply to queries from Committee, Mr. Craig and Carli Williams, Manager, Business Licence and Bylaws, advised the following by teleconference:

- it is staff's opinion that introducing retail uses into an industrial area is contrary to the Official Community Plan (OCP) policies around preservation and intensification of industrial lands;
- the Temporary Commercial Use Application (TCUP) is before Council to legitimize the retail use while the applicant actively searches for an appropriately zoned site;
- staff were made aware of the unauthorized retail operations through complaints and found that the business was in contravention of the City's zoning regulations;
- if approved the TCUP would be valid for three years from the date of issuance, and that the Applicant would be eligible for one extension to the Permit for up to three additional years; and
- staff anticipate reporting back on the Industrial Lands Intensification Initiative in early 2021.

By teleconference, Lee Methot, Midland Appliances, spoke to the TCUP application. He stated that his business focuses on appliance sales to builders; however, he remarked that some builders have homeowners purchase their appliances directly, which is what has occurred in this instance. Mr. Methot advised that he was unaware that he was operating in contravention to the City's zoning regulation and once notified of his violation, he immediately took steps to be compliant.

Mr. Methot stated that he is actively searching for a suitable site that would permit retail operations and the TCUP application is to allow him to remain in business in the interim.

In reply to queries from Committee, Mr. Methot advised that he is seeking a location suitable to serve all his clientele; also he remarked that his business focuses on appliance sales for newly constructed homes or those under major renovation.

In reply to further queries from Committee, Mr. Craig advised that a business-to-business transaction is permissible at the subject site; however, the retail sale to an end consumer such as a homeowner / individual is in contravention to the City's zoning regulation.

General Purposes Committee

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Mr. Craig noted that the applicant did apply for a zoning text amendment to legitimize the retail use, however the upcoming staff report on the Industrial Lands Intensification Initiative will address wholesale in industrial lands and in fact strengthen the prohibitions on retail within bonafide industrial areas. He further commented on the area immediately west of Knight Street, noting businesses like IKEA operate here as industrial retail is a permitted use.

It was moved and seconded

- (1) *That the application by Brook Pooni Associates for a Temporary Commercial Use Permit (TCUP) for the property at 13651 Bridgeport Road to permit a maximum of 1,490 m² (16,043 ft²) of floor area to be used for "Warehouse Sales" limited to the sale of household appliances, and the provision of 87 vehicle parking spaces, be considered for three years from the date of issuance; and*
- (2) *That this application be forwarded to the December 14, 2020 Public Hearing at 7:00 p.m. in the Council Chambers of Richmond City Hall.*

CARRIED

4. **NON-PROFIT SOCIAL SERVICE AGENCY SPACE NEEDS – POLICY OPTIONS**

(File Ref. No. 07-3000-01) (REDMS No. 6503285 v. 7)

By teleconference, Lesley Sherlock, Planner 2, stated that the staff report responds to a referral concerning (i) the immediate need to seek opportunities to address the loss of at-risk, high priority non-profit organization (NPO) space and (ii) the need to identify options to increase the supply of affordable non-profit social service agency space in the City Centre and other appropriate locations. She highlighted the following information:

Loss of At-Risk, High Priority NPO Space

- a Non-Profit Organization Replacement and Accommodation policy is proposed to ensure that NPO tenants that may be displaced by redevelopment would be ensured replacement space, at 50% of market rent, in perpetuity;
- the space would be developer-owned and secured for NPO use by a legal agreement; and
- the impacted NPOs would have the first right of refusal to occupy the replacement space; if they were to opt to stay at their interim location, the space would be leased to another non-profit approved by the City.

Increase the Supply of Affordable Non-Profit Social Service Agency Space

- existing density bonus provisions in the Zoning Bylaw for Community Amenity Space may be used, and the proposed staff recommendation would provide staff with direction to do so; and

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- the use of these provisions would not detrimentally impact contributions for civic facilities as they are not intended for civic purposes.

Ms. Sherlock stated that to further increase the supply of non-profit space, other measures may be taken. She remarked however that an economic analysis is required to determine viable and effective approaches, based on project and land use economics, as well as the need for functional space. Also, she stated that the COVID-19 impacts on supply and demand would need to be considered, therefore the analysis would be initiated in the second quarter of 2021 when the pandemic's impacts may be better understood.

She advised that staff would share the results of the analysis in the fourth quarter of 2021 and following Council's review of the analysis, staff would undertake consultation with the Richmond Community Services Advisory Committee (RCSAC), Richmond Caring Place Society, Urban Development Institute, senior governments, public partners and other stakeholders. Also, Ms. Sherlock stated that based on the results of the economic analysis and community consultation, a proposed policy framework, including an inter-departmental staff review process and criteria, would be proposed for Council's consideration.

In reply to queries from Committee, Ms. Sherlock provided the following information:

- Parts (1) and (2) of the proposed staff recommendations would be in effect as soon as approved by Council, while Parts (3) and (4) pertain to future actions;
- the proposed staff recommendations would address matters identified in the RCSAC's 2018 review of social service agency space needs; and
- the proposed Replacement and Accommodation policy is limited to 50% of market rent.

Discussion took place on the proposed 1:1 minimum replacement space in the form of developer-owned community amenity space to be secured for NPO use in perpetuity. It was noted that the proposed provision would treat a developer with many leases with NPOs differently than a developer with no leases with a NPO. It was noted that an irresponsible developer may terminate their lease with a NPO prior to redevelopment in an effort to avoid providing replacement space. Also, the need to consider unintended consequences of such a provision should be examined; for instance, property owners may be reluctant to rent space to NPOs.

General Purposes Committee

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In reply to further queries from Committee, Ms. Sherlock advised that the language in the proposed NPO replacement and accommodation policy is broad to ensure agreement with the City's zoning regulations. Also, she stated that there are currently four agencies in the City Centre at risk of displacement due to redevelopment. Ms. Sherlock then advised that staff will be seeking a land economist specialist for the proposed economic analysis.

In response to Committee's discussion, Joe Erceg, General Manager, Planning and Development, advised that in the event a developer frees a building of NPOs, prior to the submission of a rezoning application, in an effort to avoid providing replacement space, their conduct would be taken into consideration as part of the rezoning process. Mr. Erceg then stated that Parts (1) and (2) of the proposed staff recommendation aim to address an area where there are currently no protections for NPO space, while Parts (3) and (4) look to examine incentives in an effort to increase supply of space for NPOs.

It was moved and seconded

- (1) That Council Policy 5051 "Non-Profit Organization Replacement and Accommodation Policy", as outlined in the staff report titled, "Non-Profit Social Service Agency Space Needs – Policy Options" dated September 29, 2020 from the Director, Community Social Development be adopted;*
- (2) That density bonus provisions in the Zoning Bylaw for Community Amenity Space be used to secure non-profit organization space;*
- (3) That OCP Policy be reviewed and economic analysis of further policy options to increase the supply of non-profit space be conducted; and*
- (4) That, following the proposed economic analysis, staff bring forward a policy framework, staff review process and criteria for securing community amenity options through the rezoning process for new developments for Council consideration.*

The question on the motion was not called as the Chair directed staff to examine the replacement space clause in the proposed policy to determine if the language needs revision in order to address concerns raised by Committee such as the timing of the application, and the history of tenants.

In reply to a query from Committee, Mr. Erceg stated that Council will have the opportunity to review rezoning applications including which NPO is seeking space as part of a rezoning process, and therefore it is suggested that the proposed policy's language in relation to tenant eligibility remain broad.

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

General Purposes Committee

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The Chair advised that Items No. 5 and 6 would be considered in conjunction.

5. **CITY CENTRE AREA PLAN AMENDMENT – DEVELOPMENT PERMIT GUIDELINES FOR THE SPIRES ROAD AREA**

(File Ref. No. 08-4045-20-20) (REDMS No. 6467931 v. 13; 6461756)

6. **PARK LAND USE DESIGNATION CHANGES IN THE SPIRES ROAD NEIGHBOURHOOD**

(File Ref. No. 06-2345-01) (REDMS No. 6472121 v. 22; 6475467; 6473429; 6509641; 6474304)

By teleconference, Barry Konkin, Director, Policy Planning, accompanied by Alexander Kurnicki, Research Planner 2, provided background information and in reply to queries from Committee, advised the following:

- there have been challenges with the consolidation of lots into large development parcels in the central and eastern portions of the Spires Road area;
- in order to address these challenges, staff are proposing a number of changes to the CCAP road network to support the implementation of the Special Precinct Development Permit Guidelines, reduce the need for road closures, and improve pedestrian mobility in the area;
- the total parks and open space area within 400 m of the Spires Road Area significantly exceeds the minimum park quantity standards for the City Centre and therefore Parks is proposing to amend the land use designation of several lots from “Park” to “General Urban T4;”
- the proposed linear pedestrian linkages will facilitate access to and from the neighbourhood while meeting access needs for emergency services;
- staff have not examined an increase in density for the Spires Road area but can include this notion as part of the proposed upcoming public consultation process if given Council direction;
- the proposed design guidelines reduce the minimum area of private outdoor space from 37 m² to 30 m²; and
- given the importance of trees to the community, staff would work with developers to retain as many trees as possible in the redevelopment of the Spires Road area.

In reply to queries from Committee, Mr. Craig advised that the project at the corner of Cook Road and Cooney Road has an active, issued Development Permit.

Discussion took place and the following Committee comments were noted:

- diagonal pedestrian linkages are preferred as they provide users direct access to parks in the vicinity;

General Purposes Committee

Monday, November 2, 2020

- larger private outdoor space is paramount over a design element like a pitched roof;
- the minimum area of private outdoor space should remain 37 m²; and
- the proposed designation of four lots from “Park” to “General Urban T4” is not supported.

It was moved and seconded

- (1) *That Official Community Plan Bylaw 7100, Amendment Bylaw 10190, to amend the Development Permit Special Precinct Key Map to include the Spires Road area as a Special Precinct, and adding a new set of Special Precinct Development Permit Guidelines for this area to the City Centre Area Plan in Schedule 2.10, be introduced and given first reading;*
- (2) *That Bylaw 10190, having been considered in conjunction with:*
 - (a) *the City’s Financial Plan and Capital Program; and*
 - (b) *the Greater Vancouver Regional District Solid Waste and Liquid Waste Management Plans;**is hereby found to be consistent with said program and plans, in accordance with Section 477(3)(a) of the Local Government Act;*
- (3) *That Bylaw 10190, having been considered in accordance with OCP Bylaw Preparation Consultation Policy 5043, is hereby found not to require further consultation;*
- (4) *That the proposed amendments to the Specific Land Use Plan: Brighthouse Village (2031) to update the road network, park designation and pedestrian linkages as provided in the report dated October 5, 2020, from the Director of Policy Planning be endorsed to proceed to public consultation;*
- (5) *That staff proceed with public consultation regarding the proposed amendments to the conceptual Park Land Use Designation in the Spires Road Neighbourhood as outlined in the staff report titled “Park Land Use Designation Changes in the Spires Road Neighbourhood,” dated October 5, 2020, from the Director, Parks Services and report back to Council with the results of the process.*

The question on the motion was not called as discussion took place on Committee’s comments regarding pedestrian linkages, the size of private outdoor space, and density provisions and as a result, the following **referral motion** was introduced:

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It was moved and seconded

That the staff reports titled "City Centre Area Plan Amendment – Development Permit Guidelines for the Spires Road Area" dated October 5, 2020 from the Director, Policy Planning and "Park Land Use Designation Changes in the Spires Road Neighbourhood" dated October 5, 2020, from the Director, Parks Services, be referred back to staff to review the provision of pedestrian linkages, including the northeast and southeast corners of the eastern edge of the Spires Road Area.

The question on the referral motion was not called as the following amendments were introduced:

It was moved and seconded

That other roof options in an effort to maintain the minimum 37 m² area of private outdoor space be added to the referral.

CARRIED

It was moved and seconded

That density and the provision of green space options be added to the referral.

CARRIED

Opposed: Mayor Brodie
Cllrs. Loo
McPhail

The question on the main referral motion, which now reads,

"That the staff report titled "City Centre Area Plan Amendment – Development Permit Guidelines for the Spires Road Area" dated October 5, 2020 from the Director, Policy Planning and the staff report titled "Park Land Use Designation Changes in the Spires Road Neighbourhood" dated October 5, 2020, from the Director, Parks Services, be referred back to staff to examine:

- (1) the provision of pedestrian linkages, including the northeast and southeast corners of the eastern edge of the Spires Road Area;*
- (2) other roof options in an effort to maintain the minimum 37 m² area of private outdoor space; and*
- (3) density and the provision of green space options."*

was then called and it was **CARRIED**.

In reply to a query from Committee, Mr. Craig spoke to applications currently under review by staff and Mr. Erceg clarified that staff will continue processing said applications unless otherwise instructed by Council resolution.

General Purposes Committee
Monday, November 2, 2020

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (5:59 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 2, 2020.

Mayor Malcolm D. Brodie
Chair

Hanieh Berg
Legislative Services Associate



City of Richmond

Report to Committee

To: General Purposes Committee

Date: September 17, 2020

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

File: 02-0775-50-6851/Vol
01

Re: **Recommendation to Award Contract 6851P - Video Detection System
Hardware, Software and Services**

Staff Recommendation

1. That Contract 6851P - Video Detection System Hardware, Software and Services be awarded to Econolite Canada; and
2. That the Chief Administrative Officer and General Manager, Planning and Development, be authorized to execute the contract between the City and Econolite Canada.

Lloyd Bie, P.Eng.
Director, Transportation
(604-276-4131)

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Finance	<input checked="" type="checkbox"/>	
Information Technology	<input checked="" type="checkbox"/>	
Law & Community Safety Administration	<input checked="" type="checkbox"/>	
SENIOR STAFF REPORT REVIEW	INITIALS: 	APPROVED BY CAO

Staff Report

Origin

On December 11, 2017, Council approved \$2,185,242 to fund the Traffic Intersection Cameras project (the Project). On March 23, 2020, Council approved the operating budget impacts of implementing the Project and the establishment of a service fee for video footage requests. This report seeks Council approval to award a contract for the supply of the video detection system.

This report supports Council's Strategic Plan 2018-2022 Strategy #1 A Safe and Resilient City:

Enhance and protect the safety and well-being of Richmond.

1.1 Enhance safety services and strategies to meet community needs.

This report supports Council's Strategic Plan 2018-2022 Strategy #5 Sound Financial Management:

Accountable, transparent, and responsible financial management that supports the needs of the community into the future.

5.3 Decision-making focuses on sustainability and considers circular economic principles.

This report supports Council's Strategic Plan 2018-2022 Strategy #6 Strategic and Well-Planned Growth:

Leadership in effective and sustainable growth that supports Richmond's physical and social needs.

6.3 Build on transportation and active mobility networks.

Analysis

Procurement Process and Recommendation

A competitive procurement process was undertaken to identify the most qualified and experienced contractor to supply the video detection system over a five-year term sufficient to enable installation of 253 traffic cameras and supporting hardware, communications cabling and management software.

A total of 93 traffic cameras are projected for deployment in Year 1 with the remaining quantities based on and/or aligned with the City's build-out timelines for its fibre optic network update. An estimated 10 intersections are anticipated to be completed each year for the duration of the contract term. At the end of the contract term, the contract may be renewed for up to a maximum of two additional years.

A Request for Proposals (RFP) for Video Detection System Hardware, Software and Services was posted on BC Bid by the City in May 2020. Two proposals were received and were evaluated by Transportation staff according to the following criteria:

- 1) Financial Proposal (total cost): 40% weighting
- 2) Technical Requirements and Compliancy: 30% weighting
- 3) Proponent Project Team, Approach and Service Level Agreement: 15% weighting
- 4) Proponent Background, Past Projects and Financial Strength: 10% weighting
- 5) Circular Economy Assessment: 5% weighting

The quotation received from Econolite Canada received the highest overall score from the review team and was the lowest priced quotation received in response to the RFP that also met the required specifications (Table 1).

Table 1: Pricing of Proposals Evaluated
(based on forecast product requirements over five-year term)

Proponent	Pricing	% Total Average Score
Econolite Canada	\$1,445,064.39	70.7%
TELUS Canada	\$1,746,146.00	50.7%

Econolite Canada has over 85 years experience in the traffic industry with hundreds of traffic camera installations dating back to 2002 and an excellent understanding of the City's existing traffic signal infrastructure and integration. Conversely, TELUS Canada has a higher priced bid and did not fully meet some of the technical requirements.

Financial Impact

The Year 1 (2020) cost for the supply of video detection system hardware, software and services for this contract will be funded from a previously approved capital project (Closed Circuit Television for Signalized Intersections). For Years 2 through 5 (2021-2024), funding will come from the annual Traffic Video and Communication Program, which is subject to Council approval each year. Annual expenditures over the five-year term will not exceed Council-approved funding.

Conclusion

To fulfil the objectives of the Project, a competitive procurement process was undertaken to secure the supply of video detection system hardware, software and services over a five-year term. Based on the evaluation process, the City wishes to negotiate and enter into an agreement with Econolite Canada for the provision of the video detection system as outlined in the RFP and this report.



Bill Johal
Supervisor, Traffic Signal Systems
(604-276-4298)



Joan Caravan
Transportation Planner
(604-276-4035)

BJ:jc

To: Mayor & Each Councillor

From: City Clerk's Office

Materials Relating to an Agenda Item

Meeting: Council

Date: Nov 9, 2020 Item#: 8



City of Richmond

Memorandum

Planning and Development Division
Policy Planning

To: Mayor and Councillors

Date: November 3, 2020

From: Wayne Craig
Director, Development

File: 08-4430-03-09/2020-Vol 01

Re: **Establishment of Underlying Zoning for Properties Developed Under Land Use Contracts 008, 013, 022, 068, 100, 153 in Broadmoor**

Following the November 2, 2020 General Purposes Committee meeting, staff noted the need to correct some of the information in Attachment 4 to the Staff Report titled "Establishment of Underlying Zoning for Properties Developed Under Land Use Contracts 008, 013, 022, 068, 100, 153 in Broadmoor".

Please find attached a red-lined version of Attachment 4, which identifies the discrepancies and the necessary corrections.

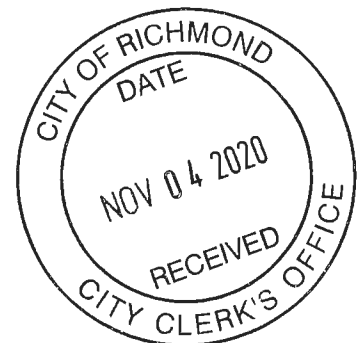
If you have any questions, please contact me directly at 604-247-4625.



Wayne Craig
Director, Development
(604-247-4625)

WC:cl/blg
Att. 1

pc: SMT
John Hopkins, Program Manager, Policy Planning



Land Use Contract Summary & Comparison Tables

LUC 008

LUC 013

LUC 022

LUC 068

LUC 100

LUC 153

LAND USE CONTRACT SUMMARY & COMPARISON TABLES

Land Use Contract 008 (10160/10180/10220/10240 Ryan Road)

Number of Properties: 1
Number of Units: 156 (strata-titled)

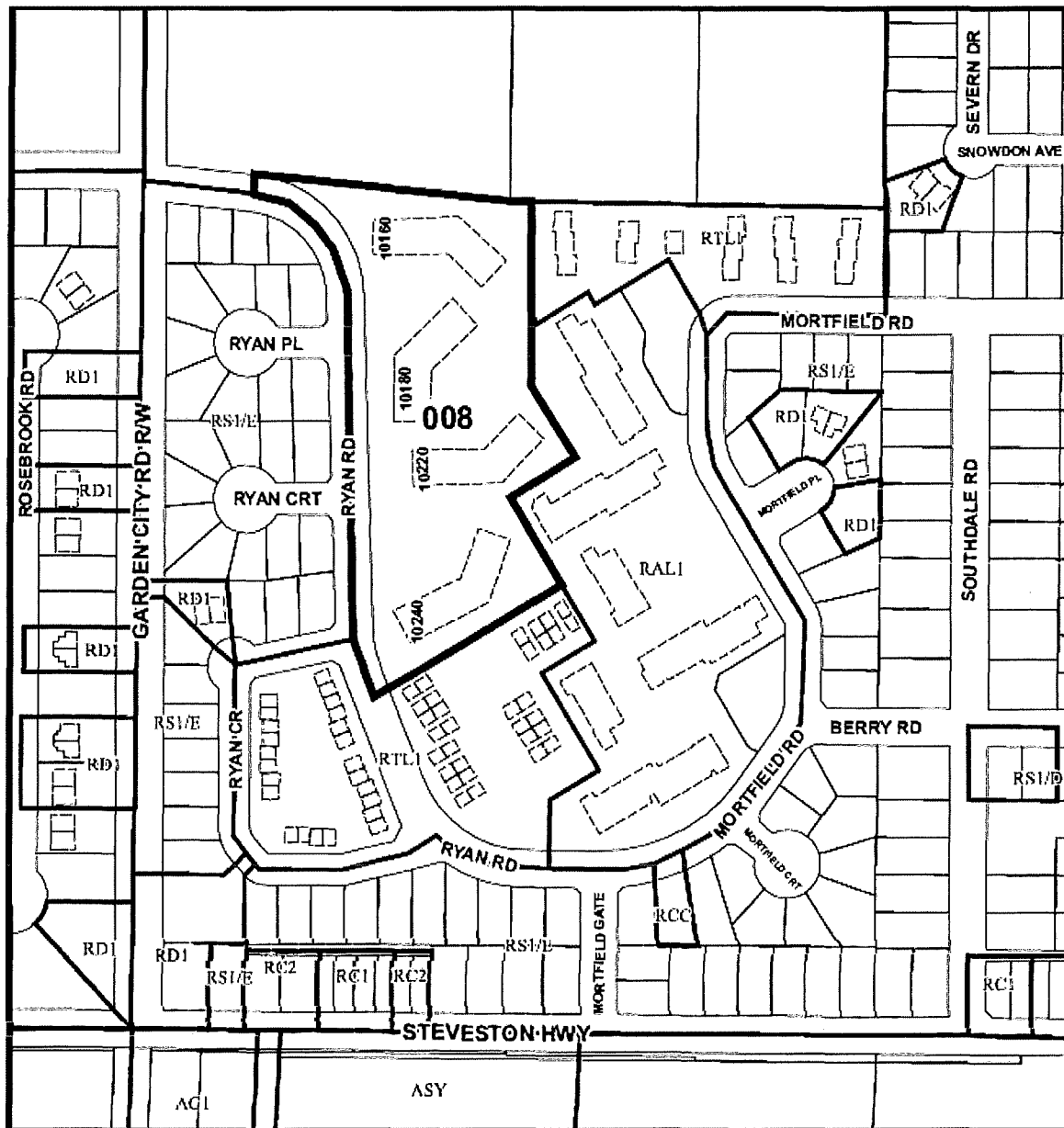
Proposed Zone: Low Rise Apartment (ZLR41) – Ryan Road (Broadmoor)

The table below is intended to provide a general comparison between the land use contract regulations and the proposed new zone. The table may not include site specific amendments or court orders made since registration of the land use contract.

	LUC 008	ZLR41
Permitted Uses	Residential apartments	Permitted Uses <ul style="list-style-type: none"> • child care • housing, apartment Secondary Uses <ul style="list-style-type: none"> • boarding and lodging • community care facility, minor • home business
FAR (max.)	N/A (as per drawings)	0.62, together with an additional 0.01 provided that it is entirely used to accommodate amenity space
Lot Coverage (max.)	N/A	<ul style="list-style-type: none"> • 30% for buildings • 80% for buildings, structures, and non-porous surfaces • A minimum of 20% for landscaping with live plant material
Front Yard Setback (min.)	As per drawings (varies per building)	Diagram 1 (varies per building)
Side Yard Setback (min.)		
Rear Yard Setback (min.)		
Building Height (max.)	3 storeys, above ground level covered parking	15.0 m, but containing no more than 4 storeys including ground level covered parking

Disclaimer: This summary is provided for general public information only and does not form a representation by the City. Any person making a land use, building construction or financial decision should obtain independent advice regarding all applicable regulations.

LAND USE CONTRACT SUMMARY & COMPARISON TABLES



Land Use Contract 008

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LAND USE CONTRACT SUMMARY & COMPARISON TABLES

Land Use Contract 013

(8011/8031/8041/8043/8045/8047/8053/8055/8057/8059 Lucas Road)

Number of Properties: 1

Number of Units: 10 (rental)

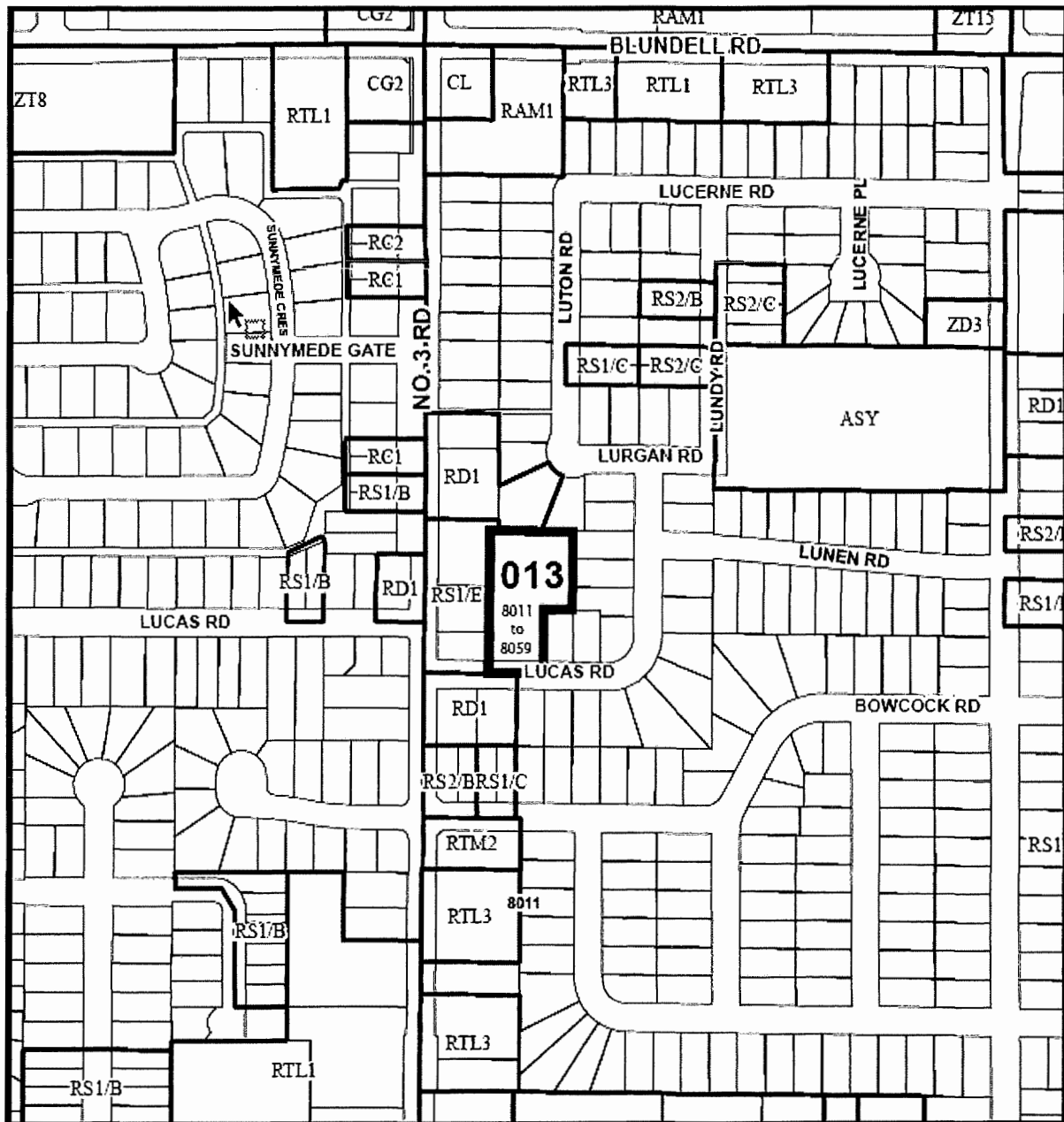
Proposed Zone: Two-Unit Dwellings (ZD6) – Lucas Road (Broadmoor)

The table below is intended to provide a general comparison between the land use contract regulations and the proposed new zone. The table may not include site specific amendments or court orders made since registration of the land use contract.

	LUC 013	ZD6
Permitted Uses	Two-family dwellings	Permitted Uses <ul style="list-style-type: none"> child care housing, two-unit Secondary Uses <ul style="list-style-type: none"> boarding and lodging community care facility, minor home business
FAR (max.)	N/A	0.36, including all parts of the building used for on-site parking purposes
Lot Coverage (max.)	N/A	<ul style="list-style-type: none"> 33% for buildings 70 80% for buildings, structures, and non-porous surfaces A minimum of 20 30% landscaping with live plant material
Front Yard Setback (min.)	As per drawings (varies per building)	Diagram 1 (varies per building)
Side Yard Setback (min.)		
Rear Yard Setback (min.)		
Building Height (max.)	N/A	9.0 m, but containing no more than 2 storeys

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LAND USE CONTRACT SUMMARY & COMPARISON TABLES



Land Use Contract 013

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LAND USE CONTRACT SUMMARY & COMPARISON TABLES

Land Use Contract 022

(10151 No. 3 Road, and 10391 No. 3 Road/10220 Dunoon Drive)

Number of Properties: 2

Number of Units: 87 (strata-titled) + 29 (commercial; leased)

Proposed Zones: **Town Housing (ZT89) – No. 3 Road and Dunoon Drive (Broadmoor)**

Neighbourhood Commercial (ZC48) – No. 3 Road (Broadmoor)

The table below is intended to provide a general comparison between the land use contract regulations and the proposed new zone. The table may not include site specific amendments or court orders made since registration of the land use contract.

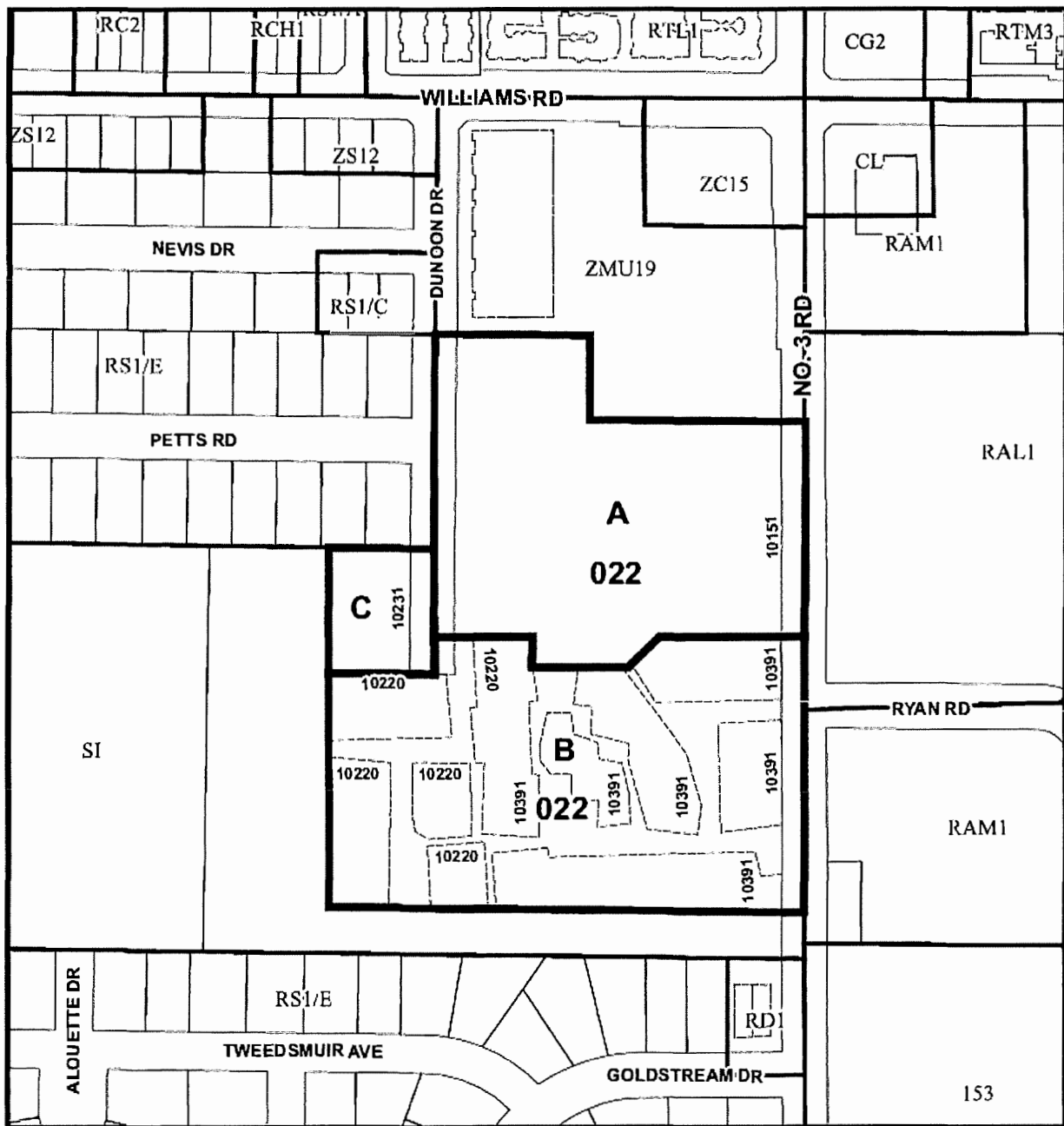
	LUC 022	ZC48 (Area "A")	ZT89 (Area "B")
Permitted Uses	<u>Area "A" on Map:</u> <ul style="list-style-type: none"> Neighbourhood commercial <u>Area "B" on Map:</u> <ul style="list-style-type: none"> Horizontal multiple family dwellings <u>Area "C" on Map:</u> <ul style="list-style-type: none"> City-owned park lot to be zoned "SI" 	Permitted Uses <ul style="list-style-type: none"> animal grooming child care government service health service, minor office restaurant retail, convenience retail, general service, business support service, financial service, household repair service, personal veterinary service Secondary Uses <ul style="list-style-type: none"> N/A 	Permitted Uses <ul style="list-style-type: none"> child care housing, town Secondary Uses <ul style="list-style-type: none"> boarding and lodging community care facility, minor home business
FAR (max.)	N/A	0.36	0.53, including all part of the building used for on-site parking purposes
Lot Coverage (max.)	N/A	30% for buildings	<ul style="list-style-type: none"> 26% for buildings 65.80% for buildings, structures, and non-porous surfaces ²⁵ A minimum of 20% landscaping with live plant material

LAND USE CONTRACT SUMMARY & COMPARISON TABLES

	LUC 022	ZC48 (Area "A")	ZT89 (Area "B")
Front Yard Setback (min.)	As per drawings (varies per building)	Diagram 1 (varies per building)	Diagram 1 (varies per building)
Side Yard Setback (min.)			
Rear Yard Setback (min.)			
Building Height (max.)	<u>Area "A" on Map:</u> <ul style="list-style-type: none"> N/A (as per drawings) <u>Area "B" on Map:</u> <ul style="list-style-type: none"> 2 storeys 	<u>Area "A" on Diagram 1:</u> <ul style="list-style-type: none"> 9.0 m, but containing no more than 2 storeys Portions of the building containing a stairwell for roof access or mechanical and electrical equipment may be 11.3 m <u>Area "B" on Diagram 1:</u> <ul style="list-style-type: none"> 7.4 m, but containing no more than 1 storey <u>Area "C" on Diagram 1:</u> <ul style="list-style-type: none"> 9.0 m, but containing no more than 2 storeys 	9.0 m, but containing no more than 2 storeys

Disclaimer: This summary is provided for general public information only and does not form a representation by the City. Any person making a land use, building construction or financial decision should obtain independent advice regarding all applicable regulations.

LAND USE CONTRACT SUMMARY & COMPARISON TABLES



Land Use Contract 022

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LAND USE CONTRACT SUMMARY & COMPARISON TABLES

Land Use Contract 068

(8311 Saunders Road)

Number of Properties: 1

Number of Units: 18 (strata-titled)

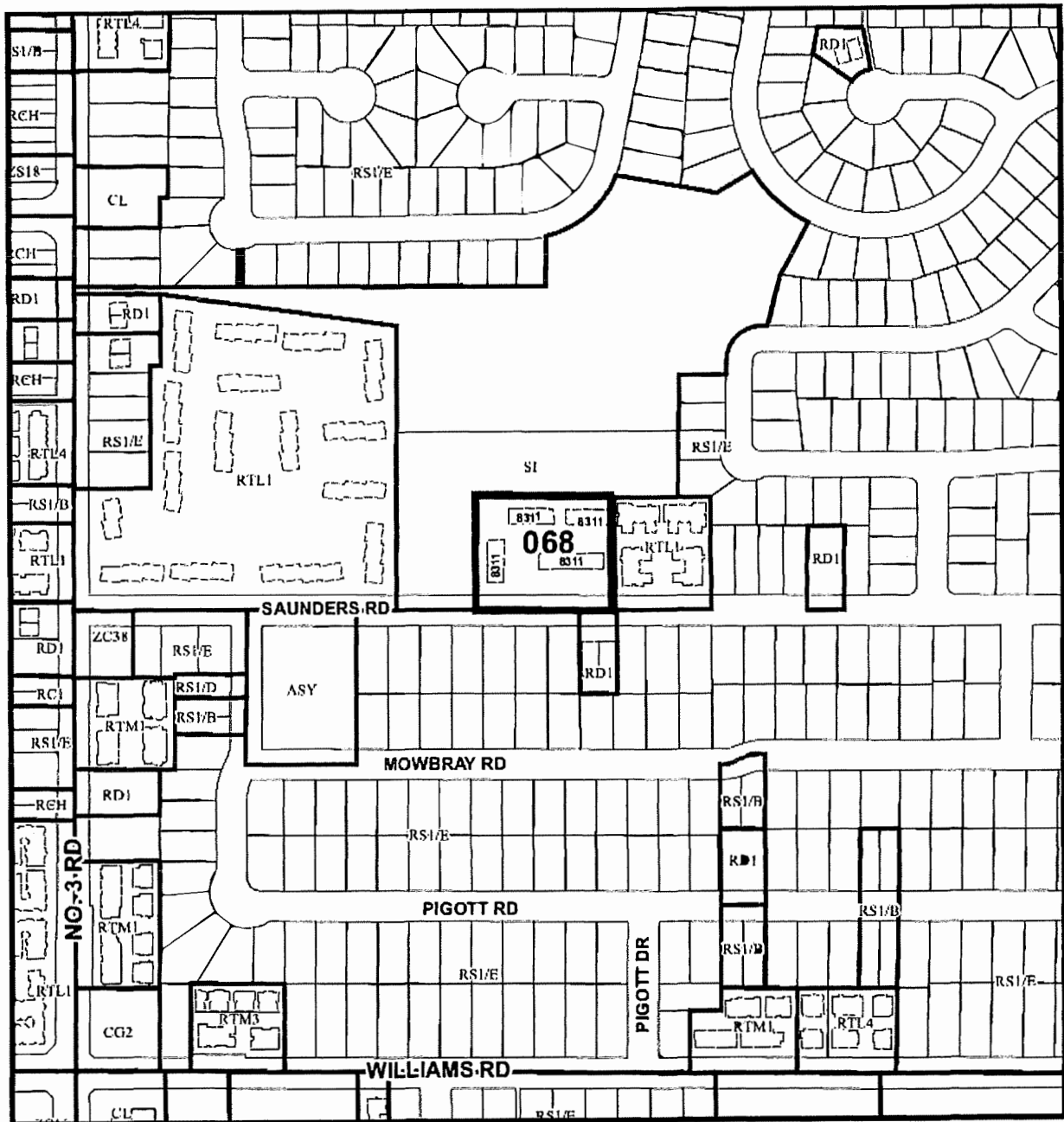
Proposed Zone: Town Housing (ZT90) – Saunders Road (Broadmoor)

The table below is intended to provide a general comparison between the land use contract regulations and the proposed new zone. The table may not include site specific amendments or court orders made since registration of the land use contract.

	LUC 068	ZT90
Permitted Uses	Horizontal multiple family dwellings	Permitted Uses <ul style="list-style-type: none"> child care housing, town Secondary Uses <ul style="list-style-type: none"> boarding and lodging community care facility, minor home business
FAR (max.)	N/A (as per drawings)	0.45
Lot Coverage (max.)	33% for buildings	<ul style="list-style-type: none"> 33% for buildings 65 80% for buildings, structures, and non-porous surfaces A minimum of 25 20% landscaping with live plant material
Front Yard Setback (min.)	As per drawings (varies per building)	Diagram 1 (varies per building)
Side Yard Setback (min.)		
Rear Yard Setback (min.)		
Building Height (max.)	2 storeys	9.0 m, but containing no more than 2 storeys

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LAND USE CONTRACT SUMMARY & COMPARISON TABLES



Land Use Contract 068

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LAND USE CONTRACT SUMMARY & COMPARISON TABLES

Land Use Contract 100 (7900 Francis Road & 9111 No. 3 Road)

Number of Properties: 2

Number of Units: 26 (rental) + 6 (strata-titled)

Proposed Zone: Town Housing (ZT92) – No. 3 Road (Broadmoor)

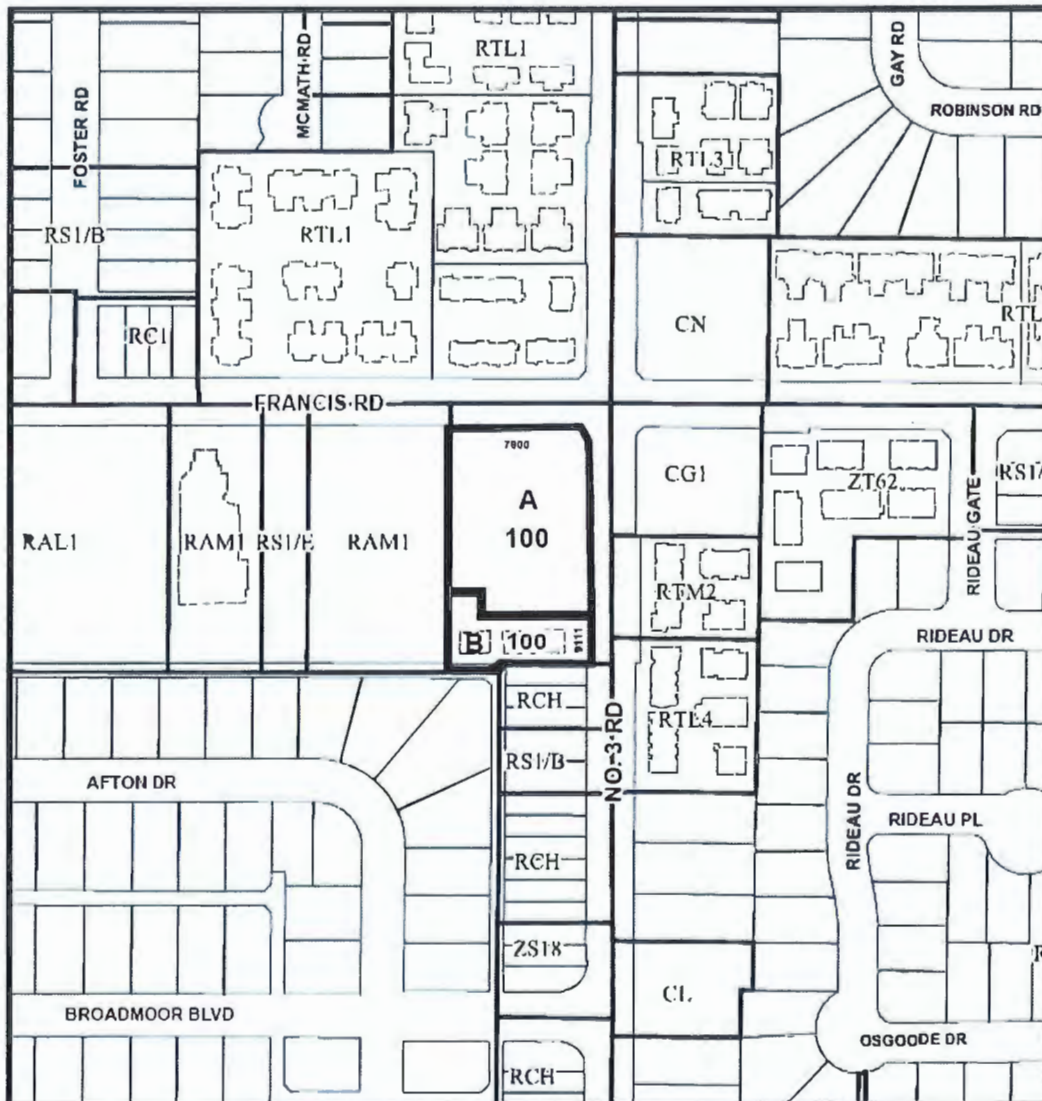
Low Rise Apartment (ZLR42) – Francis Road and No. 3 Road (Broadmoor)

The table below is intended to provide a general comparison between the land use contract regulations and the proposed new zone. The table may not include site specific amendments or court orders made since registration of the land use contract.

	LUC 100	ZLR42 "Area A"	ZT92 "Area B"
Permitted Uses	<u>Area "A":</u> <ul style="list-style-type: none"> Residential apartments <u>Area "B":</u> <ul style="list-style-type: none"> Horizontal multiple family dwellings 	Permitted Uses <ul style="list-style-type: none"> child care congregate housing housing, apartment Secondary Uses <ul style="list-style-type: none"> boarding and lodging community care facility, minor home business 	Permitted Uses <ul style="list-style-type: none"> child care housing, town Secondary Uses <ul style="list-style-type: none"> boarding and lodging community care facility, minor home business
FAR (max.)	N/A	0.40	0.60
Lot Coverage (max.)	N/A	<ul style="list-style-type: none"> 30% for buildings 80% for buildings, structures, and non-porous surfaces A minimum of 20% landscaping with live plant material 	<ul style="list-style-type: none"> 30% for buildings 6580% for buildings, structures, and non-porous surfaces ²⁵ A minimum of 20% landscaping with live plant material
Front Yard Setback (min.)	<u>Area "A":</u> <ul style="list-style-type: none"> As per Zoning Bylaw 1430, except that the existing building may have a rear yard of 4.8 m <u>Area "B":</u> <ul style="list-style-type: none"> As per drawings (varies per building) 	12.1 m	Diagram 1 (varies per building)
Side Yard Setback (min.)		6.0 m	
Rear Yard Setback (min.)		4.8 m 25% of average lot depth	

LAND USE CONTRACT SUMMARY & COMPARISON TABLES

	LUC 100	ZLR42 "Area A"	ZT92 "Area B"
Building Height (max.)	<u>Area "A":</u> <ul style="list-style-type: none"> As per Zoning Bylaw 1430 <u>Area "B":</u> 10.6 m, but containing no more than 2 storeys	10.6 m, but containing no more than 2 storeys	10.6 m, but containing no more than 2 storeys



Land Use Contract 100

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LAND USE CONTRACT SUMMARY & COMPARISON TABLES

Land Use Contract 153

(10460 No. 3 Road)

Number of Properties: 1

Number of Units: 66 (rental)

Proposed Zone: Town Housing (ZT91) – No. 3 Road (Broadmoor)

The table below is intended to provide a general comparison between the land use contract regulations and the proposed new zone. The table may not include site specific amendments or court orders made since registration of the land use contract.

	LUC 153	ZT91
Permitted Uses	Horizontal multiple family dwellings	Permitted Uses <ul style="list-style-type: none"> child care housing, town Secondary Uses <ul style="list-style-type: none"> boarding and lodging community care facility, minor home business
FAR (max.)	N/A (as per drawings)	0.35
Lot Coverage (max.)	N/A (as per drawings)	<ul style="list-style-type: none"> 22% for buildings 65 80% for buildings, structures, and non-porous surfaces A minimum of 25 20% landscaping with live plant material
Front Yard Setback (min.)	As per drawings (varies per building)	Diagram 1 (varies per building)
Side Yard Setback (min.)		
Rear Yard Setback (min.)		
Building Height (max.)	10.0 m, but containing no more than 2 storeys	10.0 m, but containing no more than 2 storeys

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LAND USE CONTRACT SUMMARY & COMPARISON TABLES



Land Use Contract 153

Disclaimer: This summary is provided for general public information only and does not form a representation by the City. Any person making a land use, building construction or financial decision should obtain independent advice regarding all applicable regulations.



City of Richmond

Report to Committee

To: General Purposes Committee

Date: September 25, 2020

From: Wayne Craig
Director, Development

File: 08-4430-03-09/2020-Vol 01

Re: **Establishment of Underlying Zoning for Properties Developed Under Land Use Contracts 008, 013, 022, 068, 100, 153 in Broadmoor**

Staff Recommendation

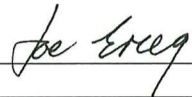

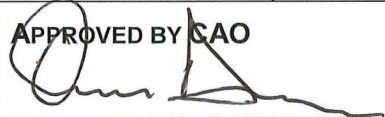
1. That Richmond Zoning Bylaw 8500, Amendment Bylaw 10147, to establish underlying zoning for the property developed under Land Use Contract 008, be introduced and given first reading;
2. That Richmond Zoning Bylaw 8500, Amendment Bylaw 10148, to establish underlying zoning for the property developed under Land Use Contract 013, be introduced and given first reading;
3. That Richmond Zoning Bylaw 8500, Amendment Bylaw 10149, to establish underlying zoning for the properties developed under Land Use Contract 022 and to permit a housekeeping amendment, be introduced and given first reading;
4. That Richmond Zoning Bylaw 8500, Amendment Bylaw 10150, to establish underlying zoning for the property developed under Land Use Contract 068, be introduced and given first reading;
5. That Richmond Zoning Bylaw 8500, Amendment Bylaw 10151, to establish underlying zoning for the properties developed under Land Use Contract 100, be introduced and given first reading; and

6. That Richmond Zoning Bylaw 8500, Amendment Bylaw 10152, to establish underlying zoning for the property developed under Land Use Contract 153 and to permit a housekeeping amendment, be introduced and given first reading.



Wayne Craig
Director, Development
(604-247-4625)

WC:cl
Att. 5

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

Staff Report

Origin

This Report brings forward underlying zoning bylaws for six of the remaining 45¹ Land Use Contracts (LUCs) in Richmond, which are applicable to eight multi-family, commercial, and park properties in the Broadmoor planning area (LUCs 008, 013, 022, 068, 100, 153) (Attachment 1).

The proposed bylaws aim to reflect the specific provisions contained in each LUC, as well as certain standard provisions contained within Richmond Zoning Bylaw 8500 for aspects not anticipated by the LUC. This ensures the underlying zoning bylaws mirror what is contained in the LUCs without granting additional development rights while still acknowledging current zoning norms. After the LUCs expire on June 30, 2024, where there are any inconsistencies between the provisions of the proposed bylaws and what actually exists on the subject properties, the provisions for non-conforming uses and buildings under the *Local Government Act* will apply.

This Staff Report and the proposed bylaws are consistent with Policies from the 2041 Official Community Plan (OCP), which support exploring alternatives to LUCs to achieve better land use management over time.

This Report supports Council's Strategic Plan 2018-2022 Strategy #6 Strategic and Well-Planned Growth:

Leadership in effective and sustainable growth that supports Richmond's physical and social needs.

6.1 Ensure an effective OCP and ensure development aligns with it.

This Report supports Council's Strategic Plan 2018-2022 Strategy #8 An Engaged and Informed Community:

Ensure that the citizenry of Richmond is well-informed and engaged about City business and decision-making.

8.1 Increased opportunities for public engagement.

Background

In 2014, the Provincial Government amended the *Local Government Act* to require municipalities to adopt underlying zoning bylaws for all Land Use Contract (LUC) properties by June 30, 2022, and to provide for the termination of all LUCs on June 30, 2024. The amending legislation also established an optional process to enable municipalities, by bylaw, to undertake early termination of LUCs and, provided expanded authority to Boards of Variance, to hear appeals and grant time extensions to existing property owners for reasons of hardship.

¹ One of the prior 46 LUCs has since been rezoned through a separate development application; therefore, there are currently 45 remaining LUCs.

On November 24, 2015, Richmond City Council adopted a set of bylaws that established underlying zoning for 93 separate LUCs that included single-family properties, as well as adopted bylaws to terminate these LUCs effective one year from the date of adoption (i.e., November 24, 2016). Since then, there remains 45² LUCs on 84³ properties (including approximately 3,000 units) in the City containing multi-family, commercial, industrial, and agricultural uses, which were not subject to the underlying zoning bylaws and early termination bylaws. These remaining LUCs were to be dealt with separately at a later date because they were not subject to the same redevelopment pressures as that of the LUCs that included single-family properties.

Consistent with the *Local Government Act*, Richmond City Council must consider bylaws to establish underlying zoning for the properties developed under the remaining LUCs prior to June 30, 2022. This involves the standard bylaw reading and adoption process, and includes holding a Public Hearing for all bylaws. The approach endorsed by City Council for dealing with the remaining LUCs is as follows:

- Underlying zoning bylaws for the remaining LUCs are to be brought forward separately on the basis of their geographic area (Attachment 2).
- Unlike the approach used for the LUCs that included single-family properties, no early termination bylaws are proposed to be brought forward for the remaining LUCs. Essentially, the existing remaining LUCs will remain effective and continue to govern the use and development of the affected properties until their termination date of June 30, 2024, at which time the underlying zoning will take precedence.

Since the Fall of 2017, City Council has adopted underlying zoning bylaws for 24 of the 45² remaining LUCs, applicable to 54³ properties in the City Centre and in East Richmond that included primarily commercial, light industrial, and multi-family residential uses (Attachment 2).

Currently, there are 21 underlying zoning bylaws that must be established, applicable to a total of 22 properties in the City. This Report brings forward underlying zoning bylaws for six LUCs, applicable to eight properties. Should City Council adopt the proposed six underlying zoning bylaws, there will be 15 underlying zoning bylaws remaining to be established, applicable to a total of 14 properties.

Findings of Fact

A LUC is a contract between a property owner (typically a developer) and a municipality addressing the use and development rights of a property. The Provincial legislation enabling LUCs was in effect for a short period of time between 1973 and 1979, and enabled the creation of tailor-made development contracts for specific sites.

The regulations contained in LUCs are similar to zoning in that they control the form of development. Typically, the same LUC was registered by a developer against all the properties

² One of the prior 46 LUCs has since been rezoned through a separate development application; therefore, there are currently 45 remaining LUCs.

³ This figure accounts for a reduction to the originally remaining affected properties due to properties that have since been rezoned, and pending rezoning applications.

in a particular subdivision, thereby creating consistent use and development rights for those properties. However, unlike zoning, some LUCs include detailed servicing requirements, and LUCs are registered on the Title of the property. Until recently, agreement from both the property owner and municipality was required to amend or discharge the contract from the Title of the property. As a result, LUCs have not changed over time as land use considerations have evolved. Unless discharged, LUCs registered during such period remain in place today governing the use and development rights of the affected properties.

Related Policies & Studies

Official Community Plan

The 2041 Official Community Plan Land Use Map designations for the subject properties include *Apartment Residential*, *Neighbourhood Residential*, and *Neighbourhood Service Centre*, which provide for a range of land uses as described in Attachment 3.

The proposed underlying zoning bylaws do not affect the subject properties' potential to redevelop in the future, consistent with the land use designations in the Official Community Plan (OCP).

Analysis

Staff propose a set of bylaws that introduce underlying zoning for the eight properties developed under LUCs 008, 013, 022, 068, 100, and 153 in Broadmoor, which are identified and summarized in Table 1.

Attachment 4 contains a series of summary tables that provide a comparison of the regulations under each of the six LUCs with those of the proposed underlying zone, and includes a map of each LUC. The summary tables in Attachment 4 are for reference purposes only and should not be interpreted as the actual LUC.

Table 1. Properties Subject to the Proposed Underlying Zoning Bylaws.

LUC #	# Properties	Address(es)	# Units
008	1	10160/10180/10220/10240 Ryan Road	156 strata units
013	1	8011/8031, 8041/8043, 8045/8047, 8053/8055, 8057/8059 Lucas Road	10 rental units
022	2	10151 No. 3 Road	29 non-strata commercial units
		10391 No. 3 Road/10220 Dunoon Drive	87 strata units
068	1	8311 Saunders Road	18 strata units
100	2	7900 Francis Road	26 rental units
		9111 No. 3 Road	6 strata units
153	1	10460 No. 3 Road	66 rental units
Totals:	6	8	398

In developing the underlying zoning for the subject properties, staff considered the specific provisions in each individual LUC, as well as the existing land use designations in the OCP for the subject site and adjacent properties within the immediate surrounding area. Staff are not able to use any of the existing zones in Richmond Zoning Bylaw 8500 as the underlying zones for the properties in these six LUCs due to the very specific provisions contained in each LUC.

As a result, staff propose eight new site-specific zones for the properties in these six LUCs (summarized in Table 2). The proposed site-specific zones combine both the specific provisions from each LUC, as well as certain provisions contained within Richmond Zoning Bylaw 8500 for aspects not anticipated by the LUC. This ensures the underlying zoning bylaws mirror what is contained in the LUCs without granting additional use and development rights, while allowing some flexibility after LUCs expire on June 30, 2024 for landowners to make minor changes to their properties that would be consistent in character with what is permitted on similarly-zoned properties city-wide.

Table 2. Proposed Site-Specific Zones

LUC	Proposed Bylaw #	Proposed Zone	Site Address(es)	Current Site Condition
008	10147	Low Rise Apartment (ZLR41) – Ryan Road (Broadmoor)	10220/10240/10260/10280 Ryan Road	Low-rise apartments
013	10148	Two Unit Dwellings (ZD6) – Lucas Road (Broadmoor)	8011/8031, 8041/8043, 8045/8047, 8053/8055, 8057/8059 Lucas Road	Duplexes
022	10149	Neighbourhood Commercial (ZC48) – No. 3 Road (Broadmoor)	10151 No. 3 Road	Neighbourhood shopping centre
		Town Housing (ZT89) – No. 3 Road and Dunoon Drive (Broadmoor)	10391 No. 3 Road/ 10220 Dunoon Drive	Low-density townhouses
068	10150	Town Housing (ZT90) – Saunders Road (Broadmoor)	8311 Saunders Road	Low-density townhouses
100	10151	Town Housing (ZT92) – No. 3 Road (Broadmoor)	9111 No. 3 Road	Low-density townhouses
		Low Rise Apartment (ZLR42) – Francis Road (Broadmoor)	7900 Francis Road	Low-rise apartments
153	10152	Town Housing (ZT91) – No. 3 Road (Broadmoor)	10460 No 3 Road	Low-density townhouses

Although some of the properties governed by LUCs contain residential rental units, staff has not incorporated residential rental tenure into the proposed underlying zoning bylaws as that will be dealt with separately as part of the broader on-going work regarding residential rental tenure zoning city-wide.

Where there are inconsistencies between the provisions of the proposed underlying zones and what actually exists on the subject properties, any continued use and existing development of the land that was lawful under the LUC will be protected in accordance with the provisions for non-conforming uses and buildings under the *Local Government Act* after the LUCs expire on June 30, 2024.

Public Consultation and Public Hearing

Since the existing LUCs will remain in effect and continue to govern the use and development of the affected properties until their termination date of June 30, 2024, at which time the proposed underlying zoning will be in place, it is anticipated that the proposed approach will not generate a significant amount of public interest. However, in recognition that affected property owners/tenants may be unaware that their property is governed by a LUC and will likely be unfamiliar with the Provincial requirement for the City to establish underlying zoning for their property, City staff pro-actively mailed an information package to the affected owners and tenants on September 11, 2020, with an invitation to contact City staff with any questions they may have about the process. The information package included a cover letter, a map of the affected properties, a brochure containing Frequently Asked Questions (FAQ), and the LUC information phone line and email address to direct inquiries. A sample of the letter, map, and the FAQ brochure is provided in Attachment 5.

Since the information package was mailed out, staff have received approximately 15 inquiries by phone and via email from property owners and occupants seeking further clarification about the process involved with establishing the underlying zoning for their property. Once staff clarified the process to the inquirers, no additional concerns were expressed.

Aside from the mailed information package, the standard bylaw adoption and associated public consultation processes are proposed to be followed. This is consistent with the approach used to establish the first three sets of underlying bylaws for LUC sites containing multi-family, commercial, industrial, and agriculture land uses brought forward for City Centre and East Richmond beginning in 2017, and this same approach will be proposed for the remaining underlying zoning bylaws that are subsequently to be brought forward on the basis of their geographic area.

The standard bylaw adoption and public consultation process involves the underlying zoning bylaws being considered by City Council, the publication of the statutory Public Hearing Notice and newspaper ads, and includes the holding of a regular Public Hearing. This approach does not require additional financial or human resources beyond that of the standard Rezoning and Public Hearing processes.

Should Council grant first reading to the proposed underlying zoning bylaws, the bylaws will be forwarded to a Public Hearing, where any area resident or interested party will have an opportunity to provide comments. Prior to the Public Hearing at which underlying zoning bylaws are to be considered, a press release will be issued to publicize Council's decision to establish underlying zoning bylaws for the affected properties and to direct further inquiries to the City's LUC webpage, and general LUC inquiry email address and phone number.

Following the Public Hearing, Council may consider adoption of the underlying zoning bylaws. Following adoption of the underlying zoning bylaws, the existing LUCs on the affected properties will remain effective until June 30, 2024, after which time the underlying zoning bylaws will be in place to govern the use and development of the properties.

Housekeeping Amendments

In Bylaw 10149, a housekeeping amendment to Richmond Zoning Bylaw 8500 is proposed for the City-owned property at 10231 Dunoon Drive, which is located directly adjacent to LUC 022 and is currently shown on the City's Zoning Map as being part of LUC 022 (although the property is not actually governed by the provisions of the LUC, and the LUC is not registered on the Title of the property). The property was acquired by the City from the developer at the time that LUC 022 was established on October 15, 1975, and has been used as parkland since that date. As part of Bylaw 10149, staff proposes the "School & Institutional Use (SI)" zone for the park property at 10231 Dunoon Drive. The City's Parks Department staff concur with this approach.

The proposed housekeeping amendments in Bylaw 10152 correct the numerical reference from "Town Housing (ZT85) – Steveston Highway (Steveston)" to "Town Housing (ZT87) – Steveston Highway (Steveston)" zone throughout Richmond Zoning Bylaw 8500. This is simply to correct "ZT85" to "ZT87 in the zone name.

Financial Impact

None.

Conclusion

Consistent with the *Local Government Act*, Council will have to consider bylaws to establish underlying zoning for the properties developed under the remaining LUCs in the city prior to June 30, 2022.

Staff proposes to bring forward the underlying zoning bylaws for the remaining LUCs as separate items on the basis of their geographic area for consideration by Council, and at Public Hearings.

This Staff Report brings forward six underlying zoning bylaws for eight multi-family and commercial properties developed under Land Use Contracts 008, 013, 022, 068, 100, and 153 located in the Broadmoor planning area. This Report also brings forward two housekeeping amendments to Richmond Zoning Bylaw 8500. One is to zone the City-owned property at 10231 Dunoon Drive (located adjacent to LUC 022) as "School & Institutional Use (SI)" consistent with its use as a park; the second is to correct the numerical reference in the "Town Housing (ZT85) – Steveston Highway (Steveston)" zone.

Staff recommends that Richmond Zoning Bylaw 8500, Amendment Bylaws 10147, 10148 10149, 10150, 10151, and 10152, be introduced and given first reading.



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CL/JL:blg



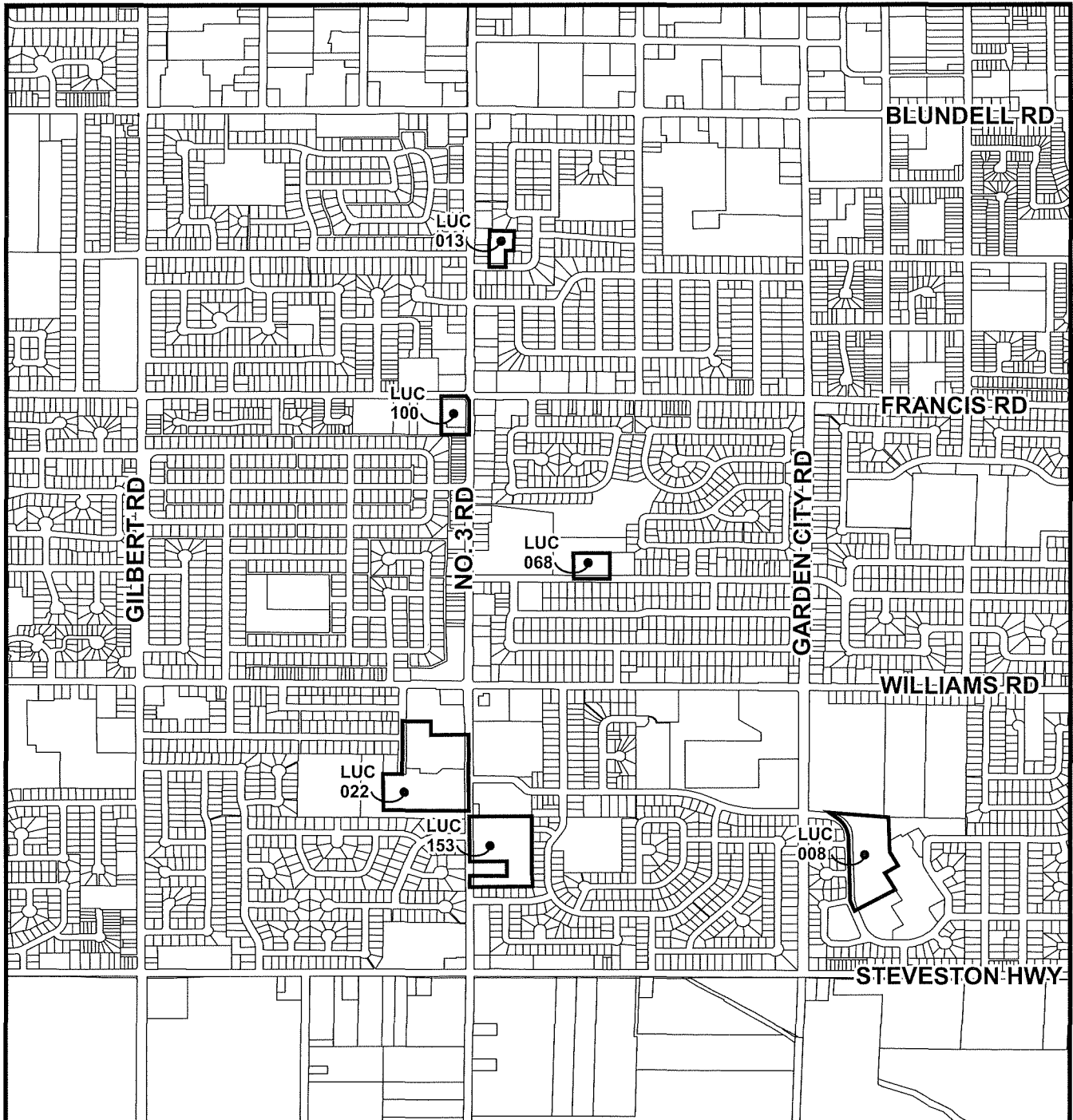
Jessica Lee
Planner 1
(604-247-4908)

Attachments:

- Attachment 1: Land Use Contracts in Broadmoor
- Attachment 2: Land Use Contracts by Geographic Area
- Attachment 3: 2041 Official Community Plan Land Use Map Definitions
- Attachment 4: Land Use Contract Summary and Comparison Tables
- Attachment 5: Sample of Information Package sent to Affected Owners/Tenants



City of Richmond



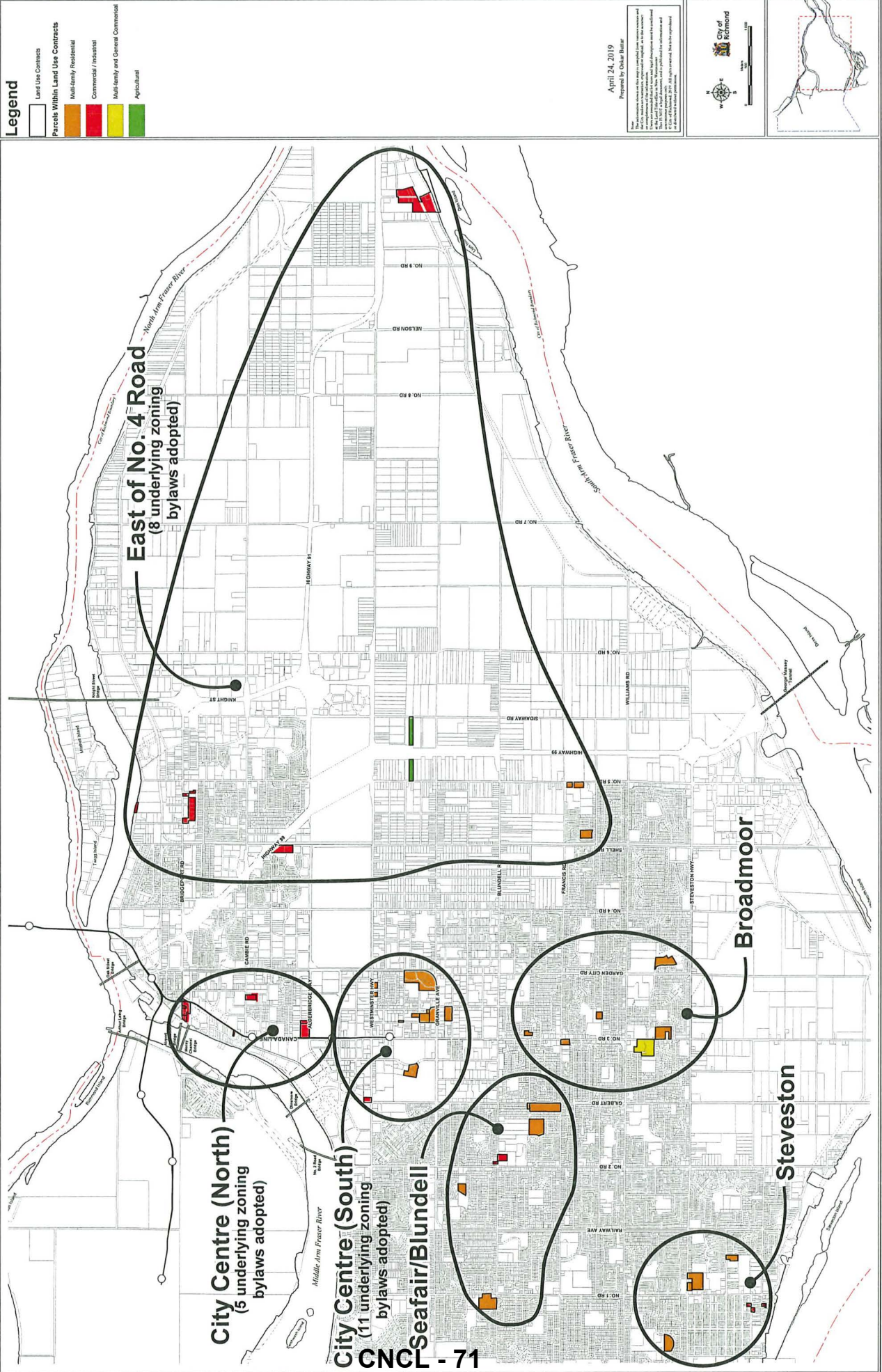
Land Use Contracts (LUC) in Broadmoor

Original Date: 04/16/20

Revision Date: 05/27/20



Approach For Dealing With The Remaining LUCs by Geographic Area



Definitions

Land Use Map Definitions

Agricultural Land Reserve Boundary

Land within the Agricultural Land Reserve established pursuant to the provisions of the Agricultural Land Commission Act.

Agriculture

Those areas of the City where the principal use is agricultural and food production, but may include other land uses as permitted under the Agricultural Land Commission Act.

Airport

Those areas of the City where the principal uses are airport terminals and facilities, runways and airport-related businesses.

Apartment Residential

Those areas of the City where the principal uses are multiple family housing in the form of townhouses and apartments, which can include housing for seniors (e.g., congregate care; intermediated care; assisted living; etc.).

Commercial

Those areas of the City where the principal uses provide for retail, restaurant, office, business, personal service, arts, culture, recreational, entertainment, institutional, hospitality and hotel accommodation. Marina uses are permitted on the waterfront, in which case retail sales are limited to boats, boating supplies and equipment, and related facilities and services for pleasure boating and the general public. Commercial areas exclude residential uses, except for caretaker accommodation.

Community Institutional

Those areas of the City which are intended for institutions engaged in religious, educational or cultural activities, and may include other uses as permitted under Official Community Plan policies.

Conservation Area

Those natural and semi-natural areas of the City with important environmental values whose protection has been secured by federal, provincial or municipal ownership or legal conservation designation and by a long-term policy commitment by a senior level of government. They include municipal parks with high conservation values, provincial Wildlife Management Areas, the federally managed Sea Island Conservation Area and Metro Vancouver regional parks. Conservation Areas may also be subject to the City's Environmentally Sensitive Area (ESA) Development Permit Guidelines and may be used for recreational, park, agricultural and food production purposes or alternatively have no or limited public access.

Downtown Mixed Use

Those areas in the downtown of the City where high-rise and high density development provides for residential, commercial, industrial, office and institutional uses.

Industrial

Those areas of the City where the principal uses provide for the production, manufacturing, processing, assembling, fabrication, storing, transporting, distributing, testing, cleaning, servicing or repair of goods, materials or things. Industrial includes the operation of truck terminals, docks and railways, and wholesale business activities. Ancillary offices are only permitted to administer the industrial uses. Industrial areas exclude hazardous wastes, retail sales and residential uses, except for caretaker accommodation.

Limited Mixed Use

Those areas of the City which provides a mix of residential, as the predominant use, and limited commercial, industrial, office, institutional or community and pedestrian-oriented uses, as the minority use, intended to enhance the public amenity and livability of the area.

Mixed Employment

Those areas of the City where the principal uses are industrial and stand-alone office development, with a limited range of support services. In certain areas, a limited range of commercial uses are permitted such as the retail sale of building and garden supplies, household furnishings, and similar warehouse goods.

Mixed Use

Those areas of the City which provides for residential, commercial, industrial, office and institutional uses. Marina uses and waterborne housing are permitted on the waterfront, in which case the retail sales is limited to boats, boating supplies and equipment, and related facilities and services for pleasure boating and the general public.

Neighbourhood Residential

Those areas of the City where the principal uses are single family, two-family and multiple family housing (specifically townhouses). Sites abutting section line roads are deemed suitable for institutional uses such as fire halls and other emergency/communication services (e.g., ambulance station; telephone facilities).

Neighbourhood Service Centre

Those areas of the City which are intended to accommodate the retail, restaurant, office, personal service, business, arts, culture, entertainment, recreational, institutional and community facility and service needs of area residents, and may include residential uses.

Park

Those areas of the City where the principal use is public or private recreation, sports, public open space and natural areas, and may include agricultural and food production, recreational/social/cultural facilities and activities or public administration, City works/utilities, emergency services such as fire halls, and school facilities. Parks exclude residential uses, except for caretaker accommodation.

School

Those areas of the City where the principal use is education, such as kindergarten to grade 12, a post secondary college or university and related offices/facilities for school purposes. Schools exclude residential uses, except for caretaker accommodation and dormitories for the specific use of the School buildings only.

Land Use Contract Summary & Comparison Tables

LUC 008

LUC 013

LUC 022

LUC 068

LUC 100

LUC 153

LAND USE CONTRACT SUMMARY & COMPARISON TABLES

Land Use Contract 008 (10160/10180/10220/10240 Ryan Road)

Number of Properties: 1

Number of Units: 156 (strata-titled)

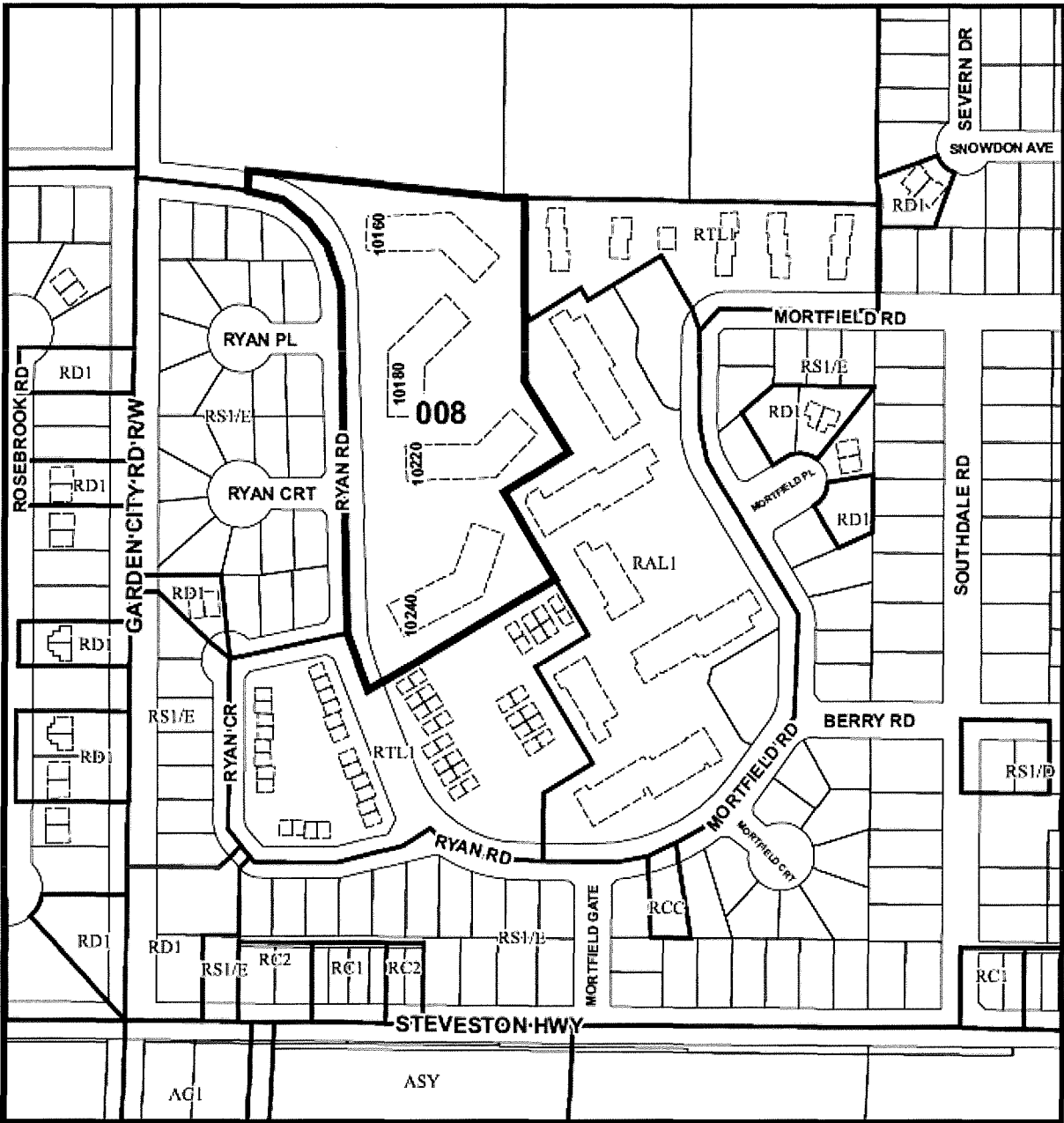
Proposed Zone: Low Rise Apartment (ZLR41) – Ryan Road (Broadmoor)

The table below is intended to provide a general comparison between the land use contract regulations and the proposed new zone. The table may not include site specific amendments or court orders made since registration of the land use contract.

	LUC 008	ZLR41
Permitted Uses	Residential apartments	Permitted Uses <ul style="list-style-type: none"> child care housing, apartment Secondary Uses <ul style="list-style-type: none"> boarding and lodging community care facility, minor home business
FAR (max.)	N/A (as per drawings)	0.62, together with an additional 0.01 provided that it is entirely used to accommodate amenity space
Lot Coverage (max.)	N/A	<ul style="list-style-type: none"> 30% for buildings 80% for buildings, structures, and non-porous surfaces A minimum of 20% for landscaping with live plant material
Front Yard Setback (min.)	As per drawings (varies per building)	Diagram 1 (varies per building)
Side Yard Setback (min.)		
Rear Yard Setback (min.)		
Building Height (max.)	3 storeys, above ground level covered parking	15.0 m, but containing no more than 4 storeys including ground level covered parking

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LAND USE CONTRACT SUMMARY & COMPARISON TABLES



Land Use Contract 008

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LAND USE CONTRACT SUMMARY & COMPARISON TABLES

Land Use Contract 013

(8011/8031/8041/8043/8045/8047/8053/8055/8057/8059 Lucas Road)

Number of Properties: 1

Number of Units: 10 (rental)

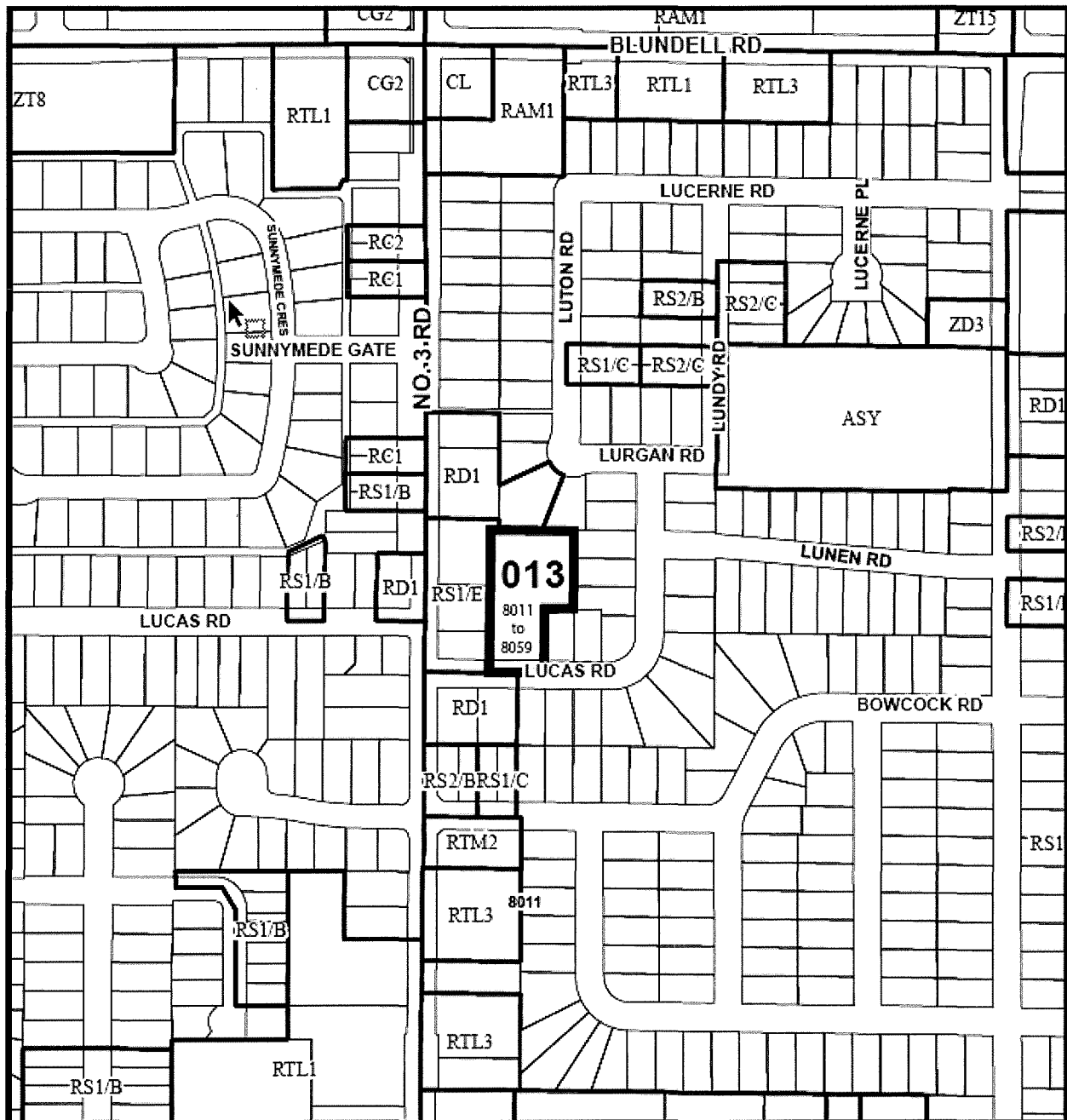
Proposed Zone: Two-Unit Dwellings (ZD6) – Lucas Road (Broadmoor)

The table below is intended to provide a general comparison between the land use contract regulations and the proposed new zone. The table may not include site specific amendments or court orders made since registration of the land use contract.

	LUC 013	ZD6
Permitted Uses	Two-family dwellings	Permitted Uses <ul style="list-style-type: none"> child care housing, two-unit Secondary Uses <ul style="list-style-type: none"> boarding and lodging community care facility, minor home business
FAR (max.)	N/A	0.36, including all parts of the building used for on-site parking purposes
Lot Coverage (max.)	N/A	<ul style="list-style-type: none"> 33% for buildings 80% for buildings, structures, and non-porous surfaces A minimum of 20% landscaping with live plant material
Front Yard Setback (min.)	As per drawings (varies per building)	Diagram 1 (varies per building)
Side Yard Setback (min.)		
Rear Yard Setback (min.)		
Building Height (max.)	N/A	9.0 m, but containing no more than 2 storeys

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LAND USE CONTRACT SUMMARY & COMPARISON TABLES



Land Use Contract 013

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LAND USE CONTRACT SUMMARY & COMPARISON TABLES

Land Use Contract 022

(10151 No. 3 Road, and 10391 No. 3 Road/10220 Dunoon Drive)

Number of Properties: 2

Number of Units: 87 (strata-titled) + 29 (commercial; leased)

Proposed Zones: Town Housing (ZT89) – No. 3 Road and Dunoon Drive (Broadmoor)
Neighbourhood Commercial (ZC48) – No. 3 Road (Broadmoor)

The table below is intended to provide a general comparison between the land use contract regulations and the proposed new zone. The table may not include site specific amendments or court orders made since registration of the land use contract.

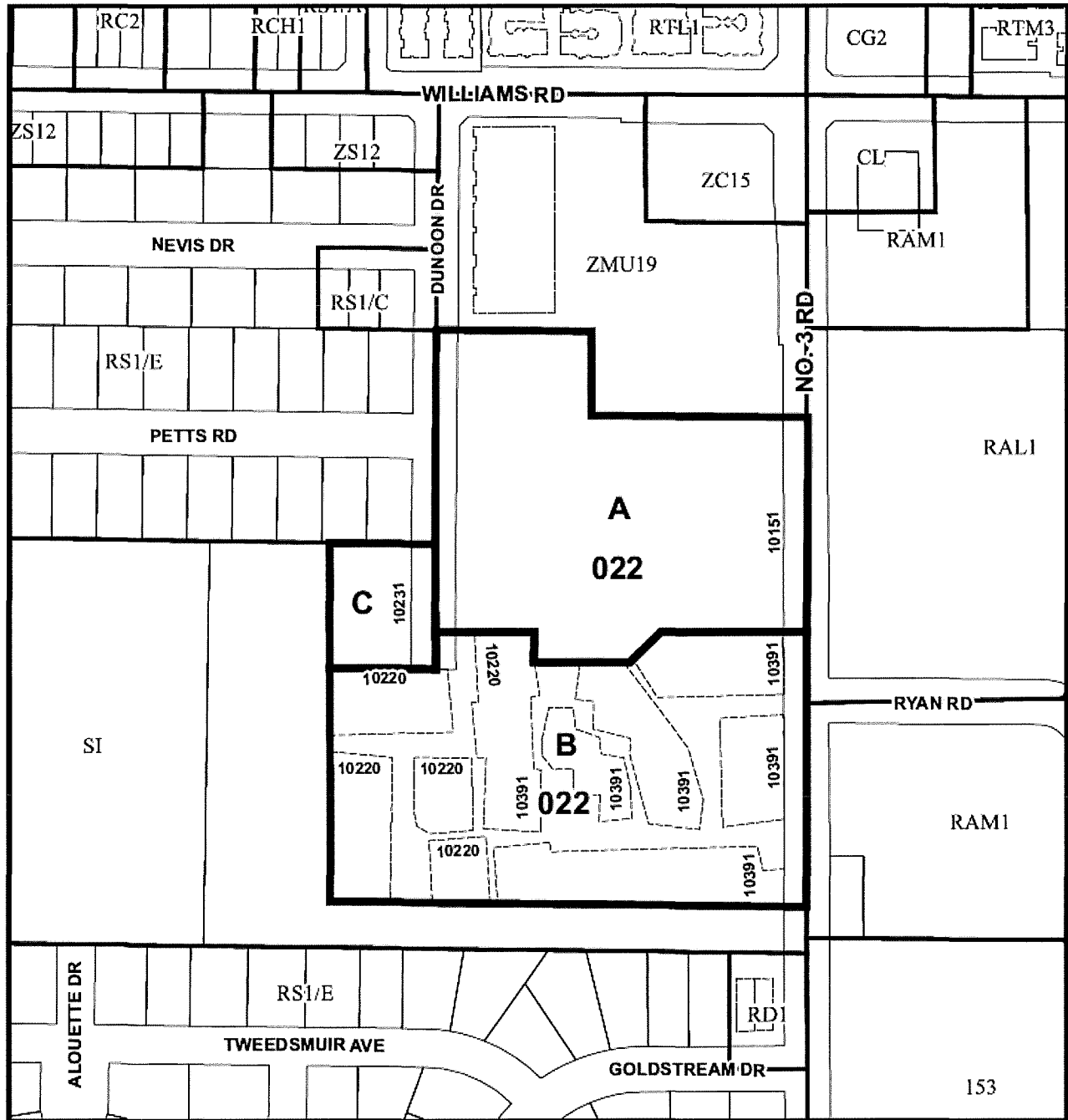
	LUC 022	ZC48 (Area "A")	ZT89 (Area "B")
Permitted Uses	<u>Area "A" on Map:</u> <ul style="list-style-type: none"> Neighbourhood commercial <u>Area "B" on Map:</u> <ul style="list-style-type: none"> Horizontal multiple family dwellings <u>Area "C" on Map:</u> <ul style="list-style-type: none"> City-owned park lot to be zoned "SI" 	Permitted Uses <ul style="list-style-type: none"> animal grooming child care government service health service, minor office restaurant retail, convenience retail, general service, business support service, financial service, household repair service, personal veterinary service Secondary Uses <ul style="list-style-type: none"> N/A 	Permitted Uses <ul style="list-style-type: none"> child care housing, town Secondary Uses <ul style="list-style-type: none"> boarding and lodging community care facility, minor home business
FAR (max.)	N/A	0.36	0.53, including all part of the building used for on-site parking purposes
Lot Coverage (max.)	N/A	30% for buildings	<ul style="list-style-type: none"> 26% for buildings 80% for buildings, structures, and non-porous surfaces A minimum of 20% landscaping with live plant material

LAND USE CONTRACT SUMMARY & COMPARISON TABLES

	LUC 022	ZC48 (Area "A")	ZT89 (Area "B")
Front Yard Setback (min.)	As per drawings (varies per building)	Diagram 1 (varies per building)	Diagram 1 (varies per building)
Side Yard Setback (min.)			
Rear Yard Setback (min.)			
Building Height (max.)	<u>Area "A" on Map:</u> <ul style="list-style-type: none"> N/A (as per drawings) <u>Area "B" on Map:</u> <ul style="list-style-type: none"> 2 storeys 	<u>Area "A" on Diagram 1:</u> <ul style="list-style-type: none"> 9.0 m, but containing no more than 2 storeys Portions of the building containing a stairwell for roof access or mechanical and electrical equipment may be 11.3 m <u>Area "B" on Diagram 1:</u> <ul style="list-style-type: none"> 7.4 m, but containing no more than 1 storey <u>Area "C" on Diagram 1:</u> <ul style="list-style-type: none"> 9.0 m, but containing no more than 2 storeys 	9.0 m, but containing no more than 2 storeys

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LAND USE CONTRACT SUMMARY & COMPARISON TABLES



Land Use Contract 022

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LAND USE CONTRACT SUMMARY & COMPARISON TABLES

Land Use Contract 068 (8311 Saunders Road)

Number of Properties: 1

Number of Units: 18 (strata-titled)

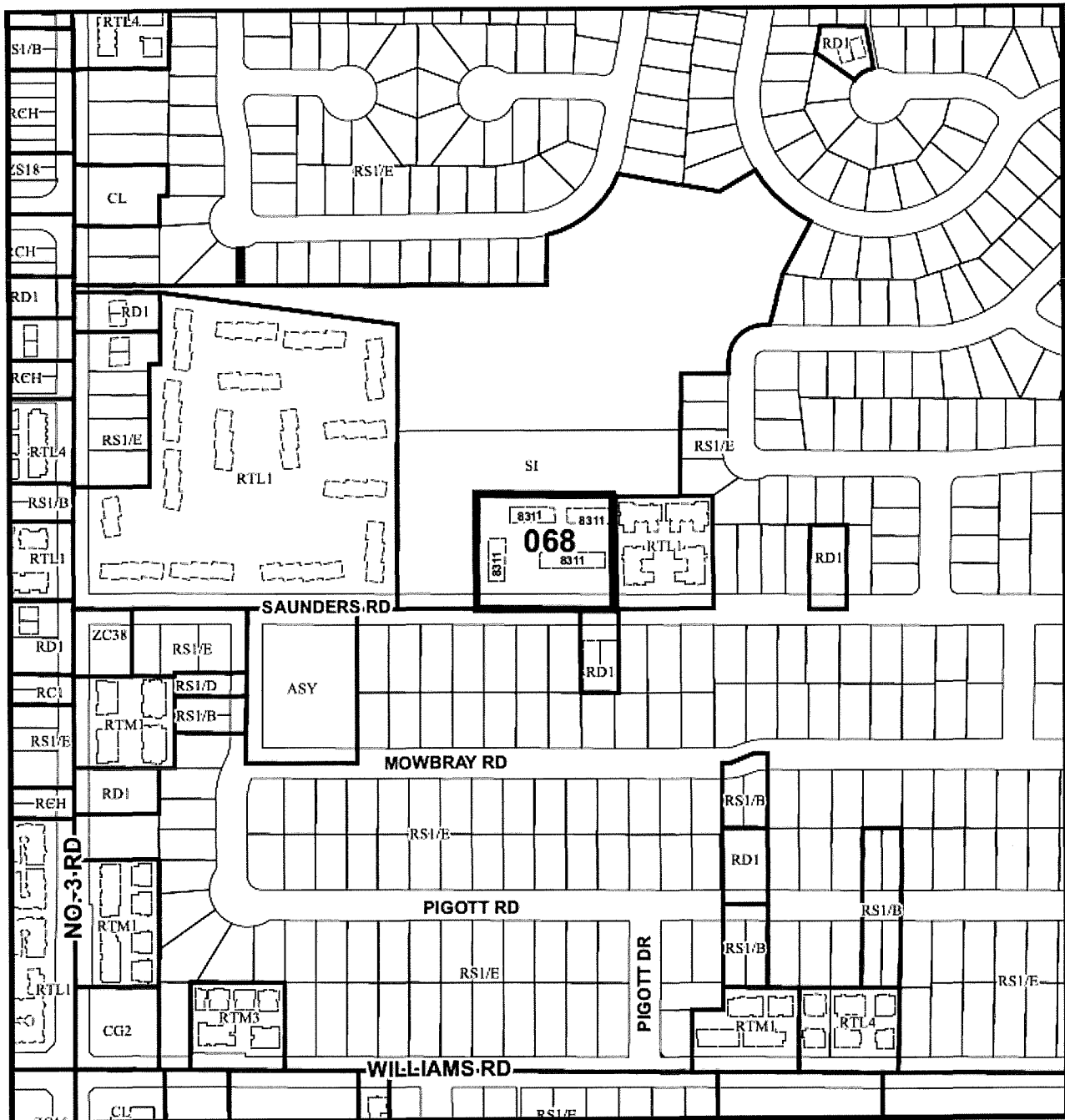
Proposed Zone: Town Housing (ZT90) – Saunders Road (Broadmoor)

The table below is intended to provide a general comparison between the land use contract regulations and the proposed new zone. The table may not include site specific amendments or court orders made since registration of the land use contract.

	LUC 068	ZT90
Permitted Uses	Horizontal multiple family dwellings	Permitted Uses <ul style="list-style-type: none"> child care housing, town Secondary Uses <ul style="list-style-type: none"> boarding and lodging community care facility, minor home business
FAR (max.)	N/A (as per drawings)	0.45
Lot Coverage (max.)	33% for buildings	<ul style="list-style-type: none"> 33% for buildings 80% for buildings, structures, and non-porous surfaces A minimum of 20% landscaping with live plant material
Front Yard Setback (min.)	As per drawings (varies per building)	Diagram 1 (varies per building)
Side Yard Setback (min.)		
Rear Yard Setback (min.)		
Building Height (max.)	2 storeys	9.0 m, but containing no more than 2 storeys

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LAND USE CONTRACT SUMMARY & COMPARISON TABLES



Land Use Contract 068

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LAND USE CONTRACT SUMMARY & COMPARISON TABLES

Land Use Contract 100 (7900 Francis Road & 9111 No. 3 Road)

Number of Properties: 2

Number of Units: 26 (rental) + 6 (strata-titled)

Proposed Zone: **Town Housing (ZT92) – No. 3 Road (Broadmoor)**
Low Rise Apartment (ZLR42) – Francis Road and No. 3 Road (Broadmoor)

The table below is intended to provide a general comparison between the land use contract regulations and the proposed new zone. The table may not include site specific amendments or court orders made since registration of the land use contract.

	LUC 100	ZLR42 "Area A"	ZT92 "Area B"
Permitted Uses	<u>Area "A":</u> <ul style="list-style-type: none"> Residential apartments <u>Area "B":</u> <ul style="list-style-type: none"> Horizontal multiple family dwellings 	Permitted Uses <ul style="list-style-type: none"> child care congregate housing housing, apartment Secondary Uses <ul style="list-style-type: none"> boarding and lodging community care facility, minor home business 	Permitted Uses <ul style="list-style-type: none"> child care housing, town Secondary Uses <ul style="list-style-type: none"> boarding and lodging community care facility, minor home business
FAR (max.)	N/A	0.40	0.60
Lot Coverage (max.)	N/A	<ul style="list-style-type: none"> 30% for buildings 80% for buildings, structures, and non-porous surfaces A minimum of 20% landscaping with live plant material 	<ul style="list-style-type: none"> 30% for buildings 80% for buildings, structures, and non-porous surfaces A minimum of 20% landscaping with live plant material
Front Yard Setback (min.)	<u>Area "A":</u> <ul style="list-style-type: none"> As per Zoning Bylaw 1430, except that the existing building may have a rear yard of 4.8 m <u>Area "B":</u> <ul style="list-style-type: none"> As per drawings (varies per building) 	12.1 m	Diagram 1 (varies per building)
Side Yard Setback (min.)		6.0 m	
Rear Yard Setback (min.)		4.8 m	

LAND USE CONTRACT SUMMARY & COMPARISON TABLES

	LUC 100	ZLR42 "Area A"	ZT92 "Area B"
Building Height (max.)	<u>Area "A":</u> <ul style="list-style-type: none"> As per Zoning Bylaw 1430 <u>Area "B":</u> 10.6 m, but containing no more than 2 storeys	10.6 m, but containing no more than 2 storeys	10.6 m, but containing no more than 2 storeys



Land Use Contract 100

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LAND USE CONTRACT SUMMARY & COMPARISON TABLES

Land Use Contract 153 (10460 No. 3 Road)

Number of Properties: 1

Number of Units: 66 (rental)

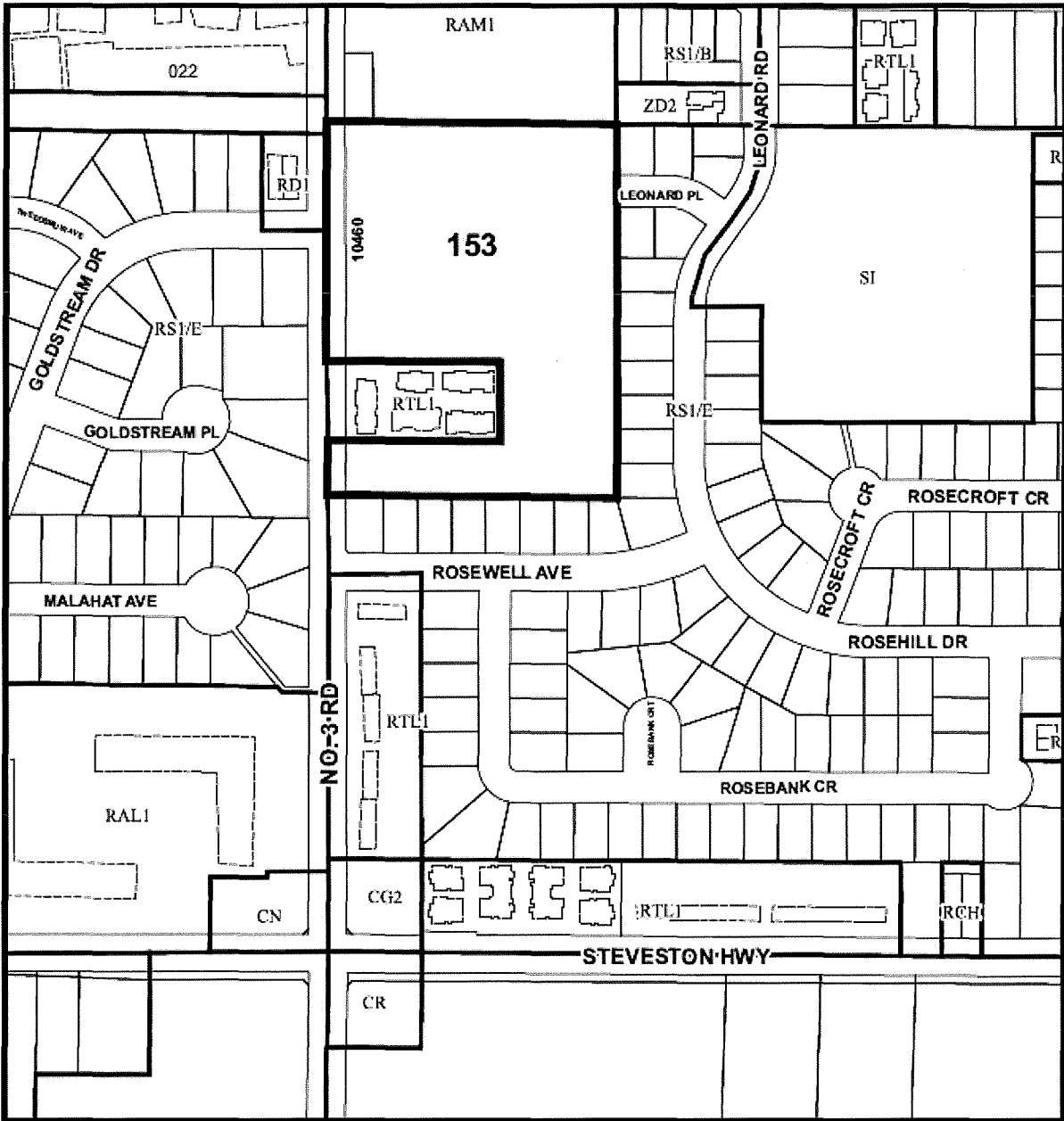
Proposed Zone: Town Housing (ZT91) – No. 3 Road (Broadmoor)

The table below is intended to provide a general comparison between the land use contract regulations and the proposed new zone. The table may not include site specific amendments or court orders made since registration of the land use contract.

	LUC 153	ZT91
Permitted Uses	Horizontal multiple family dwellings	Permitted Uses <ul style="list-style-type: none"> child care housing, town Secondary Uses <ul style="list-style-type: none"> boarding and lodging community care facility, minor home business
FAR (max.)	N/A (as per drawings)	0.35
Lot Coverage (max.)	N/A (as per drawings)	<ul style="list-style-type: none"> 22% for buildings 80% for buildings, structures, and non-porous surfaces A minimum of 20% landscaping with live plant material
Front Yard Setback (min.)	As per drawings (varies per building)	Diagram 1 (varies per building)
Side Yard Setback (min.)		
Rear Yard Setback (min.)		
Building Height (max.)	10.0 m, but containing no more than 2 storeys	10.0 m, but containing no more than 2 storeys

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LAND USE CONTRACT SUMMARY & COMPARISON TABLES



Land Use Contract 153

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City of Richmond

ATTACHMENT 5

6911 No. 3 Road
Richmond, BC V6Y 2C1
www.richmond.ca

September 11, 2020
File: 08-4430-03-09/2020-Vol 01

Planning and Development Division
Development Applications
Fax: 604-276-4052

Property Owner/Occupant
10160, 10180, 10220, 10240 Ryan Road
Richmond BC

Dear Sir/Madam:

Re: Land Use Contract 008
10160, 10180, 10220, 10240 Ryan Road, Richmond *(see map on reverse)*

Why am I receiving this letter?

You are receiving this letter because the City of Richmond's records indicate that you own or occupy property that is governed by a Land Use Contract (LUC). All municipalities in BC are required to adopt underlying zoning bylaws for properties governed by LUCs by June 20, 2022. This is to ensure there is zoning in place well in advance of the province-wide LUC termination date of June 30, 2024.

This letter and enclosures provides details on what you can do to obtain more information about this process and to determine whether it will affect you.

You're invited to contact City staff

Before underlying zoning bylaws for your property are brought forward to Richmond City Council later this year, you are invited to contact City staff so that we can answer any questions you may have about this process. City staff can respond to your questions by phone or by email.

Enclosed is a list of **Frequently Asked Questions** and answers related to LUCs and the establishment of underlying zoning, which you may wish to review in advance of contacting us.

For more information, please call 604-204-8626 or email luc@richmond.ca.

If you do not have any questions or concerns, then no action on your part is required.

Sincerely,

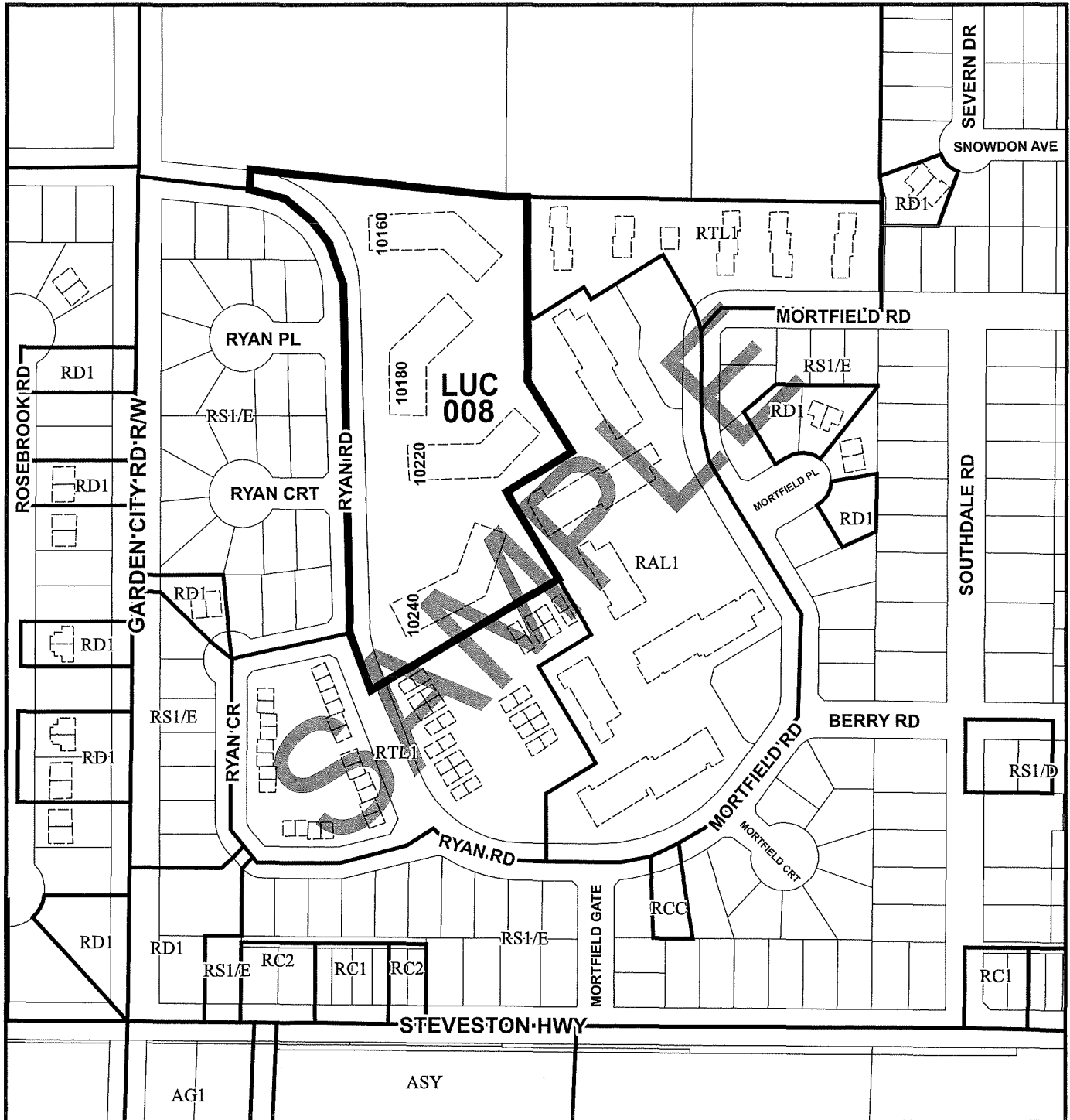
Cynthia Lussier
Planner 2

CL:cl

Enc. 2



City of Richmond



Land Use Contract (LUC) 008

10160, 10180,
10220, 10240 Ryan Road

Original Date: 02/04/20

Revision Date:

Note: Dimensions are in METRES



List of Frequently Asked Questions

This Frequently Asked Question (FAQ) document provides you with essential background information on Land Use Contracts (LUCs) and the process that the City of Richmond must undertake to establish underlying zoning bylaws prior to the termination of the City's remaining LUCs on June 30, 2024 when all LUCs will be extinguished by Provincial legislation. The FAQs have been organized under the following categories:

1. General Information
2. Underlying Zoning
3. Potential Implications of Underlying Zoning
4. Other Information

Please take a moment to review this information.

1. General Information

1.1 What is a Land Use Contract?

A Land Use Contract (LUC) is a contract that was typically entered into between the original developer of land and a local government addressing the use and development rights of a property. LUCs, which are similar to zoning regulations, are registered on the title of each property and remain in force today. Until recently, agreement from both the property owner and municipality was required to amend or discharge the contract.

1.2 When were Land Use Contracts used?

The provincial legislation enabling LUCs was in effect for a short period of time during the 1970s and allowed the ability to create tailor-made development contracts for specific sites.

1.3 Do Land Use Contracts continue to affect the use and development rights of a property?

Yes. Even though the legislation that enabled LUCs was repealed in 1978, LUCs still affect the use and development rights of a property until the LUC is terminated.

1.4 Why have Land Use Contracts not changed over time like the City's Zoning Bylaw?

As LUCs are legal contracts registered on the title of the property, LUCs could only be amended or discharged with the property owner's consent. The City's Zoning Bylaw in contrast has had multiple amendments over time to address various land and building issues such as building interface, landscaping, sustainability and overall building form. Bringing the LUC properties under the City's Zoning Bylaw will ensure consistent land use regulations are applied throughout the City.

1.5 How many Land Use Contracts are there in Richmond?

Today, there are 45 separate LUCs remaining in the City of Richmond affecting approximately 90 properties which include multi-family residential, commercial, industrial, and agricultural properties.

1.6 Why is the City establishing underlying zoning for properties governed by Land Use Contracts?

In 2014, the Province adopted new legislation which will terminate all LUCs in British Columbia by June 30, 2024. The new legislation also requires that local governments establish underlying zoning bylaws for all LUCs prior to June 30, 2022.

2. Underlying Zoning

2.1 How will the underlying zoning for my property be determined?

City staff reviewed the permitted uses and development regulations in each LUC and compared them to the regulations for those types of uses in the City's current Zoning Bylaw. City staff also reviewed what the zoning is within the immediate surrounding area of the affected LUC to get a sense of whether the proposed underlying zoning is generally consistent with what exists in the area.

Generally speaking, due to the very specific uses and regulations contained within the LUCs, City staff is not able to use any of the existing zones in the current Zoning Bylaw as the underlying zone for the affected properties.

A site-specific zone will need to be created for each LUC. The site-specific zone will generally be designed to reflect the specific uses and regulations contained in the LUC to ensure that the existing uses on the property continue to be permitted without granting additional development rights. Basically, the underlying zoning will mirror what is currently contained in the LUC.

2.2 What will be the process involved with establishing the underlying zoning for my property?

Underlying zoning bylaws for each LUC will be brought forward to Richmond City Council for consideration at a regular Council meeting. The set of underlying zoning bylaws will be introduced and potentially granted first reading.

Subject to granting first reading to the underlying zoning bylaws, a Public Hearing will be held to consider the proposed bylaws. The Public Hearing will provide an opportunity for those who believe that their interest in property is affected by the proposed bylaws to be heard or to present written submissions. Following the Public Hearing, City Council may consider adoption of the bylaws.

2.3 How will I find out about the Public Hearing?

Approximately 10 days prior to the Public Hearing at which the underlying zoning bylaws will be considered, a Notice of Public Hearing and a map will be sent by regular mail to all affected property owners and tenants, in addition to surrounding property owners and tenants. The Notice will include instructions on how to obtain further information and on how to participate in the Public Hearing.

2.4 How Can I Participate in the Public Hearing?

The health and wellness of our residents, City staff and Council remain our priority. Please be advised that measures will be taken at the meeting to respect physical distancing requirements and adhere to recommended preventative measures to limit the spread of COVID-19.

During the COVID-19 Pandemic, the Public Hearing is open to members of the public who may be affected by the proposed bylaws and wish to make a presentation. Due to the public health concerns and physical distancing requirements, the public is encouraged to submit written comments in advance of the Public Hearing, or register to participate remotely via telephone, instead of attending the meeting in person if possible. Registration to participate remotely via telephone is available starting on the Friday prior to the Public Hearing until 1:00 pm on the date of the Hearing. Information on how to register is available on the City website: <https://www.richmond.ca/cityhall/council/phone-participation.htm>. If

you are unable to attend or choose to not attend due to COVID-19, you may send your written comments to the City Clerk's Office by 4:00 pm on the date of the Public Hearing, as follows:

- By E-mail: using the on-line form at <http://www.richmond.ca/cityhall/council/hearings/about.htm> ;
- By Standard Mail: to 6911 No. 3 Road, Richmond, BC, V6Y 2C1, Attention: Director, City Clerk's Office;
- By Fax: to 604-278-5139, Attention: Director, City Clerk's Office.

For information on public hearing rules and procedures, please consult the City website at: <http://www.richmond.ca/cityhall/council/hearings/about.htm> or call the City Clerk's Office at 604-276-4007.

All submissions become part of the public record.

3. Potential Implications of Underlying Zoning

3.1 What effect does the underlying zoning have on my property while the Land Use Contract is still in effect?

As long as the LUC remains in place, the underlying zoning will have no effect on a property, and the property may be developed in keeping with the LUC regulations.

3.2 What effect does the underlying zoning have on my property, when the Land Use Contract is terminated?

After June 30, 2024, the LUC is no longer effective on the property. Any new construction must then conform to the zoning established for the property.

3.3 What are some of the key differences between a Land Use Contract and the underlying zoning to be established?

Although the underlying zoning will generally mirror what is contained in the LUC, some key differences are necessary to reflect certain regulations contained within the current Zoning Bylaw for aspects not anticipated by the LUC. This includes the following:

- a) Secondary Uses (subject to certain regulations) – For multi-family residential properties, the proposed underlying zoning will allow a range of secondary uses, including boarding and lodging, and home businesses.
- b) Lot Coverage – The underlying zoning will provide greater detail about the amount of the lot that can be covered with buildings, structures, and other non-porous surfaces, as well as the minimum amount of live plant material.
- c) Floor Area – In addition to any maximum floor area identified in the LUC, the underlying zoning will explicitly identify the maximum floor area ratio (FAR) permitted on the property, which is determined by multiplying the prescribed FAR by the size of the lot.
- d) Building and Structure Height – In addition to storey height, the underlying zoning will identify a maximum dimensional height for buildings and structures.

3.4 What is the implication of the underlying zoning on my property if there are any aspects of my building, structure or lot that does not meet today's zoning regulations?

Existing buildings and structures which were lawfully built will have legal non-conforming protection. The retention of these buildings and structures would include the ability to renovate, subject to certain provisions. All new buildings and structures will have to comply with the underlying zoning regulations in place when a Building Permit application is submitted.

4. How can I obtain other information?

To learn more about obtaining a copy of the LUC registered on title to the affected properties, please go to the BC Land Title and Survey Authority website at <https://ltsa.ca/>.

To learn more about the process the City of Richmond must undertake to establish underlying zoning for LUCs, go to <https://www.richmond.ca/plandev/planning2/projects/LUC.htm>. More information is also available by emailing luc@richmond.ca, or by calling 604-204-8626.

Please note this brochure provides general information only; a property owner may wish to obtain more detailed information about any relevant LUC or proposed zoning bylaw.

SAMPLE



**Richmond Zoning Bylaw 8500, Amendment Bylaw 10147
to Establish Zoning for the Property Developed under
Land Use Contract 008**

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

1. Richmond Zoning Bylaw 8500, as amended, is further amended by inserting the following into Section 18 [Site Specific Residential (Low Rise Apartment) Zones], in numerical order:

“18.41 Low Rise Apartment (ZLR41) – Ryan Road (Broadmoor)”

18.41.1 Purpose

The **zone** provides for low rise **apartment housing**, and compatible **uses**. This **zone** is for the property developed under Land Use Contract 008 on Ryan Road in the Broadmoor area.

18.41.2 Permitted Uses

- child care
- housing, apartment

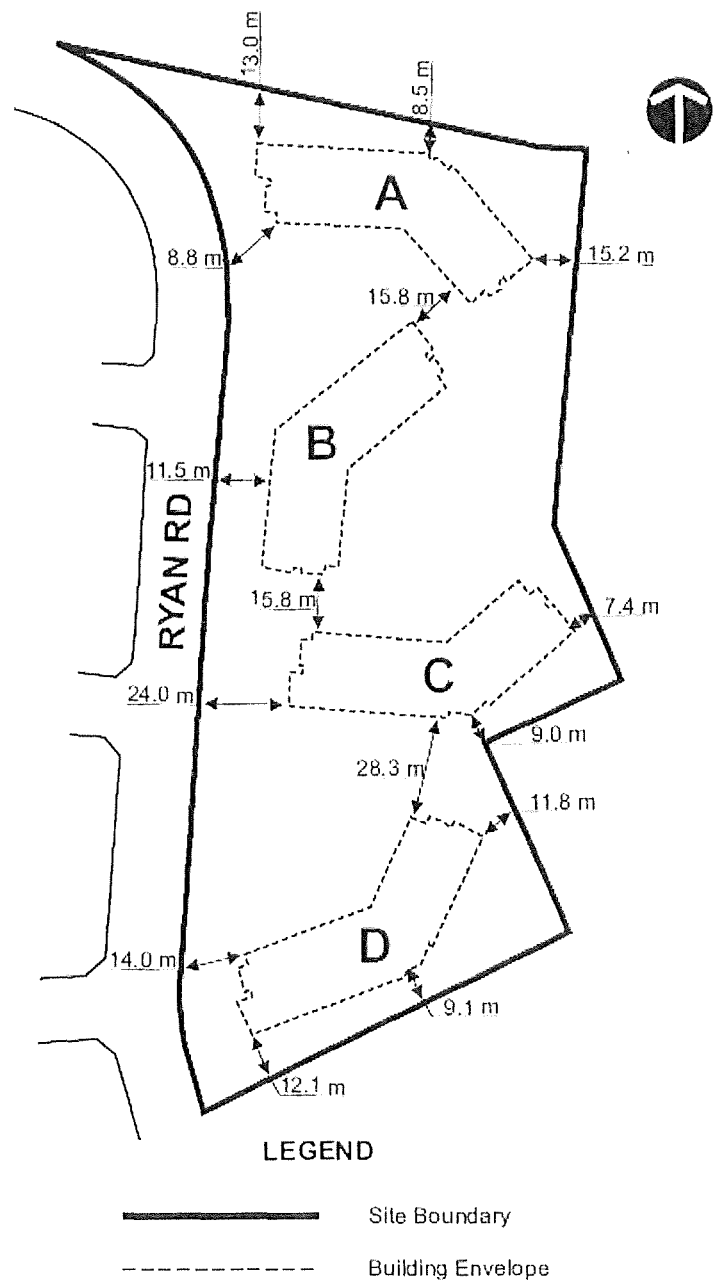
18.41.3 Secondary Uses

- boarding and lodging
- community care facility, minor
- home business

18.41.4 Permitted Density

1. The maximum number of **dwelling units** for **apartment housing** in this **zone** is 156.
2. The maximum number of **buildings** for **apartment housing** is 4, each of which shall contain a maximum of 39 **dwelling units**.
3. In the areas identified as “A” and “D” on Diagram 1, Section 18.41.4.7, each **building** for **apartment housing** shall contain no studio **dwelling units** and a maximum of 9 **dwelling units** with one **bedroom**.
4. In the areas identified as “B” and “C” on Diagram 1, Section 18.41.4.7, each **building** for **apartment housing** shall contain no studio **dwelling units** and a maximum of 15 **dwelling units** with one **bedroom**.
5. A **dwelling unit** shall have a maximum gross **habitable space** of 99.4 m².

6. The maximum **floor area ratio** (FAR) is 0.62, together with an additional 0.01 **floor area ratio** provided that it is entirely used to accommodate **amenity space** containing a minimum of two meeting rooms (each having a minimum **floor area** of 7.8 m²), saunas, and changing rooms with washrooms, to accompany outdoor swimming pools on the **lot**.
7. Diagram 1



18.41.5 Permitted Lot Coverage

1. The maximum **lot coverage** for **buildings** is 30%.
2. No more than 80% of the **lot area** may be occupied by **buildings, structures, and non-porous surfaces**.
3. A minimum of 20% of the **lot area** is restricted to **landscaping** with live plant material.

18.41.6 Yards & Setbacks

1. The minimum **yards, setbacks and building separation space** for residential **buildings** shall be as shown in Diagram 1 in Section 18.41.4.7.

18.41.7 Permitted Heights

1. The maximum **height** for **buildings** is 15.0 m but containing no more than 4 **storeys** including ground level covered parking.
2. The maximum **height** for **accessory buildings** is 5.0 m.

18.41.8 Subdivision Provisions/Minimum Lot Size

1. The minimum **lot area** is 23,500 m².

18.41.9 Landscaping & Screening

1. **Landscaping and screening** shall be provided in accordance with the provisions of Section 6.0.
2. In addition to Section 18.41.9.1, a **screen** at least 1.8 m in height shall be planted and maintained on the **lot** along the west **property line** adjacent to uncovered parking areas.
3. For the purpose of Section 18.41.9.2, a **screen** shall not include a wall or **fence**.
4. In addition to Section 18.41.9.1, two outdoor **amenity spaces**, each of which shall be a minimum 6.0 m x 12.0 m in area (including swimming pools), shall be provided on the **site**.
5. In addition to Section 18.41.9.1, a 3.3 m wide hardscaped public walkway shall be provided along the east property line.

18.41.10 On-Site Parking and Loading

1. On-site **vehicle** and bicycle parking and loading shall be provided according to the standards set out in Section 7.0, except that the basic on-site parking requirement shall be a minimum of 234 **vehicle parking spaces**, of which

there shall include a minimum of 39 visitor **parking spaces**, distributed as follows:

- a) in the areas identified as "A" and "D" on Diagram 1, Section 18.41.4.7, a minimum of 40 ground level covered **vehicle parking spaces per building**;
- b) in the areas identified as "B" and "C" on Diagram 1, Section 18.41.4.7, a minimum of 39 ground level covered **vehicle parking spaces per building**; and
- c) a minimum of 75 surface **vehicle parking spaces**.

18.41.11 Other Regulations

1. In addition to the regulations listed above, the General Development Regulations of Section 4.0 and the Specific Use Regulations of Section 5.0 apply. "
2. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, as amended, is further amended by designating that portion outlined in bold on "Schedule A attached to and forming part of Bylaw 10147" as "**Low Rise Apartment (ZLR41) – Ryan Road (Broadmoor)**".
3. This Bylaw may be cited as "**Richmond Zoning Bylaw 8500, Amendment Bylaw 10147**".

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

ADOPTED

_____	<div style="border: 1px solid black; padding: 5px;"> <p style="text-align: center; margin: 0;">CITY OF RICHMOND</p> <p style="text-align: center; margin: 0;">APPROVED by</p> <p style="text-align: center; margin: 0;"><i>[Signature]</i></p> <hr/> <p style="text-align: center; margin: 0;">APPROVED by Director or Solicitor</p> <p style="text-align: center; margin: 0;"><i>[Signature]</i></p> </div>

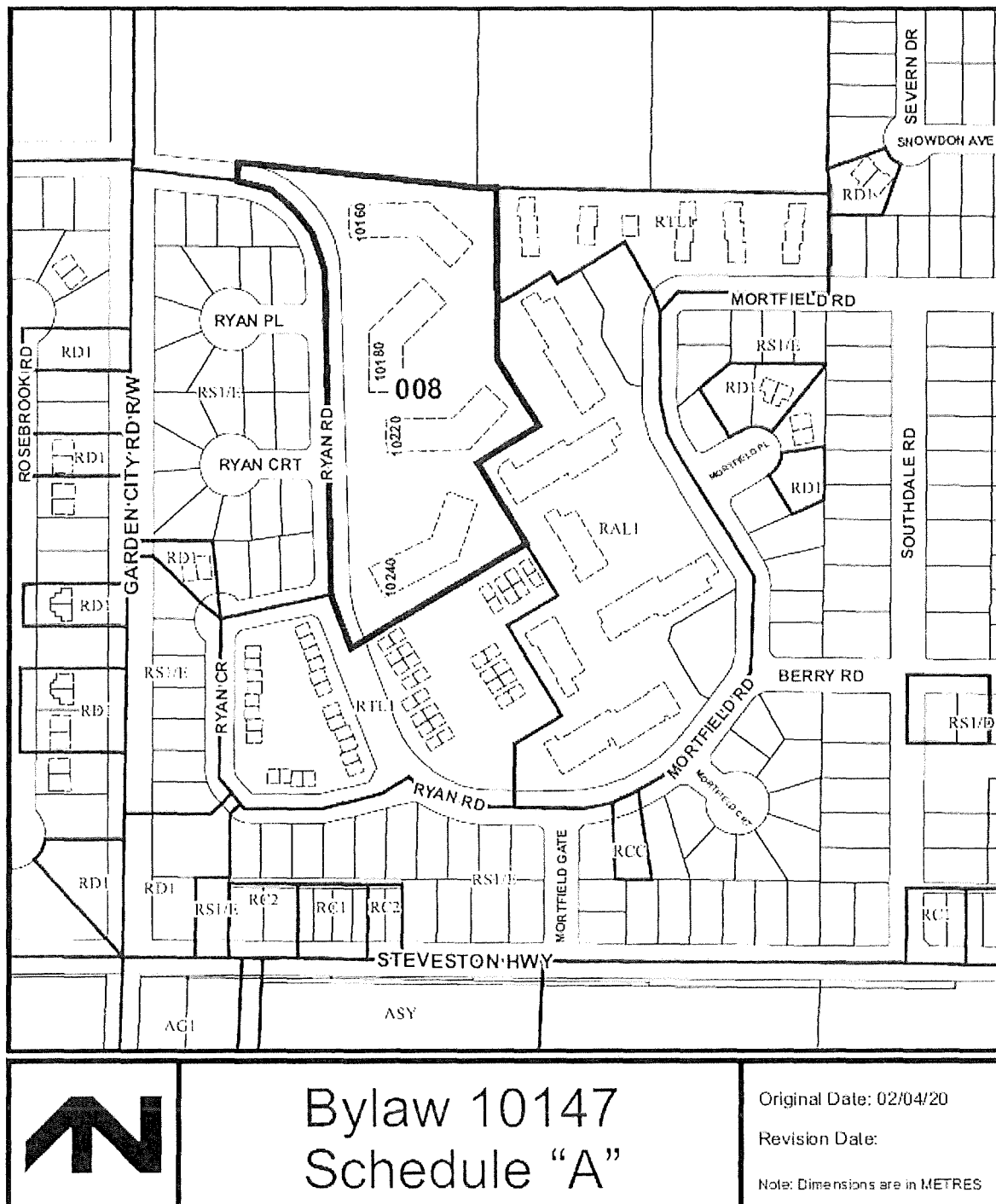
MAYOR

CORPORATE OFFICER

Schedule A attached to and forming part of Bylaw 10147



City of
Richmond



Bylaw 10147
Schedule "A"

Original Date: 02/04/20

Revision Date:

Note: Dimensions are in METRES



**Richmond Zoning Bylaw 8500, Amendment Bylaw 10148
to Establish Zoning for the Property Developed under
Land Use Contract 013**

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

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

“16.6 Two-Unit Dwellings (ZD6) – Lucas Road (Broadmoor)”

16.6.1 Purpose

The **zone** provides for **two-unit housing**, and compatible **uses**. This **zone** is for the property developed under Land Use Contract 013 on Lucas Road in the Broadmoor area.

16.6.2 Permitted Uses

- child care
- housing, two-unit

16.6.3 Secondary Uses

- boarding and lodging
- community care facility, minor
- home business

16.6.4 Permitted Density

1. The maximum number of **buildings** for **two-unit housing** in this **zone** is 5.
2. The maximum **floor area ratio** (FAR) is 0.36 (inclusive of all parts of the **building** used for on-site parking purposes).

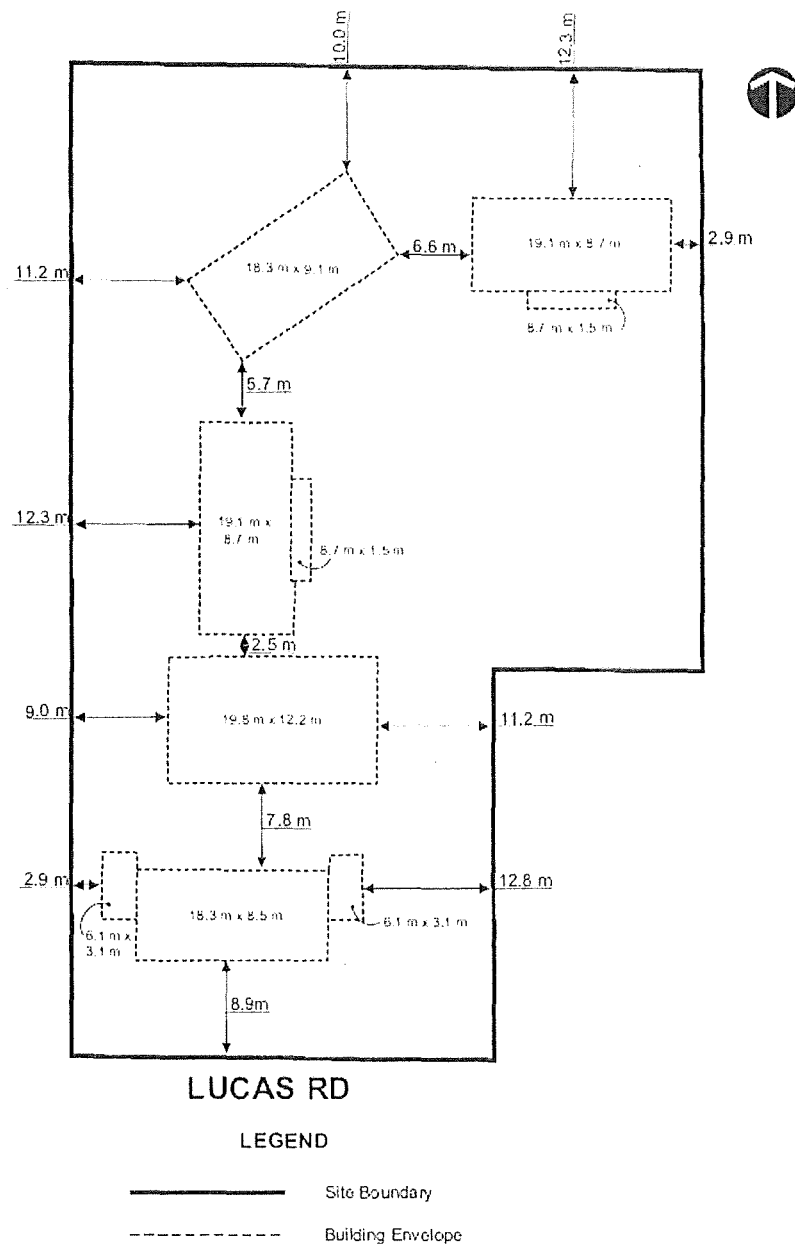
16.6.5 Permitted Lot Coverage

1. The maximum **lot coverage** is 33% for **buildings**.
2. No more than 70% of the **lot area** may be occupied by **buildings, structures, and non-porous surfaces**.
3. A minimum of 30% of the **lot area** is restricted to **landscaping** with live plant material.

16.6.6 Yards & Setbacks

- The minimum **yards, setbacks** and **building separation space** shall be as shown in Diagram 1 in Section 16.6.6.1.a).

a) Diagram 1



16.6.7 Permitted Heights

- The maximum **height** for **buildings** is 9.0 m, but containing no more than 2 **storeys**.

16.6.8 Subdivision Provisions/Minimum Lot Size

1. The minimum **lot width** is 50.0 m.
2. The minimum **lot frontage** is 40.0 m.
3. The minimum **lot area** is 4,865 m²

16.6.9 Landscaping & Screening

1. **Landscaping** and **screening** shall be provided in accordance with the provisions of Section 6.0.

16.6.10 On-Site Parking and Loading

1. On-site **vehicle** and bicycle parking and loading shall be provided according to the standards set out in Section 7.0.

16.6.11 Other Regulations

1. In addition to the regulations listed above, the General Development Regulations of Section 4.0 and the Specific Use Regulations of Section 5.0 apply. ”
2. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, as amended, is further amended by designating that portion outlined in bold on “Schedule A attached to and forming part of Bylaw 10148” as “**Two-Unit Dwellings (ZD6) – Lucas Road (Broadmoor)**”.
3. This Bylaw may be cited as “**Richmond Zoning Bylaw 8500, Amendment Bylaw 10148**”.

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

ADOPTED

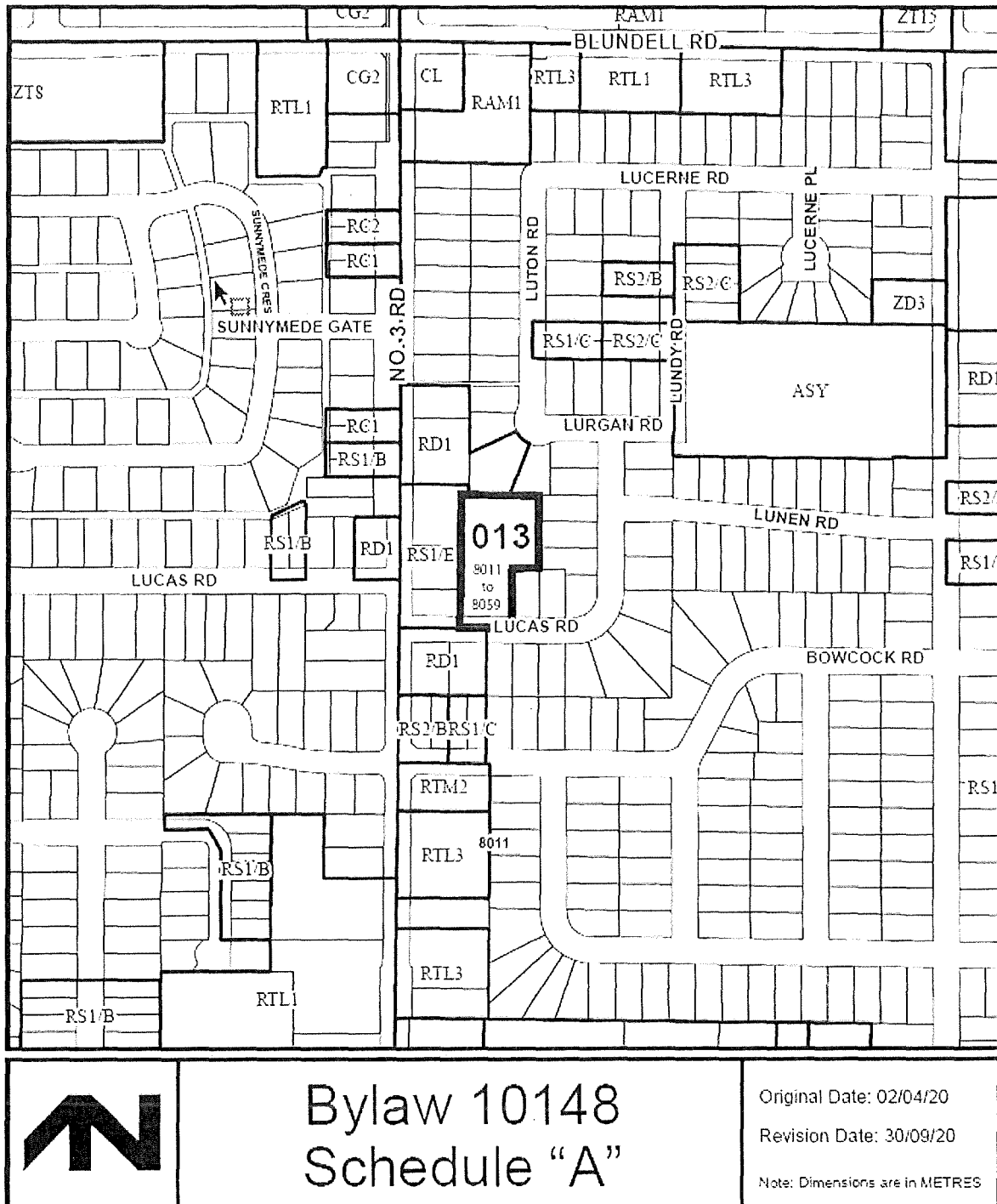
CITY OF RICHMOND
APPROVED by 
APPROVED by Director or Solicitor 

MAYOR_____
CORPORATE OFFICER

Schedule A attached to and forming part of Bylaw 10148



City of
Richmond





**Richmond Zoning Bylaw 8500, Amendment Bylaw 10149
to Establish Zoning for the Properties Developed under
Land Use Contract 022**

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

1. Richmond Zoning Bylaw 8500, as amended, is further amended by inserting the following into Section 17 [Site Specific Residential (Town Houses) Zones], in numerical order:

**“17.89 Town Housing (ZT89) – No. 3 Road and Dunoon Drive
(Broadmoor)”**

17.89.1 Purpose

The **zone** provides for **town housing**, and compatible **uses**. This **zone** is for the property developed under Land Use Contract 022 on No. 3 Road and Dunoon Drive in the Broadmoor area.

17.89.2 Permitted Uses

- **child care**
- **housing, town**

17.89.3 Secondary Uses

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

17.89.4 Permitted Density

1. The maximum number of **dwelling units** for **town housing** in this **zone** is 87.
2. The minimum **floor area** permitted for a **dwelling unit** is 136.3 m², inclusive of a **carport**.
3. The maximum **floor area ratio** (FAR) is 0.53 (inclusive of all parts of the **building** used for on-site parking purposes).

17.89.5 Permitted Lot Coverage

1. The maximum **lot coverage** is 26% for **buildings**.
2. No more than 65% of the **lot area** may be occupied by **buildings, structures, and non-porous surfaces**.
3. A minimum of 25% of the **lot area** is restricted to **landscaping** with live plant material.

17.89.11 Other Regulations

1. In addition to the regulations listed above, the General Development Regulations of Section 4.0 and the Specific Use Regulations of Section 5.0 apply. ”
2. Richmond Zoning Bylaw 8500, as amended, is further amended by inserting the following into Section 22 [Site Specific Commercial Zones], in numerical order:

“ **22.48 Neighbourhood Commercial (ZC48) – No. 3 Road
(Broadmoor)** ”

22.48.1 Purpose

The **zone** provides for a limited range of retail and services to the surrounding community. This **zone** is for the property developed under Land Use Contract 022 on No. 3 Road in the Broadmoor area.

22.48.2 Permitted Uses

- animal grooming
- child care
- government service
- health service, minor
- office
- restaurant
- retail, convenience
- retail, general
- service, business support
- service, financial
- service, household repair
- service, personal
- veterinary service

22.48.3 Secondary Uses

- n/a

22.48.4 Permitted Density

1. The maximum **floor area** permitted for **office** is 1,152.0 m².
2. The maximum **floor area** permitted for all other **uses** is 4,924.0 m².
3. The maximum **floor area ratio** (FAR) is 0.36.

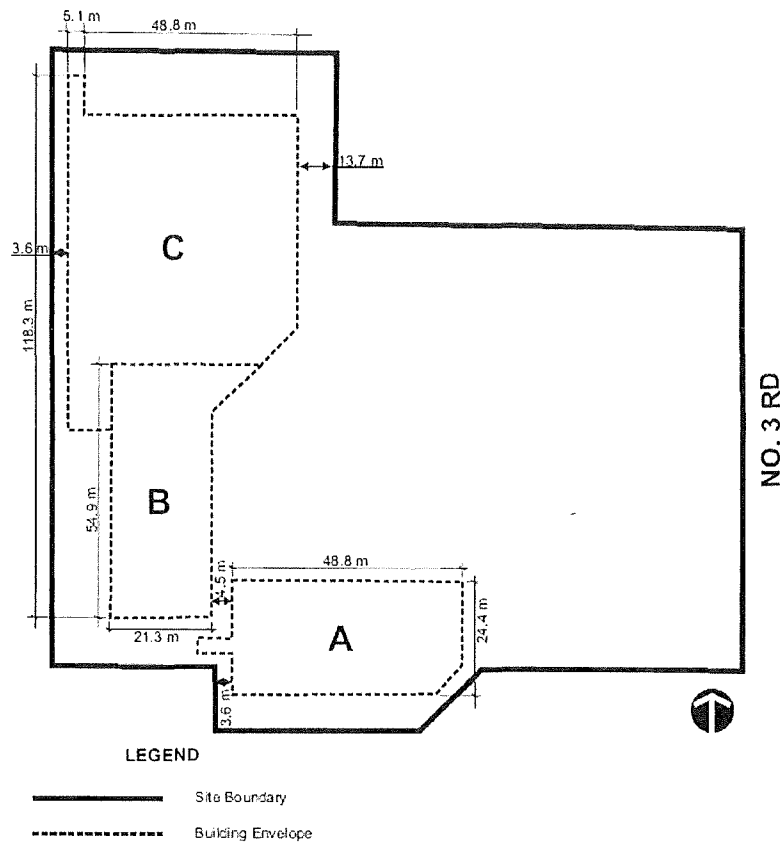
22.48.5 Permitted Lot Coverage

1. The maximum **lot coverage** is 30% for **buildings**.

22.48.6 Yards & Setbacks

1. The minimum **yards, setbacks** and **building separation space** shall be as shown in Diagram 1 in Section 22.48.6.1.a).

a) Diagram 1



22.48.7 Permitted Heights

1. In the area identified as "A" on Diagram 1, Section 22.48.6.1.a), the maximum **height** for **buildings** is 9.0 m but containing no more than 2 **storeys**, except that portions of the **building** containing a stairwell for roof access or containing mechanical and electrical equipment may be 11.3 m.
2. In the area identified as "B" on Diagram 1, Section 22.48.6.1.a), the maximum **height** for **buildings** is 7.4 m, but containing no more than 1 **storey**.
3. In the area identified as "C" on Diagram 1, Section 22.48.6.1.a), the maximum **height** for **buildings** is 9.0 m, but containing no more than 2 **storeys**.

22.48.8 Subdivision Provisions/Minimum Lot Size

1. The minimum **lot area** is 16,990 m².

22.48.9 Landscaping & Screening

1. **Landscaping** and **screening** shall be provided in accordance with the provisions of Section 6.0.

22.48.10 On-Site Parking and Loading

1. On-site **vehicle** and bicycle parking and loading shall be provided according to the standards set out in Section 7.0, except that the basic on-site parking requirement shall be a minimum of 226 **vehicle parking spaces**.

22.48.11 Other Regulations

1. In addition to the regulations listed above, the General Development Regulations of Section 4.0 and the Specific Use Regulations of Section 5.0 apply. ”
2. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, as amended, is further amended by designating that portion outlined in bold and shown as Area “B” on “Schedule A attached to and forming part of Bylaw 10149” as **“Town Housing (ZT89) – No. 3 Road and Dunoon Drive (Broadmoor)”**.
3. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, as amended, is further amended by designating that portion outlined in bold and shown as Area “A” on “Schedule A attached to and forming part of Bylaw 10149” as **“Neighbourhood Commercial (ZC48) – No. 3 Road (Broadmoor)”**.
4. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, as amended, is further amended by designating that portion outlined in bold and shown as Area “C” on “Schedule A attached to and forming part of Bylaw 10149” as **“School & Institutional Use (SI)”**.
5. This Bylaw may be cited as **“Richmond Zoning Bylaw 8500, Amendment Bylaw 10149”**.

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

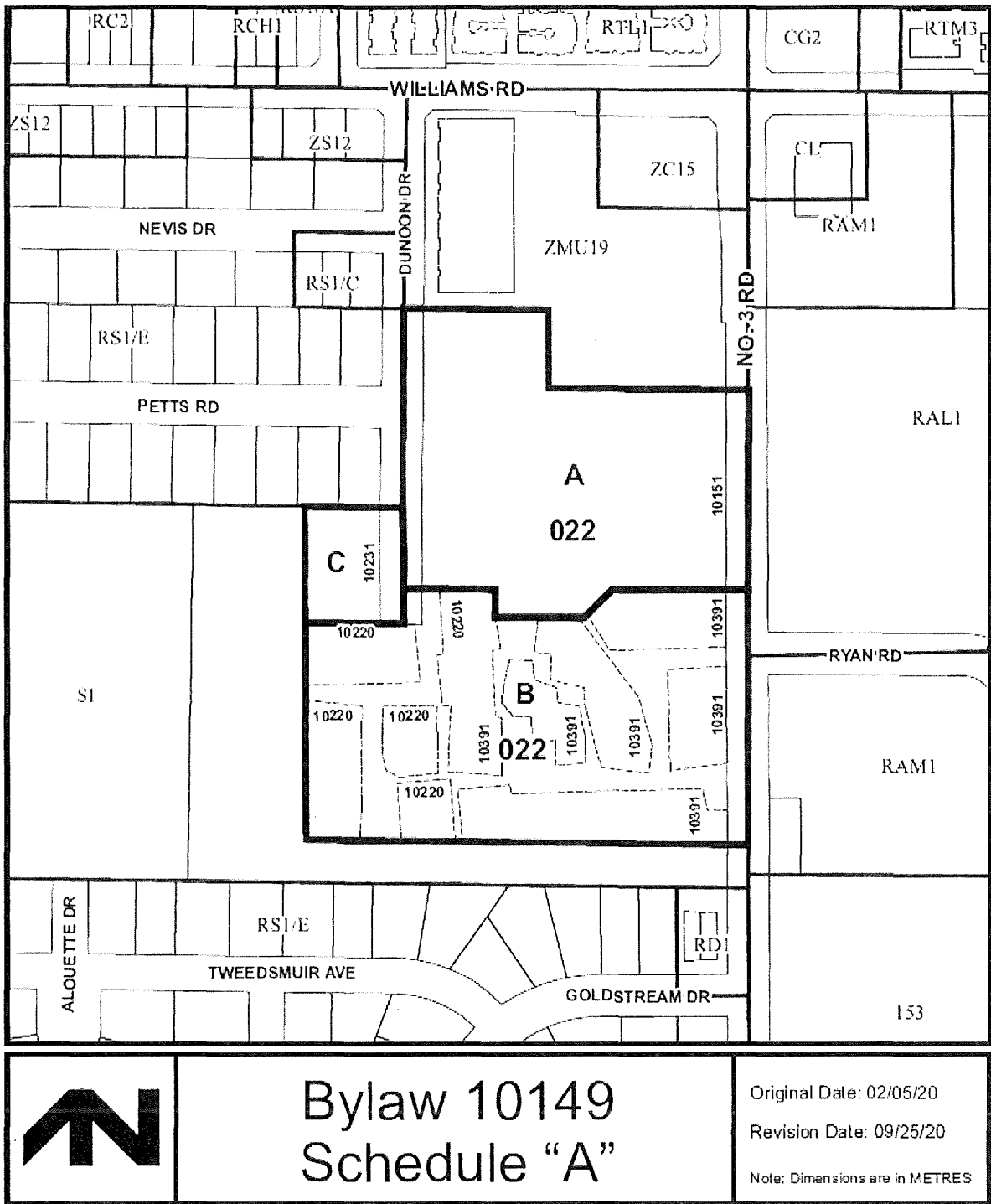
ADOPTED

MAYOR_____
CORPORATE OFFICER

Schedule A attached to and forming part of Bylaw 10149



City of
Richmond





**Richmond Zoning Bylaw 8500, Amendment Bylaw 10150
to Establish Zoning for the Property Developed under
Land Use Contract 068**

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

1. Richmond Zoning Bylaw 8500, as amended, is further amended by inserting the following into Section 17 [Site Specific Residential (Town Houses) Zones], in numerical order:

“ 17.90 Town Housing (ZT90) – Saunders Road (Broadmoor) ”

17.90.1 Purpose

The **zone** provides for **town housing**, and compatible **uses**. This **zone** is for the property developed under Land Use Contract 068 on Saunders Road in the Broadmoor area.

17.90.2 Permitted Uses

- **child care**
- **housing, town**

17.90.3 Secondary Uses

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

17.90.4 Permitted Density

1. The maximum number of **dwelling units** for **town housing** in this **zone** is 18, each of which shall contain three **bedrooms**.
2. The maximum **floor area ratio** (FAR) is 0.45.

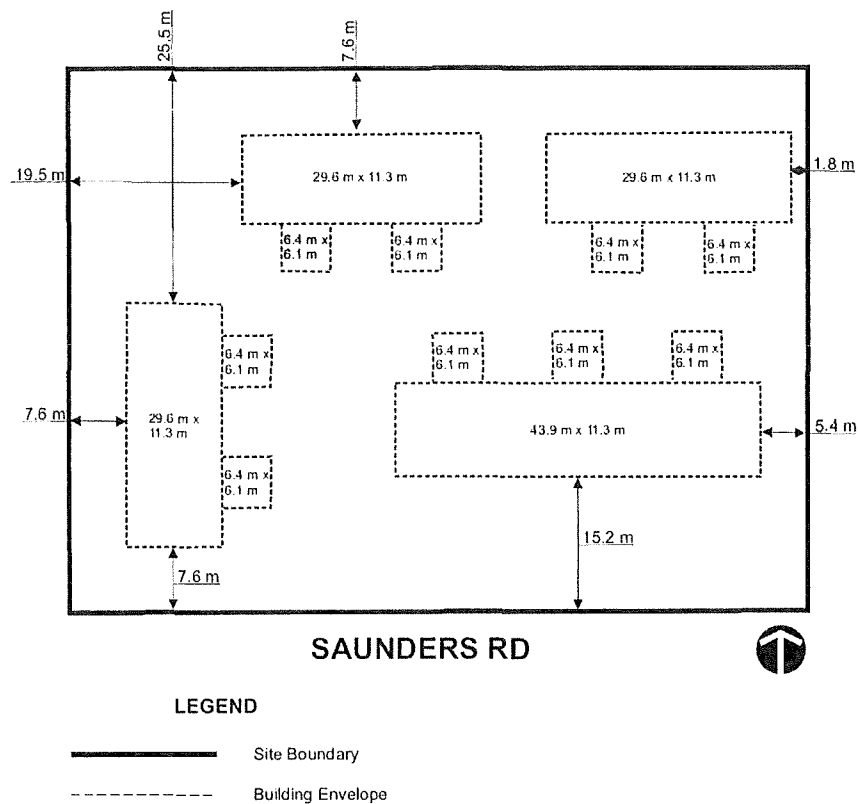
17.90.5 Permitted Lot Coverage

1. The maximum **lot coverage** is 33% for **buildings**.
2. No more than 65% of the **lot area** may be occupied by **buildings, structures, and non-porous surfaces**.
3. A minimum of 25% of the **lot area** is restricted to **landscaping** with live plant material.

17.90.6 Yards & Setbacks

1. The minimum **yards, setbacks and building separation space** shall be as shown in Diagram 1 in Section 17.90.6.1.a).

a) Diagram 1

**17.90.7 Permitted Heights**

1. The maximum **height** for **buildings** is 9.0m, but containing no more than 2 **storeys**.

17.90.8 Subdivision Provisions/Minimum Lot Size

1. The minimum **lot area** is 5,710 m².

17.90.9 Landscaping & Screening

1. **Landscaping** and **screening** shall be provided in accordance with the provisions of Section 6.0.
2. Notwithstanding Section 17.90.9.1, a privacy **fence** of not more than 1.5 m in height shall be constructed along all **property lines**.
3. In addition to Section 17.90.9.1, an outdoor **amenity space** of no less than 390 m² including children's play structures shall be provided in the northwest corner of the **site**.

17.90.10 On-Site Parking and Loading

1. On-site **vehicle** and bicycle parking and loading shall be provided according to the standards set out in Section 7.0, except the basic on-site parking requirement shall be 35 **vehicle parking spaces**, of which a minimum of 5 **vehicle parking spaces** shall be designated for visitors.

17.90.11 Other Regulations

1. In addition to the regulations listed above, the General Development Regulations of Section 4.0 and the Specific Use Regulations of Section 5.0 apply. ”
2. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, as amended, is further amended by designating that portion outlined in bold on “Schedule A attached to and forming part of Bylaw 10150” as “**Town Housing (ZT90) – Saunders Road (Broadmoor)**”.
3. This Bylaw may be cited as “**Richmond Zoning Bylaw 8500, Amendment Bylaw 10150**”.

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

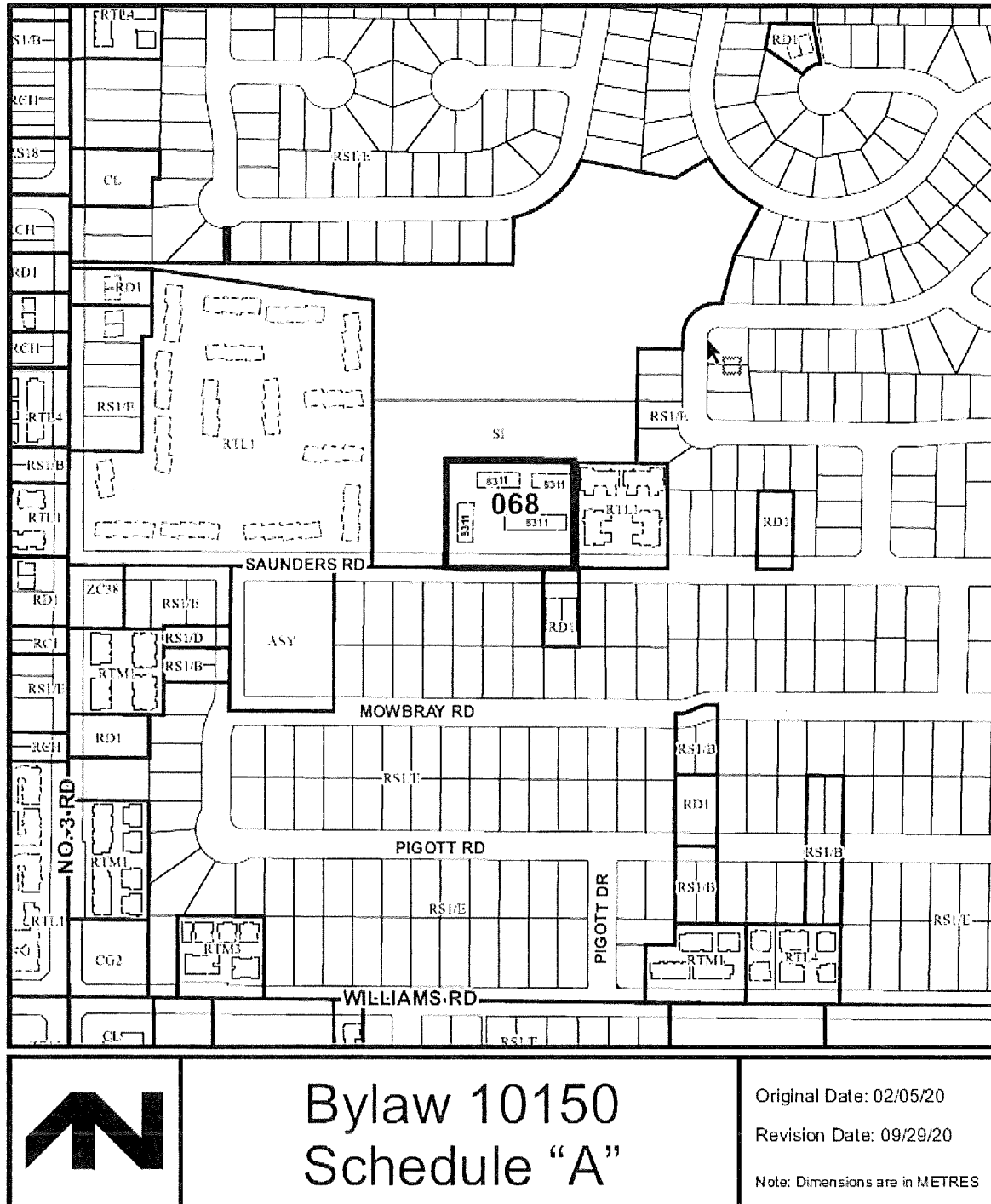
ADOPTED

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MAYOR_____
CORPORATE OFFICER

Schedule A attached to and forming part of Bylaw 10150



City of
Richmond





**Richmond Zoning Bylaw 8500, Amendment Bylaw 10151
to Establish Zoning for the Properties Developed under
Land Use Contract 100**

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

1. Richmond Zoning Bylaw 8500, as amended, is further amended by inserting the following into Section 17 [Site Specific Residential (Town Houses) Zones], in numerical order:

“ 17.92 Town Housing (ZT92) –No. 3 Road (Broadmoor)”

17.92.1 Purpose

The **zone** provides for **town housing**, and compatible **uses**. This **zone** is for the property developed under Land Use Contract 100 on No. 3 Road in the Broadmoor area.

17.92.2 Permitted Uses

- child care
- housing, town

18.42.3 Secondary Uses

- boarding and lodging
- community care facility, minor
- home business

17.92.4 Permitted Density

1. The maximum number of **dwelling units** for **town housing** in this **zone** is 6.
2. The maximum **floor area ratio** (FAR) is 0.60.

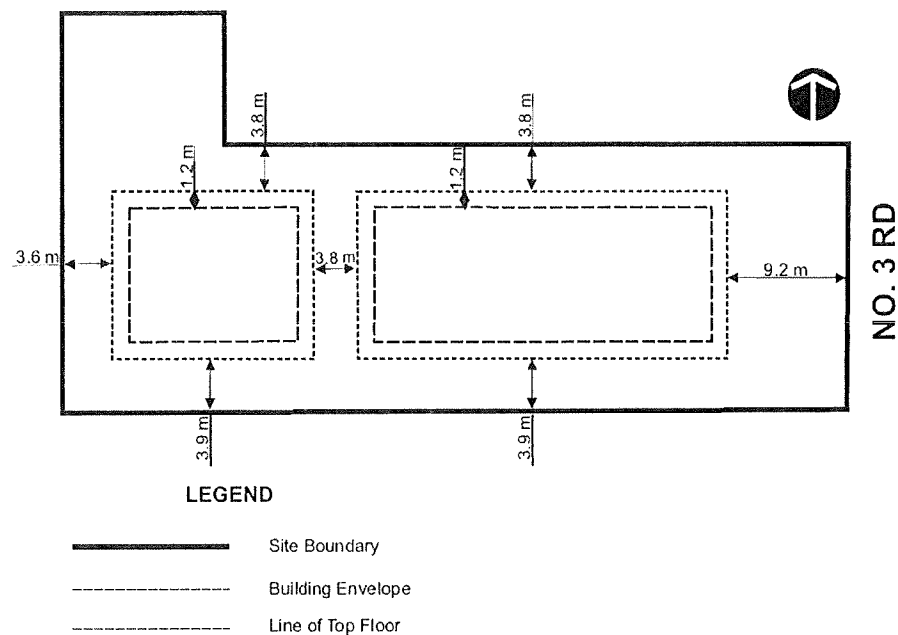
17.92.5 Permitted Lot Coverage

1. The maximum **lot coverage** is 30% for **buildings**.
2. No more than 65% of the **lot area** may be occupied by **buildings, structures**, and **non-porous surfaces**.
3. A minimum of 25% of the **lot area** is restricted to **landscaping** with live plant material.

17.92.6 Yards & Setbacks

1. The minimum **yards, setbacks** and **building separation space** shall be as shown in Diagram 1 in Section 17.92.6.1.a).

a) Diagram 1

**17.92.7 Permitted Heights**

1. The maximum **height** for **buildings** is 10.6 m, but containing no more than 2 **storeys**.

17.92.8 Subdivision Provisions/Minimum Lot Size

1. The minimum **lot area** is 1,350.0 m².

17.92.9 Landscaping & Screening

1. **Landscaping** and **screening** shall be provided in accordance with the provisions of Section 6.0.
2. In addition to Section 17.92.9.1, an outdoor **amenity space** of no less than 128 m² including children's play structures shall be provided within the northwest corner of the **lot**.

17.92.10 On-Site Parking and Loading

1. On-site **vehicle** and bicycle parking and loading shall be provided according to the standards set out in Section 7.0.

17.92.11 Other Regulations

1. In addition to the regulations listed above, the General Development Regulations of Section 4.0 and the Specific Use Regulations of Section 5.0 apply. ”

2. Richmond Zoning Bylaw 8500, as amended, is further amended by inserting the following into Section 18 [Site Specific Residential (Low Rise Apartment) Zones], in numerical order:

“18.42 Low Rise Apartment (ZLR42) – Francis Road (Broadmoor)”

18.42.1 Purpose

The **zone** provides for low rise **apartment housing**, and compatible **uses**. This **zone** is for the property developed under Land Use Contract 100 on Francis Road in the Broadmoor area.

18.42.2 Permitted Uses

- **child care**
- **congregate housing**
- **housing, apartment**

18.42.3 Secondary Uses

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

18.42.4 Permitted Density

1. The maximum number of **dwelling units** for **apartment housing** is 26.
2. The maximum **floor area ratio** (FAR) is 0.40.

18.42.5 Permitted Lot Coverage

1. The maximum **lot coverage** is 30% for **buildings**.
2. No more than 80% of the **lot area** may be occupied by **buildings, structures, and non-porous surfaces**.
3. A minimum of 20% of the **lot area** is restricted to **landscaping** with live plant material.

18.42.6 Yards & Setbacks

1. The minimum **front yard** is 12.1 m.
2. The minimum **side yard** is 6.0 m.
3. The minimum **rear yard** is 25% of the average lot depth.

18.42.7 Permitted Heights

1. The maximum **height** for **buildings** is 10.6 m, but containing no more than 2 **storeys**.

18.42.7 Subdivision Provisions/Minimum Lot Size

1. The minimum **lot area** is 4,690.0 m².

18.42.9 Landscaping & Screening

1. **Landscaping** and **screening** shall be provided in accordance with the provisions of Section 6.0.

18.42.10 On-Site Parking and Loading

1. On-site **vehicle** and bicycle parking and loading shall be provided according to the standards set out in Section 7.0, except that the basic on-site parking requirement shall be 1.5 **vehicle parking spaces** per **dwelling unit**.

18.42.11 Other Regulations

1. In addition to the regulations listed above, the General Development Regulations of Section 4.0 and the Specific Use Regulations of Section 5.0 apply. ”
2. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, as amended, is further amended by designating that portion outlined in bold and shown as Area “B” on “Schedule A attached to and forming part of Bylaw 10151” as “**Town Housing (ZT92) – No. 3 Road (Broadmoor)**”.
3. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, as amended, is further amended by designating that portion outlined in bold and shown as Area “A” on “Schedule A attached to and forming part of Bylaw 10151” as “**Low Rise Apartment (ZLR42) – Francis Road (Broadmoor)**”.
4. This Bylaw may be cited as “**Richmond Zoning Bylaw 8500, Amendment Bylaw 10151**”.

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

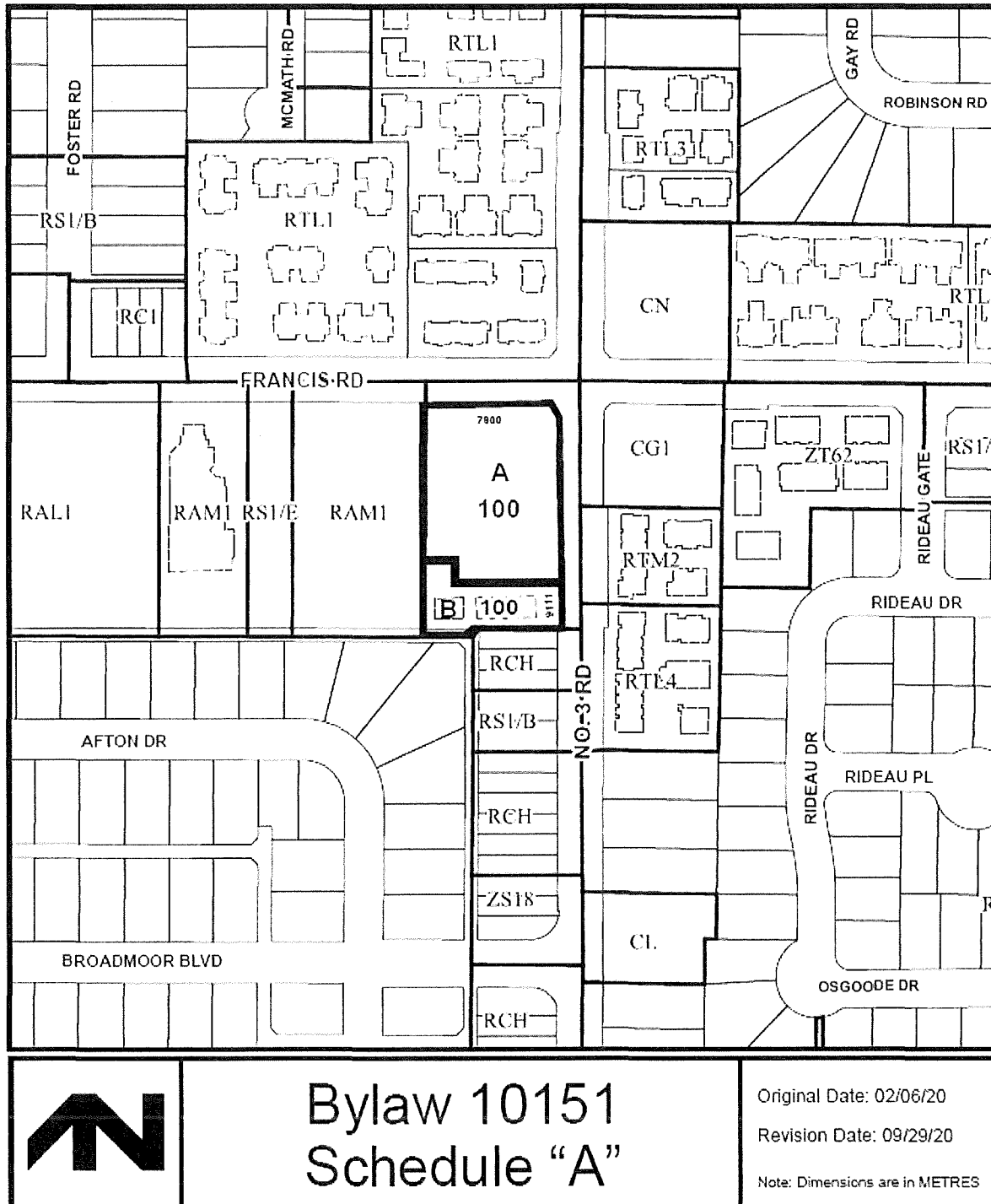
ADOPTED

_____
MAYOR_____
CORPORATE OFFICER

Schedule A attached to and forming part of Bylaw 10151



City of
Richmond



Bylaw 10151
Schedule "A"

Original Date: 02/06/20

Revision Date: 09/29/20

Note: Dimensions are in METRES



**Richmond Zoning Bylaw 8500, Amendment Bylaw 10152
to Establish Zoning for the Property Developed under
Land Use Contract 153**

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

1. Richmond Zoning Bylaw 8500, as amended, is further amended at Section 5.0 [Specific Use Regulations] by removing the reference to “ZT85” in Section 5.15.1(c) and replacing it with “ZT87”.
2. Richmond Zoning Bylaw 8500, as amended, is further amended:
 - a) at Section 17.85 [Town Housing – Steveston Highway (Steveston) (ZT85)] by replacing the title with “Town Housing (ZT87) – Steveston Highway (Steveston)” and replacing each subsequent numerical reference to “17.85” with “17.87” within the zone; and
 - b) at the Zoning Map by amending the reference to the area specified in Section 2 of Richmond Zoning Bylaw 8500, Amendment Bylaw 9841 to “Town Housing (ZT87) – Steveston Highway (Steveston)”.
3. Richmond Zoning Bylaw 8500, as amended, is further amended by inserting the following into Section 17 [Site Specific Residential (Town Houses) Zones], in numerical order:

“17.91 Town Housing (ZT91) – No. 3 Road (Broadmoor)”

17.91.1 Purpose

The **zone** provides for **town housing**, and compatible **uses**. This **zone** is for the properties developed under Land Use Contract 153 on No. 3 Road in the Broadmoor area.

17.91.2 Permitted Uses

- **child care**
- **housing, town**

17.91.3 Secondary Uses

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

17.91.4 Permitted Density

1. The maximum number of **dwelling units** for **town housing** is 66.
2. The maximum **floor area ratio** (FAR) is 0.35.

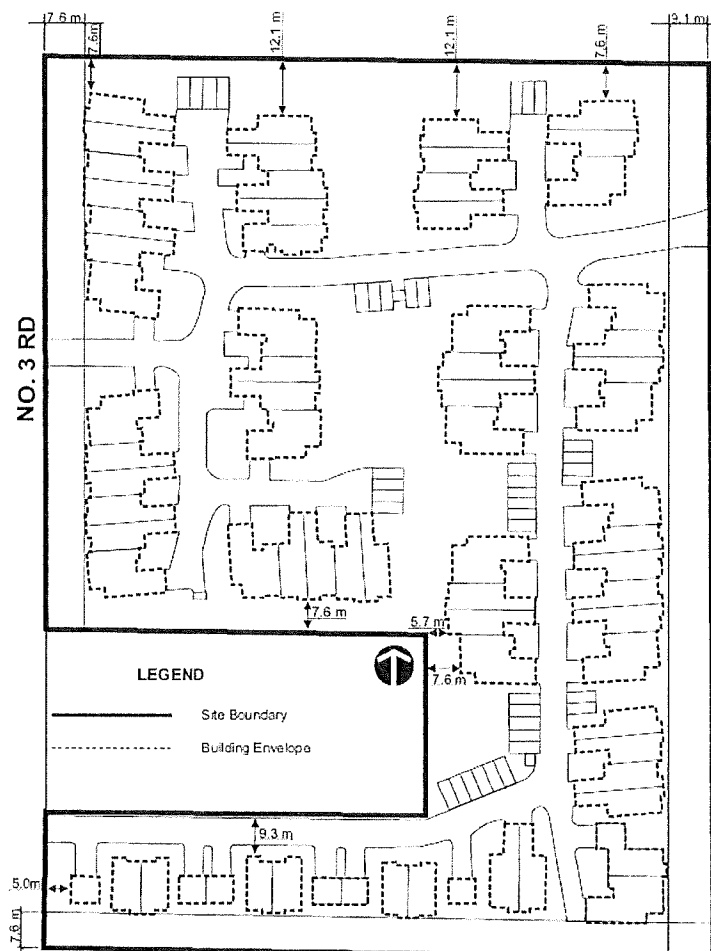
17.91.5 Permitted Lot Coverage

1. The maximum **lot coverage** is 22% for **buildings**.
2. No more than 65% of the **lot area** may be occupied by **buildings, structures, and non-porous surfaces**.
3. A minimum of 25% of the **lot area** is restricted to **landscaping** with live plant material.

17.91.6 Yards & Setbacks

1. The minimum **yard, setbacks and building separation space** shall be as shown in Diagram 1 in Section 17.91.6.1.a).

a) Diagram 1



17.91.7 Permitted Heights

1. The maximum **height** for **buildings** is 10.0 m, but containing no more than 2 **storeys**.

17.91.8 Subdivision Provisions/Minimum Lot Size

1. The minimum **lot area** is 25,570.0 m².

17.91.9 Landscaping & Screening

1. **Landscaping** and **screening** shall be provided in accordance with the provisions of Section 6.0, except that the maximum **fence** height on any **lot line** shall be 1.67 m.

17.91.10 On-Site Parking and Loading

1. On-site **vehicle** and bicycle parking and loading shall be provided according to the standards set out in Section 7.0, except that the basic on-site parking requirement shall be a minimum of 132 **vehicle parking spaces**.

17.91.11 Other Regulations

1. In addition to the regulations listed above, the General Development Regulations of Section 4.0 and the Specific Use Regulations of Section 5.0 apply. ”
2. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, as amended, is further amended by designating that portion outlined in bold on “Schedule A attached to and forming part of Bylaw 10152” as “**Town Housing (ZT91) – No. 3 Road (Broadmoor)**”.
3. This Bylaw may be cited as “**Richmond Zoning Bylaw 8500, Amendment Bylaw 10152**”.



FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

ADOPTED

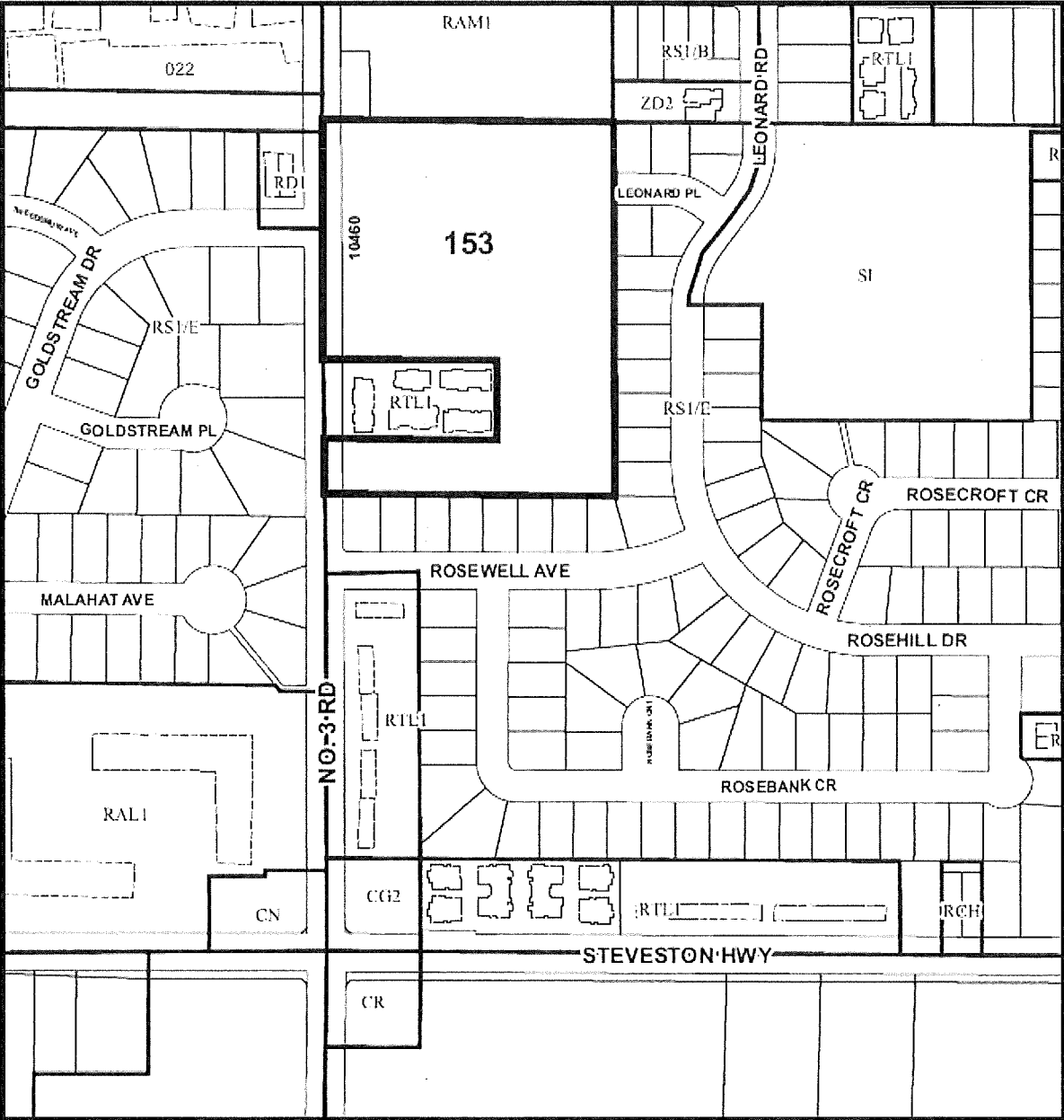
_____	<div style="border: 1px solid black; padding: 5px;"> CITY OF RICHMOND APPROVED by  APPROVED by Director or Solicitor  </div>

MAYOR_____
CORPORATE OFFICER

Schedule A attached to and forming part of Bylaw 10152



City of
Richmond



	<p>Bylaw 10152 Schedule "A"</p>	<p>Original Date: 02/06/20 Revision Date: Note: Dimensions are in METRES</p>
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City of Richmond

Report to Committee

To: General Purposes Committee

Date: October 22, 2020

From: Wayne Craig
Director, Development

File: TU 20-890999

Re: Application by Brook Pooni Associates for a Temporary Commercial Use Permit
for the Property at 13651 Bridgeport Road

Staff Recommendation

1. That the application by Brook Pooni Associates for a Temporary Commercial Use Permit (TCUP) for the property at 13651 Bridgeport Road to permit a maximum of 1,490 m² (16,043 ft²) of floor area to be used for "Warehouse Sales" limited to the sale of household appliances, and the provision of 87 vehicle parking spaces, be considered for three years from the date of issuance;
2. That this application be forwarded to the December 14, 2020 Public Hearing at 7:00 p.m. in the Council Chambers of Richmond City Hall.

Wayne Craig
Director, Development
(604-247-4625)

WC:na
Att. 5

REPORT CONCURRENCE

CONCURRENCE OF GENERAL MANAGER

Staff Report

Origin

Brook Pooni Associates, on behalf of Midland Appliances (Director – Lee Methot), has applied to the City of Richmond for a Temporary Commercial Use Permit (TCUP) to allow up to 1,490 m² (16,043 ft²) of space for “Warehouse Sales” limited to the sale of household appliances, and the provision of 87 parking spaces, as a temporary use at 13651 Bridgeport Road on a site zoned “Light Industrial (IL)” (Attachment 1). This would permit Midland Appliances to conduct retail sales to the general public for a temporary period of time until a permanent location is found.

If approved, the TCUP would be valid for three years from the date of issuance.

Background

Midland Appliances has operated in Richmond since 1990 and has been at the current location at 13651 Bridgeport Road since 2007. Community Bylaws investigated a complaint in November of 2018 that Midland Appliances was conducting retail sales to the general public at the Bridgeport Road location, which is not a permitted use within the “Light Industrial (IL)” zone. Within the “IL” zone only wholesale of goods is permitted. Wholesale operations are limited to business-to-business transactions and do not permit retail to the general public. Staff have confirmed that the business licenses issued to Midland since 2007 have been for wholesale trading of appliances.

Midland Appliances subsequently applied to the City for a Zoning Text Amendment application (ZT 19-855959) to permit Warehouse Sales on a site specific basis. Staff advised the applicant that the City would not support the Zoning Text Amendment application as it represents the introduction of retail uses into an industrial areas, which is contrary to the Official Community Plan (OCP) policies around preservation and intensification of industrial lands. Staff have also advised the applicant that warehouse sales is a permitted use within the City’s “Industrial Retail (IR1)” zone and that they should seek to find a suitably zoned location.

The Zoning Text Amendment application is being held in abeyance at the applicant’s request pending the completion of the City’s Industrial Lands Intensification Initiative (ILII) and associated policy direction. Until further policy direction has been given for the permitted use regulations of Industrial zones, Midland Appliances continues to work towards temporary zoning compliance with this Temporary Use Application to legitimize the retail use while they actively search for an appropriately zoned site.

Findings of Fact

Midland Appliances leases the premises and is one of two lessees on the subject site. The subject site is 13,912.8 m² in area and is currently developed with a 6,282 m² (67,622 ft²) warehouse building. Midland leases the westerly portion of the building, which is 3,990 m² (42,949 ft²) in area. The site is used for warehousing and distribution of household appliances and includes a showroom that allows potential purchasers to view samples of the appliances (Attachment 2).

A Development Application Data Sheet providing details about the development proposal is provided as Attachment 3.

Surrounding Development

The subject site is located in the Bridgeport planning area. Development immediately surrounding the subject site is as follows:

To the North: An office and warehouse building on land zoned “Light Industrial (IL)”.

To the South: Across Bridgeport Road, a warehouse building on land zoned “Industrial Business Park (IB1)”.

To the East: Across a railway, land zoned “Light Industrial (IL)”.

To the West: Across Viking Way, land zoned “Light Industrial (IL)”.

Related Policies & Studies

Official Community Plan/ Bridgeport Area Plan

The Official Community Plan (OCP) land use designation for the subject site is “Mixed Employment”. The Industrial North-East Sub-Area and Bridgeport Land Use map within the Bridgeport Area Plan designates the subject site as industrial, which allows for light and heavy industrial uses and discourages commercial uses (retail with public access).

The OCP allows TCUPs in areas designated “Industrial”, “Mixed Employment”, “Commercial”, “Neighbourhood Service Centre”, “Mixed Use”, “Limited Mixed Use”, and “Agricultural” (outside of the Agricultural Land Reserve), where deemed appropriate by Council and subject to conditions suitable to the proposed use and surrounding area.

Council’s consideration of the proposed temporary use of “warehouse sales” is consistent with the applicable policies in the OCP.

Richmond Zoning Bylaw 8500

The subject site is zoned “Light Industrial (IL)”, which allows for a range of industrial uses. The applicant proposes to include warehouse sales in a showroom type setting and allow retail sales to the general public. Richmond Zoning Bylaw 8500 defines “Warehouse Sales” as “the wholesale or retail sale of a limited range of bulky goods from within an enclosed building where the size and nature of the principal goods being sold typically require large floor areas for direct display to the purchaser or consumer, and includes but is not limited to buildings where principal goods being sold are such bulky items as furniture, carpet, major appliances and building materials.”

Retail sales of this nature are permitted in appropriately zoned commercial areas and within the “Industrial Retail (IR1)” zone. There is approximately 228 acres of land is zoned “IR1” in the City.

Local Government Act

The *Local Government Act* states that TCUPs are valid for a period of up to three years from the date of issue, and that an application for one extension to the Permit may be made and issued for up to three additional years. A new TCUP application is required after one extension.

Public Consultation

Development application notification signage has been installed on the site. Staff have not received any comments from the public about the rezoning application in response to the placement of the rezoning sign on the property. Should Council endorse the staff recommendation, the application will be forwarded to a Public Hearing, where any area resident or interested party will have an opportunity to comment. Public notification for the Public Hearing will be provided as per the *Local Government Act*.

Analysis**Proposed Warehouse Sales use**

Midland Appliances occupies 3,990 m² (42,949 ft²) of space in the western portion of the un-stratified building on the subject site. This space is currently under lease to Midland Appliances until 2022 (Attachment 2). The eastern portion of the building is leased by Arrow Speed Controls.

The proposed use would not alter the established form of development in the area, nor change its primarily industrial character. The existing layout includes 2,068 m² (22,258 ft²) of warehouse space, 432 m² (4,648 ft²) of office space, and 1,490 m² (16,043 ft²) of showroom space for sales of household appliances. The showroom makes up approximately 60% of the interior ground floor space at 13651 Bridgeport Road.

If approved, the Temporary Use Permit would allow Midland Appliances to conduct sales to the general public for a maximum period of three years while they seek to find an alternative appropriately zoned property. The applicant advises that they have been actively searching for a new location for the business and that they are committed to finding another facility within three years of the date of issuance. The applicant has provided a letter indicating this intent to find another location (Attachment 4).

Industrial Lands Intensification Initiative

The Industrial Lands Intensification Initiative (ILII) is being undertaken to identify ways to preserve and enhance the City's industrial land base. The results of the ILII study and policy recommendations will be presented to Council in a separate report. At this time, staff do not anticipate further expanding the range of permitted retail uses in the City's core industrial zones (including the Light Industrial (IL) zone). Therefore, long term use of the subject site for Warehouse Sales cannot be supported at this time.

Site Access and Parking

There is vehicular access to the site provided via Viking Way and Bridgeport Road. Due to the flow of on-site traffic, angled parking stalls, and one way signage, the main access points to Midland Appliances are off of Viking Way.

City of Richmond Zoning Bylaw 8500 requires a total of 103 parking spaces with the inclusion of the warehouse sales use. The applicant has retained a transportation consultant to complete a parking study and recommend appropriate Transportation Demand Management (TDM) measures to support a reduction in the required amount of parking.

The applicant's transportation consultant has demonstrated that the on-site parking can be reconfigured to formalize 33 spaces on-site for the exclusive use of Midland Appliances. An additional 54 spaces are proposed to be provided on 2800 Viking Way (located north of the subject site) and are secured through an agreement between Midland Appliances and the owner of 2800 Viking Way, for a total of 87 parking spaces (Attachment 5).

The applicant's transportation consultant has also recommended the following TDM measures in support of their application:

- 12 2-Zone transit passes for employees.
- 11 Class 1 bicycle parking stalls, equivalent to 10 m² of bicycle storage, will be provided within the unused office space at #170-2800 Viking Way.
- 11 Class 2 bike parking spaces on the subject site, and that are shown on the site plan and parking plan noted as Attachment 2.

The City's Transportation Department has reviewed the transportation consultant's recommendations and plans and accept the proposed measures in support of this temporary use application.

Prior to issuance of a Business Licence for "Warehouse Sales" the applicant will be required to provide verification that they continue to have access to the require parking and that transit passes have been provided to employees.

To ensure that physical enhancements are made at 13651 Bridgeport Road and 2800 Viking Way, the City will collect a \$10,000.00 security as a condition of issuance.

Physical enhancements will include:

- Class 1 and Class 2 bicycle parking stalls.
- 87 parking stalls with painted stall lines.
- Installation of a defined pedestrian path from the City sidewalk and on-site bicycle to the front entrance of the building.

Landscaping

Staff have conducted an on-site review of landscaping and found that the landscaping on-site is well established, in healthy condition, and in compliance with the City's current Zoning Bylaw standards.

Financial Impact

None.

Conclusion

Brook Pooni Associates has applied to the City of Richmond for a Temporary Commercial Use Permit to allow up to 1,490 m² (16,043 ft²) of space to be used for “Warehouse Sales” limited to the sale of household appliances, and the provision of 87 parking spaces, as a temporary use at 13651 Bridgeport Road, on a site zoned “Light Industrial (IL)” for a period of three years from the date of issuance.

The proposed temporary use at the subject property is acceptable to staff on the basis that it is temporary in nature. Staff recommend that the attached Temporary Commercial Use Permit be issued to the applicant to allow “Warehouse Sales” limited to the sale of household appliances at 13651 Bridgeport Road for three years from the date of issuance.



Nathan Andrews
Planning Technician
(604-247-4911)

NA:blg

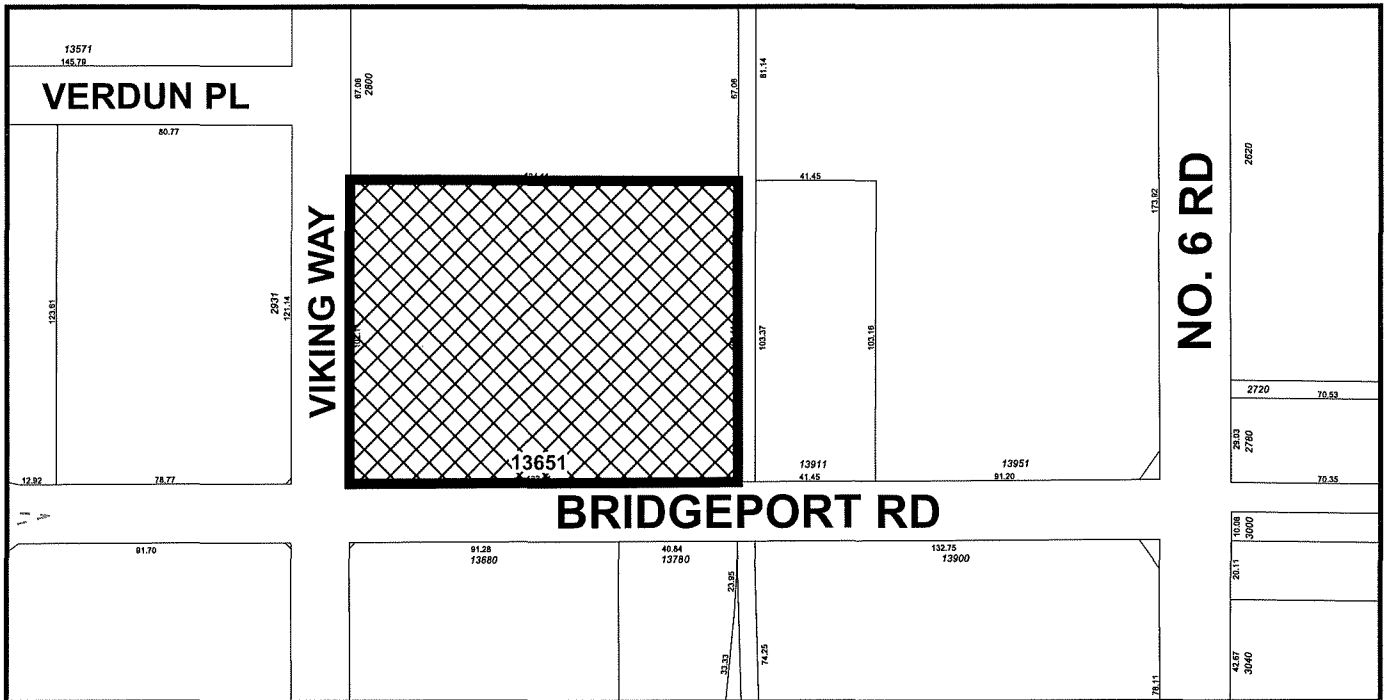
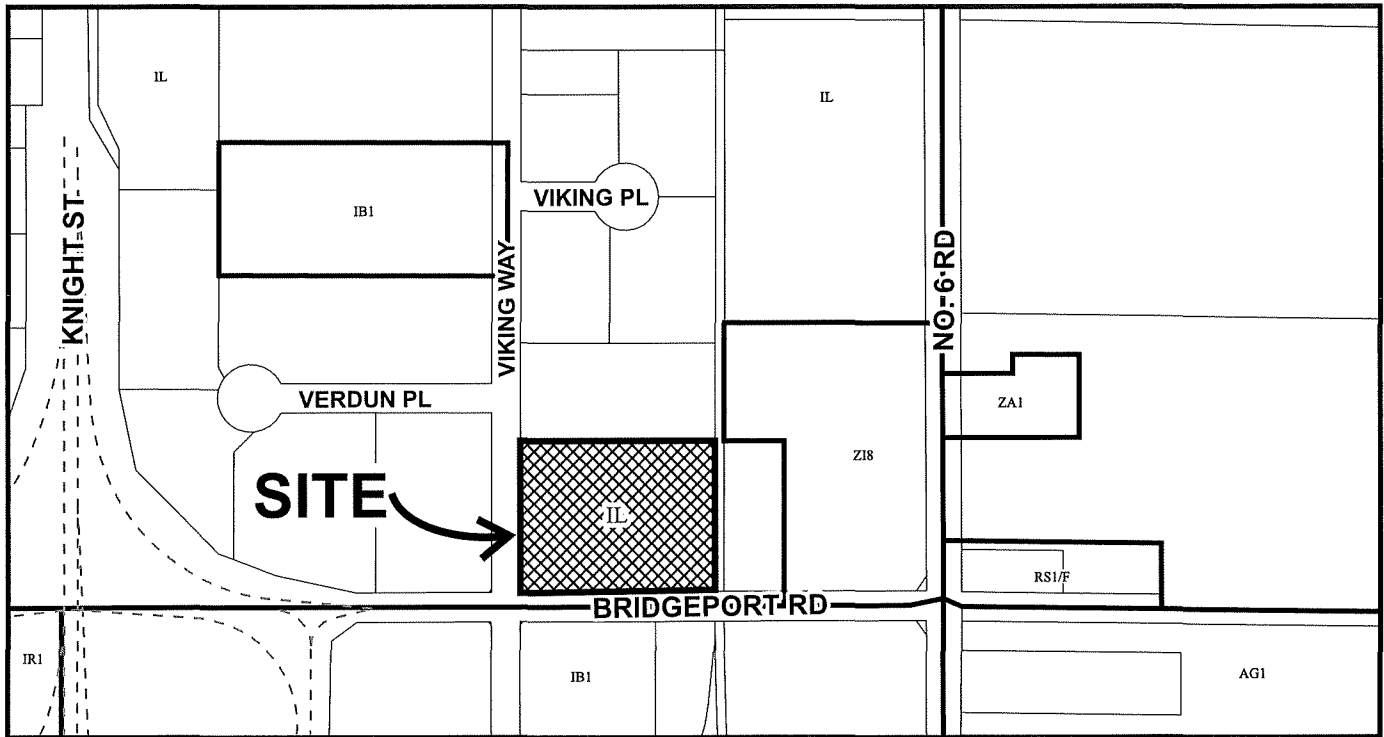
Attachments:

- Attachment 1: Location Map and Survey Plan
- Attachment 2: Site Plan and Parking Plan
- Attachment 3: Development Application Data Sheet
- Attachment 4: Letter from the Applicant
- Attachment 5: Parking Agreement Letter



City of Richmond

ATTACHMENT 1



TU 20-890999

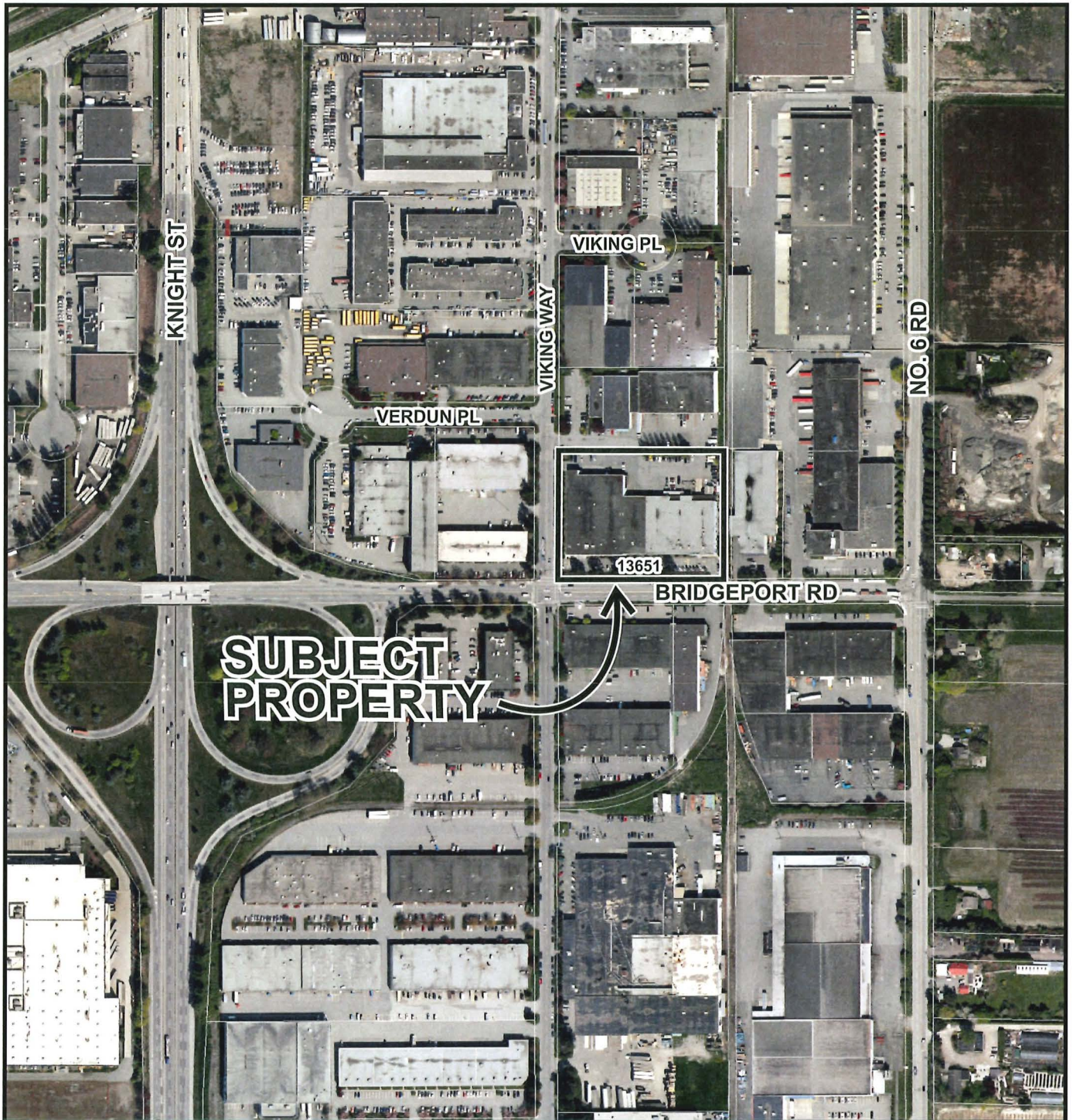
Original Date: 01/20/20

Revision Date:

Note: Dimensions are in METRES



City of
Richmond



RZ 20-890999

Original Date: 01/20/20

Revision Date:

Note: Dimensions are in METRES

**SURVEY PLAN OF LOT 36 EXCEPT: PARCEL "B" (BYLAW PLAN 65621);
SECTION 20 BLOCK 5 NORTH RANGE 5 WEST NWD PLAN 40257**

PARCEL IDENTIFIER (PID): 000-767-280

CIVIC ADDRESS
#13651 BRIDGEPORT ROAD
RICHMOND, B.C.

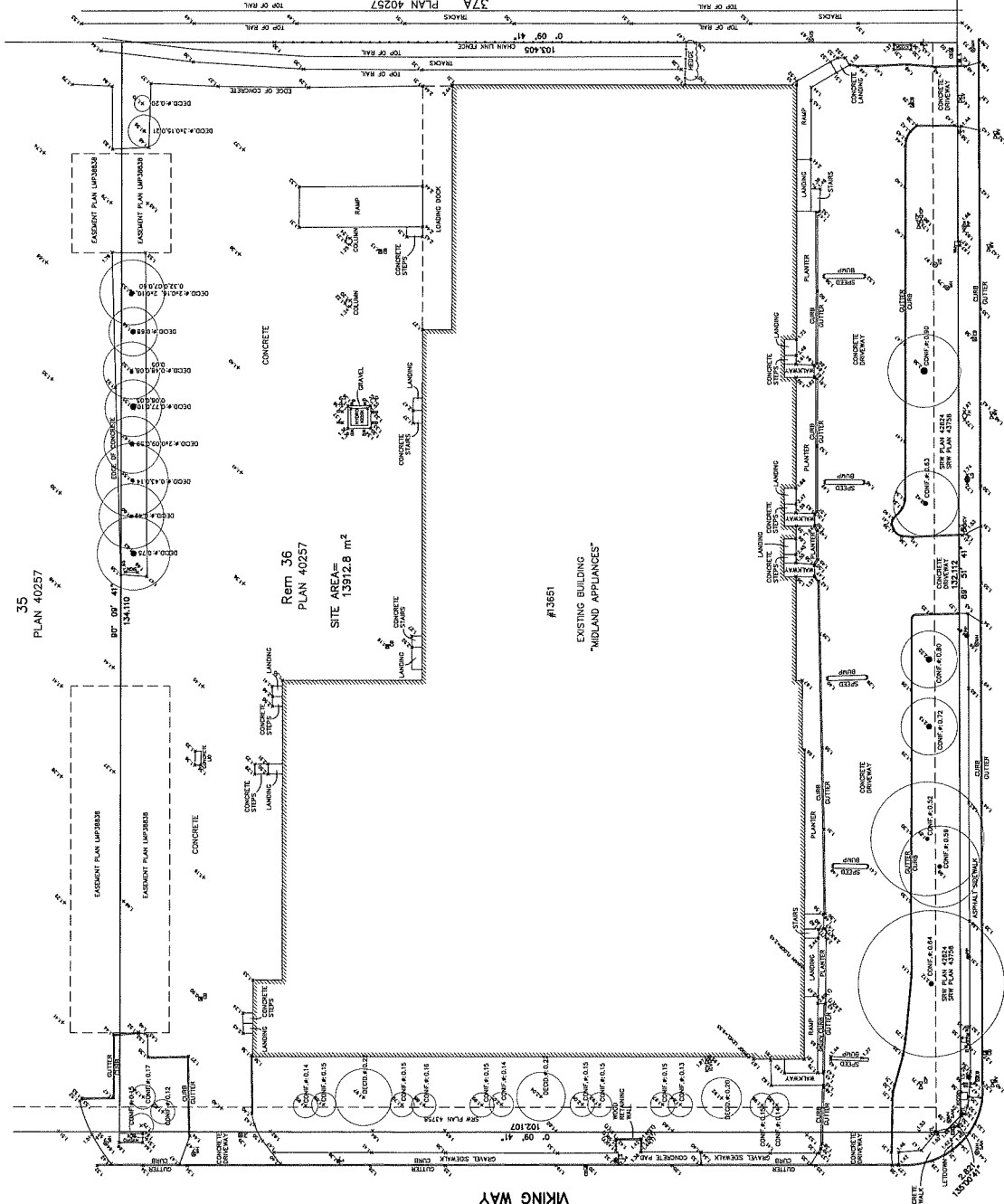
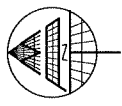
LEGEND
SCALE 1:250
0 5 10 15
ALL DISTANCES ARE IN METRES

- B INDICATES SPOT ELEVATION
- B INDICATES BOLLARD
- B INDICATES ELECTRICAL BOX
- C INDICATES FIRE HYDRANT
- P INDICATES PUMP
- V INDICATES VALVE
- S INDICATES SUMP STANDARD
- S INDICATES SUMP
- S INDICATES SUMP PULLBOX
- S INDICATES SUMP PILE
- S INDICATES TRAFFIC LIGHT
- S INDICATES WATER VALVE
- S INDICATES WATER VALVE
- S INDICATES TOP OF WALL
- (T) INDICATES TOP OF WALL

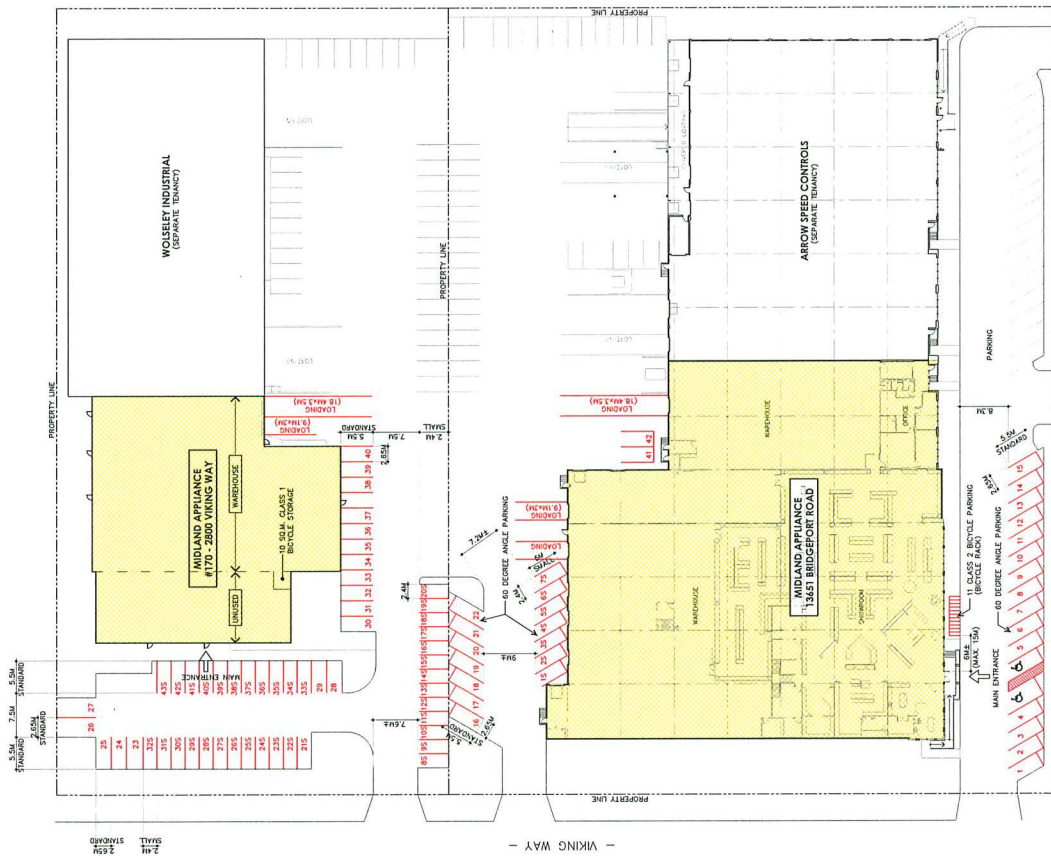
NOTES:

- DIMENSIONS ARE IN METRES AND ARE SHOWN FROM THE CENTERLINE OF THE ROAD OR RAILWAY UNLESS OTHERWISE NOTED.
- LAND TELL STAKE FROM REAR AND CLEAN FIELD SURVEY.
- ALL DESIGNATED TREES AS DEFINED BY CITY OF RICHMOND BYLAW NO. 8857 ARE SHOWN HEREON.

CNCL - 130



© COPYRIGHT
MATSON PECK & TOPLESS
SURVEYORS & ENGINEERS
2500 - 11100 MIDLAND AVE
RICHMOND, B.C. V6X 3Y7
PHONE: 604-273-4137
FAX: 604-273-4137
CARTER: 1864-001-TP-003.WG
R-19-18904-TP0



— BRIDGEPORT ROAD —

— VIKING WAY —

ALL DIMENSIONS SHOWN ARE EXISTING UNLESS OTHERWISE NOTED

SITE PLAN
SCALE: 1/32" = 1'-0"

NOTE:
THIS SITE PLAN AND ASSOCIATED PARKING & LOADING VEHICLES MANUEVERING
VEHICLE REPORT (INCLUDING EXISTING FOR
PARKING & LOADING VEHICLES MANUEVERING)

AREA
(MIDLAND APPLIANCE TENANT)
13651 BRIDGEPORT ROAD
WAREHOUSE
SHOWROOM
TOTAL:

#170 - 2800 VIKING WAY:
WAREHOUSE
UNUSABLE OFFICE
TOTAL:

MIDLAND APPLIANCE TOTAL: 5,599 SQ.M.

PARKING STALLS:
(FOR MIDLAND APPLIANCE TENANT)
SMALL STALLS (5' x 10' & 5' x 12') 43
MEDIUM STALLS (10' x 20') 43
TOTAL: 86

LOADING:
(FOR MIDLAND APPLIANCE TENANT)
13651 BRIDGEPORT ROAD: 1 LARGE & 2 MEDIUM
#170 - 2800 VIKING WAY: 1 MEDIUM

BICYCLE PARKING:
(MIDLAND APPLIANCE TENANT)
CLASS 1
CLASS 2
TOTAL: 15 SQ.M.
11 STALLS

LEGEND:
PARKING STALL FOR MIDLAND APPLIANCE TENANT
UNUSABLE OFFICE STALL

DEC 16/20 (ISSUED TO CLIENT)	B
DEC 16/20 (ISSUED FOR REVIEW)	A

Streamline
Facility Planning Corporation

REG - 4311 Viking Way, Tel: (604) 297-1194
Richmond, BC V6V 2N9 Fax: (604) 297-1194

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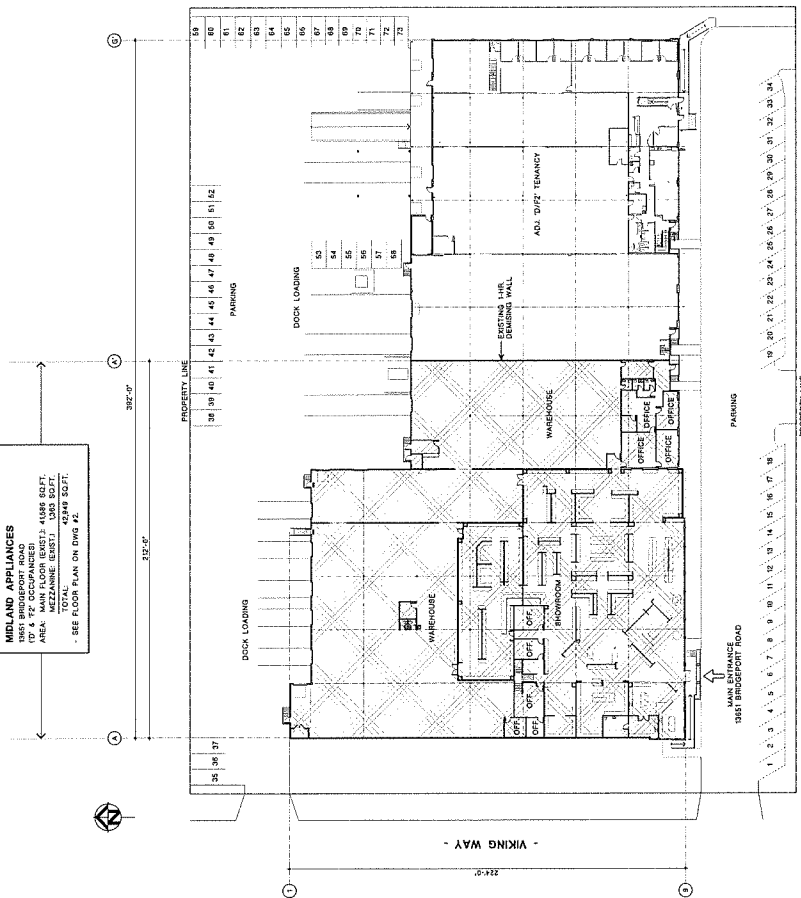
TENANT: MIDLAND APPLIANCE
OWNER: C/O:
PROJECT: PARKING LAYOUT
13651 BRIDGEPORT ROAD & #170 - 2800 VIKING WAY RICHMOND, B.C.

PARKING LAYOUT PLAN	
Scale	1/32" = 1'-0"
Date	OCTOBER, 2020
Drawn by	H. DUNSTON / E. WONG
Project	20089
Revision	1 B

GENERAL NOTES/SPEC'S

1. AREAS APPROX.
 BUILDING AREA: 87,223 SQ. FT.
 OFFICE AREA: 13,500 SQ. FT.
 WAREHOUSE AREA: 41,585 SQ. FT.
 MEZZANINE: 1,138 SQ. FT.
 TOTAL: 42,248 SQ. FT.

MIDLAND APPLIANCES
 1861 BRIDGEPORT ROAD
 1861 BRIDGEPORT ROAD
 AREA: MAIN FLOOR EXIST. 41,585 SQ. FT.
 MEZZANINE EXIST. 1,138 SQ. FT.
 TOTAL: 42,723 SQ. FT.
 - SEE FLOOR PLAN ON DWG. #2.



ALL DIMENSIONS SHOWN ARE EXISTING
 UNLESS OTHERWISE NOTED

SITE PLAN
 SCALE: 1" = 50'-0"

AREA SUMMARY

EXISTING	3,285 SQ. FT.	1,035 SQ. FT.
OFFICE (MEZZ.)	1,138 SQ. FT.	1,138 SQ. FT.
WAREHOUSE	22,285 SQ. FT.	22,285 SQ. FT.
TOTAL	42,248 SQ. FT.	42,248 SQ. FT.

PARKING:
 34 STALLS
 38 STALLS
 TOTAL PARKING: 72 STALLS



4250 - 4250 Viking Way, Tel: (664) 207-1899
 Richmond, BC V6V 2H8 Fax: (604) 207-1894

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TENANT:
 MIDLAND APPLIANCES
 OWNER C/O:
 MADISON PACIFIC
 PROPERTIES INC.
 PROJECT:
 ZONING TEXT
 AMENDMENT
 KEYSTONE BUILDING
 1861 BRIDGEPORT ROAD,
 RICHMOND, B.C.

SITE PLAN	
Scale	1" = 30'-0"
Date	MARCH, 2018
Drawn by	N. DUNSTAN / E. WONG
Project	1861 BRIDGEPORT ROAD
Revision	1
18016	F


WAREHOUSE / ADMIN AREA
 • WAREHOUSE: 22,258 SQ.FT.
 • OFFICE (MAIN & MEZZ): 4,040 SQ.FT.

FIXTURES

FIXTURES

- EXISTING WALL TO REMAIN
- EXISTING 1-HR. TENANT DEMISING FIRE SEPARATION WALL (ALONG GRIDLINE A1) TO REMAIN
- EXIT SIGN
 - 'N' DENOTES NEW.
 - 'CW' DIRECTIONAL ARROW 'WHERE SHOWN

F	APR. 03/02	ISS. REVISIONS
E	MAR. 11/01	ZONING TEXT ADJUSTMENT
D	MAR. 19/01	ISSUED FOR REVIEW
C	MAR. 6/01	ISSUED FOR REVIEW
B	JULY	ISSUED TO SPRINKLER CONSULTANT
A	MAR. 29/01	ISSUED FOR BUILDING PERMIT



Streamline
Facility Planning Corporation

4350 - 4311 Village Way Tel: (604) 297-1600
 4350 - 4311 Village Way Tel: (604) 297-1600
 4350 - 4311 Village Way Tel: (604) 297-1600
 4350 - 4311 Village Way Tel: (604) 297-1600

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Contracting parties shall be responsible for all contracting their work with this company and shall undertake all double information, errors, or omissions.

TENANT:
MIDLAND APPLIANCES

OWNER C/O:
**MADISON PACIFIC
PROPERTIES INC.**

PROJECT:
**ZONING TEXT
AMENDMENT**

**KEYSTONE BUILDING
13511 BRIDGEPORT ROAD,
RICHMOND, B.C.**

OVERALL FLOOR PLAN

Scale	1/16" = 1'-0"		
Date	MARCH, 2018		
Drawn by	H. DUNSTAN / E. WONG		
Project	Drawing	Revision	
18016	2	F	



City of Richmond

Development Application Data Sheet

Development Applications Department

TU 20-890999

Attachment 3

Address: 13651 Bridgeport Road

Applicant: Brook Pooni Associates

Planning Area(s): Bridgeport

	Existing	Proposed
Owner:	Vanac Development Corp.	No change
Site Size (m²):	13,912.8 m ² (149,756 sq ft, 3.44 acres)	No change
Total Building Size (m²): Midland Portion of Building (west portion) (m²):	6,282 sq m (67,622 sq ft) 3,990 sq m (42,949 sq ft)	No change
Land Uses:	Light Industrial	Light Industrial and Warehouse Sales limited to the sale of Household appliances only
OCP Designation:	Mixed Employment (MEMP)	No change
Bridgeport Area Plan Designation:	Industrial	No change
Zoning:	Light Industrial (IL)	No change

On Development Site	Bylaw Requirement	Proposed	Variance
Total amount of space for "Warehouse sales" at 13651 Bridgeport Rd (m ²):	Not permitted	TUP to legitimize 1,490 m ² (16,043 ft ²) of warehouse sales space	None
On-site Vehicle Parking:	103	87 (as supported by a comprehensive TDM package)	None
On-site Bicycle Parking:	Class 1: 11 Class 2: 11	Class 1: 11 Class 2: 11	None

Nathan Andrews
Planning & Development Division
City of Richmond
6911 Number 3 Road
Richmond, BC V6Y 2C1
Sent by email: nandrews@richmond.ca

RE: Commitment to pursuing an alternative location

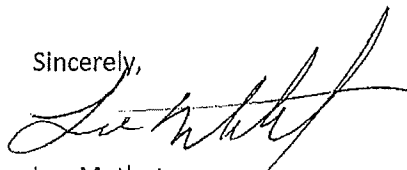
Dear Mr. Andrews,

As you are aware, Midland's headquarters has been at its current Richmond location at 13651 Bridgeport Road for 12 years. We previously conducted accessory warehouse sales from our showroom at this location. In 2018 it came to our attention that we were not permitted to conduct any warehouse sales under the site's IL – Light Industrial zoning. We have since ceased all warehouse sales and are engaged solely in wholesale activities from our Richmond location. Though warehouse sales are a relatively small part of our business, the loss of this activity has created significant financial hardship for Midland.

Midland has applied for a Temporary Use Permit (TUP) to allow warehouse sales for a period of three years. **We understand that a TUP maybe issued for a maximum of three years, with the potential to be renewed once, at Council's discretion, for a second period of three years.**

Midland has sought—and is actively seeking—to identify another location that would permit warehouse sales. Locations meeting Midland's floorplate and operational criteria that allow warehouse sales are extremely scarce in Richmond, and in the region as a whole. **We will continue to seek an alternative location during the term of the TUP and we sincerely appreciate the time that a TUP would afford us to seek another location that meets our needs, while remaining a vital, Richmond-based business.**

Sincerely,



Lee Methot
President & CEO
Midland Appliance Ltd

Nathan Andrews
Planning & Development Division
City of Richmond
6911 Number 3 Road
Richmond, BC V6Y 2C1
Sent by email: nandrews@richmond.ca

RE: Commitment to maintaining adequate parking, including lease of Unit 110 – 2800 Viking Way

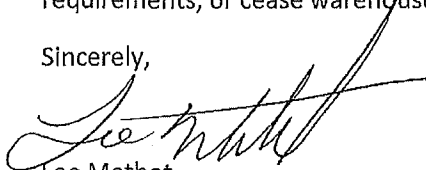
Dear Mr. Andrews,

Midland understands that a condition of issuance of a business license permitting warehouse sales at 13651 Bridgeport Road is the provision of adequate parking. This requires the use of surplus parking available at the adjacent site leased by Midland, at Unit 110 – 2800 Viking Way.

Midland's lease for the Bridgeport Road site expires on February 28, 2022, with the option to renew for another 5-year term. The Viking Way lease also expires February 28, 2022, with no provision for renewal currently in place. In both cases the landlords have said it is too early to start negotiations related to renewals.

Given the circumstances above, **Midland commits to maintaining a lease at the Viking Way site to ensure adequate parking is provided through the duration of the Temporary Use Permit (TUP) for warehouse sales.** Midland understands that if the parking is no longer available (due to lease expiration or otherwise), Midland will be required to identify alternative parking arrangements satisfactory to the City of Richmond, reduce the floor area used for warehouse sales in order to meet parking requirements, or cease warehouse sales until parking considerations are addressed.

Sincerely,



Lee Methot
President & CEO
Midland Appliance Ltd

Encl. Lease Extension for 13651 Bridgeport Road
Lease – Unit 110 – 2800 Viking Way



No. TU 20-890999

To the Holder: BROOK POONI ASSOCIATES
Property Address: 13651 BRIDGEPORT ROAD
Address: C/O DAN WATSON
BROOK POONI ASSOCIATES
SUITE 200 – 1055 WEST HASTINGS STREET
VANCOUVER, BC V6E 2E9

1. This Temporary Commercial Use Permit is issued subject to compliance with all of the Bylaws of the City applicable thereto, except as specifically varied or supplemented by this Permit.
2. This Temporary Commercial Use Permit applies to and only to those lands shown cross-hatched on the attached Schedule “A” and to the portion of the building shown cross-hatched on the attached Schedule “B”.
3. The subject property may be used for the following temporary Commercial uses:

Warehouse Sales to a maximum floor area of 1,490 m² (16,043 ft²) as shown in cross-hatching on the attached Schedule “B” and limited the sale of household appliances only and the provision of 87 vehicle parking spaces.
4. As a condition of the issuance of this Permit:
 - a) Prior to issuance of a Business Licence for warehouse sales the applicant must provide verification that they have access to 87 parking stalls; and
 - b) Prior to issuance of a Business Licence for warehouse sales the applicant must provide verification that 12 2-zone monthly transit passes are available to employees.
5. As a condition of the issuance of this Permit, a \$10,000.00 security must be provided to ensure the following items described in Schedule “B” are completed:
 - 11 Class 1 bicycle parking stalls, equivalent to 10 m² of bicycle storage, will be provided within the unused office space at #170-2800 Viking Way;
 - 11 Class 2 bike parking spaces will be provided on the subject site;
 - All required 87 parking stalls will have painted stall lines; and
 - Installation of a defined pedestrian path from the City sidewalk and on-site bicycle racks to the front entrance of the building.

6. The land described herein shall be developed generally in accordance with the terms and conditions and provisions of this Permit and any plans and specifications attached to this Permit which shall form a part hereof.
7. If the Holder does not commence the construction permitted by this Permit within 24 months of the date of this Permit, this Permit shall lapse and the security shall be returned in full.

This Permit is not a Building Permit.

AUTHORIZING RESOLUTION NO.
DAY OF , .

ISSUED BY THE COUNCIL THE

DELIVERED THIS DAY OF , .

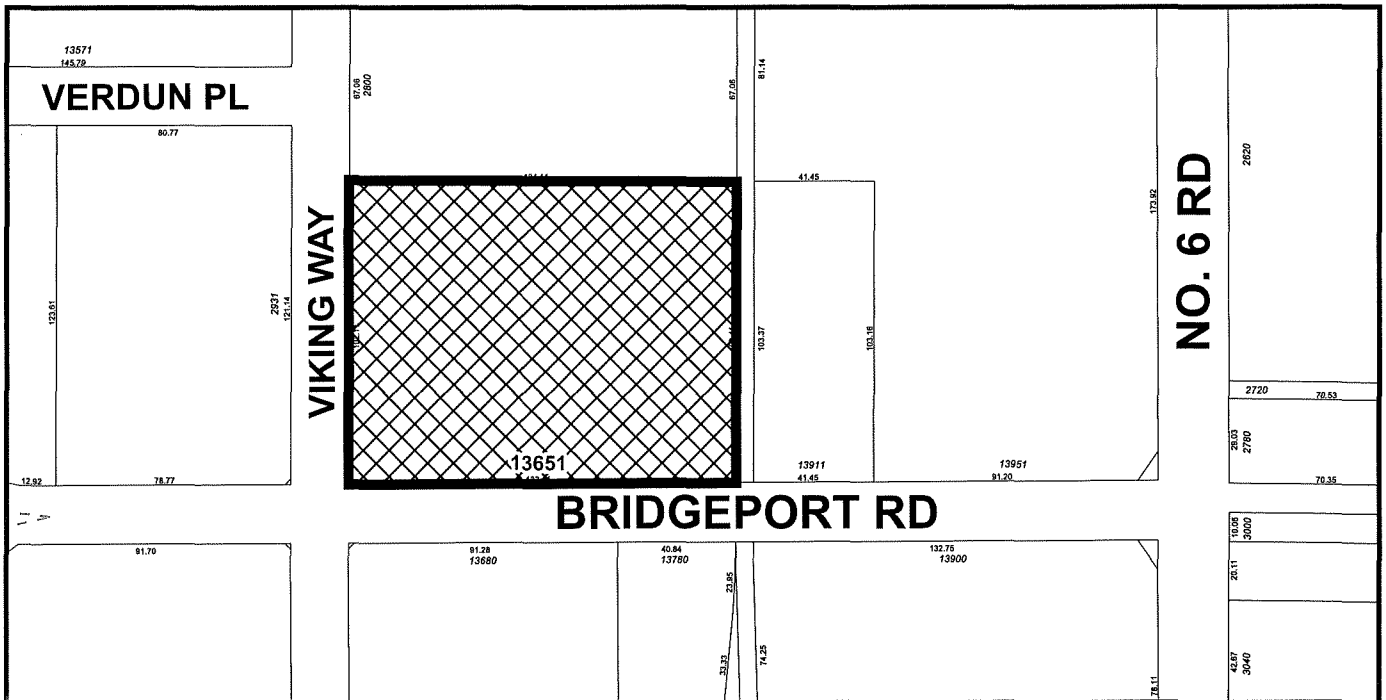
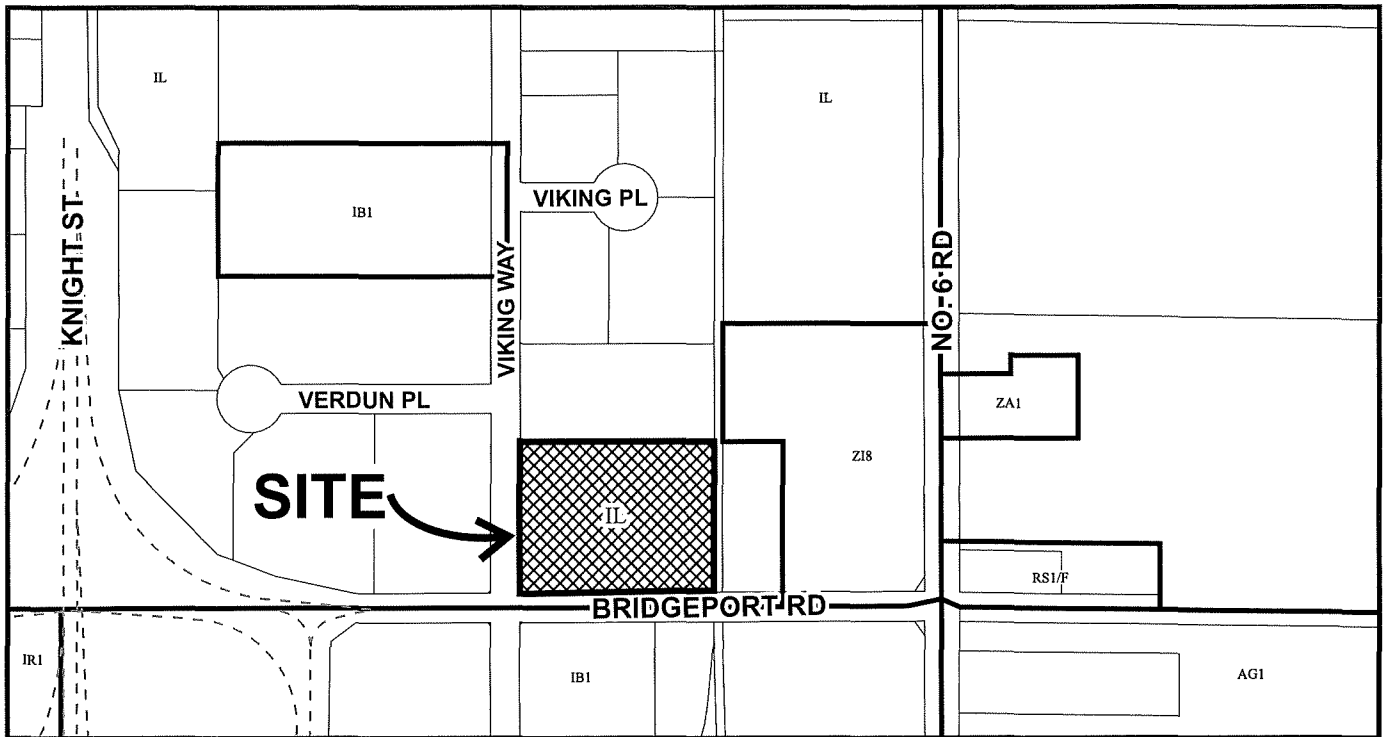
MAYOR

CORPORATE OFFICER



City of Richmond

SCHEDULE "A"

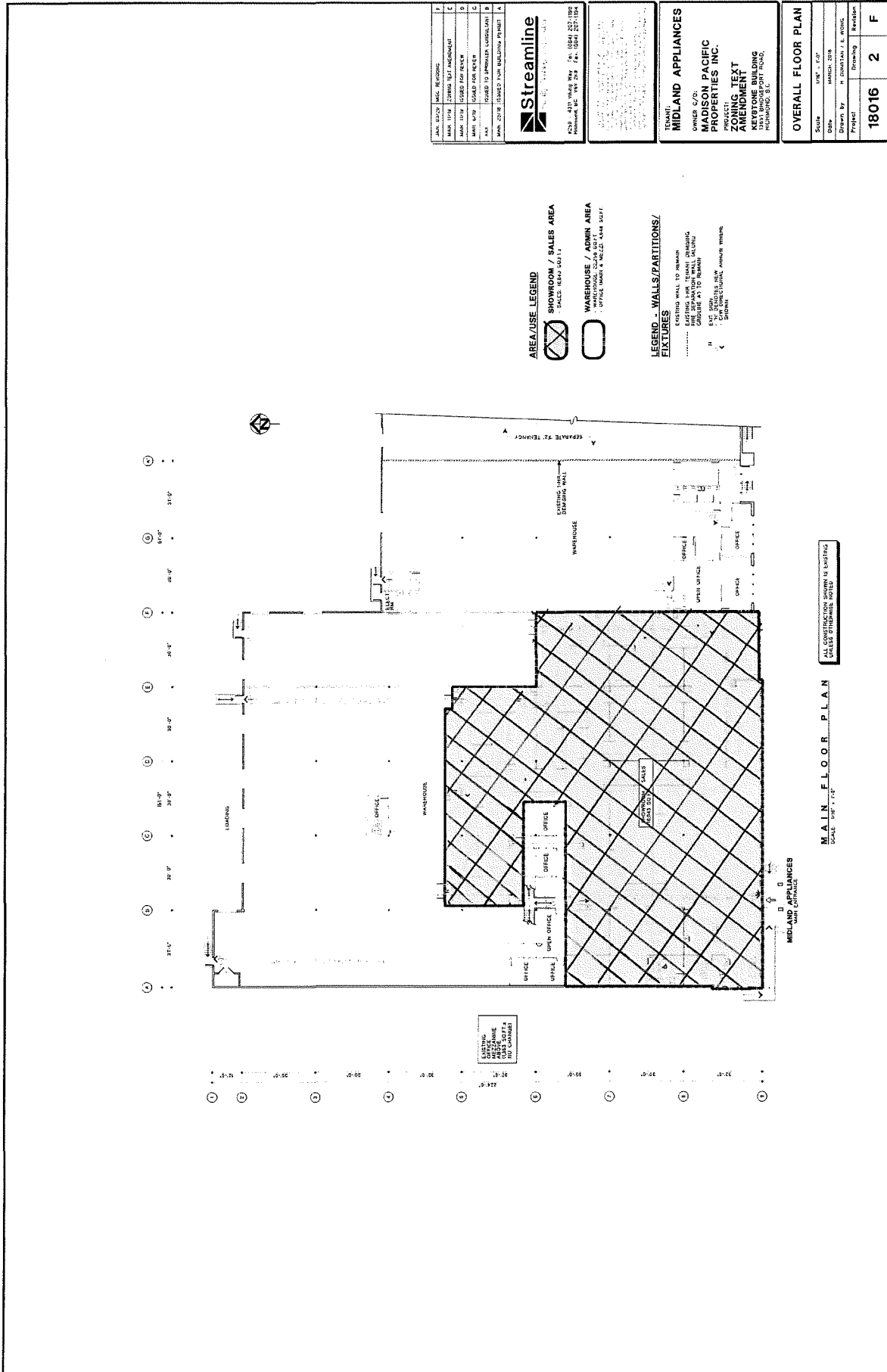


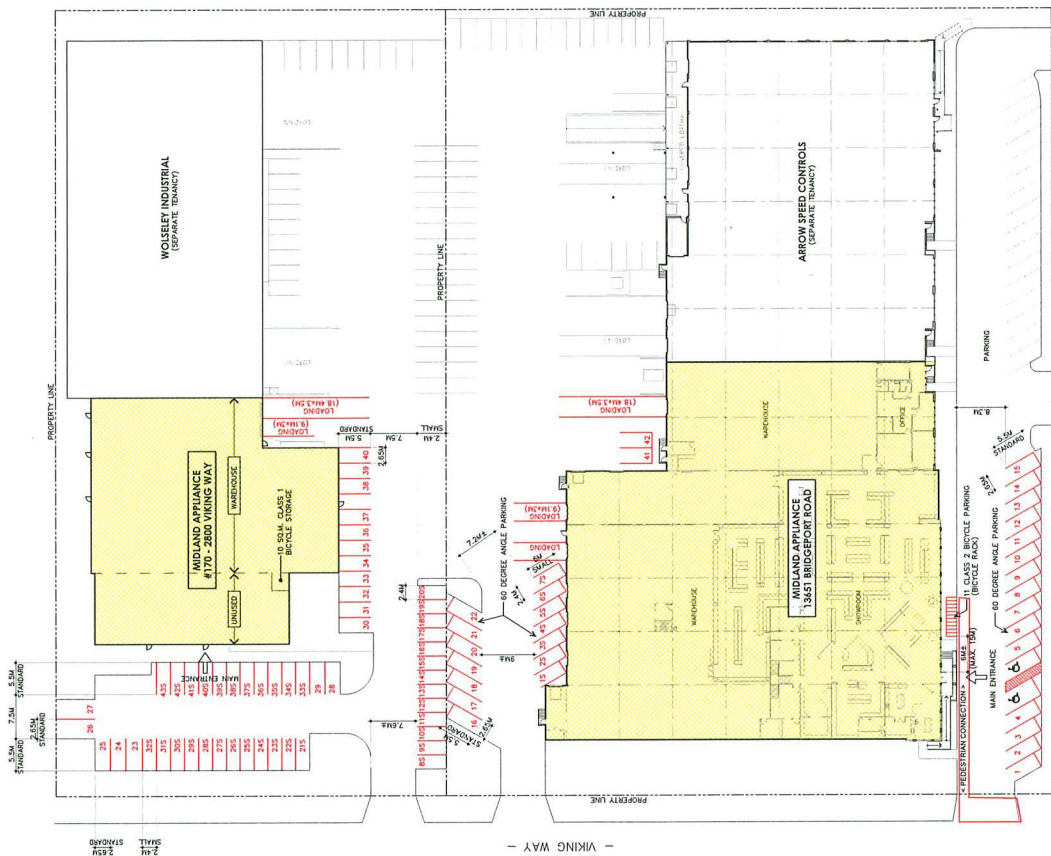
TU 20-890999

Original Date: 01/20/20

Revision Date:

Note: Dimensions are in METRES





NOTE:
THIS SITE PLAN & ASSOCIATED VARIANCE REPORT (INCLUDING EXHIBITS FOR PARKING & LOADING VEHICLE MANEUVERING)

AREA:
MIDLAND APPLIANCE TENANT

WAREHOUSE	2,200 SQ.M.
OFFICE	1,400 SQ.M.
SHED/DOCK	1,400 SQ.M.
TOTAL	5,000 SQ.M.

#710 - 2000 WING WAY:

WAREHOUSE	1,200 SQ.M.
OFFICE	300 SQ.M.
UNDEVELOPED SPACE	300 SQ.M.
TOTAL	1,800 SQ.M.

MIDLAND APPLIANCE TOTAL: 6,800 SQ.M.

PARKING STALLS:
(FOR MIDLAND APPLIANCE TENANT)

CLASS 1	42
CLASS 2	2
TOTAL	87

LOADING:
(FOR MIDLAND APPLIANCE TENANT - MINIMUM REQUIREMENTS)

1351 BRIDGEPORT ROAD: 1 LARGE & 2 MEDIUM
#710 - 2000 WING WAY: 1 MEDIUM

BICYCLE PARKING:
(MIDLAND APPLIANCE TENANT)

CLASS 1	15 STALLS
CLASS 2	11 STALLS

LEGEND:
PARKING STALL FOR MIDLAND APPLIANCE TENANT
PARKING STALL FOR ARROW FEED CONTROLS
PARKING STALL FOR WOLSELEY INDUSTRIAL

Streamline
Facility Planning Corporation

650 - 4311 Viking Way, Tel: (804) 207-1186
Richmond, BC V6V 2B8 Fax: (804) 207-1184

TENANT:
MIDLAND APPLIANCE

OWNER: C/O

PROJECT:
PARKING LAYOUT

1351 BRIDGEPORT ROAD,
Rt. #710 - 2000 WING WAY,
RICHMOND, BC

PARKING LAYOUT PLAN

Scale	1/32" = 1'-0"
Date	OCTOBER, 2020
Drawn by	H. DUNSTAN / E. VONG
Project	Drawing
Revision	
20089	1
B	

— BRIDGEPORT ROAD —
— VIKING WAY —
SITE PLAN
SCALE: 1/32" = 1'-0"
ALL CONSTRUCTION SHOWN IS EXISTING
(UNLESS OTHERWISE NOTED)



City of Richmond

Report to Committee

To: General Purposes
From: Kim Somerville
Director, Community Social Development
Date: September 29, 2020
File: 07-3000-01/2020-Vol
01
Re: **Non-Profit Social Service Agency Space Needs - Policy Options**

Staff Recommendations

1. That Council Policy 5051 "Non-Profit Organization Replacement and Accommodation Policy", as outlined in the staff report titled, "Non-Profit Social Service Agency Space Needs – Policy Options" dated September 29, 2020 from the Director, Community Social Development be adopted;
2. That density bonus provisions in the Zoning Bylaw for Community Amenity Space be used to secure non-profit organization space;
3. That OCP Policy be reviewed and economic analysis of further policy options to increase the supply of non-profit space be conducted; and
4. That, following the proposed economic analysis, staff bring forward a policy framework, staff review process and criteria for securing community amenity options through the rezoning process for new developments for Council consideration.

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

Att. 2

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Finance Department	<input checked="" type="checkbox"/>	
Real Estate Services	<input checked="" type="checkbox"/>	
Development Applications	<input checked="" type="checkbox"/>	
Policy Planning	<input checked="" type="checkbox"/>	
Arts, Culture & Heritage	<input checked="" type="checkbox"/>	
Recreation Services	<input checked="" type="checkbox"/>	
SENIOR STAFF REPORT REVIEW	INITIALS: 	APPROVED BY CAO

Staff Report

Origin

On October 15, 2019, City Council considered the staff report titled “Non-Profit Social Service Agency Current and Future Space Needs” and resolved:

That the City and key stakeholders seek immediate opportunities to prevent the loss of at-risk, high priority social service agencies in Richmond as described in the staff report titled “Non-Profit Social Service Agency Current and Future Space Needs”, dated September 20, 2019 from the Director, Community Social Development; and

That options to increase the supply of affordable non-profit social service agency space in the City Centre and other appropriate locations be identified.

The above-noted staff report presented the results of a survey of non-profit social service agencies, conducted to gain a better understanding of agency-specific space needs. This report responds to the above staff referral, resulting from discussion of both immediate and long-term agency-specific space needs.

This report supports Council’s Strategic Plan 2018-2022 Strategy #4 An Active and Thriving Richmond:

An active and thriving community characterized by diverse social and wellness programs, services and spaces that foster health and well-being for all.

4.1 Robust, affordable, and accessible sport, recreation, wellness and social programs for people of all ages and abilities.

4.2 Ensure infrastructure meets changing community needs, current trends and best practices.

This report supports Council’s Strategic Plan 2018-2022 Strategy #6 Strategic and Well-Planned Growth:

Leadership in effective and sustainable growth that supports Richmond's physical and social needs.

6.6 Growth includes supports and/or services for Richmond's vulnerable populations, including youth, seniors, individuals with health concerns, and residents experiencing homelessness.

This report also supports the advancement of the following Council-adopted Social Development Strategy Actions:

Action 29 – Prepare an enhanced policy framework for securing community amenities (e.g. space for City services, space for lease to community agencies) through the rezoning process for new developments.

29.1 Developing an administrative structure (e.g. senior staff review team) and criteria for assessing community amenity options for recommendations to Council on specific rezoning applications.

Findings of Fact

In the October 15, 2019 City Council referral regarding the current and future space needs of non-profit social service agencies (hereafter referred to as NPOs or agencies), staff were requested to (1) seek immediate opportunities to address the loss of at-risk, high priority NPO space, and (2) to identify options to increase the supply of affordable non-profit social service agency space in the City Centre and other appropriate locations.

Staff are proposing a two-phased approach to addressing this referral. The first phase, addressed in this report, proposes the adoption of a Replacement and Accommodation Policy to meet immediate NPO space replacement needs as well as the use of existing policy tools to secure additional NPO space.

The second phase proposed would consist of exploring new or increased density bonus policies to support NPO space needs and related factors. However, economic analysis is required to ensure that further proposals are viable and effective, which staff propose to initiate in Q2 of 2021. Based on the results of the economic analysis and stakeholder consultation, staff would then propose a policy framework, staff review process and criteria for securing community amenity options through the rezoning process for new developments, as outlined in Social Development Strategy Actions 29 and 29.1.

In addition to economic analysis based on land use and development factors, the long-term impacts of COVID-19 on NPO space needs must also be considered prior to further policy changes. While space needs may decrease if agency staff continue working remotely, space needs may also increase due to greater demand stemming from COVID-19 impacts (e.g. income loss, increased mental health challenges). Space needs may also increase due to the need for physical distancing when in-person services are provided. However, other trends resulting from the pandemic (e.g. businesses closures, working remotely) may increase space availability and affordability.

The Social Purpose Real Estate Collaborative (SPREC), of which the City is a member, is a roundtable of social purpose funders and investors, including several municipalities around the province. SPREC is conducting a survey of social purpose real estate needs in the 4th Quarter of 2020. This survey includes questions pertaining to the impact of COVID-19 on both NPO space needs and availability. Results will be reported to Council in the 2nd Quarter of 2021 and will be incorporated into the proposed economic analysis.

An overview of how the City currently supports NPO space needs is provided below, followed by an outline of Richmond NPO space needs surveys recently presented to City Council. A brief space needs update is also provided.

Current City Supports for Social Service Agency Space

The City has provided a range of supports for non-profit social service agency space needs over the years as opportunities have become available. City-owned premises have been leased (e.g. Richmond Family Place, Richmond Centre for Disability, Turning Point Recovery Society), City land has been provided (e.g. Richmond Caring Place, Nova Transition House) and meeting space has been made available. Permissive tax exemptions have also been approved by Council on a case-by-case basis for organizations occupying City premises (e.g. Richmond Society for Community Living, Girl Guides of Canada and Developmental Disabilities Association).

City policies have also supported the development of affordable housing and child care centres operated by non-profit societies in Richmond, including Storeys, Kiwanis Towers, The Salvation Army Emergency Shelter and two Early Childhood Development hubs. While primarily providing affordable supportive housing, the Storeys development also houses Pathways Clubhouse, Richmond Addiction Services and the United Chinese Community Enrichment Services Society (SUCCESS) settlement and employment programs. In addition to child care programs that will be offered, the Capstan Village Early Childhood Development Hub may include sublease opportunities for agencies providing child and family strengthening services, and the Brighthouse Village Early Childhood Development Hub may have program space available for occasional community use.

Staff continue to seek opportunities to help accommodate non-profit agencies in City-owned properties. However, as these are often strategic land holdings designated for future parks, roadways or other City uses, usually long-term occupancy is not an option. These premises may be unsuitable for other reasons as well (e.g. inaccessible by those with mobility challenges). Staff continue to keep the Richmond Community Services Advisory Committee (RCSAC) informed about suitable City-owned space opportunities that may arise, as has been done to date with other City properties available for lease.

Non-Profit Space Needs Surveys

The RCSAC has completed a two-phase review of NPO space needs. The first phase, consisting of a report to demonstrate the need for and anticipated benefits of a proposed NPO Space Needs Survey, was funded by a 2017 seed grant from the Richmond Community Foundation (RCF). A subsequent RCF grant of \$10,000 was awarded to support the survey development and analysis ("Phase Two"), which the City supplemented with a 2018 Council Community Initiatives One-Time Expenditures grant of \$13,000 to complete the project. The City provided further support by hosting the survey on Let's Talk Richmond.

The RCSAC Phase Two report, the "Richmond Non-Profit Social Purpose Space Needs Review", was considered at the May 22, 2019 Planning Committee meeting. This report provided comprehensive information about the overall need for space by the non-profit social service sector in Richmond. Agencies emphasized that the primary need is for dedicated, long-term agency space that is not met by off-site programming opportunities.

As a result of the Planning Committee discussion, the need for agency-specific information was identified to better understand NPO space needs. Staff were requested to work with the RCSAC

to provide information about members' current and future space needs and report back. As City policies and strategies to support child care and affordable housing are already in place, these uses were not surveyed and are not addressed in this report.

At the October 8, 2019 Planning Committee meeting, the agency-specific information was considered. Survey results indicated that, due to the lack of affordable, appropriate space for rent or lease, (1) three agencies lacked premises for programs, even though two programs had secured funding; (2) seven agencies had insecure tenure as they were renting on a monthly basis or had a temporary lease only; and (3) thirteen agencies indicated needing larger premises to incorporate new programs and to meet the demands of a growing population. Respondents indicated that a total of approximately 55,000 square feet of usable space is needed in the next five years, with an additional 45,000 needed within 10 to 15 years.

On October 15, 2019, City Council considered the report and requested that (1) the City and stakeholders seek immediate opportunities to prevent the loss of at-risk, high priority social service agencies space and (2) options to increase the supply of non-profit social service agency space be identified.

Space Needs Update

Since the agency-specific space needs data was collected in the 2nd Quarter of 2019, some progress in securing NPO space has been made:

- Two agencies (Community Mental Wellness Association of Canada seeking 1,500 square feet and Richmond Society for Community Living Quantum Program seeking 3,082 square feet) were facing displacement due to the proposed redevelopment (RZ 18-807640) of the property where they were located. Through the rezoning process, at City Council's discretion, the applicant worked with these agencies to provide relocation assistance. The rezoning application includes the requirement for the developer to provide affordable replacement space at a 1:1 ratio as part of the proposed redevelopment. The agencies that were located on the site will be provided with first right of refusal to occupy this space. In the event that these agencies do not wish to occupy the replacement space, the space may only be rented to a NPO acceptable to the City;
- Vancouver Coastal Health has been assisting Richmond Addiction Services Society (RASS) to secure a location for the Foundry Youth Services Centre and is reporting progress; once confirmed, this would address the need for 8,500 – 12,000 square feet; and
- Staff are in preliminary discussions regarding possible NPO amenity space through redevelopment.

Staff will continue to advise Council regarding the progress of these opportunities to secure NPO space.

Analysis

The following analysis responds to the October 15, 2019 Council referral requesting that immediate opportunities to prevent the loss of NPO space be sought and options to increase the supply be identified. The analysis is divided into four sections: (1) Immediate Opportunities to

Prevent the Loss of NPO Space, (2) Existing Policy Options to Increase Supply, (3) Further Policy Options Requiring Economic Analysis, and (4) Development of a Policy Framework. A table outlining proposed actions to address the above referrals is included in Attachment 1.

1. Immediate Opportunities to Prevent the Loss of NPO Space

In response to the first part of the October 15, 2019 referral, *“that the City and key stakeholders seek immediate opportunities to prevent the loss of at-risk, high priority social service agencies in Richmond”*, staff surveyed City, Richmond School District and faith premises for available space for rent or lease for dedicated NPO use. No opportunities emerged from this survey, either now or in the foreseeable future. However, staff will repeat the survey intermittently to monitor space availability in the community.

Also, in response to Council’s direction to seek immediate opportunities, staff negotiated replacement space for two NPOs displaced by the proposed RZ 18-807640 development on Minoru Boulevard. To ensure that such opportunities continue to be pursued, staff propose that a Replacement and Accommodation Policy be adopted to ensure that at-risk NPO space will be secured. Such a policy would be specific to OCP amendment or rezoning applications for redevelopment sites with existing NPOs that would be displaced should the property be redeveloped. Further rationale regarding this policy is provided below.

1.1 Replacement and Accommodation Policy

The need for a replacement and accommodation strategy for NPOs at risk of displacement due to redevelopment is apparent in the results of NPO space needs assessments. Results of the agency-specific space needs survey presented to Council on October 15, 2019, indicated that, in addition to the two agencies that a developer is proposing to accommodate on Minoru Boulevard (RZ 18-807640), four other City Centre agencies remain at risk of displacement due to redevelopment. Together, they reported needing from approximately 20,000 square feet of usable space in the next five years to as much as 40,000 square feet in the next 15 years.

To mitigate the impact of redevelopment on Richmond agencies, staff recommend that a NPO Replacement and Accommodation Policy (Attachment 2) be adopted. The proposed policy reflects the approach taken with RZ 18-807640, whereby the resident NPOs would be provided with replacement space at 50% of market rent, assistance with securing a temporary location and related moving costs, and the right of first refusal to return as a tenant in the new development. The agreement would secure the space for non-profit use at 50% of market rent in perpetuity, with the developer retaining ownership of the units.

In addition, due to the significant NPO costs incurred by displacement, this policy proposes three months free rent for NPO tenants that have been at that location for longer than one year. This requirement reflects a similar clause in the City’s Market Rental Housing Policy, whereby relocation assistance plus three months of free rent, for tenants who have resided in the applicable rental units for longer than one year, is provided in redevelopments of existing market rental housing.

The proposed policy would be applicable to NPOs providing services to primarily Richmond residents at that location. To ensure that uses can be easily accommodated within new developments, eligible uses are limited to those compatible with office-type settings, including multi-purpose rooms for group activities.

In addition to social services, the policy would apply to other non-profit sectors (e.g. arts, recreation) that provide services within this type of setting. As City policies and strategies to support child care and affordable housing already exist, these uses would not be addressed by this policy. Community Social Development and the Community Services Division will advise Planning and Development as to which eligible organizations are at risk of displacement based on information provided through space needs surveys and community contacts.

The following table provides some factors to consider regarding this option.

Table 1

Option	Considerations	Next Steps	Time Frame	Financial Implications
Adopt a Council Replacement and Accommodation Policy for NPO tenants at risk of losing space, at sites undergoing OCP amendment or rezoning, requiring developers to offer: <ul style="list-style-type: none"> • 1:1 minimum replacement space in the form of developer-owned community amenity space to be secured for NPO use in perpetuity; • Permanent replacement space secured at 50% of market rates in perpetuity; • Assistance with securing a temporary location with rates affordable to the agency and related moving costs to and from the temporary space; • Three months free rent for tenants who have been at that location for longer than one year; and • Right of first refusal to occupy the permanent space. 	Pros: Ensures NPO replacement space; Ensures long-term availability and affordability; Provides predictability for developers; Provides direction for staff. Cons: Costs, including long-term rent relief, may be disincentive to development; NPOs may be evicted prior to rezoning being pursued.	Adopt Policy (Att. 2)	2020	None, as space would be developer owned and managed.

The proposed policy presents measures required to address agency displacement. Most terms have already been accepted by one developer, in the RZ 18-807640 example provided. Staff recommend that moving costs, as well as three months free rent for long-term tenants also be included in future negotiations as significant NPO costs are incurred by redevelopment.

2. Existing Policy Options to Increase Supply

In response to the second referral, *“that options to increase the supply of affordable non-profit social service agency space in the City Centre and other appropriate locations be identified”*, existing density bonus policies in the City Centre Area Plan (CCAP) and Zoning Bylaw may be used to secure NPO space. These opportunities are described below.

2.1 CCAP Density Bonus Policies

As proposed in the Social Development Strategy, built space or cash-in-lieu secured through private rezoning as an amenity contribution is one possible avenue through which the City might secure space for use by NPOs. For example, the CCAP embodies a “development-led approach” whereby development pays for amenities needed to support the growing population. To achieve this, the CCAP Village Centre Bonus (VCB) allows for the negotiation of community amenities, as determined by the City, in each of the six transit-oriented urban Village Centres in exchange for increased density or as part of the development approval process. The VCB enables developers within specifically identified areas to achieve an additional 1.0 non-residential FAR provided that:

- a) 5% of this area is provided to the City in the form of a turnkey civic facility (community centre, ECD, childcare); or
- b) the developer provides an equivalent cash-in-lieu payment should the City not wish to pursue physical space in the development. Cash-in-lieu contributions are intended to fund future civic facilities.

Although intended for civic facilities (e.g., community centres, libraries) identified by the Community Services Department, existing CCAP density bonus strategies allow NPO space to be an identified use. However, the primary intention of these strategies is to ensure that the increased demand for civic facilities created by population growth is paid for through development. If another use such as NPO space was introduced, less space and funding would be available for civic facilities. This would result in underserved high density areas, while overburdening existing facilities in neighbouring communities or alternatively, increased capital requests to support the development of required civic facilities. Therefore, to ensure that civic facilities are prioritized, this approach is not recommended for NPO space.

2.2 Zoning Bylaw Density Bonus Policies

In addition to the CCAP, the City’s Zoning Bylaw provides opportunities for the negotiation of NPO space. Developments in certain commercial zones may receive a modest density bonus for the provision of “Community Amenity Space”, meaning “space provided for the active or passive recreation, cultural and social enjoyment of the community at large”. This density bonus, not intended for civic facilities, can be used for the provision of NPO space. However, minimal additional density is offered to incentivise the provision of this space.

The following table provides some factors to consider regarding this option.

Table 2

Option	Considerations	Next Steps	Time Frame	Financial Implications
Use existing Zoning Bylaw provisions to secure City-owned space for lease to NPOs.	Pros: Policy change not required; Ensures affordability for NPO; City retains asset; Does not impact contributions to civic facilities. Cons: May not result in significant contributions for NPO space.	Secure NPO space using this approach.	Immediate	City may lose revenue if tax exemption approved.

While opportunities to implement Zoning Bylaw provisions are being explored, there has been no explicit policy direction for staff to use these tools to secure NPO space to date. Therefore, it is recommended that staff seek opportunities to implement these provisions to secure NPO space. Prior to the development of a Policy Framework for securing community amenity space (see #4 below), Community Social Development staff will oversee a Request for Proposals process to identify suitable NPO tenants.

3. Further Policy Options Requiring Economic Analysis

To assist NPOs to secure needed space, a number of City policy options merit exploration but require economic analysis and further consultation with internal City departments to clarify any potential financial implications. As the economic impacts of COVID-19 on NPO space needs, as well as commercial space availability and affordability, will clarify in the months ahead, staff recommend that this analysis be initiated in the 2nd quarter of 2021.

The analysis would address such factors as (1) the feasibility of increased or new density bonus incentives; (2) the need to secure tenant improvements; (3) the viability of achieving a NPO hub; (4) the merit of establishing a NPO Capital Statutory Reserve Fund; and (5) the financial implications of ownership models. A brief overview of these considerations follows.

3.1 Increased or New Density Bonus Incentives

With respect to the Zoning Bylaw CDT3 zone and similar sub-zones, a factor that may be limiting developers from pursuing amenity options is that a minor density bonus increase (e.g. 0.1 or 0.2 FAR) does not provide sufficient incentive. Therefore, it is worth exploring if a larger increase is viable. Likewise, CCAP density bonus policies to secure NPO space, similar to those provided for child care and affordable housing, may be possible but require economic analysis to determine if such policies would be both viable and effective. As indicated, the impact of COVID-19 on these space needs would be taken into consideration.

3.2 Tenant Improvements

Given the high cost of tenant improvements and the lack of sufficient capital funds typically available to NPOs, staff recommend exploring the viability of including tenant improvements in negotiated NPO facilities, such as the City currently provides for child care and affordable housing amenities. NPOs often lack the significant capital funds required to render new spaces, or retrofitting existing space, suitable to meeting client needs. As agency fundraising capacity is limited and capital grants are rarely available, most NGOs are unable to finance such expenditures.

Economic analysis would help to determine if there are effective ways to secure sufficient funds for tenant improvements through development negotiations without being a disincentive. This will help to ensure that adequate policy tools are in place to obtain suitable agency premises that will be affordable for agencies to occupy and finished to best serve the community.

3.3 Aggregating Contributions to Create a NPO Hub

The benefits of achieving a second NPO community services hub, similar to the Richmond Caring Place, would be many. RCSAC survey results have indicated consistent respondent support for agency co-location as a way to improve service delivery, client outcomes and partnerships as well as to achieve spatial, operational and economic efficiencies. As co-location provides greater value than a number of smaller, disparately located spaces, staff recommend that viable means of achieving compatible co-locations and ideally, a social services hub, be explored.

To achieve a social services hub based on developer contributions would require a cash-in-lieu or value transfer policy. The proposed economic analysis would explore possible approaches and assess their viability.

3.4 Establish a NPO Capital Statutory Reserve Fund

The creation of a designated NPO Capital Statutory Reserve Fund to hold cash-in-lieu contributions would allow for the accrual of funds to create larger spaces. The establishment of a Reserve Fund would also enable the transfer of funds to more suitable locations than may be provided by on-site built space. Economic analysis would assist in determining if such a fund is viable and advantageous.

3.5 Financial Implications of Amenity Ownership Models

The City may secure City-owned or developer-owned space for lease to NPOs. An example of developer ownership is that proposed for the Richmond Society for Community Living & Community Mental Wellness Association of Canada replacement space at the RZ 18-807640 development on Minoru Boulevard. This model is advantageous to the City and NPOs in that space is secured at below-market rates in perpetuity, while lifecycle facility costs are born by the developer, who retains the asset. However, even at 50% below market rent, when variable triple-net operational costs (includes property tax, building insurance and maintenance, in addition to

rent and utilities) are passed on to the tenant, the monthly fees become onerous for some agencies. It is also unclear if there is any benefit to the developer by retaining the asset.

A third option, in place of developer ownership, would be the transfer of title to a third party non-profit operator such as the Richmond Caring Place Society (RCPS). This would benefit NPOs by ensuring below-market rates while relieving the City and developers of life-cycle maintenance and repair. This model would also provide significant assets to the community for NPO use in perpetuity and help to meet RCPS and other social service expansion needs. As ownership models have varying cost implications for all parties involved, staff recommend that such financial implications be included in the economic analysis.

The following table provides some factors to consider regarding undertaking this analysis.

Table 3

Option	Considerations	Next Steps	Time Frame	Financial Implications
Conduct an economic analysis of further policy considerations, including: <ul style="list-style-type: none"> Increasing or adding new density bonus incentives; Securing tenant improvements to ensure functional space; Aggregating contributions toward a NPO hub (e.g. 50,000 sf); Establishing a NPO Capital Statutory Reserve Fund; and Exploring the implications of ownership models (e.g. developer, City, third party NPO). 	Pros: Economic analysis would help to determine appropriate policy approaches and viable incentives to optimize NPO space. Cons: COVID-19 impacts on supply and demand may not be fully known for some time.	Conduct the analysis. Propose options based on results of economic analysis.	Q2 2021 Q4 2021	Existing budgets will be used to conduct the analysis.

Additional policy requirements or incentives may be needed to generate sufficient resources to meet current and future NPO space needs, including tenant improvements, prioritizing of hub space and other considerations. Economic analysis is required to ensure that any new policy approaches would effectively secure contributions while not deterring developers' use of such tools. Achieving a balance between increasing benefits for NPO space while ensuring that development remains viable would be sought. As indicated, the impacts of COVID-19 to date on NPO space supply and demand would be included in the analysis.

4. Development of a Policy Framework

To guide the process of recommending uses of community amenity space secured through Zoning Bylaw provisions, staff recommend that the following Social Development Strategy Action be implemented:

Action 29 – Prepare an enhanced policy framework for securing community amenities (e.g. space for City services, space for lease to community agencies) through the rezoning process for new developments including:

29.1 Developing an administrative structure (e.g. senior staff review team) and criteria for assessing community amenity options for recommendations to Council on specific rezoning applications.

As the proposed economic analysis of policy considerations pertaining to NPO space would provide information relevant to an enhanced policy framework and assessment criteria, staff propose that the policy framework, structure and criteria be prepared once the financial analysis is complete and results have been considered by Council. In developing the framework, results of consultation with key stakeholders, including the RCSAC, Richmond Caring Place Society, the Urban Development Institute, senior governments and public partners would also be considered.

The following table provides some factors to consider regarding this option.

Table 4

Option	Considerations	Next Steps	Time Frame	Financial Implications
Propose a policy framework, staff review process and criteria for securing community amenity options through the rezoning process for new developments.	<p>Pros: Will provide a policy framework, including a staff process and criteria, for making amenity use recommendations; Will address results of economic analysis and stakeholder consultation; Will provide greater clarity for staff, developers, NPOs and Council.</p> <p>Cons: May involve longer decision-making process.</p>	Propose options	Q4 2021	Will incorporate the results of proposed economic analysis.

A policy framework, including an administrative structure and criteria, will help to ensure that recommendations for amenity use are based on a transparent process reflecting City Council-approved priorities.

Summary

This report describes actions taken to date and proposes additional actions to address the following October 15, 2019 City Council referral:

That the City and key stakeholders seek immediate opportunities to prevent the loss of at-risk, high priority social service agencies in Richmond as described in the staff report titled “Non-Profit Social Service Agency Current and Future Space Needs”, dated September 20, 2019 from the Director, Community Social Development; and

That options to increase the supply of affordable non-profit social service agency space in the City Centre and other appropriate locations be identified.

With respect to the first part of the referral, that “*immediate opportunities to prevent the loss of at risk, high priority social service agencies in Richmond*” be pursued, two actions have been implemented: (1) staff have surveyed City, Richmond School District (RSD) and faith premises for opportunities; and (2) replacement space for two NPOs displaced by development has been negotiated in the proposed RZ 18-807640 development on Minoru Boulevard. To ensure that these opportunities continue to be pursued, staff recommend (1) repeating the survey of City, RSD and faith premises intermittently and (2) adopting a NPO Replacement and Accommodation Policy (Attachment 2).

In response to the second part of the referral, “*that options to increase the supply of affordable non-profit social service agency space in the City Centre and other appropriate locations be identified*”, staff recommend a two-stage approach: (1) use existing Zoning Bylaw provisions to secure NPO space; and (2) conduct an economic analysis of additional policy options to increase the supply and maximize the benefit of NPO space. Following consideration of the results, as well as stakeholder consultations, a policy framework, staff review process and criteria for community amenity use would be proposed.

5. Next Steps

As indicated, staff will continue to implement existing policy options as opportunities arise and will advise Council regarding progress in securing NPO space. To determine additional policy avenues to pursue, staff will conduct an economic analysis in the 2nd Quarter of 2021.

In the meantime, the province-wide Social Purpose Real Estate Collaborative survey of social purpose real estate needs will be conducted in the 4th Quarter of 2020 with analysis, including COVID-19 impacts, to be completed in the 1st Quarter of 2021. Survey results will be presented to Council in the 2nd Quarter of 2021 and taken into consideration in the proposed economic analysis.

Following Council’s review of the economic analysis results, staff propose to consult with key stakeholders, including the RCSAC, Richmond Caring Place Society, the Urban Development Institute, senior governments and public partners prior to reporting back with recommendations. At that time, staff would propose a policy framework, staff review process and criteria for securing community amenity options through the rezoning process for new developments.

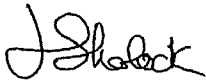
Financial Impact

None.

Conclusion

Non-profit social service agencies are facing numerous threats to their stability, including the lack of affordable, appropriate and accessible space. Impacts include the risk of displacement due to redevelopment; the loss of funding for vital community services when suitable facilities

cannot be found; and the inability to adequately serve a growing population. Proposed actions will help to ensure that essential social services, particularly needed given the social and economic consequences of COVID-19, continue to be available to Richmond residents.

A handwritten signature in black ink, appearing to read 'J. Sherlock'.

Lesley Sherlock
Social Planner
(604-276-4220)

- Att. 1: Table of Policy Options to Support NPO Space
2: Draft Replacement and Accommodation Policy

Policy Options to Support NPO Space

Option	Considerations	Next Steps	Time Frame	Financial Implications
1. Immediate Opportunities to Prevent the Loss of NPO Space				
Adopt a Council Replacement and Accommodation Policy for NPO tenants at risk of losing space, at sites undergoing OCP amendment or rezoning, requiring developers to offer: <ul style="list-style-type: none"> • 1:1 minimum replacement space in the form of developer-owned community amenity space to be secured for NPO use in perpetuity; • Permanent replacement space secured at 50% of market rates in perpetuity; • Assistance with securing a temporary location with rates affordable to the agency and related moving costs to and from the temporary space; • Three months free rent for tenants who have been at that location for longer than one year; and • Right of first refusal to occupy the permanent space. 	Pros: Ensures NPO replacement space; Ensures long-term availability and affordability; Provides predictability for developers; Provides direction for staff. Cons: Costs, including long-term rent relief, may be disincentive to development; NPOs may be evicted prior to rezoning being pursued.	Adopt Policy (Att. 2)	2020	None, as space would be developer owned and managed.
2. Existing Policy Options to Increase Supply				
Use existing density bonus policies in the Zoning Bylaw to secure City-owned space for lease to NPOs.	Pros: Policy change not required; Ensures affordability for NPO; City retains asset; Does not impact contributions to civic facilities. Cons: May not result in significant	Secure NPO space using these approaches; Develop policy framework and criteria regarding amenity use.	Immediate Q3 2021	City may lose revenue if tax exemption approved.

	contributions for NPO space.			
3. Further Policy Considerations Requiring Economic Analysis				
Conduct an economic analysis of further policy considerations, including: <ul style="list-style-type: none"> Increasing or adding new density bonus incentives; Securing tenant improvements to ensure functional space; Aggregating contributions toward a NPO hub (e.g. 50,000 sf); Establishing a NPO Capital Statutory Reserve Fund; and Exploring the implications of ownership models (e.g. developer, City, third party NPO). 	Pros: Economic analysis will help to determine appropriate policy approaches and viable incentives to secure NPO space. Cons: COVID-19 impacts on supply and demand may not be fully known for some time.	Conduct the analysis. Propose options based on results of economic analysis.	Q2 2021 Q4 2021	Existing budgets will be used to conduct the analysis.
4. Develop a Policy Framework				
Propose a policy framework, staff review process and criteria for securing community amenity options through the rezoning process for new developments.	Pros: Will provide a policy framework, including a staff process and criteria, for making amenity use recommendations; Will address results of economic analysis and stakeholder consultation; Will provide greater clarity for staff, developers, NPOs and Council. Cons: May involve longer decision-making process.	Propose options.	Q4 2021	Will incorporate the results of proposed economic analysis.



Page 1 of 2	Non-Profit Organization Replacement and Accommodation Policy	Policy 5051
	Adopted by Council: <date>	

POLICY 5051

Objective: To support existing non-profit organization (NPO) tenants by ensuring that community social service needs are maintained when NPO displacement would result from redevelopment.

It is Council policy that:

- a) As part of the development application review process (Rezoning and OCP Amendment), the owner is to provide staff with a summary of existing on-site non-profit organizations (NPO) and provide confirmation of the following:
 - i. The NPO tenants have been provided with a minimum 6 months notice;
 - ii. The owner has offered to secure NPO permanent replacement space of an equivalent area in the new development;
 - iii. The owner has offered the replacement space at 50% of market rent in perpetuity;
 - iv. The owner has offered three months free rent for NPO tenants who have been at that location for longer than one year;
 - v. The owner has offered to provide the tenant with assistance (e.g. services of a realtor) in finding new and/or temporary space at a lease rate affordable to the agency and cover moving costs to and from the temporary space.
- b) In the new development, the owner is to provide:
 - i. A permanent replacement space comprised of at least an equivalent area to shell level finish.

Shell space is defined as space enclosed by the exterior building envelop which includes suitable washroom facilities; heating and cooling; infrastructure for electrical, mechanical and IT services connected to base building systems and distributed to ceiling level; and stud level of wall and ceiling finishes to allow for future connections;
 - ii. Rent of the NPO replacement space at 50% of market rates in perpetuity;



Page 2 of 2	Non-Profit Organization Replacement and Accommodation Policy	Policy 5051
	Adopted by Council: <date>	

- iii. The NPO tenant with the first right of refusal to occupy the permanent replacement space in the new development;
 - iv. If the NPO tenant who originally occupied the site declines their first right of refusal to occupy or later vacates the premise, the space may only be occupied by a NPO acceptable to the City.
- c) The above will be secured with legal agreements registered on title prior to rezoning bylaw adoption or Development Permit issuance.

Non-profit Tenant Eligibility:

- The proposed policy would be applicable to non-profit organizations providing services to primarily Richmond residents at that location, as determined by the City. Eligible uses are limited to those compatible with office-type settings, including multi-purpose rooms for group activities, which would be easily accommodated within a new development.
- In addition to social services, this policy would apply to other non-profit sectors (e.g. arts, recreation) that provide services within an office-type setting. As City policies and strategies to support child care and affordable housing already exist, these uses would not be addressed by this policy.
- Community Social Development and Community Services Divisions will advise Planning and Development as to which eligible organizations are at risk of displacement based on information provided through space needs surveys and community contacts.



City of Richmond

Bylaw 10203

Revised Consolidated 5 Year Financial Plan (2020-2024) Bylaw No. 10183, Amendment Bylaw No. 10203

The Council of the City of Richmond enacts as follows:

1. Schedule "A", Schedule "B", and Schedule "C" of the Revised Consolidated 5 Year Financial Plan (2020-2024) Bylaw No. 10183, are deleted and replaced with Schedule "A", Schedule "B", and Schedule "C" attached to and forming part of this amendment bylaw.
2. This Bylaw is cited as **"Revised Consolidated 5 Year Financial Plan (2020-2024) Bylaw No. 10183, Amendment Bylaw No. 10203"**.

FIRST READING

SECOND READING

THIRD READING

ADOPTED

OCT 13 2020

OCT 13 2020

OCT 13 2020

CITY OF RICHMOND
APPROVED for content by originating dept. LIS
APPROVED for legality by Solicitor LB

MAYOR

CORPORATE OFFICER

SCHEDULE A:

**CITY OF RICHMOND
REVISED CONSOLIDATED 5 YEAR FINANCIAL PLAN (2020-2024)
AMENDED REVENUE AND EXPENSES
(In \$000's)**

	2020 Amended Budget	2021 Amended Plan	2022 Amended Plan	2023 Plan	2024 Plan
Revenue:					
Taxation and Levies	239,357	250,992	264,144	278,025	291,175
User Fees	115,210	121,447	128,203	135,460	143,422
Sales of Services	43,926	44,165	44,701	45,247	45,803
Investment Income	18,562	19,190	19,754	20,256	20,695
Payments In Lieu Of Taxes	14,841	14,989	15,139	15,290	15,443
Gaming Revenue	14,500	14,500	14,500	14,500	14,500
Other Revenue	14,075	14,122	16,263	18,409	18,902
Licenses And Permits	11,435	11,657	11,884	12,116	12,352
Provincial and Federal Grants	10,061	9,368	9,439	9,511	9,584
Developer Contributed Assets	50,000	50,000	50,000	50,000	50,000
Development Cost Charges	29,111	20,493	17,984	15,802	16,910
Other Capital Funding Sources	16,274	15,028	15,191	14,005	13,150
	577,352	585,951	607,202	628,621	651,936
Expenses:					
Community Safety	119,483	122,450	127,353	131,159	135,038
Engineering and Public Works	78,340	77,180	78,804	80,034	81,423
Community Services	70,610	68,317	69,639	73,184	74,820
Finance and Corporate Services	25,279	23,990	24,525	25,131	25,747
Planning and Development Services	24,159	23,904	24,386	24,934	25,538
Fiscal	22,507	21,016	21,959	24,810	27,847
Corporate Administration	14,512	13,817	14,135	14,521	14,917
Debt Interest	1,677	1,677	1,677	1,677	838
Utility Budget					
Water Utility	46,440	49,427	53,234	57,435	62,101
Sanitary Sewer Utility	37,677	40,135	42,614	45,310	48,240
Sanitation and Recycling	20,795	20,170	20,576	20,999	21,432
Richmond Public Library	11,095	11,052	11,269	11,533	11,805
Richmond Olympic Oval Corporation	17,120	17,409	17,736	18,104	18,481
	489,694	490,544	507,907	528,831	548,227
Annual Surplus	87,658	95,407	99,295	99,790	103,709

CITY OF RICHMOND
REVISED CONSOLIDATED 5 YEAR FINANCIAL PLAN (2020-2024)
TRANSFERS
(In \$000's)

	2020 Amended Budget	2021 Amended Plan	2022 Amended Plan	2023 Plan	2024 Plan
Transfers:					
Debt Principal	5,149	5,355	5,570	5,792	6,024
Transfer To (From) Reserves	74,424	76,925	79,534	82,213	85,020
Transfer To (From) Surplus	(20,116)	(7,803)	2,546	3,699	3,256
Capital Expenditures - Current Year	173,379	213,275	118,370	103,759	109,631
Capital Expenditures - Prior Years	308,609	114,470	75,154	41,819	41,819
Capital Expenditures - Developer	50,000	50,000	50,000	50,000	50,000
Contributed Assets					
Capital Expenditures - Richmond Public Library	892	892	892	892	892
Capital Expenditures - Richmond Olympic Oval Corporation	1,721	1,970	2,215	2,236	2,548
Capital Funding	(506,400)	(359,677)	(234,986)	(190,620)	(195,481)
Transfers/Amortization offset:	87,658	95,407	99,295	99,790	103,709
Balanced Budget	\$-	\$-	\$-	\$-	\$-
Tax Increase	2.97%	4.03%	4.44%	4.50%	4.01%

SCHEDULE B:

**CITY OF RICHMOND
REVISED 5 YEAR FINANCIAL PLAN
AMENDED CAPITAL FUNDING SOURCES (2020-2024)
(In \$000's)**

	2020 Amended Budget	2021 Amended Plan	2022 Plan	2023 Plan	2024 Plan
DCC Reserves					
Drainage DCC	-	1,510	-	-	2,144
Park Development DCC	6,330	3,907	1,647	1,787	1,740
Park Land Acquisition DCC	5,964	5,964	5,964	5,964	5,964
Roads DCC	13,152	8,478	8,047	8,051	5,731
Sanitary DCC	3,527	-	1,428	-	658
Water DCC	138	634	898	-	673
Total DCC	\$29,111	\$20,493	\$17,984	\$15,802	\$16,910
Statutory Reserves					
Affordable Housing	925	725	725	725	725
Capital Building and Infrastructure	25,303	63,512	6,800	13,700	10,550
Capital Reserve	16,050	54,706	28,979	8,575	14,010
Capstan Station	31,000	-	-	-	-
Child Care	170	172	174	177	179
Drainage Improvement	12,415	13,552	14,577	15,603	23,286
Equipment Replacement	3,655	3,392	3,310	4,833	4,066
Leisure Facilities	-	4,934	-	-	-
Public Art Program	745	150	150	150	150
Sanitary Sewer	13,386	12,850	14,641	14,620	11,542
Watermain Replacement	10,590	8,820	8,466	8,407	8,480
Total Statutory Reserves	\$114,239	\$162,813	\$77,822	\$66,790	\$72,988
Other Sources					
Enterprise Fund	125	550	550	550	-
Grant and Developer Contribution	16,274	15,028	15,191	14,005	13,150
Other Sources	12,180	12,221	6,248	5,862	5,883
Rate Stabilization	-	1,320	-	-	-
Sewer Levy	350	100	-	50	50
Solid Waste and Recycling	450	300	300	300	300
Water Levy	650	450	275	400	350
Total Other Sources	\$30,029	\$29,969	\$22,564	\$21,167	\$19,733
Total Capital Program	\$173,379	\$213,275	\$118,370	\$103,759	\$109,631

SCHEDULE C:

**CITY OF RICHMOND
CONSOLIDATED 5 YEAR FINANCIAL PLAN (2020-2024)
AMENDED STATEMENT OF POLICIES AND OBJECTIVES**

Revenue Proportions By Funding Source

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

Objective:

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

Policies:

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

Table 1 shows the proportion of total revenue proposed to be raised from each funding source in 2020.

Table 1:

Funding Source	% of Total Revenue
Property Taxes	49.6%
User Fees	23.9%
Sales of Services	9.1%
Investment Income	3.9%
Payments in Lieu of Taxes	3.1%
Gaming Revenue	3.0%
Licenses and Permits	2.4%
Provincial and Federal Grants	2.1%
Other	2.9%
Total Operating and Utility Funding Sources	100.0%

SCHEDULE C (CONT'D):

**CITY OF RICHMOND
CONSOLIDATED 5 YEAR FINANCIAL PLAN (2020-2024)
AMENDED STATEMENT OF POLICIES AND OBJECTIVES**

Distribution of Property Taxes

Table 2 provides the estimated 2020 distribution of property tax revenue among the property classes.

Objective:

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

Policies:

- Regularly review and compare the City's tax ratio between residential property owners and business property owners relative to other municipalities in Metro Vancouver.

Table 2: (Based on the 2020 Revised Roll figures)

Property Class	% of Tax Burden
Residential (1)	56.53%
Business (6)	34.64%
Light Industry (5)	6.80%
Others (2,3,4,8 & 9)	2.03%
Total	100.00%

Permissive Tax Exemptions**Objective:**

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

Policy:

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