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**City Council**

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

**Monday, December 10, 2012  
7:00 p.m.**

Pg. #

ITEM

**MINUTES**

1. (1) *Motion to adopt:*

(a) *the minutes of the Regular Council Meeting held on Monday, November 26, 2012 (distributed previously); and*

CNCL-13

(b) *the minutes of the Special Council Meeting held on Monday, November 26, 2012;*

CNCL-35

(2) *Motion to receive for information the Metro Vancouver 'Board in Brief' dated November 30, 2012.*



**AGENDA ADDITIONS & DELETIONS**

2. **ANNUAL ADDRESS BY MAYOR MALCOLM D. BRODIE**

3. **APPOINTMENT OF COUNCIL MEMBERS TO EXTERNAL ORGANIZATIONS**

(a) Appointment of Council representative and alternate to the **Richmond Olympic Oval Corporation**, until December 9, 2013.



- (b) Appointment of Council representative and alternate to the **BC Aviation Council**, until December 9, 2013.



4. **NAMING OF STANDING COMMITTEES AND THEIR COMPOSITION BY THE MAYOR**  
(in accordance with the *Community Charter*)
5. **APPOINTMENT OF MEMBERS OF COUNCIL (AND THEIR ALTERNATES) AS THE LIAISONS TO CITY ADVISORY COMMITTEES AND ORGANIZATIONS**

Appointment of Council liaisons (and where applicable, their alternates) until December 9, 2013:

- (a) Advisory Committee on the Environment;
- (b) Agricultural Advisory Committee;
- (c) Child Care Development Advisory Committee;
- (d) Council / School Board Liaison Committee;
- (e) Economic Advisory Committee;
- (f) Heritage Commission;
- (g) Richmond Athletic Commission;
- (h) Richmond Centre for Disability;
- (i) Richmond Chamber of Commerce;
- (j) Richmond Community Services Advisory Committee;
- (k) Richmond Family & Youth Court Committee;
- (l) Richmond Farmers' Institute;
- (m) Richmond Intercultural Advisory Committee;
- (n) Richmond Olympic Experience Advisory Committee;
- (o) Richmond Parking Advisory Committee;
- (p) Richmond Public Art Advisory Committee;
- (q) Richmond Safe Communities Alliance;
- (r) Richmond Sister City Committee;

- (s) Richmond Sports Council;
- (t) Richmond Traffic and Transportation Advisory Committee;
- (u) Seniors Advisory Committee; and
- (v) Vancouver Coastal Health/Richmond Health Services Local Governance Liaison Group.



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

Appointment of Council liaisons to community associations until December 9, 2013:

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



**7. APPOINTMENT OF MEMBERS OF COUNCIL AS THE LIAISONS TO VARIOUS BOARDS**

Appointment of Council liaisons to various boards until December 9, 2013:

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



8. **APPOINTMENT OF MEMBERS OF COUNCIL AS LIAISONS TO VARIOUS SOCIETIES**

Appointment of Council liaisons until December 9, 2013:

- (a) Britannia Heritage Shipyard Society;
- (b) Gulf of Georgia Cannery Society;
- (c) London Heritage Farm Society;
- (d) Minoru Seniors Society;
- (e) Richmond Nature Park Society;
- (f) Steveston Community Society; and
- (g) Steveston Historical Society.

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

RECOMMENDATION

*That the members of the Public Works & Transportation Committee be appointed as the Parcel Tax Roll Review Panel for Local Area Services until December 9, 2013.*

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10. **APPOINTMENT OF ACTING MAYORS FROM DECEMBER 11, 2012 TO DECEMBER 9, 2013**

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**COMMITTEE OF THE WHOLE**

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

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12. 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**

13. *Motion to rise and report.*



## RATIFICATION OF COMMITTEE ACTION

## CONSENT AGENDA

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

## CONSENT AGENDA HIGHLIGHTS

- Receipt of Committee minutes
- 2013 Operating Budget
- UBCM Age-Friendly Community Planning and Project Grant Application
- Governance & Financing - Alexandra District Energy Utility
- Alexandra District Energy Utility Energy Centre Public Art Project
- Repeal and Replacement of Development Application Fees Bylaw No. 7984, Amendments to Consolidated Fees Bylaw No. 8636 and Heritage Procedures Bylaw No. 8400
- Land use applications for first reading (to be further considered at the Public Hearing on Monday, January 21, 2013):
  - 16700 River Road – Rezone from AG1 to IS1 (Dagneault Planning Consultants Ltd. – applicant)
  - 6711, 6771 and 6791 Williams Road – Rezone from RS1/E to RTL4 (Interface Architecture Inc. – applicant)
  - 10251 Bird – Rezone from RS1/E to RS2/B (Ronald Herman, Anita Herman And Tammia Bowden – applicant)
  - 9431, 9451, 9471 and 9491 Williams Road – Rezone from RS1/E to RTM2 (Yamamoto Architecture Inc. – applicant)

## Council Agenda – Monday, December 10, 2012

Pg. #

ITEM

14. *Motion to adopt Items 15 through 24 by general consent.*

☐

Consent  
Agenda  
Item

15. **COMMITTEE MINUTES**

*That the minutes of:*

- CNCL-43 (1) *the Finance Committee meeting held on Monday, December 3, 2012;*  
CNCL-47 (2) *the General Purposes Committee meeting held on Monday, December 3, 2012;*  
CNCL-51 (3) *the Parks, Recreation & Cultural Services Committee meeting held on Tuesday, November 27, 2012;*  
CNCL-55 (4) *the Planning Committee meeting held on Tuesday, December 4, 2012;*

*be received for information.*

☐

Consent  
Agenda  
Item

16. **2013 OPERATING BUDGET**  
(File Ref. No.) (REDMS No. 3690906)

CNCL-59

See Page CNCL-59 for full report

### FINANCE COMMITTEE RECOMMENDATION

*That:*

- (1) *the 2013 Operating Budget as presented in the staff report dated October 18, 2012 from Director of Finance be approved;*  
(2) *ongoing additional levels for a total of \$400,000 be approved; and*  
(3) *the 5 Year Financial Plan (2013-2017) be prepared for presentation to Council incorporating the 2013 Operating Budget.*

☐

Pg. # ITEM

Consent  
Agenda  
Item

17. **UBCM AGE-FRIENDLY COMMUNITY PLANNING AND PROJECT GRANT APPLICATION**

(File Ref. No.) (REDMS No. 3708063)

CNCL-83

See Page **CNCL-83** for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

*That an application for a UBCM 2013 Age Friendly Community Planning and Project Grant be endorsed, the purpose of which is to fund the project titled “Kiwanis Towers: Ready, Set, Plan – A Collaborative Stakeholder Process to Support Health Tenancy in a Seniors Affordable Housing Project”.*



Consent  
Agenda  
Item

18. **GOVERNANCE & FINANCING - ALEXANDRA DISTRICT ENERGY UTILITY**

(File Ref. No.) (REDMS No. 3442906)

CNCL-91

See Page **CNCL-91** for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

*That Council:*

- (1) *authorize staff to incorporate a wholly owned local government corporation including:*
  - (a) *naming the corporation Lulu Island Energy Company (pending name availability)(LIEC) with the City of Richmond as the sole share holder to own and operate the Alexandra District Energy Utility (ADEU);*
  - (b) *authorizing the Chief Administrative Officer and the General Manager, Engineering and Public Works to execute legal agreements and documentation related to the incorporation;*
- (2) *authorize staff to explore the merits of external borrowing of up to \$6M to finance phase 3 of the ADEU and report to Council through Committee on the budget impacts to future capital projects;*
- (3) *re-classify the District Energy Manager position from Temporary Full Time (TFT) to Regular Full Time (RFT); and*
- (4) *approve the creation of a Position Control Complement (PCC) for the District Energy Manager position.*



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Consent  
Agenda  
Item

19. **ALEXANDRA DISTRICT ENERGY UTILITY ENERGY CENTRE  
PUBLIC ART PROJECT**

(File Ref. No. 11-7000-09-20-148) (REDMS No. 3694618 v.2)

CNCL-119

See Page **CNCL-119** for full report

PARKS, RECREATION AND CULTURAL SERVICES COMMITTEE  
RECOMMENDATION

*That the concept proposal and installation of the Alexandra District Energy  
Utility Energy Centre Public Art Project by artist Andrea Sirois, as  
presented in the staff report from the Director, Arts, Culture & Heritage  
Services dated November 6, 2012, be endorsed.*



Consent  
Agenda  
Item

20. **REPEAL AND REPLACEMENT OF DEVELOPMENT  
APPLICATION FEES BYLAW NO. 7984, AMENDMENTS TO  
CONSOLIDATED FEES BYLAW NO. 8636 AND HERITAGE  
PROCEDURES BYLAW NO. 8400**

(File Ref. No. 12-8060-20-8636/8400) (REDMS No. 3667121)

CNCL-133

See Page **CNCL-133** for full report

PLANNING COMMITTEE RECOMMENDATION

- (1) *That Development Application Fees Bylaw No. 8951 be introduced  
and given first, second and third readings;*
- (2) *That Consolidated Fees Bylaw No. 8636, Amendment Bylaw No.  
8959 be introduced and given first, second and third readings; and*
- (3) *That Heritage Procedures Bylaw No. 8400, Amendment Bylaw No.  
8964 be introduced and given first, second and third readings.*



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Consent  
Agenda  
Item

21.    **2012 RIVER ROAD AND NO. 7 ROAD TRAFFIC COUNTS AND APPLICATION BY DAGNEAULT PLANNING CONSULTANTS LTD. FOR REZONING AT 16700 RIVER ROAD FROM AGRICULTURE (AG1) TO INDUSTRIAL STORAGE (IS1)**

(File Ref. No. 12-8060-20-8979, RZ 12-603740) (REDMS No. 3701187)

CNCL-157

See Page CNCL-157 for full report

PLANNING COMMITTEE RECOMMENDATION

- (1)    *That the Interim Action Plan (amended by council in 2008) continue to be endorsed to allow for the consideration of rezoning applications for commercial truck parking, outdoor storage and supporting uses in the 16,000 block of River Road; and*
- (2)    *That Bylaw 8979, for the rezoning of 16700 River Road from “Agriculture (AG1)” to “Industrial Storage (IS1)”, be introduced and given first reading.*



Consent  
Agenda  
Item

22.    **APPLICATION BY INTERFACE ARCHITECTURE INC. FOR REZONING AT 6711, 6771 AND 6791 WILLIAMS ROAD FROM SINGLE DETACHED (RS1/E) TO LOW DENSITY TOWNHOUSES (RTL4)**

(File Ref. No. 12-8060-20-8967, RZ 12-598701) (REDMS No. 3618406)

CNCL-187

See Page CNCL-187 for full report

PLANNING COMMITTEE RECOMMENDATION

*That Bylaw 8967, for the rezoning of 6711, 6771 and 6791 Williams Road from “Single Detached (RS1/E)” to “Low Density Townhouses (RTL4)”, be introduced and given first reading.*



Consent  
Agenda  
Item

23.    **APPLICATION BY RONALD HERMAN, ANITA HERMAN AND TAMMIA BOWDEN FOR REZONING AT 10251 BIRD ROAD FROM SINGLE DETACHED (RS1/E) TO SINGLE DETACHED (RS2/B)**

(File Ref. No. 12-8060-20-8970, RZ 12-615299) (REDMS No. 3696232)

CNCL-217

See Page CNCL-217 for full report

PLANNING COMMITTEE RECOMMENDATION

*That Bylaw 8970, for the rezoning of 10251 Bird Road from “Single Detached (RS1/E)” to “Single Detached (RS2/B)”, be introduced and given first reading.*



Consent  
Agenda  
Item

24. **APPLICATION BY YAMAMOTO ARCHITECTURE INC. FOR REZONING AT 9431, 9451, 9471 AND 9491 WILLIAMS ROAD FROM SINGLE DETACHED (RS1/E) TO MEDIUM DENSITY TOWNHOUSES (RTM2)**

(File Ref. No. 12-8060-20-8972, RZ 11-586280) (REDMS No. 3702424)

CNCL-233

See Page **CNCL-233** for full report

PLANNING COMMITTEE RECOMMENDATION

*That Bylaw 8972, for the rezoning of 9431, 9451, 9471 and 9491 Williams Road from “Single Detached (RS1/E)” to “Medium Density Townhouses (RTM2)”, be introduced and given first reading.*



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CONSIDERATION OF MATTERS REMOVED FROM THE  
CONSENT AGENDA

\*\*\*\*\*

NON-CONSENT AGENDA ITEMS

FINANCE COMMITTEE

Mayor Malcolm D. Brodie, Chair

25. **2013 ONE TIME EXPENDITURES**

(File Ref. No.) (REDMS No. 3691391)

CNCL-253

See Page **CNCL-253** for full report

FINANCE COMMITTEE RECOMMENDATION

Opposed: Cllr. Au

*That:*

- (1) *the committee establishes a Rate Stabilization Account with a \$3.2M transfer from the salary provision account;*
- (2) *the recommended One-time Expenditures in the amount of \$1.75M, as outlined in the staff report titled 2013 One Time Expenditures dated November 16, 2012 from the Director, Finance, be approved;*
- (3) *the One-time Expenditures be included in the City's Five Year Financial Plan (2013-2017) Bylaw; and*
- (4) *any future arising operating budget surplus be transferred into the Rate Stabilization Account.*



**PARKS, RECREATION AND CULTURAL SERVICES  
COMMITTEE**

Councillor Harold Steves, Chair

**26. RAILWAY CORRIDOR GREENWAY – PHASE 1 IMPLEMENTATION  
PLAN**

(File Ref. No. 06-2400-20-RAIL1) (REDMS No. 3699055 v.2)

**CNCL-261**

See Page **CNCL-261** for full report

**PARKS, RECREATION AND CULTURAL SERVICES COMMITTEE  
RECOMMENDATION**

Opposed to Part 1: Cllr. McNulty and Cllr. Steves

- (1) *That the Phase 1 Implementation Plan as described in the staff report titled Railway Corridor Greenway – Phase 1 Implementation Plan dated November 6, 2012 from the Senior Manager, Parks, be approved; and*
- (2) *That the property owners that are encroaching on the City's property along the Railway Corridor Greenway be notified of their encroachment and be asked to remove any structures on the City's property by a date as identified by staff.*



## PUBLIC ANNOUNCEMENTS AND EVENTS

## NEW BUSINESS

## BYLAWS FOR ADOPTION

**CNCL-295** Solid Waste & Recycling Regulation Bylaw No. 6803, Amendment **Bylaw No. 8976**  
Opposed at 1<sup>st</sup>/2<sup>nd</sup>/3<sup>rd</sup> Readings – None.

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**CNCL-303** Drainage, Dyke and Sanitary Sewer System Bylaw No. 7551, Amendment **Bylaw No. 8977**  
Opposed at 1<sup>st</sup>/2<sup>nd</sup>/3<sup>rd</sup> Readings – None.

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**CNCL-307** Waterworks and Water Rates Bylaw No. 5637, Amendment **Bylaw No. 8978**  
Opposed at 1<sup>st</sup>/2<sup>nd</sup>/3<sup>rd</sup> Readings – None.

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## ADJOURNMENT

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**Special Council Meeting  
Monday, November 26, 2012**

Time: 4:00 p.m.

Place: Anderson Room  
Richmond City Hall

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

Corporate Officer – David Weber

Call to Order: Mayor Brodie called the meeting to order at 4:04 p.m. and recessed as the property owner was not present.

The meeting reconvened at 4:12 p.m., following the Closed Council meeting, with all members of Council present.

**RES NO. ITEM**

**LAW AND COMMUNITY SAFETY DEPARTMENT**

1. **SITE CLEAN UP OF AN UNSIGHTLY PROPERTY - CIVIC ADDRESS: 4640 CARTER DRIVE, RICHMOND BC, LEGAL DESCRIPTION: LOT 136 SECTION 35 BLOCK 5 NORTH RANGE 6 WEST NEW WESTMINSTER DISTRICT PLAN 87318**  
(File Ref. No.: 12-8075-20) (REDMS No. 3656599, 3656647, 3574061)

Wayne Mercer, Manager, Community Bylaws, circulated a new set of photos of the property at 4640 Carter Drive taken on Monday, November 26, 2012 and provided a brief description of said photos (Schedule 1).



**Special Council Meeting**  
**Monday, November 26, 2012**

RES NO.    ITEM

In response to a query, Joe Erceg, General Manager, Planning and Development, advised that Building Approvals staff had given two notices to remove the structures as the house on the subject property is built on maximum density and additional structures are not allowed. Also, he stated that the matter could be taken to court and that as a matter of administrative procedure, the next step would be to prepare a report for the court.

In response to a query, Mr. Mercer mentioned that the City contractor, Walden Disposal Services, does not want its crew to go inside the property due to safety concerns. He stated that the contractor is concerned that the only thing holding up the structure are the materials underneath it and the first step is to remove the materials in order to see what remains of the structure.

In response to queries, John McGowan, Fire Chief, Richmond Fire-Rescue (RFR), and Kim Howell, Deputy Fire Chief, provided the following information:

- RFR staff have been to the property five times this year with different inspection teams and worked with the owner and are seeing small changes but nothing to the magnitude that they would like to see;
- there is considerable amount of combustibles inside the property;
- under the Fire Protection and Safety Bylaw, RFR can write an order to remove fire hazards such as the combustible materials found on the subject property;
- RFR has the ability to charge people under the Fire Bylaw but has not yet exercised this option with regard to the subject property; and
- there have been a number of coordinated inspections by Community Bylaws and RFR staff.

Morton Tsai, the property owner's father and the current resident, accompanied by his daughter Annie Tsai acting as his interpreter, provided background information regarding the actions he had taken to comply with the City's requirements and mentioned the circumstances which led to the accumulation of materials in the subject property.



**Special Council Meeting  
Monday, November 26, 2012**

RES NO.    ITEM

Mr. Tsai stated that compared to a month ago, a lot of debris and materials have been removed from the property and that the structures will also be removed but he needs more time as he is working on it by himself. He mentioned that during his earlier discussions with City staff, he did not fully understand the issues involved and although he is unsure of what is going on at the moment, he has been trying to remove a lot of material from the property and comply with City requirements.

With regard to the accumulation of materials in the property, Mr. Tsai pointed out that he had furniture from Taiwan when they came to Canada and that he also purchased a few additional pieces of furniture. He also mentioned that some of the materials on the subject property came from his former property in Chilliwack. He noted that some of the furniture is still in good condition but he listened to the City and removed them from his property even though it was hard for him to do so.

Mr. Tsai expressed his disappointment of not being able to do what he wants in his property despite the fact that he is living in a free country. He also stated that if the City will require him to remove more materials from his property, it would be really difficult for him as he considers them still useful.

With regard to the structure that he built around the house, Mr. Tsai indicated that he considers it not really a structure but a trellis that is intended for growing grape vines; however, he will try to remove it.

Mr. Tsai proceeded to provide further information regarding the materials and structure in the property as seen in the recent photos taken by City staff but the Chair called his attention to address the issue before Council which is about the unsightly premises and structure.

In response to a query whether he is cleaning up the property, Mr. Tsai stated that he is always cleaning up and improvements can be seen each time City staff visit the property.

In response to a query whether he understands that there are fire safety issues that need to be addressed, Mr. Tsai stated that when an inspector came and pointed out the various fire hazards in the property, he told the inspector that he has been living in the property for twenty-two years and believes that there are no fire hazard issues in the property as he uses electricity and fire carefully and would not cause any fire.

3.



**Special Council Meeting**  
**Monday, November 26, 2012**

RES NO.    ITEM

In response to further queries, Mr. Tsai advised the following:

- he has taken some measures to address the fire hazard issue by removing materials that are considered fire hazards and not using the fireplace;
- he is going to remove the tarps and plastic on the trellises and does not need assistance;
- he believes that he can do all the necessary work to comply with the City's requirements but he needs more time; and
- he will find storage for the materials to be removed.

The Chair raised the possibility of Council immediately giving the order to remove the materials in the property but also providing the owner additional time to comply without prejudice to the independent actions being pursued by Building Approvals and Richmond Fire-Rescue regarding the enforcement of applicable regulatory bylaws.

SP12/8-1

It was moved and seconded

- (1) *That Walden Disposal Services, as contractor for the City, be authorized by Council under section 17(1) of the Community Charter, to remove all discarded materials accumulated at 4640 Carter Drive in accordance with the "Order to Comply" of July 9, 2012 issued under the Unsightly Premises Regulation Bylaw No. 7162; and*
- (2) *That the final cost of this remediation, estimated at \$11,088.00 (including fees and taxes), be invoiced to Sam Sheng Fu Tsai, the registered owner of the property located at 4640 Carter Drive.*

The question on Resolution SP12/8-1 was not called as a discussion ensued, during which comments were made by some Council members supporting the suggestion to give the property owner one more month to clean up his property. Various comments were also made by Council members regarding the need for immediate enforcement due to lack of action on the part of the owner to comply with the regulatory bylaws; the importance of clarifying to the owner what should be removed in the property in view of the confusion regarding the definition of structure; and the necessity and urgency of cleaning the unsightly premises and removing the illegal structures which pose unsightly and safety concerns.



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RES NO.    ITEM

In response to queries, Joe Erceg, General Manager, Planning and Development, and Phyllis Carlyle, General Manager, Law and Community Safety, provided the following information:

- there is no need for direction from Council for staff to pursue court action but staff cannot give a definite date for such action;
- a structure is a construction of any type and any of the structures along the building must be removed;
- a court would first look at the actions taken by the City to resolve the issue and then entertain any prosecution that staff pursues; and
- the structural issue might resolve itself once Council orders the items removed from the property.

Further discussion ensued and a clarification was made regarding the need for up-to-date materials to be submitted to the court and the effect of the extension of the period of compliance to the order. Comments were also made by Council members regarding the necessity of providing translation services to the owner; the need for staff to emphasize the deadline for compliance; and the importance of explaining to the owner the separate processes that are happening in view of the complexity of the case.

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

SP12/8-2

It was moved and seconded

***That the main motion be amended by adding the following words:***

***“effective January 15, 2013”***

The question on Resolution SP12/8-2 was then called and it was **CARRIED**.

The question on Resolution SP12/8-1 as amended, which reads as follows:

- (1) *That Walden Disposal Services, , as contractor for the City, be authorized by Council under section 17(1) of the Community Charter, to remove, effective January 15, 2013, all discarded materials accumulated at 4640 Carter Drive in accordance with the “Order to Comply” of July 9, 2012 issued under the Unsightly Premises Regulation Bylaw No. 7162; and*



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RES NO.    ITEM

- (2) *That the final cost of this remediation, estimated at \$11,088.00 (including fees and taxes), be invoiced to Sam Sheng Fu Tsai, the registered owner of the property located at 4640 Carter Drive.*

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

The Chair explained that the action taken by Council is to make an order that the unsightly premises must be cleaned up by January 15, 2013 and that staff will continue to look into violations of the City's regulatory bylaws relating to illegal structures and fire hazards and take appropriate actions. The Chair also stated for clarity that if by January 15, 2013, the property owner has not cleaned up the property, the City contractor will come in and remove all the unsightly materials on the property, with the property owner shouldering the cost including fees and taxes.

In response to the request of the delegation for the City to clarify its requirements and standards in order to comply with the order and applicable regulatory bylaws, the Chair advised that the three issues which need to be addressed by the owner are the illegal structures, the fire hazards within the property, and the unsightly premises. Also, the Chair pointed out the need for prompt action on the part of the owner as the January 15, 2013 deadline does not apply to and will not affect the separate actions that Building Approvals and Richmond Fire-Rescue are pursuing. In this regard, the Chair advised the delegation to immediately consult with City staff.

In view of the fact that the registered owner of the subject property was not present, staff was directed to send a letter informing him of the action taken by Council with a copy to be furnished to the mortgage company.

**ADJOURNMENT**

SP12/8-3

It was moved and seconded  
*That the meeting adjourn (5:36 p.m.).*

**CARRIED**



**Special Council Meeting**  
**Monday, November 26, 2012**

RES NO.    ITEM

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 26, 2012.

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Mayor (Malcolm D. Brodie)

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David Weber (Corporate Officer)



Schedule 1 to the Minutes of the  
Special Council Meeting held on  
Monday, November 26, 2012.

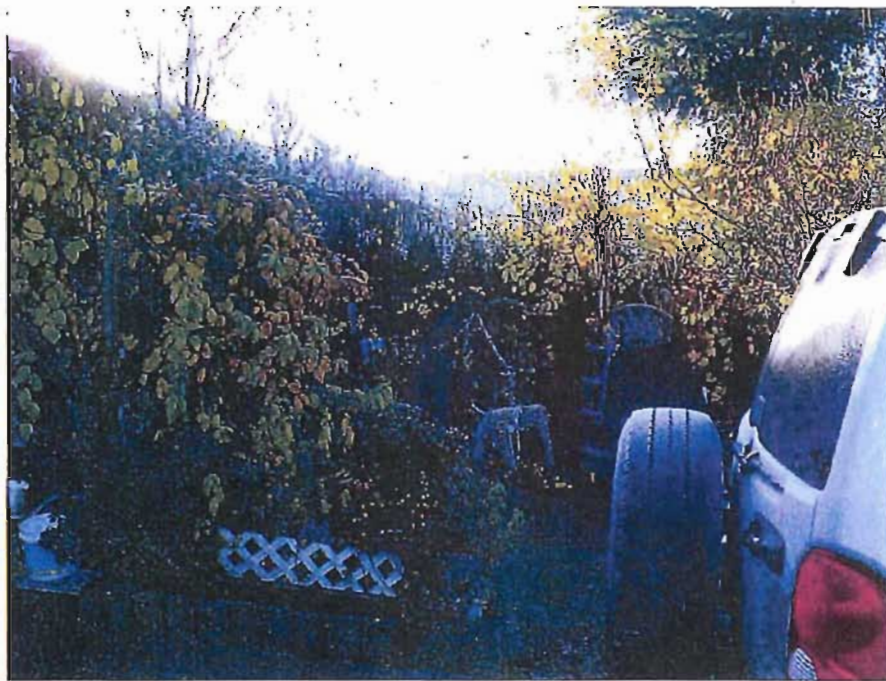
①



4640 Carter Drive – November 26, 2012 – Photos taken by Tracy Christopherson

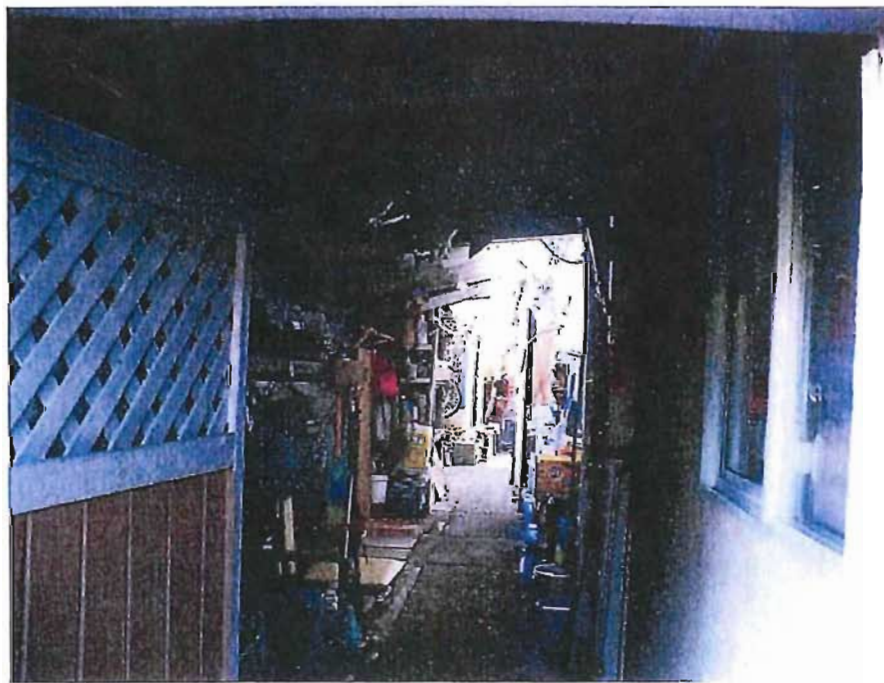
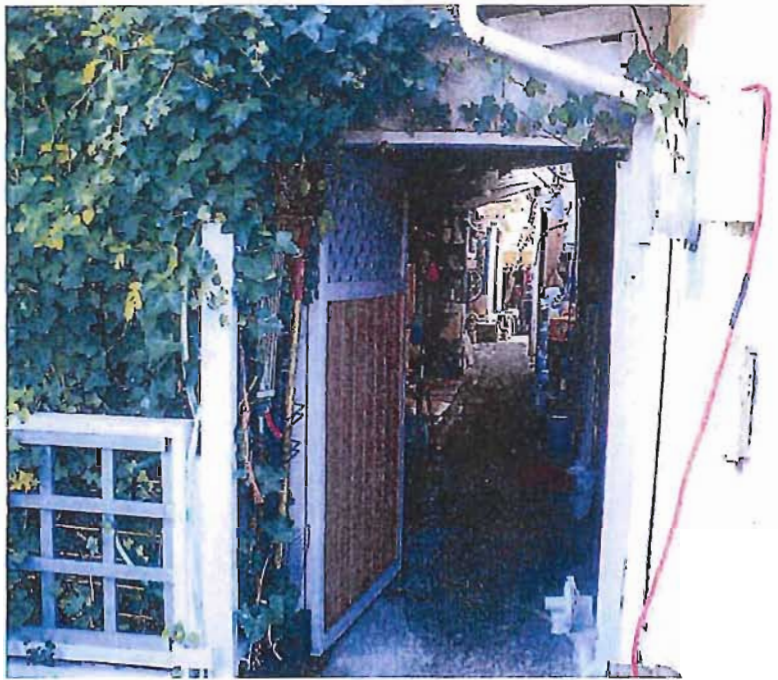


②



Above photo of the front yard  
4640 Carter Dr – November 26, 2012 – Photos taken by Tracy Christopherson

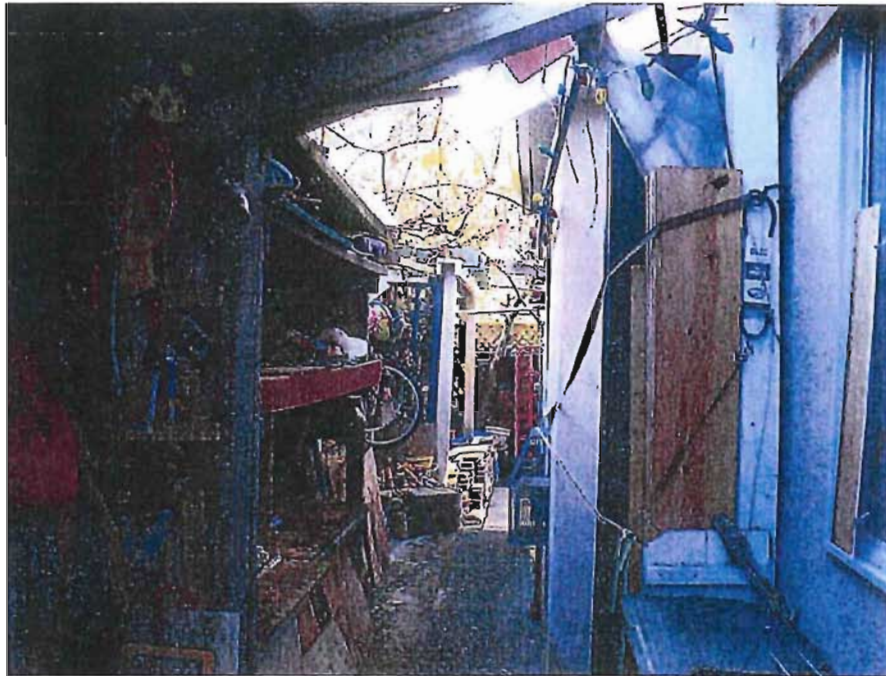
3



Above photo north side of property  
4640 Carter Dr – November 26, 2012 – Photos taken Tracy Christopherson



4



Above photo is still walkway in from the north side of the property



Backyard looking towards neighbours house in the back  
4640 Carter Dr – November 26, 2012 – Photos taken by Tracy Christopherson

⑤



Above photo standing at the north side looking south. Back of the property



This is just turned right from the previous photo looking in the direction of the house.  
4640 Carter Dr – November 26, 2012 – Photos taken by Tracy Christopherson



⑥



Top of the structure in the backyard, this is what the neighbours see.



Standing at the back of the property looking towards the house  
4640 Carter Dr – November 26, 2012 – Photos taken Tracy Christopherson

⑦



Both photos are from the back of the property looking at the house  
4640 Carter Dr – November 26, 2012 – Photos taken by Tracy Christopherson

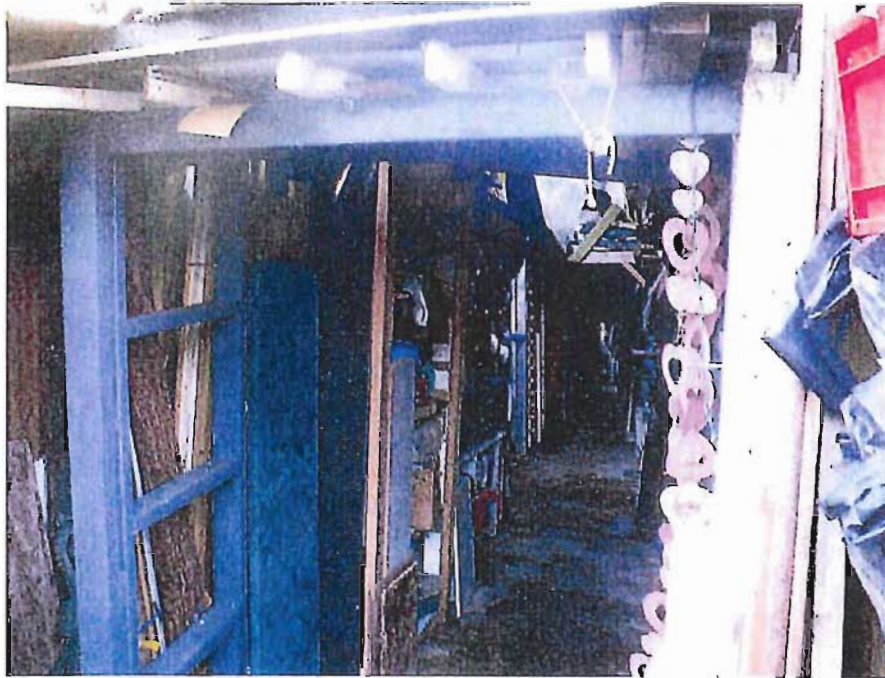


8



Above photo looking at the neighbours property to the east  
4640 Carter Dr – November 26, 2012 – Photos taken by Tracy Christopherson

9



Above photos show a structure along the whole south side of the property, leaning against the neighbours' fence.

4640 Carter Dr – November 26, 2012 – Photos taken by Tracy Christopherson



10



South side of property looking at neighbouring house  
4640 Carter Dr – November 26, 2012 – Photos taken by Tracy Christopherson



Photos from neighbouring house looking onto 4640 Carter Drive, from her child's bedroom.



12



Photos from neighbouring house looking onto 4640 Carter Drive, from her child's bedroom.



13



Photos from neighbouring house looking onto 4640 Carter Drive, from her child's bedroom.

14



Photo from a neighbouring house looking out of their dining room looking 4640 Carter Drive at the structure along the fence line.





**For Metro Vancouver meetings on Friday, November 30, 2012.**

*Please note these are not the official minutes. Board in Brief is an informal summary. Material relating to any of the following items is available on request from Metro Vancouver.*

*For more information, please contact either:*

*Bill Morrell, 604-451-6107, [Bill.Morrell@metrovanancouver.org](mailto:Bill.Morrell@metrovanancouver.org) or*

*Glenn Bohn, 604-451-6697, [Glenn.Bohn@metrovanancouver.org](mailto:Glenn.Bohn@metrovanancouver.org)*

**Greater Vancouver Regional District****Federation of Canadian Municipalities (FCM) 2013 Conference and Tradeshow: Metro Vancouver Sponsorship****Approved**

The Board approved a proposal that Metro Vancouver work with the City of Vancouver and the Federation of Canadian Municipalities to host the 2013 FCM Conference and Tradeshow in Vancouver, from May 31 to June 3, 2013. The FCM Conference is the largest gathering of senior municipal officials from across Canada, attracting a relevant and influential local government audience numbering in excess of 3,000 delegates.

The Board authorized a \$100,000 sponsorship agreement with the City of Vancouver to work in collaboration to host the 2013 Federation of Canadian Municipalities (FCM) Annual Conference and Tradeshow.

It also directed staff to develop a policy for Metro Vancouver to fund or support municipally hosted events that have a regional benefit and report back to the Intergovernmental and Administration Committee.

**Board and Committee Remuneration Bylaw****Approved**

Board and committee remuneration is based on the Board chair's salary, which is 75% of the median of GVRD mayors' salaries. Under a bylaw change approved by the Board, the median of the mayors' gross salaries will be determined every three years instead of annually. The 12-month Vancouver Consumer Price Index for the immediately preceding calendar year will be applied annually for each intervening year in the cycle.

The Board directed staff to bring forward an amending bylaw that reflects this change and others proposed in sections 2 a) and 2 c) of the report dated November 5, 2012, titled Board and Committee Remuneration Bylaw.

**Attendance at the Federation of Canadian Municipalities (FCM) 2013 Sustainable Communities Conference and Trade Show****Approved**

The Board authorized Chair Greg Moore and Director Malcolm Brodie to attend the Federation of Canadian Municipalities Sustainable Communities Conference and Trade Show, taking place in Windsor, Ontario February 13-15, 2013. The total estimated cost is about \$11,579.

**Report of the Expert Panel on B.C.'s Tax Competitiveness****Approved**

The B.C. government appointed an Expert Panel on Tax to provide analysis and recommendations on business tax competitiveness and administrative improvements to streamline the reinstatement of the Provincial Sales Tax.

Based on its review of the independent research, the Panel observed that, in general, municipal taxes on business are not a primary influence on B.C.'s overall competitive position. The exception is for firms that experiencing low returns or operating at a loss.

The Board directed staff to share the Report of the Expert Panel on B.C.'s Tax Competitiveness, dated October 26, 2012, with member municipalities.

**Additional Information on the Federal Gas Tax Agreement****Approved**

The Board approved a resolution to send a letter to and seek a meeting with the B.C. Minister of Community, Sport and Cultural Development and the Union of British Columbia Municipalities. The letter will underline the importance of having Metro Vancouver at the table to discuss, review, and evaluate proposals to renew the Federal Gas Tax Agreement so that future programs fit the priority needs of local governments in metropolitan Vancouver and established Board objectives, including the Integrated Air Quality and Greenhouse Gas Management Plan and the Regional Growth Strategy.

The Board also asked staff to refer a report, dated November 16, 2012, titled Additional Information on the Federal Gas Tax Agreement, to the Transportation Committee once it is formed.

**What Works: Affordable Housing Initiatives in Metro Vancouver Municipalities****Approved**

The lack of affordable housing is a pressing regional issue. The "What Works" report:

- summarizes what we know about which municipal measures are most effective in facilitating affordable housing and for what housing type;
- highlights 12 examples of how these municipal measures have been used in housing projects and programs in Metro Vancouver and elsewhere, describes lessons learned in implementing these measures.

The Board adopted the "What Works" report, dated November 14, 2012, as a guideline report for the Regional Growth Strategy and directed staff to forward it to all municipalities.

**Policy to End Youth Homelessness****Approved**

According to the 2011 Metro Vancouver Homeless Count, 24 per cent or nearly 400 people were unaccompanied youth. The Board endorsed the Canadian Housing and Renewal Association's 'Policy to End Youth Homelessness' and send a letter from the Board Chair to the federal Minister responsible for Homelessness.



**Impact of the 2011 Federal Census Population on Number of Directors and Voting Strength on the Board****Received**

The number of votes and director representation on the board is established by population of the municipalities, the electoral area, and Tsawwassen First Nation. Based on the results of the 2011 national census, Metro Vancouver will increase in the number of directors from 36 to 40 and increase the number of votes, from 124 to 136, as follows:

Burnaby - Increase from 11 votes to 12 votes  
Coquitlam - Increase from 6 votes to 7 votes  
Langley Township - Increase from 5 votes to 6 votes; increase from 1 director to 2 directors  
New Westminster - Increase from 3 votes to 4 votes  
Richmond - Increase from 9 votes to 10 votes  
Surrey - Increase from 20 votes to 24 votes; increase from 4 directors to 5 directors  
Vancouver - Increase from 29 votes to 31 votes; increase from 6 directors to 7 directors

**Greater Vancouver Regional District E-Comm Members' Agreement Authorization Bylaw No. 1181, 2012****Approved**

E-Comm 9-1-1 is the emergency communications centre for southwest British Columbia. A bylaw enables the GVRD to enter into a members' agreement, which, together with the acquisition of a Class B Share of E-Comm, will enable GVRD to become a member of E-Comm.

**Repeal of the Mosquito Control Administration and Coordination Service Establishment bylaw****Approved**

The Regional Administrative Advisory Committee recommended Metro Vancouver discontinue its West Nile Virus service because,

- provincial funding has been discontinued;
- the geographic distribution of WNV risks across the region is uneven;
- sub-regional responsibilities for risk assessment rest with two health authorities;
- directions issued to municipalities about WNV should rest with health authorities rather than with Metro Vancouver; and,
- Metro Vancouver would continue to control nuisance mosquito on its own lands.

The Board approved a resolution to:

- a) discontinue the mosquito control administration and coordination (West Nile virus) service to the region;
- b) request that the Fraser Health Authority and Vancouver Coastal Health Authorities communicate directly with municipalities within their jurisdictions about West Nile virus risks and actions as necessary;
- c) adopt the Greater Vancouver Regional District Mosquito Control Administration and Coordination Service Repealing Bylaw No. 1179, 2012.

**Updated Bank Signing Officers – GVRD Bylaw No. 1180, 2012****Approved**

A bylaw update removed CIBC as the GVRD banker for the VISA credit card facility, because this service is now handled under a separate contractual arrangement.

**Spring MFA Borrowing for City of Port Moody – GVRD Security  
Issuing Bylaw No. 1178, 2012****Approved**

The Board agreed to a request for \$3 million in financing from the City of Port Moody.

**Greater Vancouver Regional District Labour Relations  
Service Bylaw No. 1182, 2012****Approved**

The Board approved a servicing bylaw that provides for the provision of labour relations services to participating members. The bylaw will be forwarded to participating areas for consent to the terms and conditions of withdrawal. Pursuant to section 3.1 of the GVRD Labour Relations Service and Conversion Bylaw, the date that the Board finally adopts Bylaw No. 1182 will be extended to March 31, 2013.

**Lower Mainland Regional Coordination of Emergency  
Preparedness****Deferred**

The Board deferred the following motion:

WHEREAS being prepared for a major regional emergency, is of the utmost importance to all governments and residents of the Lower Mainland, AND WHEREAS each city and municipality have their individual emergency plans and corresponding emergency service workers,

AND WHEREAS if a large major regional disaster struck all cities simultaneously, there would be little co-ordination of command structure to efficiently analyze, prioritize and organize the necessary leadership to cover the entire Lower Mainland Region.

THEREFORE BE IT RESOLVED that the subject of Lower Mainland Regional Coordination of emergency preparedness be referred to the Mayors Committee for discussion to ascertain our collective strengths and weaknesses should such a major regional disaster event come to pass.

**Greater Vancouver Water District****Tap Water and Conservation Campaign: Water Wagon Report and  
Lawn Sprinkling Communications****Received**

Metro Vancouver's Tap Water Campaign uses a "water wagon" at outdoor summer events and festivals to engage and educate residents about high quality tap water and the need for water conservation. Last summer, members of the tap water team spoke to more than 3,000 people and used the water wagon to serve more than 8,500 people at events.

**Joint Water Use Plan for the Capilano and Seymour Watersheds:  
Engagement and Consultation Program Results****Received**

In 2010, Metro Vancouver began an engagement and consultation program to develop a Joint Water Use Plan for the Capilano and Seymour Watersheds. The process explored whether and

how hydropower generation from the existing reservoirs can be accommodated within Metro Vancouver's commitment to supply clean, safe drinking water, protecting fish habitat, and adapting to climate change.

**Adoption of the Joint Water Use Plan for the Capilano and Seymour Watersheds** **Approved**

The Board adopted the Joint Water Use Plan for the Capilano and Seymour Watersheds dated October 2012 and direct staff to submit the Plan along with water licence applications for the proposed Capilano and Seymour Hydropower projects to the Provincial Comptroller of Water Rights. The supply of high-quality drinking water remains the first priority of a new water use plan for the Capilano and Seymour Watersheds, but Metro Vancouver also proposes to generate electricity from water that spills over dams during the rain-drenched months of the year.

**Seymour-Capilano Filtration Project – Project Status** **Received**

Break Head Tank and Energy Recovery Facility to recover energy from the treated water tunnel is 75 per cent complete. Remaining work on the Energy Recovery Facility includes turbine installation and electrical connections. Projected substantial completion for the Energy Recovery Facility is Spring, 2013.

The Twin Tunnels project is 85 per cent complete. Projected completion of tunnel piping is the end of 2013. Installation of surface piping to connect the tunnels to the existing transmission system at Capilano and Seymour is scheduled for early 2014.

The projected final cost of the Seymour-Capilano Filtration Project is \$817,596,000.

**Updated Bank Signing Officers – GVWD Bylaw No. 245, 2012** **Approved**

The general structure of the signing officers' authority for cheques and bank documents is one signer from the Finance department, together with someone from outside the Finance department at the manager level, or higher. The Board approved a bylaw that replaces a 1989 signing officers bylaw.

## **Greater Vancouver Sewerage and Drainage District**

**Amendment – Fraser Sewerage Area Boundary – Hawthorne Grove Park in the Corporation of Delta** **Approved**

The Board approved the expansion of the Fraser Sewerage Area to include the property located at 4026 Arthur Drive in Delta.

**Amendment – Fraser Sewerage Area Boundary – Augustinian Monastery in the Corporation of Delta** **Approved**

The Board approved the expansion of the Fraser Sewerage Area to include the property located at 3890 Arthur Drive in Delta.

## **Amendment – Fraser Sewerage Area Boundary – Delta Works Yard in the Corporation of Delta**

**Approved**

The Board approved the expansion of the Fraser Sewerage Area to include the property located at 5404 64<sup>th</sup> Street in Delta – the Delta Engineering Works Yard.

## **Corporation of Delta Request to Extend Regional Sewer Service – Millennium Pacific Greenhouses at 3760 Arthur Drive**

**Approved**

The Board approved the expansion of the Fraser Sewerage Area at 3760 Arthur Drive in Delta to include the building footprint of the proposed temporary farm worker housing for the duration that the temporary structures are in place, and the building footprint only for the existing greenhouse buildings (based on domestic wastewater flows only).

## **Lions Gate Secondary Wastewater Treatment Plant – Project Update**

**Received**

The technical work for the Lions Gate Secondary Treatment Plant is now underway. Integrative Design Workshop No. 2 engaged the technical team in a review of discussion papers addressing the approaches for each of the project objectives with long-lists developed for each objective. Work will proceed to assessment and screening leading to Workshop 3 where the first lists of build scenarios will be developed.

A strategy has been developed to assist with the securing of funding for the design and construction phase, with a focus on work with FCM and others related to a new Long-term Infrastructure Plan as announced by the federal government in late 2011.

A staff report also provides an update on the engagement and consultation activities completed to date for the Project Definition Phase of the LGSWWTP project. Meetings and workshops will continue in October and November with the Lions Gate Public Advisory Committee, the Community Resource Forum and members of the local community.

## **Zero Waste Challenge: Organics & Christmas 2012 Waste Reduction Campaigns**

**Received**

Two advertising and social media campaigns are being launched in the fourth quarter in support of the Zero Waste Challenge.

A television-focused campaign will run during the first two weeks of November with the objective of building awareness of the ability of residents to place their food scraps in their yard waste bin, and to avoid contamination from items such as plastic bags.

A waste reduction Christmas advertising and social media campaign will run on television, transit, local newspapers and online. The campaign will build on the successful approach used in 2011, with additional characters, but the same look and feel.

Both campaigns support the waste reduction objectives of Metro Vancouver and Member Municipalities. All materials will be shared with municipalities.



## **Waste Flow Management: Engagement and Consultation Program Update**

**Approved**

Under the British Columbia *Environmental Management Act*, Metro Vancouver is delegated the authority to manage municipal solid waste and recyclable material. Metro Vancouver has set a target of 70% diversion from disposal by 2015 and 80% by 2020.

Multi-family and commercial (IC&I) waste makes up about 60% of the waste processed at Regional Facilities (Metro Vancouver and City of Vancouver facilities). Commencing in 2011, some commercial haulers started bypassing Regional Facilities and delivering multi-family and IC&I waste to facilities outside of Metro Vancouver. By-passing the Regional Facilities allows the commercial haulers to:

- Avoid disposal bans and prohibitions in effect at Regional Facilities, which are designed to encourage diversion and recycling,
- Avoid paying their fair share of the costs to maintain a reliable regional waste management system designed and available for everyone in the long term, and
- Create an uneven playing field compared to haulers using Regional Facilities.

On September 21, 2012, the Board directed staff to initiate consultation on waste flow management options for Metro Vancouver, including staff's preferred approach. Staff will engage and consult with potentially impacted stakeholders until the end of February 2013, then report back to the Board in early 2013.

## **GVS&DD Sewer Use Amending Bylaw 276, 2012**

**Approved**

Bylaw amendments include corrections to an error in GVS&DD Sewer Use Amending Bylaw No. 273, 2012 as well as clarification of the appointment of officers and the sewage control manager.





## Finance Committee

Date: Monday, December 3, 2012

Place: Anderson Room  
Richmond City Hall

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

Absent: Councillor Linda Barnes

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

## MINUTES

It was moved and seconded

*That the minutes of the meeting of the Finance Committee held on Monday, November 5, 2012, be adopted as circulated.*

**CARRIED**

## FINANCE AND CORPORATE SERVICES DEPARTMENT

1. **3<sup>RD</sup> QUARTER 2012 – FINANCIAL INFORMATION FOR THE RICHMOND OLYMPIC OVAL CORPORATION**  
(File Ref. No.) (REDMS No. 3713926)

In reply to queries from Committee, John Mills, General Manager, Richmond Olympic Oval, advised that (i) approximately \$15,000 of surplus funds were placed into an Enterprise Fund; (ii) each program offered at the Richmond Olympic Oval is assessed and evaluated annually in an effort to eliminate those that are not cost-effective; and (iii) membership figures are consistent.

**Finance Committee**  
**Monday, December 3, 2012**

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In response to a comment made by Committee, Mr. Mills advised that information related to the status of each program offered at the Richmond Olympic Oval would be provided to Council. Also, Mr. Mills stated that although martial arts programming is not offered at the Richmond Olympic Oval, the Oval will soon become the new home of karate in Canada.

It was moved and seconded

*That the report on Financial Information for the Richmond Olympic Oval Corporation for the third quarter ended September 30, 2012 from the Controller of the Richmond Olympic Oval Corporation be received for information.*

**CARRIED**

2. **FINANCIAL INFORMATION – 3<sup>RD</sup> QUARTER SEPTEMBER 30, 2012**  
(File Ref. No.) (REDMS No. 3654343)

Discussion ensued regarding the rate of office space vacancy in Richmond, and staff was requested to provide a comparison of Richmond's vacancy rate with other Metro Vancouver municipalities.

It was moved and seconded

*That the staff report titled Financial Information – 3<sup>rd</sup> Quarter September 30, 2012 be received for information.*

**CARRIED**

3. **2013 OPERATING BUDGET**  
(File Ref. No.) (REDMS No. 3690906)

4. **2013 ONE TIME EXPENDITURES**  
(File Ref. No.) (REDMS No. 3691391)

Jerry Chong, Director, Finance, highlighted that the proposed 2013 Operating Budget offers the same level of service as provided in 2012, with less than a 1% increase. He stated that the proposed 2013 Operating Budget includes a 1% transfer to reserves for future facilities and community infrastructure demands. Also, Mr. Chong advised that there are two additional level requests for the 2013 Operating Budget: (i) additional transfer to the Fire Vehicle Reserve and (ii) Child Care Coordinator position.

Mr. Chong commented on the City's past practice of allocating the previous year's annual surplus to fund one-time expenditures, noting that the process for 2013 was modified in an effort to ensure one-time expenditure requests were addressed in a timely manner as part of the current budget process. He stated that the Senior Management Team conducted a thorough review of all the requests, and prioritized them based on risk factors.

2.



**Finance Committee**  
**Monday, December 3, 2012**

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In reply to comments made by Committee, staff provided the following information:

- the proposed 2013 Operating Budget was prepared using the principles of Council's Long Term Financial Management Strategy;
- the one-time expenditure request for a Museum Collections Management System would facilitate the creation of a database for the City's museum assets;
- the one-time expenditure request for the Major Events Provision Fund is to replenish the Fund following several approved events that were held; all expenditures from the Fund are brought forward for Council's consideration;
- the City has invested considerably more than anticipated on the various mechanical systems at Watermania; however, the one-time expenditure request for the Watermania retrofit is expected considering the age of the building;
- staff will liaise with the Richmond School District on the proposed improvements to the aging park infrastructure; and
- it is Council's purview to determine whether the funds transferred from the Salary Provision Account to the Rate Stabilization Account are paid back; however, staff are comfortable with the amount in the Salary Provision Account.

Staff was requested to provide Council with information related to the design specifications of Watermania.

It was moved and seconded

***That:***

- (1) the 2013 Operating Budget as presented in the staff report dated October 18, 2012 from Director of Finance be approved;***
- (2) ongoing additional levels for a total of \$400,000 be approved; and***
- (3) the 5 Year Financial Plan (2013-2017) be prepared for presentation to Council incorporating the 2013 Operating Budget.***

**CARRIED**

It was moved and seconded

***That:***

- (1) the committee establishes a Rate Stabilization Account with a \$3.2M transfer from the salary provision account;***

**Finance Committee**  
**Monday, December 3, 2012**

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- (2) *the recommended One-time Expenditures in the amount of \$1.75M, as outlined in the staff report titled 2013 One Time Expenditures dated November 16, 2012 from the Director, Finance, be approved;*
- (3) *the One-time Expenditures be included in the City's Five Year Financial Plan (2013-2017) Bylaw; and*
- (4) *any future arising operating budget surplus be transferred into the Rate Stabilization Account.*

The question on the motion was not called as the following **amendment** was introduced:

It was moved and seconded

*That the motion be amended by adding the following text to Part (2) after \$1.75M: 'plus \$30,000 for the Gateway Theatre Web Site Upgrade.'*

The question on the **amendment** motion was not called as discussion ensued regarding the Gateway Theatre's annual grant as it relates to the allocation of funds for administrative purposes.

The question on the **amendment** motion was then called and it was **DEFEATED** with Mayor Brodie, and Councillors Dang, Halsey-Brandt, Johnston, McNulty, McPhail, and Steves opposed.

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

Staff was given direction to work with the Gateway Theatre to find an alternative way to obtain web site improvements.

## **ADJOURNMENT**

It was moved and seconded

*That the meeting adjourn (4:50 p.m.).*

**CARRIED**

Certified a true and correct copy of the Minutes of the meeting of the Finance Committee of the Council of the City of Richmond held on Monday, December 3, 2012.

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Mayor Malcolm D. Brodie  
Chair

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Hanieh Berg  
Committee Clerk



## General Purposes Committee

Date: Monday, December 3, 2012

Place: Anderson Room  
Richmond City Hall

Present: Mayor Malcolm D. Brodie, Chair  
Councillor Chak Au  
Councillor Derek Dang (entered at 4:56 p.m.)  
Councillor Evelina Halsey-Brandt  
Councillor Ken Johnston  
Councillor Bill McNulty  
Councillor Linda McPhail  
Councillor Harold Steves

Absent: Councillor Linda Barnes

Call to Order: The Chair called the meeting to order at 4:51 p.m.

### MINUTES

It was moved and seconded

*That the minutes of the meeting of the General Purposes Committee held on Monday, November 19, 2012, be adopted as circulated.*

**CARRIED**

### LAW AND COMMUNITY SAFETY DEPARTMENT

1. **RICHMOND SISTER CITY COMMITTEE – 2011 YEAR IN REVIEW**  
(File Ref. No.) (REDMS No. 3651453)

It was moved and seconded

*That the Richmond Sister City Committee 2011 Year In Review, attached to the report dated September 12, 2012 from the Director, Intergovernmental Relations and Protocol Unit, be received for information.*

**CARRIED**

**General Purposes Committee**  
**Monday, December 3, 2012**

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*Councillor Dang entered the meeting (4:56 p.m.).*

**COMMUNITY SERVICES DEPARTMENT**

**2. UBCM AGE-FRIENDLY COMMUNITY PLANNING AND PROJECT GRANT APPLICATION**

(File Ref. No.) (REDMS No. 3708063)

It was moved and seconded

*That an application for a UBCM 2013 Age Friendly Community Planning and Project Grant be endorsed, the purpose of which is to fund the project titled "Kiwanis Towers: Ready, Set, Plan – A Collaborative Stakeholder Process to Support Health Tenancy in a Seniors Affordable Housing Project".*

**CARRIED**

**ENGINEERING AND PUBLIC WORKS DEPARTMENT**

**3. GOVERNANCE & FINANCING – ALEXANDRA DISTRICT ENERGY UTILITY**

(File Ref. No.) (REDMS No. 3442906)

Cecilia Achiam, Interim Director, Sustainability and District Energy, accompanied by John Irving, Director, Engineering, provided background information, noting that Phases I and II of the Alexandra District Energy Utility (ADEU) have been completed.

*Councillor Steves left the meeting (4:59 p.m.) and did not return.*

Ms. Achiam commented on the financial risks associated with the ADEU investment model, noting that the proposed financial model may help mitigate risks. Also, Ms. Achiam stated that the ADEU is self-financing over the long term, with pay back of the total costs by 2017 – 2018. She advised that the proposed business model for the ADEU would result in a 6.5% internal rate of return over a 30 year period.

Also, Ms. Achiam spoke of the need for a dedicated staff person to manage the growing needs of District Energy Utility, noting that the proposed financial model projections indicate that additional revenue from future phases of the ADEU would help offset salary costs.

## General Purposes Committee

### Monday, December 3, 2012

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Mr. Irving stated that staff are recommending the establishment of a wholly City owned corporation named the Lulu Island Energy Company to own and operate the ADEU. He stated that the proposed model has successfully been utilized by other local governments and analysis indicates that it provides the best combination of flexibility, control, risk management, financing and accountability for the ADEU.

In reply to queries from Committee, Ms. Achiam commented on the various benefits of appointing only City staff as members of the proposed Lulu Island Energy Corporation (LIEC) Board. Also, Ms. Achiam spoke of the structure of the ADEU utility rate, noting that Council set the 2012 ADEU rate in May 2012.

In response to comments made by Committee, Mr. Irving stated that it is suggested that the corporation be named Lulu Island Energy Company in an effort to preserve maximum flexibility for future expansion of district energy utilities in the City. Also, Mr. Irving advised that staff would bring back a report detailing the financing and payback options for Council consideration.

It was moved and seconded

***That Council:***

- (1) authorize staff to incorporate a wholly owned local government corporation including:***
  - (a) naming the corporation Lulu Island Energy Company (pending name availability)(LIEC) with the City of Richmond as the sole share holder to own and operate the Alexandra District Energy Utility (ADEU);***
  - (b) authorizing the Chief Administrative Officer and the General Manager, Engineering and Public Works to execute legal agreements and documentation related to the incorporation;***
- (2) authorize staff to explore the merits of external borrowing of up to \$6M to finance phase 3 of the ADEU and report to Council through Committee on the budget impacts to future capital projects;***
- (3) re-classify the District Energy Manager position from Temporary Full Time (TFT) to Regular Full Time (RFT); and***
- (4) approve the creation of a Position Control Complement (PCC) for the District Energy Manager position.***

The question on the motion was not called as in reply to a query from Committee, Mr. Irving advised that staff would report back on financial options protocol.

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

**General Purposes Committee**  
**Monday, December 3, 2012**

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**ADJOURNMENT**

It was moved and seconded

*That the meeting adjourn (5:15 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,  
December 3, 2012.

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Mayor Malcolm D. Brodie  
Chair

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Hanieh Berg  
Committee Clerk



## Parks, Recreation & Cultural Services Committee

Date: Tuesday, November 27, 2012

Place: Anderson Room  
Richmond City Hall

Present: Councillor Harold Steves, Chair  
Councillor Ken Johnston  
Councillor Linda Barnes  
Councillor Evelina Halsey-Brandt  
Councillor Bill McNulty

Also Present: Councillor Chak Au  
Councillor Linda McPhail

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

### MINUTES

It was moved and seconded

*That the minutes of the meeting of the Parks, Recreation and Cultural Services Committee held on Tuesday, October 23, 2012, be adopted as circulated.*

**CARRIED**

### NEXT COMMITTEE MEETING DATE

Tuesday, January 29, 2013, (tentative date) at 4:00 p.m. in the Anderson Room

## **COMMUNITY SERVICES DEPARTMENT**

**1. ALEXANDRA DISTRICT ENERGY UTILITY ENERGY CENTRE  
PUBLIC ART PROJECT**

(File Ref. No. 11-7000-09-20-148) (REDMS No. 3694618 v.2)

Eric Fiss, Public Art Planner, introduced Artist Andrea Sirois, and in reply to queries from Committee, advised that (i) the proposed artwork will include high-resolution pictures that will be printed on adhesive backed vinyl laminate; and (ii) each exterior panel is made of aluminum flashing, as this material is weatherproof and suitable for long term outdoor use.

It was moved and seconded

*That the concept proposal and installation of the Alexandra District Energy Utility Energy Centre Public Art Project by artist Andrea Sirois, as presented in the staff report from the Director, Arts, Culture & Heritage Services dated November 6, 2012, be endorsed.*

**CARRIED**

**2. RAILWAY CORRIDOR GREENWAY – PHASE 1 IMPLEMENTATION  
PLAN**

(File Ref. No. 06-2400-20-RAIL1) (REDMS No. 3699055 v.2)

In reply to queries from Committee, Mike Redpath, Senior Manager, Parks, accompanied by Yvonne Stich, Park Planner, provided the following information:

- the public consultation process has indicated that the public would like to see the Railway Corridor Greenway be utilized for a recreational trail and/or off-street cycling;
- staff have been advised that the proposed trail surface (asphalt) will preserve the existing rail bed and will not negatively impact the potential to accommodate a tram line in the future;
- throughout the public consultation process, staff did not specifically suggest that the rail bed along Railway Avenue be utilized for rail purposes; and
- studies indicate that it is more critical to separate a trail by direction than by use; therefore, it is proposed that the trail be a multi-use, two-way trail.

Discussion ensued regarding the future use of the Railway Corridor Greenway as a transportation corridor for an interurban tram or for light rail transit. Also, concerns were expressed regarding the correct use of the proposed trail as it was believed that some users may dominate the trail. It was suggested that the proposed trail be patrolled to ensure compliance.

2.



**Parks, Recreation & Cultural Services Committee**  
**Tuesday, November 27, 2012**

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It was moved and seconded

*That the Phase 1 Implementation Plan as described in the staff report titled Railway Corridor Greenway – Phase 1 Implementation Plan dated November 6, 2012 from the Senior Manager, Parks, be approved.*

The question on the motion was not called as members of Committee expressed their support for the proposed trail's layout as presented in Option 1.

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

**3. MANAGER'S REPORT**

**(i) 2012 Communities Fall Conference**

Elizabeth Ayers, Manager, Community Recreation Services, commented on the 2012 Community Fall Conference, noting that the conference was well attended.

Discussion ensued regarding community awareness of the conference and it was suggested that marketing be spotlighted at a future conference.

**(ii) Boulevard Displays**

The Parks division was recognized for their creative driftwood displays throughout the City's boulevards.

**(iii) Railway Corridor Greenway**

In reply to a query from the Chair, Mr. Redpath advised that there are currently 27 properties that have encroached onto the City's property along Railway Avenue.

It was moved and seconded

*That the property owners that are encroaching on the City's property along the Railway Corridor Greenway be notified of their encroachment and be asked to remove any structures on the City's property by a date as identified by staff.*

**CARRIED**

**ADJOURNMENT**

It was moved and seconded

*That the meeting adjourn (4:46 p.m.).*

**CARRIED**

**Parks, Recreation & Cultural Services Committee**  
**Tuesday, November 27, 2012**

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Certified a true and correct copy of the Minutes of the meeting of the Parks, Recreation & Cultural Services Committee of the Council of the City of Richmond held on Tuesday, November 27, 2012.

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Councillor Harold Steves  
Chair

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Hanieh Berg  
Committee Clerk



## Planning Committee

Date: Tuesday, December 4, 2012

Place: Anderson Room  
Richmond City Hall

Present: Councillor Bill McNulty, Chair  
Councillor Evelina Halsey-Brandt  
Councillor Chak Au  
Councillor Harold Steves

Absent: Councillor Linda Barnes

Also Present: Councillor Linda McPhail

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

### MINUTES

In response to a query from Committee, Joe Erceg, General Manager, Planning and Development, accompanied by Wayne Craig, Director of Development, advised there is, currently, one rezoning application in process which includes the provisions of a drive-through. The referral, made at the November 20, 2012 Planning Committee meeting, in relation to zones that permit drive-through uses and how this provision relates to the City's anti-idling initiatives and other environmental initiatives would be brought forward in 2013, in conjunction with the current application in process.

It was moved and seconded

*That the minutes of the meeting of the Planning Committee held on Tuesday, November 20, 2012, be adopted as circulated.*

**CARRIED**

**Planning Committee**  
**Tuesday, December 4, 2012**

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**NEXT COMMITTEE MEETING DATE**

Tuesday, December 18, 2012, (tentative date) at 4:00 p.m. in the Anderson Room

**PLANNING & DEVELOPMENT DEPARTMENT**

1. **REPEAL AND REPLACEMENT OF DEVELOPMENT APPLICATION FEES BYLAW NO. 7984, AMENDMENTS TO CONSOLIDATED FEES BYLAW NO. 8636 AND HERITAGE PROCEDURES BYLAW NO. 8400**  
(File Ref. No. 12-8060-20-7984/8636/ 8400) (REDMS No. 3667121)

Mr. Craig provided background information advising that the proposed amendments are administrative changes to consolidate the Application Fees Bylaw No. 7984 and the Heritage Procedures Bylaw No. 8400 with the Consolidated Fees Bylaw No. 8636.

It was moved and seconded

- (1) *That Development Application Fees Bylaw No. 8951 be introduced and given first, second and third readings;*
- (2) *That Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 8959 be introduced and given first, second and third readings; and*
- (3) *That Heritage Procedures Bylaw No. 8400, Amendment Bylaw No. 8964 be introduced and given first, second and third readings.*

**CARRIED**

2. **2012 RIVER ROAD AND NO. 7 ROAD TRAFFIC COUNTS AND APPLICATION BY DAGNEAULT PLANNING CONSULTANTS LTD. FOR REZONING AT 16700 RIVER ROAD FROM AGRICULTURE (AG1) TO INDUSTRIAL STORAGE (IS1)**

(File Ref. No. 12-8060-20-8979, RZ 12-603740) (REDMS No. 3701187)

It was moved and seconded

- (1) *That the Interim Action Plan (amended by council in 2008) continue to be endorsed to allow for the consideration of rezoning applications for commercial truck parking, outdoor storage and supporting uses in the 16,000 block of River Road; and*
- (2) *That Bylaw 8979, for the rezoning of 16700 River Road from "Agriculture (AG1)" to "Industrial Storage (IS1)", be introduced and given first reading.*

**CARRIED**



**Planning Committee**  
**Tuesday, December 4, 2012**

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3. **APPLICATION BY INTERFACE ARCHITECTURE INC. FOR REZONING AT 6711, 6771 AND 6791 WILLIAMS ROAD FROM SINGLE DETACHED (RS1/E) TO LOW DENSITY TOWNHOUSES (RTL4)**

(File Ref. No. 12-8060-20-8967, RZ 12-598701) (REDMS No. 3618406)

Mr. Craig advised that there is a home on the subject property which is listed on the Heritage Inventory. Staff went through a number of investigative measures to save the house; however, retention of the house is not viable. Therefore, the applicant is required to prepare heritage documentation and conduct salvage efforts prior to the subject house being demolished and the rezoning being adopted.

It was moved and seconded

*That Bylaw 8967, for the rezoning of 6711, 6771 and 6791 Williams Road from "Single Detached (RS1/E)" to "Low Density Townhouses (RTL4)", be introduced and given first reading.*

**CARRIED**

4. **APPLICATION BY RONALD HERMAN, ANITA HERMAN AND TAMMIA BOWDEN FOR REZONING AT 10251 BIRD ROAD FROM SINGLE DETACHED (RS1/E) TO SINGLE DETACHED (RS2/B)**

(File Ref. No. 12-8060-20-8970, RZ 12-615299) (REDMS No. 3696232)

It was moved and seconded

*That Bylaw 8970, for the rezoning of 10251 Bird Road from "Single Detached (RS1/E)" to "Single Detached (RS2/B)", be introduced and given first reading.*

**CARRIED**

5. **APPLICATION BY YAMAMOTO ARCHITECTURE INC. FOR REZONING AT 9431, 9451, 9471 AND 9491 WILLIAMS ROAD FROM SINGLE DETACHED (RS1/E) TO MEDIUM DENSITY TOWNHOUSES (RTM2)**

(File Ref. No. 12-8060-20-8972, RZ 11-586280) (REDMS No. 3702424)

It was moved and seconded

*That Bylaw 8972, for the rezoning of 9431, 9451, 9471 and 9491 Williams Road from "Single Detached (RS1/E)" to "Medium Density Townhouses (RTM2)", be introduced and given first reading.*

**CARRIED**

6. **MANAGER'S REPORT**

None.

**Planning Committee**  
**Tuesday, December 4, 2012**

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**ADJOURNMENT**

It was moved and seconded

*That the meeting adjourn (4:07 p.m.).*

**CARRIED**

Certified a true and correct copy of the Minutes of the meeting of the Planning Committee of the Council of the City of Richmond held on Tuesday, December 4, 2012.

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Councillor Bill McNulty  
Chair

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Heather Howey  
Acting Committee Clerk



# City of Richmond

## Report to Committee

**To:** Finance Committee  
**From:** Jerry Chong,  
Director Finance, Finance and Corporate  
Services  
**Re:** 2013 Operating Budget

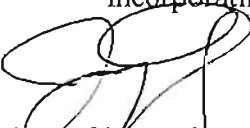
**Date:** October 18, 2012




**File:**

### Staff Recommendations

That:

1. The 2013 Operating Budget as presented in the attached report from Director of Finance be approved.
2. Ongoing additional levels for a total of \$400,000 be approved.
3. The 5 Year Financial Plan (2013-2017) be prepared for presentation to Council incorporating the 2013 Operating Budget

  
Jerry Chong, CA  
Director, Finance

REPORT CONCURRENCE	
CONCURRENCE OF GENERAL MANAGER  FOR A. NAZARETH	
REVIEWED BY SMT SUBCOMMITTEE	INITIALS: 
REVIEWED BY CAO  yes	INITIALS: 

## Origin

Subsection 165(1) of the Community Charter requires the City to adopt a Five Year Financial Plan (5YFP) Bylaw on or before May 15<sup>th</sup> of each year. The 2013 Operating Budget as presented in this report forms the basis of the City's 5YFP. Under the Community Charter, the City is prohibited from incurring any expenditure unless the expenditures have been included for that year in its financial plan, and the City is required to provide a balanced budget, with no projection of a deficit.

The proposed 2013 Operating Budget ("Budget") has been prepared using the principles of Council's Long Term Financial Management Strategy (LTFMS) (Policy 3707), which was originally adopted in 2003, *"Tax increases will be at Vancouver CPI rate (to maintain current programs and maintain existing infrastructure at the same level of service) plus 1% towards infrastructure replacement needs."*

2013 marks the 10th anniversary of Council's adoption of the Long Term Financial Management Strategy. The LTFMS has provided taxpayers with the financial security of being able to expect consistent modest year-to-year tax increases that closely reflect regional increases in the Consumer Price Index (CPI). The rigour that has been applied in limiting tax increases has ensured that Richmond property taxes remain among the lowest in the region.

During the last 10 years, the City has made significant strides in improving its financial health. The City's financial reserves were shrinking in 2002 and were insufficient to meet our future needs for infrastructure replacement. However, the City's reserve balances have increased as there have been additional transfers to reserves post LTFMS implementation. During the same period, the financial strength provided by these initiatives allowed the City to significantly expand its infrastructure base.

Council's policies and LTFMS have allowed the City to weather several years of global economic instability, including fluctuations in the City's development-related revenues, with minimal service level impacts to the community. In summary, Council's LTFMS has ensured that Richmond residents receive an enviable level of service and public amenities that also provide sound value for their cost.

## Analysis

Staff was directed to bring forward a same level of service budget that met Council's policy, i.e. that any tax increase would not exceed Vancouver's CPI rate. In addition, 1% transfer to reserves was included that will be used towards infrastructure replacement.

## Budget Challenges

There are a number of challenges in meeting the objectives outlined in the LTFMS for tax increases. The costs of providing programs while maintaining the same level of service has increased as the City and community grow. Municipal expenditures have increased at a rate that exceeds the Consumer Price Index (CPI) due to a number of non-discretionary items such as policing contracts, asphalt capping, and materials. A significant portion of City revenue will not increase at the same rate as expenditures. The combination of these factors results in a challenging budget process, and staff looked for efficiencies and innovative ways to deliver services. Attachment 1 highlights the current environmental scan that impacts the City, its operations and the budget.

To address some of these challenges, the CAO with Council approval undertook a corporate reorganization that created additional savings and efficiencies, and that would allow the City to focus on compliance with policies and greater efficiencies. In addition, the City undergoes a continuous review of its programs and services in order to identify further efficiencies, service improvement and cost reductions. These resulting changes will include streamlining business processes, use of alternative service delivery and the increased use of technology.

### Background

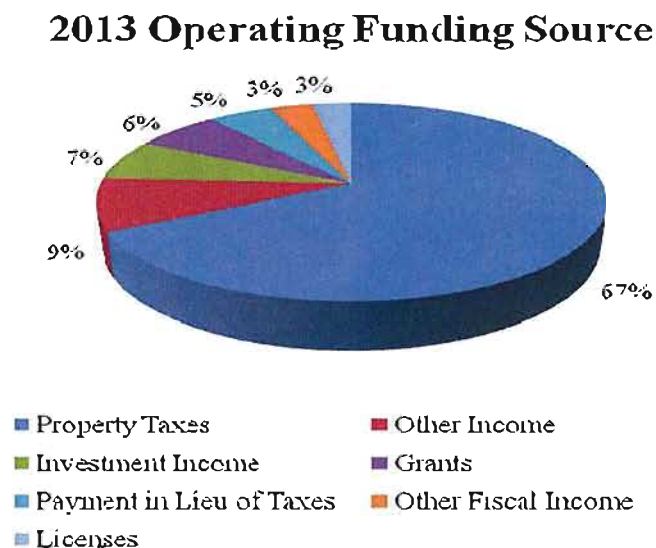
The City was not immune to the recession that occurred over the last few years and as a result revenues were negatively impacted. Revenues have subsequently recovered to pre-recession levels. However in 2009 Council was required to make difficult decisions to balance the budget. These decisions included reductions in exempt and unionized staff, which resulted in reductions of service levels for City services such as street sweeping, building permit inspections, tax clerks, parks and boulevard plantings and business liaison. In addition, it was decided to delay filling some of the vacant positions as part of the budget reduction strategies. As a result of these prudent decisions, Council delivered an Operating Budget including additional levels of service and infrastructure replacement funding with a tax increase of 3.45% in 2010, 2.94% in 2011 and 2.98% in 2012.

### 2013 City Funding Sources

As indicated in Chart 1, property tax, which represents the largest share of the revenue, amounts to 67% or \$175.3 million of the City's operating budget. Payment in lieu of taxes, gaming revenue, investment income, licenses and user fees account for the remaining 33%.

There is limited opportunity to increase the other revenues other than the current practice of increasing user fees by CPI. City staff manage these challenges through cost containment, and implementing various efficiency initiatives in order to comply with the direction of the LTFMS and the Budget Policy.

**Chart 1 – 2013 Operating Funding Source**





## 2013 Budget process

Council's policy 3016 requires that a same service level budget be prepared, including only non-discretionary increases that can be clearly identified and support efficiency. Therefore the 2012 service levels form the basis of the 2013 base budget. In addition City Staff reviewed operations for efficiencies, and made reductions where possible to achieve Council policy.

Chart 2 illustrates the 2013 budget process:

### Chart 2 – 2013 Budget Process



## 2013 Budget Assumptions

Pursuant to Council's Budget Preparation policy, only the verifiable non-discretionary rate increases or pre-committed non-discretionary cost increases that support efficiency are included in the 2013 budget. The following preliminary assumptions have been used and are based upon the information available at the time:

**Table 1: 2013 Budget Assumptions**

Key Financial Drivers / Indicators	Preliminary 2013 Budget Assumptions
Consumer Price Index(CPI) annual average forecast 2013 <sup>1</sup>	2.00%
Municipal Price Index (MPI) <sup>2</sup>	3.00%
Electricity <sup>3</sup>	3.00%
Natural Gas <sup>4</sup>	3.00%
RCMP Contract Increase <sup>5</sup>	4.00%
Increase in User fees <sup>6</sup>	2.00%
Return on Investment <sup>7</sup>	2.00%
Growth (Tax Base) <sup>8</sup>	1.30%

Source: <sup>1</sup>TD Quarterly Economic Forecast Sep 18, 2012; <sup>2</sup>City of Richmond; <sup>3</sup>BC Hydro estimate; <sup>4</sup>Fortis BC Estimate; <sup>5</sup>Federal Government; <sup>6</sup>Council Approved; <sup>7</sup>Treasury Department Estimate; <sup>8</sup>BC Assessment Authority

### 2013 proposed Budget

For the 2013 budget year, staff recommend a tax increase of 1.39% for the same level of service, plus a 1% transfer to reserves for future corporate facilities and community infrastructure demands in order to meet Council's LTFMS policy. In addition, 0.36% has been included for the operating budget impact (OBI) of the Council approved 2013 capital projects. A further 0.23% is recommended for additional levels of service (i.e. Child Care Coordinator and transfer for fire equipment reserve). The total increase tax increase is therefore the same as in 2011 at 2.98%.

### Trend of tax increases

Table 2 represents the total City's operating budget and the tax increase from 2010 to 2013.

**Table 2: City's Operating Budget 2010-2013**

Millions (\$)	2010*	2011	2012	2013 <sup>1</sup>
<b>City Operating Budget(\$)</b>	<b>243.7</b>	<b>304.0</b>	<b>308.9</b>	<b>315.5</b>
Base level increase <sup>1</sup> (%)	3.34	2.62	1.70	1.39
Transfer to reserves <sup>1</sup> (%)	0.00	0.00	1.00	1.00
OBI <sup>2</sup> (%)	0.11	0.32	0.16	0.36
Additional level (%)	0.00	0.00	0.12	0.23
<b>Total Tax Increase (%)</b>	<b>3.45</b>	<b>2.94</b>	<b>2.98</b>	<b>2.98</b>

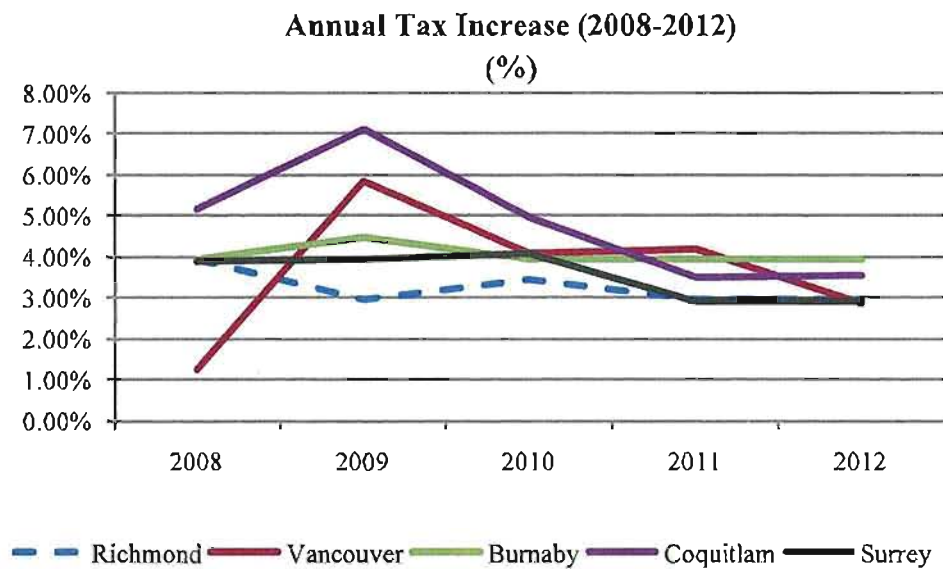
<sup>1</sup> Subject to Council approval

<sup>2</sup> Includes the operating budget impact (OBI) as a result of the capital projects

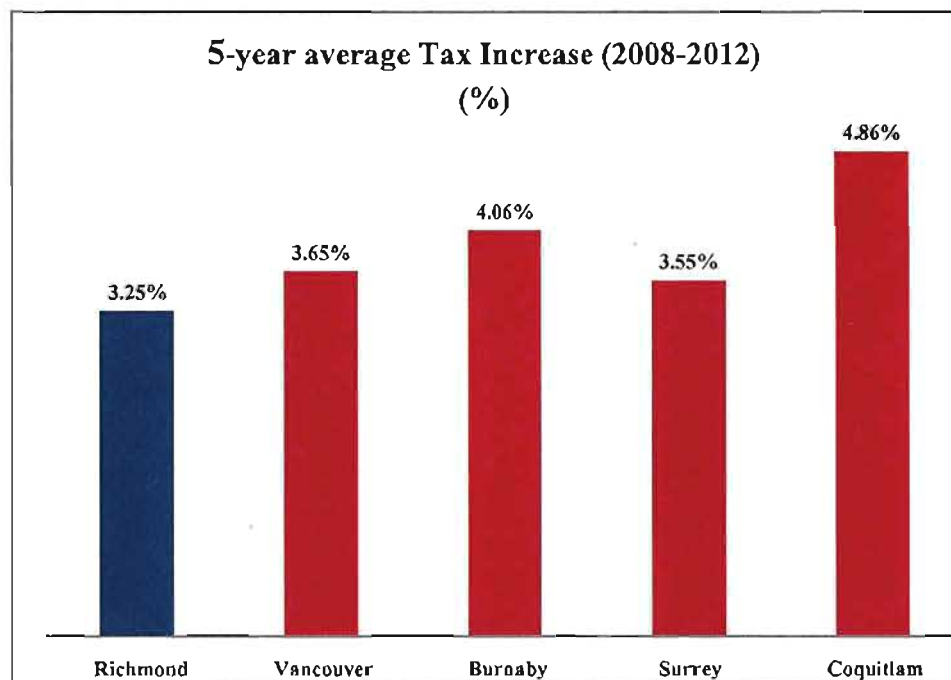
\*Does not include amortization expense(non-cash)

These tax increases were amongst the lowest in the Lower Mainland. As seen in Chart 3, the tax increases in the last 5 years has been generally on average lower than the comparative cities.

**Chart 3 – Annual Metro Vancouver Tax Increase (2008 – 2012)**



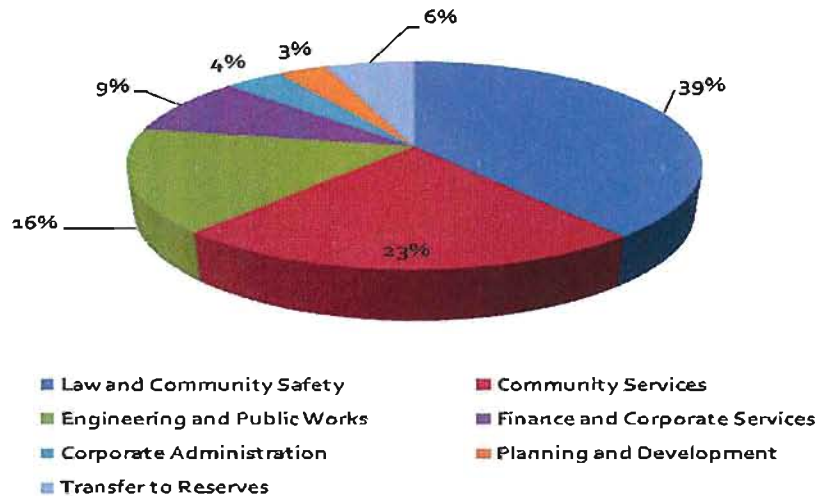
**Chart 4 – 5-year Average Metro Vancouver Tax Increase (2008-2012)**



### 2013 Operating Budget by Department

The following Chart 5 and Table 3 present the 2013 departmental breakdown of the net increase of \$3.9 million and the comparative budget respectively:

**Chart 5 – 2013 Proposed Operating Budget by Department (Excluding Fiscal)**



Council's policy 3016 requires that the City's 2013 budget prepared for Council review is for the same service levels as in 2012, and include only non-discretionary increases that can be clearly justified. In addition City staff reviewed operations for efficiencies, and made reductions where possible to achieve Council policy. As can be seen from the table below, staff's oversight and review has resulted in a modest increase of 1.39%, which is well below Vancouver's CPI that Council policy requires.

**Table 3 – 2013 Comparative Budget by Department**

Department	2012 Adjusted Net Budget (In 000s)	2013 Proposed Bylaw Budget (In 000s)	Change \$ (In 000s)	Change %	Tax Impact
Law and Community Safety	70,683	72,945	2,262	3.20%	1.34%
Community Services	41,732	42,302	570	1.37%	0.34%
Engineering and Public Works	29,345	29,960	615	2.10%	0.37%
Finance and Corporate Services	16,510	16,631	121	0.74%	0.07%
Corporate Administration	7,154	7,233	79	1.11%	0.05%
Planning and Development	6,016	6,049	33	0.55%	0.02%
Fiscal	(181,098)	(180,850)	248	0.14%	0.15%
Transfer to Reserves	9,658	9,658	-	0.00%	0.00%
<b>Proposed Budget Net Increase</b>	<b>0</b>	<b>3,928</b>	<b>3,928</b>		<b>2.34%</b>
<b>Estimated Growth</b>			<b>(1,600)</b>		<b>(0.95%)</b>
<b>Same Level of Service</b>			<b>2,328</b>		<b>1.39%</b>

### 2013 Non-Discretionary Cost Drivers

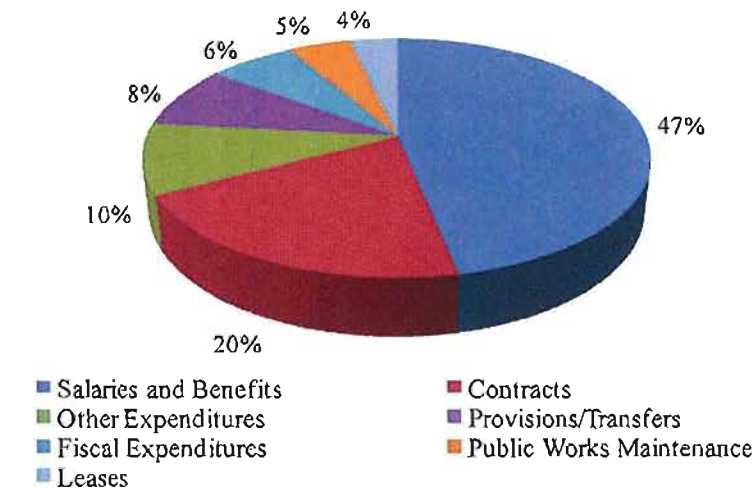
The base budget has been prepared using existing programs and service levels in order to maintain the current standard services provided to the community. This budget contains the projected cost increases to labour, contracts, fuel, energy costs and is offset by expected increased revenues from growth and various user fees. In addition to the costs for providing the same level of service, the 2013 Operating Budget contains the operating budget impact (OBI) as a result of capital construction, and an additional 1% increase for transfer to reserves for future facilities and community infrastructure demands. The significant non-discretionary drivers that impact the City are:

**Table 4: Main Cost Drivers:**

Main Cost Drivers	\$000's	% Tax Impact
Salary Increase Estimate	2,020	1.20%
Policing Contracts	1,433	0.85%
Vehicle related – Fuel /Insurance	237	0.14%
Asphalt Capping	169	0.10%
ECOMM (Police and Fire)	112	0.07%
Electricity / Natural Gas	40	0.02%
Increase in Business License revenues	(60)	(0.03%)
Increase in Building Permit revenue	(63)	(0.04%)
Other (Other revenues increase and expense increase/decrease)	40	0.02%
<b>Total Before Growth, 2013 OBI, Additional Transfer to Reserve and Additional Levels</b>	<b>3,928</b>	<b>2.34%</b>

**Chart 6 - 2013 Operating Budget By Type**

### 2013 Operating Budget Expenditures



Source: City of Richmond



**Salaries**

As illustrated in Chart 6, 47% of the increased expenditures is related to salaries. Salary increases for all employee groups have been estimated based on information currently available. Contract negotiations are ongoing with CUPE 718 and 394. Negotiations are also ongoing for International Association of Fire Fighters (IAFF) 1286 (for 2013 onwards).

**Other non-discretionary cost drivers**

In 2013, other non discretionary cost drivers include increases that pertain to policing and ECOMM contracts. Another major cost driver is the monthly leases and vehicle charges resulting from higher fuel and insurance costs.

The preliminary budget assumptions from BC Hydro and Fortis BC for electricity and natural gas are approximately 3%. However, the actual energy budget in 2013 increase is only at 1% partially due to the increase in energy efficiencies through various energy retrofit projects managed by the Sustainability unit and other departments.

The proposed same level of service tax increase for 2013 is 1.39%, or an additional \$2.33 million is required to balance the budget. Council's LTFMS policy directs that an additional 1% be added for transfer to reserves for future facilities and community infrastructure demands. Additionally, any ongoing costs or operating budget impact (OBI) associated with the Council approved 2013 capital projects of \$609K or 0.36% of tax impact will be included.

Attachment 2 summarizes the gross budget by department and Attachment 3 illustrates the 2013 \$1 tax breakdown by services.

**Additional 1% Transfer to Reserves for Infrastructure Replacement**

In 2003 Council adopted a strategic approach to the City's Finances and a Long Term Financial Management strategy was approved. This astute move resulted in a number of prudent measures to safeguard the City's Finances, which has led to the ability for Richmond to continue to experience modest tax increases, and continued growth at or above comparative cities despite the economic downturn.

One of those key measures adopted in the Long Term Management Strategy was a 1% transfer to reserves for future corporate facilities and community infrastructure. The additional 1% represents savings that will be used for funding future infrastructure and facilities such as pools, community centers, libraries and public safety buildings.

**Table 5 – 2013 Operating Budget Summary with 1% Transfer to reserves for infrastructure replacement**

Item	Amount (In \$000s)	Tax Impact %
<b>2013 Net Increase for Same level of Service</b>	<b>\$ 2,328</b>	<b>1.39%</b>
Additional 1% transfer to reserves for infrastructure replacement	\$ 1,682	1.00%
<b>Same Level of Service after Additional 1% transfer to reserves for infrastructure replacement</b>	<b>\$4,010</b>	<b>2.39%</b>

As a result of stringent budget measures, the total tax increase for the same level of service is 1.39%, which is below the projected 2013 Vancouver CPI. The additional 1% savings for future infrastructure and facilities adjusts the tax increase to 2.39 %.

#### 2013 Operating Budget Impact (OBI) related to 2013 Capital Budget and increase in inventory

The total OBI relating to the proposed 2013 recommended projects as adopted in the 2013 Capital Budget report on November 13<sup>th</sup>, 2012 is \$1.6 million. Of this amount, \$993K is associated with utility projects and has been addressed through the 2013 Utility Budget process. The net impact of \$609K in OBI results in a property tax impact of 0.36%. Table 6 below presents the 2013 OBI by capital program:

**Table 6: 2013 OBI by Capital Program**

Program	Total OBI (In \$000s)	Tax Impact %
Major Building	253.5	0.15%
Roads	176.9	0.11%
Major Parks / Streetscapes	115.4	0.07%
Child Care Program	27.5	0.02%
Drainage	16.7	0.01%
Minor Public Works	5.8	0.00%
Public Art	10	0.00%
Minor Parks	3	0.00%
<b>Total OBI</b>	<b>608.8</b>	<b>0.36%</b>

#### Additional Level Requests

The additional level requests represent a permanent increase to programs or levels of service and is usually funded through increases to the tax rate. Attachment 4 shows the complete list of additional level requests submitted by staff and these items were all considered. For 2013, there are 2 additional level requests recommended by SMT totaling \$400K.

**1. Additional Transfer to the Fire Vehicle Reserve - \$300,000**

These funds will ensure funding for future fire vehicle and equipment replacement. The Fire equipment and Vehicle Reserve requires additional funding to ensure sustainable vehicle and equipment replacement.

**2. Child Care Coordinator - \$100,000**

The primary focus of this position will be to lead and implement City child care initiatives, with emphasis on the planning and development of City-owned child care facilities. At present (July, 2012), five City-owned child care facilities, negotiated through private rezoning, are in the planning or development process and more are pending.

The incumbent will coordinate work required to see these facilities through future rezoning. As well, the coordinator will be responsible for implementing the City's Child Care Development Policy and, as time permits, leading work on developing, augmenting and refining related policies and practices.

Table 7 shows the 2013 Operating Budget and the associated tax impact of the recommended additional level requests. The inclusion of these recommended additional levels would result in an overall tax rate of 3.00%.

**Table 7: Ongoing Additional Level Requests**

Items	Amount (In \$000s)	Tax Impact %
<b>2013 Net Increase after OBI</b>	<b>\$ 4,619</b>	<b>2.75%</b>
Additional Levels: Fire Vehicle Reserve	\$300	0.17%
Additional Levels: Child Care Coordinator	\$100	0.06%
<b>Additional Level Total</b>	<b>\$400</b>	<b>0.23%</b>
<b>2013 Net Increase</b>	<b>\$5,019</b>	<b>2.98%</b>

## Financial Impact

The proposed 2013 Operating Budget results in an increase of \$2.33 million in net expenditures (1.39% tax increase) for the same level of service which translates to less than 1% (i.e. 0.73%) increase on a budget of \$315.5M. Also included is a 1% transfer to reserves for future facilities and community infrastructure demands and OBI of \$609K (0.36% tax increase) from the Council approved 2013 capital projects. Staff also recommend that the additional levels of \$400K (0.23%) be approved. The proposed 2013 Operating Budget results in overall net expenditures increasing by \$5.02 million (2.98%), which is the same tax increase as previous year.

**Table 8: 2013 Summary of Tax Increase**

Items	Amount (In \$000s)	Tax Impact %
2013 Operating Budget same level of service increase	\$ 2,328	1.39%
Additional 1% Transfer to Reserves	\$ 1,682	1.00%
2013 OBI related to 2013 Capital Budget	\$609	0.36%
Additional Level Requests	\$400	0.23%
<b>2013 Net Increase</b>	<b>\$5,019</b>	<b>2.98%</b>

## Conclusion

Staff recommend that Council adopt the 2013 Operating Budget with a net expenditure increase of \$5.02 million or a tax impact of 2.98% and direct staff to prepare the 5 Year Financial Plan (2013-2017) incorporating these recommendations.



Nashater Sanghera, CA  
Manager, Budgets and Accounting  
(604-247-4628)

NS:vl





## Attachments

- |                                      |         |
|--------------------------------------|---------|
| 1. Environmental Scan                | Page 13 |
| 2. Comparative Budget Summary        | Page 20 |
| 3. Breakdown of \$1 of Municipal Tax | Page 21 |
| 4. Ongoing Additional Level requests | Page 22 |



# 2013 Operating Budget Environmental Scan

## Environmental Scan

### Trends and Outlooks

A number of major trends were reviewed to create the business plans and budgets, including: a growing population, environmental considerations and an aging and diverse population.

The City's services are not based on cost recovery. Services such as aquatics, arenas, community centers and libraries are priced to encourage participation. This makes budget preparation a challenging exercise and limits opportunities for revenue generation and cost containment. In addition, the City must provide for programs and services such as flood protection, dykes, drainage and the transportation network, where the available service level often exceeds actual day-to-day needs in order to ensure adequate capacity is in place at times of emergency or high demand.

### Financial Overview

Although the City is currently in sound financial position, Richmond faces many of the same challenges other municipalities are encountering. These issues include a growing demand for infrastructure and services, along with increasing costs and community growth.

There are 5 key principles that are considered when preparing the budget:

1. **Sufficiency:** *Ability to obtain the sufficient resources to provide planned service levels*
2. **Flexibility:** *Flexibility measures the City's ability to adapt to environmental changes*

3. **Vitality:** *Ability of the community to sustain the services*
4. **Equity:** *Distribution of the tax burden for funding of services*
5. **Demand:** *The need for services*

### 1. Sufficiency

***Ability to obtain the sufficient resources to provide planned service levels***

**Table 1: Economic indicators**

Description	2008	2009	2010	2011	2012*
Real GDP (%)	0.3	-2.8	3.0	2.8	1.7
Employment (% Change)	2.0	-2.1	1.7	0.8	1.7
Unemployment(%)	4.6	7.7	7.6	7.5	7.0
Housing Starts # (000)	34.3	16.1	26.3	25.9	26.8
3-month T-Bill (%)	2.4	0.4	0.6	0.91	0.92
10-year T-Bill (%)	4.0	3.9	3.7	3.3	2.7

Source: Central 1 Sept, 2012 Issue

\*Forecast 2012

**Table 2: City Statistics**

Description	2008	2009	2010	2011	2012*
Tax per capita (\$)	808	835	860	882	907
User fees per capita (\$)	469	500	537	557	587
Reserves per capita (\$)	1,446	1,414	1,255	1,383	1,400
Tax growth (%)	2.91	2.28	1.22	1.29	1.47
Building permits issued #	1,277	1,290	1,547	1,480	1,332

Source: City of Richmond, Finance Division

\*Estimates as of June 30<sup>th</sup>, 2012

As indicated in Table 1, the change in employment rate and housing starts is gradually increasing which indicates economic recovery.

# 2013 Operating Budget Environmental Scan

Demand for parks, recreational programs and other community services increase annually. Therefore, it is important to meet the demand for current service levels.

## 2. Flexibility

*Flexibility measures the City's ability to adapt to environmental changes*

The City must balance its budget each year. To prevent overburdening the taxpayers, Council has directed user fees increase by the CPI and has encouraged staff to find alternative funding sources for increased levels of service or to reduce the tax rate. (LTFMS)

The City has been successful in adapting to the environment by seeking some new alternative revenues sources. For example, sponsorship revenues were utilized to fund some of the events and services such as the Media Lab at the Richmond Cultural Centre, Maritime Festival and Ships to Shore. In addition, the gaming revenue has been used to fund grant requests from community groups in the last few years. However, the cost of City expenditures has increased at a higher rate than the CPI. In short, non-tax revenue growth is not keeping up with costs and plant/population growth.

Property taxes are the primary revenue source that can be directly affected to balance increases in costs.

Despite these challenges, the prudent steps taken by Council has ensured the current financial position is positive. The City has almost repaid the entire long term debt.

## Vitality

*Ability of the community to sustain the services*

The City is a fast growing community with annual population increases of at least 1.2%.

**Table 3: Statistics**

Description	2008	2009	2010	2011
Population <sup>1</sup>	189,056	193,505	196,858	199,141
# Residential Dwellings <sup>2</sup>	58,717	60,260	61,538	62,460
# Businesses <sup>2</sup>	13,009	13,273	12,832	12,988
# Farms <sup>2</sup>	716	710	717	706
# YVR Passengers (million) <sup>3</sup>	17.9	16.2	16.8	17.0
Hotel Room Revenue (\$m) <sup>4</sup>	131.5	111.9	136.3	145.9

Source: <sup>1</sup>BC Stats, Ministry of Labour and Citizens' Services; <sup>2</sup>BC Assessment; <sup>3</sup>YVR Annual Report; <sup>4</sup>Statistics BC

It is expected that by 2041 the City would reach 280,000 residents. In 2011 the City had 13,000 businesses and more than 62,000 residential units.

In light of the growing and changing community, Council Term Goals and priorities are reviewed on a regular basis throughout the year to ensure that the City is capable of sustaining the services and solving the community and regional trends and issues.

## 4. Equity

*Distribution of the tax burden for funding of services*

Staff is aware of the tax burden that is faced by the average Canadian household. Based on the Fraser Institute in their "2011 Canadian Consumer Tax Index", the average household spends 41% of their average income on taxes.

# 2013 Operating Budget Environmental Scan

It should be noted that only about five per cent of this figure is the result of property taxes. Of this, more than half (51%) of the property taxes collected are on behalf of other agencies, including school taxes and Translink taxes.

Chart 1

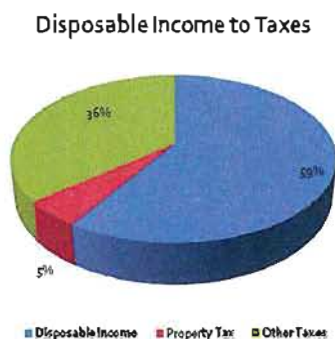
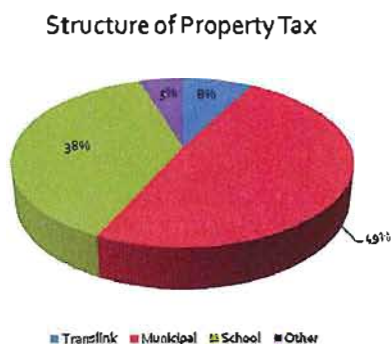


Chart 2

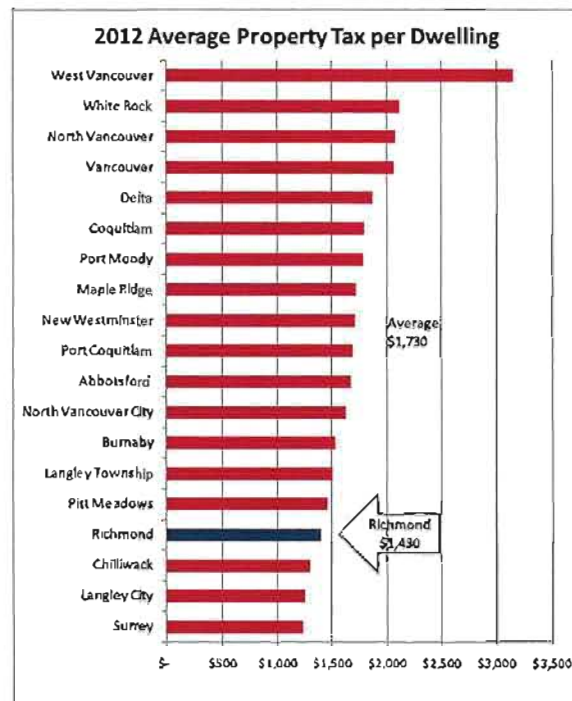


Source: Fraser Institute in "2011 Canadian Consumer Tax Index"

As illustrated in Chart 3, the average residential tax bill in the Greater Vancouver Area amounted to \$1,730 in 2012 while the tax bill in Richmond amounted to \$1,430.

The City of Richmond provides significant value to taxpayers by offering excellent services while maintaining relatively low taxes.

Chart 3



Source: Info received from municipalities in Greater Vancouver Area

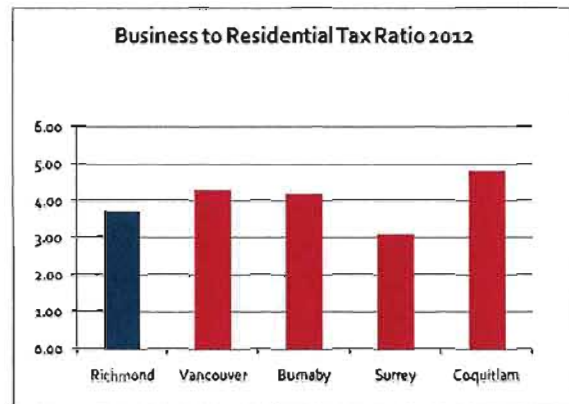
Maintaining the principles of equity in determining the tax rates is another of the major decisions considered by Council in adopting its budget. A fair and balanced property tax rate structure must take into account the very diverse market forces that drive the property assessments of different tax categories, such as residential and business.

In terms of property taxes, finding the right balance to ensure fairness and equity for all taxpayers, including small business has been Council's objective. To this end, Council has directed staff to regularly review and analyze the City's business to residential tax ratio, to ensure that it remains competitive and fair. In addition, Richmond is the only municipality to date to have successfully sought and obtained provincial support for the provision of temporary tax relief for a number of Richmond

# 2013 Operating Budget Environmental Scan

City Centre businesses impacted by large assessment increases.

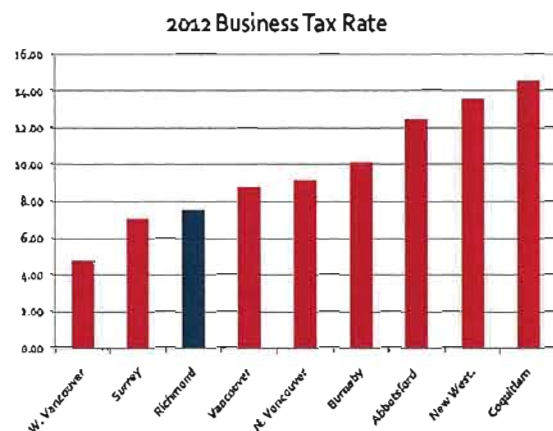
Chart 4



Source: Info received from municipalities in Greater Vancouver Area

Chart 5 shows that Richmond has the 3<sup>rd</sup> lowest business property tax rate in the entire lower mainland.

Chart 5



Council continues to develop policies in support of businesses, such as the creation of two commercial business districts as part of our City Centre Area Plan and ongoing protection of industrial lands. Further, through its Economic Development Office, the City continues to invest in programs that attract new businesses to the community at the same time as we

support existing business growth and expansion.

Council continues to fund improvements to our transportation network, such as the Nelson Road/Highway 91 Interchange, to ensure access for businesses in the strategically important trade sector. Investing with Translink on the Canada Line and other transit improvements has been equally important to Council, in order to facilitate efficient access and connectivity to transportation. Regulation through our Business License Bylaw ensures businesses are treated in an equitable manner. Council continues to contribute significant funding towards community safety, thus providing a secure environment in which businesses can operate.

The better measure of business property tax burden is to compare the tax rate itself or the absolute tax dollars paid over the past 10 years. Under this model, the Richmond municipal portion of the property tax bill (approximately 49% of the total tax levied in any year) has on average increased in synch with inflation and growth.

## 5. Demand

### Current demand and new changing demand

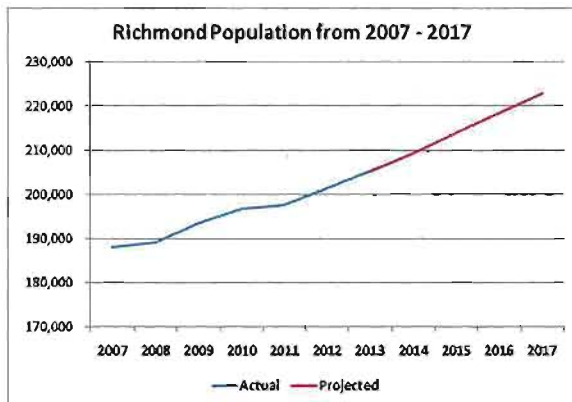
#### Population

Richmond has been growing on an average of 1.2% per year since 2007, following a period of rapid growth over the last 30 years during which the population doubled in size. It is projected that Richmond will grow to 280,000 people by 2041, an increase of 80,000 from 2011. Richmond is expected to expand approximately at the same rate as the rest of BC and will account for approximately 7% of Metro Vancouver's population.

# 2013 Operating Budget Environmental Scan

More population growth is expected to occur in the City Centre (61%) than in the rest of Richmond. The City Centre will double its population by 2041 and increase its share of the City's population from 25% in 2011 to 36% in 2041. The following chart illustrates the population growth from 2007 to 2011 and the projection for the next five years:

Chart 6



Source: City of Richmond Projections via Urban Futures

With a population that is growing at an average of 1.2% per year, including many newcomers to Canada from all over the world, the City faces significant challenges in creating the appropriate service mix to offer its residents.

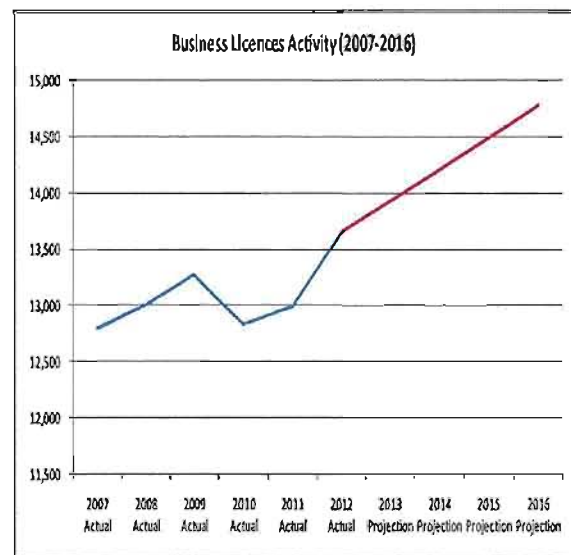
Furthermore, with the fastest growing segment of Richmond's population being between the ages of 55 to 64 and with a majority of residents whose first language is not English, the City needs to continuously review the service levels based on the demographic trends and citizens' input.

## Business Licenses

Business Licensing in Richmond is steadily growing with a noted increase in Home Occupation and Non-Resident Contractor Activity.

The chart below shows business license activity in Richmond for the last six years. The projection reflects bringing current business license activity to a regulatory valid status. The majority (97%) of Richmond businesses are involved in sales and services and more than 100,000 jobs have been created, of which 60% are full time positions.

Chart 7



Source: City of Richmond



# 2013 Operating Budget Environmental Scan

## Demand for City Services

The following tables represent the increasing trend in City population and services:

**Table 4: Demand for City Services**

Demand for City Service	2009	2010	2011	2012	2013 *
Population Growth (per annum)	2.30 %	1.70%	1.10%	1.20%	1.80 %
Capital Construction Costs (\$mil)	\$63.90	\$152.92	\$75.16	\$63.69	\$69.70
Registration in Recreation Programs	113,396	128,622	122,784	128,923	135,000
Fire Rescue Responses	9,240	9,048	9,141	9,164	9,400
Public Works Calls for Services	12,554	13,664	13,332	13,800	14,214

Source: BC Statistics, Departments Data

\*2013 Projection

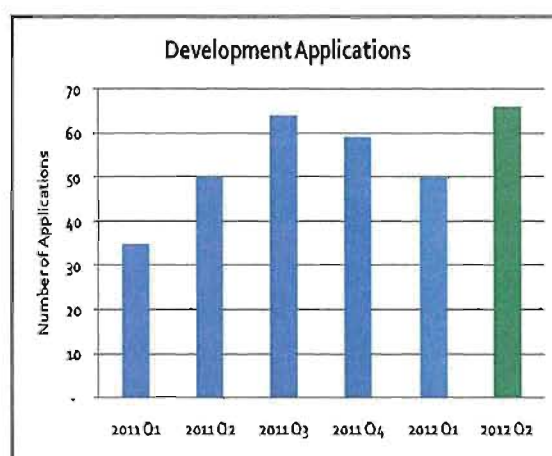
## Housing and Development

Richmond housing prices outpaced the residential average for Metro Vancouver, with detached houses rising sharply above \$1 million in early 2011 and staying near that value throughout the year. Housing starts in 2012 were forecasted at 1,284. Chart 9 below illustrates the number of development applications received in 2011 and the first two quarters of 2012. While the level of recent development activity is not at the historic high

levels experienced in the mid 2000's prior to the economic recession, development activity in the City remains strong. With the forecasted projections of continued economic recovery, the development activity in the City is expected to remain at a consistent level. The City Centre will continue to be a focal point for development activity in 2013-2016.

## Number of Development Applications

**Chart 8**



Source: Planning and Development Department

It should be noted that development activity does not translate into additional tax growth immediately. New tax growth estimates are based on "non-market change" figures provided by BC Assessment. Non-market change is the term BC Assessment uses for changes to the municipal roll value that is not a result of market conditions. Non-market change could include: changes in assessment class, exempt properties that become taxable in the following year or taxable properties that become exempt in the following year and developments under construction. With respect to developments under construction, assessors at BC Assessment determine the value of all new developments under

## 2013 Operating Budget Environmental Scan

construction by the percentage of completion as of November 30th each calendar year.

Increases in a property's market value are not included in the non-market change figure.

Therefore the development applications received during the year should have no impact on new growth for the coming year as actual construction on the property would not have taken place. The reported project value of the development may take up to three years to be fully reflected in the municipality's assessment roll. Based on the above, staff are confident that growth will materialize in future years, therefore minimizing the tax impact.

## Attachment 2

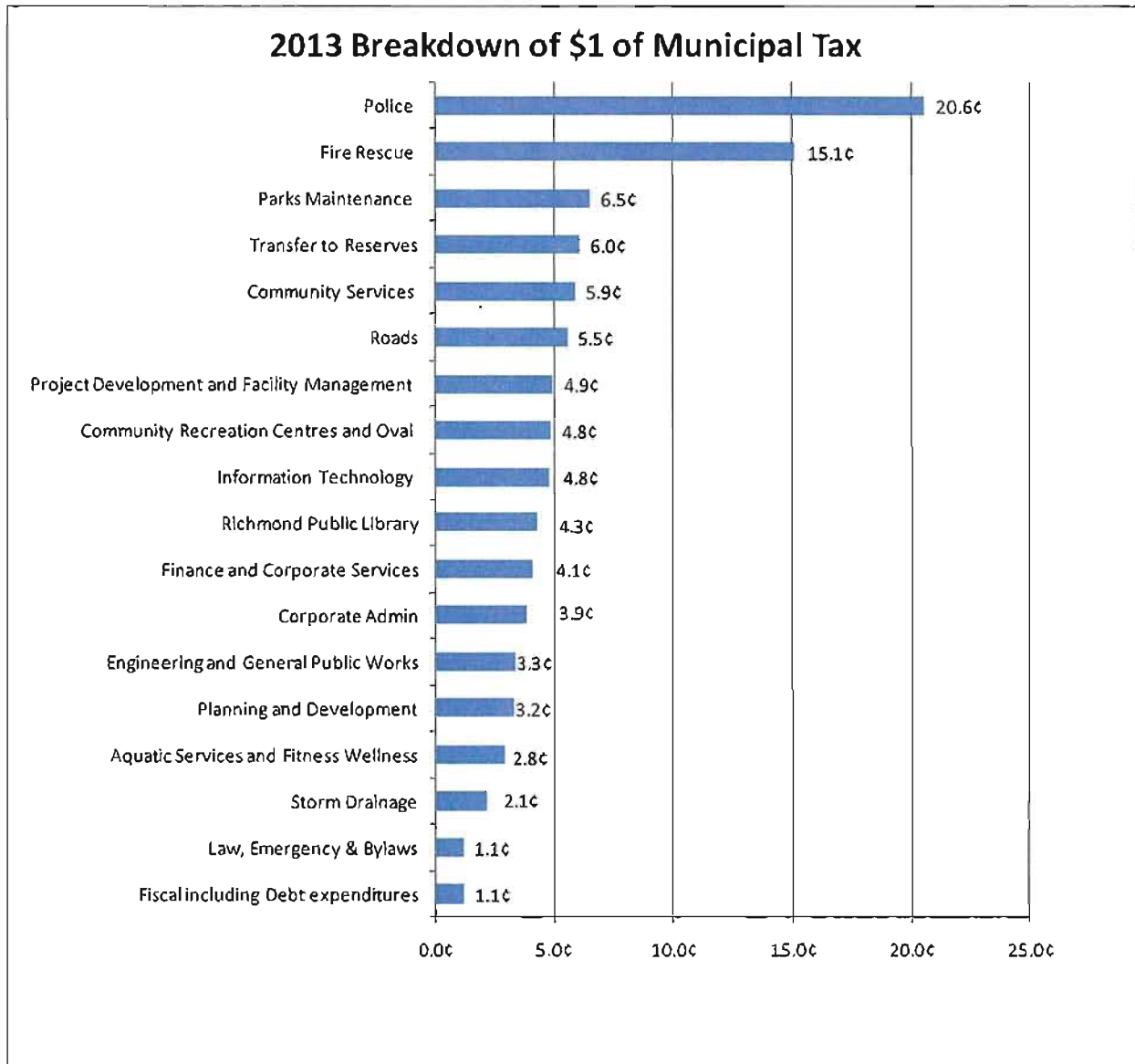
### 2012-2013 Comparative Gross Budget Summary

Department	2012 Adjusted Budget	2013 Proposed Bylaw Budget	Change \$	Change %	Tax Impact %
<b><u>Law and Community Safety</u></b>					
Revenue/Transfers	9,186,900	8,946,200	(240,700)	(2.62%)	(1.14%)
Expenditures	79,869,700	81,891,300	2,021,600	2.53%	1.20%
	(70,682,800)	(72,945,100)	(2,262,300)	3.20%	1.34%
<b><u>Community Services</u></b>					
Revenue/Transfers	11,192,300	11,412,400	220,100	1.97%	0.13%
Expenditures	52,924,076	53,713,700	789,624	1.49%	0.47%
	(41,731,776)	(42,301,300)	(569,524)	1.36%	0.34%
<b><u>Engineering and Public Works</u></b>					
Revenue/Transfers	13,511,400	14,407,300	895,900	6.63%	0.53%
Expenditures	42,856,313	44,367,300	1,510,987	3.53%	0.90%
	(29,344,913)	(29,960,000)	(615,087)	2.10%	0.37%
<b><u>Finance and Corporate Services</u></b>					
Revenue/Transfers	4,767,900	5,039,400	271,500	5.69%	0.16%
Expenditures	21,278,114	21,671,100	392,986	1.85%	0.23%
	(16,510,214)	(16,631,700)	121,486	0.74%	0.07%
<b><u>Corporate Administration</u></b>					
Revenue/Transfers	156,300	156,300	-	0.00%	-
Expenditures	7,310,097	7,389,300	79,203	1.08%	0.05%
	(7,153,797)	(7,233,000)	(79,203)	1.11%	0.05%
<b><u>Planning and Development</u></b>					
Revenue/Transfers	5,335,600	5,398,800	63,200	1.18%	0.04%
Expenditures	11,351,900	11,448,000	96,100	0.85%	0.06%
	(6,016,300)	(6,049,200)	(32,900)	0.55%	0.02%
<b><u>Fiscal</u></b>					
Revenue/Transfers	226,184,200	226,698,900	514,700	0.23%	0.31%
Expenditures	45,086,600	45,849,200	762,600	1.69%	0.45%
	181,097,600	180,849,700	247,900	0.14%	0.15%
<b><u>Transfer to Reserves</u></b>					
Revenue/Transfers	19,866,900	19,866,900	-	0.00%	0.00%
Expenditures	29,524,700	29,524,700	-	0.00%	0.00%
	(9,657,800)	(9,657,800)	-	0.00%	0.00%
<b><u>Total</u></b>					
Revenue/Transfers	290,201,500	291,926,200	1,724,700	0.96%	1.65%
Expenditures	290,201,500	295,854,600	5,653,100	2.28%	3.94%
Net Increase	0	3,928,400	3,928,400		2.34%
<b>Same level of service increase</b>			<b>2,328,400</b>		<b>1.39%</b>

## Attachment 3

### Breakdown of \$1 of Municipal Tax

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Source: City of Richmond

## Attachment 4 2013 Ongoing Additional Level Requests

	Requested by	Description	Ranking	Tax Impact %	Requested Amt	Recommended Amount
1	Law and Community Safety	Additional Amount to Fire Vehicle Reserve	High	0.18%	300,000	300,000
2	Community Services	Child Care Coordinator	High	0.06%	100,000	100,000
3	Community Services	Public Art Planner	Low	0.07%	110,700	-
4	Engineering and Public Works	Project Engineer	Low	0.06%	108,200	-
5	Community Services	Legislation compliance for additional 24/7 staff onsite coverage at Richmond Arenas	Low	0.06%	100,000	-
6	Community Services	Urban Forest Management Plan Update	Low	0.02%	40,000	-
7	Deputy CAO	Licenses and support for the 2012/2013 performance appraisal electronic system	Low	0.01%	21,000	-
<b>Ongoing Expenditure Grand Total</b>					<b>779,900</b>	<b>400,000</b>







# City of Richmond

## Report to Committee

**To:** General Purposes Committee **Date:** November 16, 2012  
**From:** Cathryn Volkering Carlile **File:**  
General Manager, Community Services  
**Re:** **UBCM Age-Friendly Community Planning and Project Grant Application**

### Staff Recommendation

That an application for a UBCM 2013 Age Friendly Community Planning and Project Grant be endorsed, the purpose of which is to fund the project entitled "Kiwaniis Towers: Ready, Set, Plan – A Collaborative Stakeholder Process to Support Health Tenancy in a Seniors Affordable Housing Project".

Cathryn Volkering Carlile  
General Manager, Community Services

Att. 2

REPORT CONCURRENCE	
CONCURRENCE OF GENERAL MANAGER 	
REVIEWED BY SMT SUBCOMMITTEE	INITIALS: 
REVIEWED BY CAO 	INITIALS: 

## Staff Report

### Origin

Since 2007, in accordance with the World Health Organization Age-friendly Cities initiative, the Province has provided grants through the UBCM to support the development of age-friendly communities.

In 2008, the City received a UBCM Age-friendly grant to develop the “Decreasing Barriers, Increasing Wellness” project at Minoru Place Activity Centre. The grant was used to fund the planning and facilitation of health and wellness services to isolated frail seniors. Since receiving the UBCM pilot project funding, the program has been continuously funded by Vancouver Coastal Health.

This year, staff identified the need to plan supportive programming for future Kiwanis Towers residents as a priority for seeking a UBCM Age-friendly Grant.

The purpose of this report is to provide Council with information on the Age-Friendly Pilot Project that the City is applying to UBCM for- *“Kiwanis Towers...Ready, Set, Plan - A Collaborative Stakeholder Approach to Support Healthy Tenancy in a Seniors Affordable Housing Project”*, and to ask for Council’s support for the project. A Council resolution is required as part of the application process.

The report is consistent with Council’s adopted term goal #2 Community Social Services:

2.1 Completion of the development and implementation of a clear social services strategy for the City that articulates the City’s role, priorities and policies, as well as ensures these are effectively communicated to the public in order to appropriately target resources and help manage expectations.

### Findings of Fact

At its July 16, 2012 Public Hearing, Council approved third reading to a rezoning application from Polygon and the Richmond Kiwanis Senior Citizens Housing Society for the proposed development of 296 one-bedroom units for seniors and associated resident amenity spaces.

Further, at its July 16, 2012 Public Hearing, Council approved the Kiwanis Towers proposed development as an Affordable Housing Special Development Circumstance, which included the recommendation for:

Staff to continue working with the Kiwanis to assist in the development of a tenant management plan to address: operation and tenant management, resident amenity planning, community networking, and partnership opportunities for the delivery of housing and resident programming.

In an effort to support the tenant management plan process, Staff and Kiwanis representatives have worked together to develop the concept, whereby 2013 UBCM grant funding will be sought to conduct a needs assessment and develop an implementation plan for the Kiwanis resident

amenity and tenant wellness programming. The UBCM requires that the City provide overall grant management. The City will seek maximum funding of \$20,000 to support this project.

The Richmond Kiwanis Senior Citizens Housing Society has resolved to support this grant application by the City (Attachment 1).

## **Analysis**

Given that the Kiwanis Towers will house between 296 and 592 seniors, it is essential that the amenity space provided be used to maximize the well-being of residents. As indicated in the attached Expression of Interest (Attachment 2), healthy aging can be supported in a positive manner through ensuring individuals have access to programs and services that emphasize illness and injury prevention, personal choice, and community involvement. Social connection, health and wellness programs will provide significant benefits to residents while helping to ensure successful aging-in-place and minimizing health care costs.

The proposal is to seek funding to support the facilitation of a collaborative, community-driven needs assessment process and the development of an implementation plan to support:

- Isolated and low income seniors living in the Kiwanis Towers development with access to appropriate resident programs that increase their level of social connectedness, physical activity, nutrition, and positive resources for everyday living and independence;
- A sense of community, cross-cultural connections, and a socially inclusive vision to emerge from facility use and programs;
- A health and community service hub approach to the utilization of resident amenity spaces to enhance the ability of health and community service providers to reach a number of older adults living in one location;
- Opportunities for seniors to exercise personal choice and action in the interest of their own health through the provision of a range of age appropriate events, activities, and services; and
- Strengthened multi-sector involvement, community partnerships and in-kind support to coordinate and promote housing design that integrates an accessible, age-friendly physical environment with effective, age-appropriate resident wellness programs and activities to support senior health.

If the grant is received staff will amend the City's financial plan and expenditure bylaw accordingly. In addition, the City will provide overall grant management, administration and monitoring of outcomes and deliverables. Also, if the proposal is funded, a subsequent application will be submitted for the 2013-2014 UBCM Grant Application cycle to proceed with the implementation of long-range planning tools and the development of a Kiwanis resident wellness strategy and sustainability plan.

### **Financial Impact**

None.

### **Conclusion**

This UBCM grant application requests funding to conduct a needs assessment and develop an implementation plan to activate common amenity space, and provide systems and networks to support the delivery of programs and services. The goal is to provide Kiwanis Towers residents with access to appropriate resident programs that will increase social connectedness, physical activity, nutrition, and positive resources for everyday living and independence.



Dena Kae Beno  
Affordable Housing Coordinator  
(604-247-4946)

DKB:ls

**Union of BC Municipalities 2013 Age-Friendly Community Planning & Project Grant**

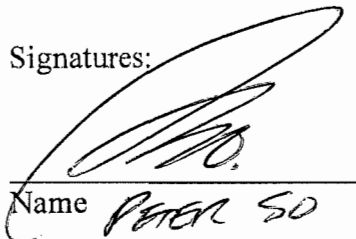
Application by the City of Richmond, November 2013

“Kiwanis Towers: Ready, Set, Plan - A Collaborative Stakeholder Approach to Support Health Tenancy in a Senior Affordable Housing Project”.

With respect to this application, developed by the City of Richmond in consultation with the Richmond Kiwanis Senior Citizens Housing Society, the following motion was passed:

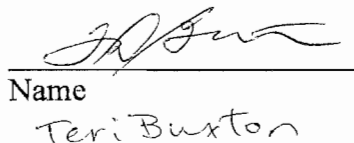
The Richmond Kiwanis Senior Citizens Housing Society supports the application by the City of Richmond for a UBCM 2013 Age Friendly Community Planning and Project Grant for “Kiwanis Towers: Ready, Set, Plan - A Collaborative Stakeholder Approach to Support Health Tenancy in a Senior Affordable Housing Project”.

Signatures:

  
Name Peter So

President  
Title (Signing Officer)

Nov 15, 2012  
Date

  
Name Teri Buxton

Secretary - Treasurer  
Title (Signing Officer)

Nov. 15, 2012  
Date



Local Government Program Services  
 Union of BC Municipalities  
 525 Government Street  
 Victoria, B.C. V8V 0A8

## EXPRESSION OF INTEREST-

FUNDING CATEGORY: Age-Friendly Community Planning and Project Grant

PROJECT TITLE: Kiwanis Towers...Ready, Set, Plan – A Collaborative Stakeholder Approach to Support Healthy Tenancy in a Seniors Affordable Housing Project

Satisfying and successful recreation experiences can promote social integration, improve physical and mental health, and enhance self-confidence; which makes significant contributions to self-determination, friendships, and social supports. As a result, these experiences provide the tools and resources for individuals to stay in their home for as long as possible. While many Richmond seniors live exceptionally healthy lives, the older adult community in Richmond is diverse.

The proposed Kiwanis Towers development is a subsidized rental development for seniors with 296 one-bedroom units and associated resident amenity spaces in Richmond, B.C. This development is in the rezoning stage and has involved an innovative multi-stakeholder approach to leverage public, private, and non-profit investment to generate much needed senior rental housing through the primary efforts of: Kiwanis Seniors Housing Society, Polygon Homes Ltd., City of Richmond, and BC Housing. In addition, the project is supported by numerous community partners to build continued, long-term relationships with Kiwanis for the delivery of tenant programs that emphasize healthy living and aging, including: Vancouver Coastal Health Authority, Minoru Seniors Society, and CHIMO Crisis Services, to name a few.

### DESCRIPTION OF PROPOSED ACTIVITIES:

**Coordinating a needs assessment process and development of an implementation plan to:**

- **Activate common amenity space at a low-income seniors' housing development, and**
- **Provide systems and networks to support the delivery of programs and services**

### GOALS OF THE PROJECT

- To provide a coordinated approach to service delivery amongst different levels of government and community partners.
- To ensure there is a sense of belonging for the seniors who reside in the housing development through the collaborative development of an integrated, community resident amenity program.
- To generate an implementation plan to support the effective and continuous delivery for resident access to appropriate programs and active engagement.
- To encourage social connection to counter the effects of social isolation.
- To help realise the City of Richmond's Affordable Housing Strategy vision: "the City of Richmond has recognized the importance of ensuring that all residents have access to suitable and appropriate housing with the necessary community supports to serve the needs of a diverse population."
- To build and strengthen community partnerships for the effective delivery of age-friendly and appropriate resident amenity programming.

The heart of the project is to ensure Kiwanis tenants have access to low cost, community wellness programs. The proposed project will be a community driven, collaborative planning process to develop a resident amenity space and programming needs assessment and implementation plan. The project will serve as a "catalyst of action" to incorporate community stakeholder input to explore and determine the appropriate programs, partnerships, and resources that are required to support 296 to

592 seniors living in one location. The project will be facilitated in partnership with the City of Richmond and Richmond Kiwanis Senior Citizens Housing Society to gather local health and community services, Richmond Seniors, and future tenants' perspectives to develop the needs assessment and age-friendly implementation plan. The pilot project will assist Kiwanis in the effective delivery of proactive tenant wellness and amenity planning approach to sustain and support tenant health and well-being, while contributing to a thriving, diverse senior community that is healthy, active, and aging well.

#### **PROPOSED ACTIVITIES**

An Integrated Stakeholder and community-based action research project to develop a Kiwanis Resident Wellness approach through the completion of a:

- 1) Community needs assessment to identify potential programs, services, and collaborative and multi-sector partnerships to support access by Kiwanis residents to community service and health programs; which maintains and improves physical, emotional and mental health in a physical environment that integrates age-friendly features.**

The Global Age-Friendly Cities Guide will be used to inform the framework and guiding principles to focus on opportunities to support active aging, health and participation. The described activities will include an emphasis on the themes of: Maintaining Independence and Preventing Disability, Social Participation, Respect and Social Inclusion, and Community Support and Health. This community driven process will support the strategic directions of Richmond's Affordable Housing Strategy and Older Adults Service Plan. Partnering with a variety of local residents, future Kiwanis residents, diverse community partners, and local service providers will be a key element of the assessment and decision-making process.

- 2) Implementation plan to support the effective delivery of resident wellness programs through the incorporation of multi-stakeholder input and best practice research to focus on the following key program components:**

- Provide access to low-cost or free tenant wellness and illness prevention programs;
- Decrease service barriers;
- Increase tenant wellness, health and financial literacy;
- Generate opportunities for social connection, referrals and support;
- Engage seniors and community participation in the planning process;
- Support efficient and sustainable delivery of services; and
- Increase social connectedness and communication between culturally diverse groups.

- 3) Long-range planning tools and recommendations for future incorporation into a resident wellness strategy and sustainability plan.**

If this proposal is funded, a subsequent application will be submitted for the 2013-2014 Grant Application cycle to proceed with the implementation of the final phase as noted in #3 above.

**TIMELINE:** The project will be planned in early 2013, the community needs assessment will be conducted early Spring through Summer 2013, the implementation plan will be developed in early Fall 2013, and the evaluation phase being concluded by November 2013.

#### **COMMITTED PARTNERS:**

- City of Richmond
- Richmond Kiwanis Senior Citizens Housing Society

- Vancouver Coastal Health
- BC Housing
- Minoru Seniors Place Executive
- Polygon Homes Ltd.
- Dagneault Planning
- Robert Ciccozzi Architecture, Inc.
- AWM Alliance Real Estate Group Ltd.
- PWL Partnership Landscape Architects Inc.
- CHIMO Crisis Services

#### **PROPOSED PARTNERS:**

Family Services, Richmond Food Security Society, Richmond Multi-Cultural Concerns Society, B.C. Non-Profit Housing Association, United Way, SUCCESS, Multi-Cultural Helping House, FIRST- Family Integration and Resources Support Team, Alzheimer's Society, Richmond Community Services Advisory Committee, and Richmond Senior Advisory Committee.

#### **ANTICIPATED BUDGET**

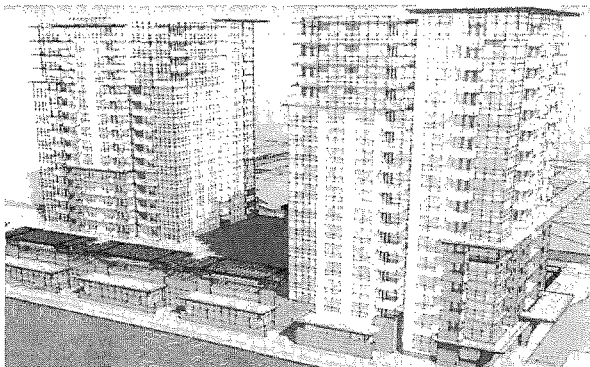
Request to UBCM is \$20,000

- To support costs associated with the community needs assessment consultation process, focus group meetings, survey tool development and administration, replication materials, and progress report writing.
- To support costs associated with the development of an implementation plan, project evaluation processes, and the preparation of the final stakeholder report.

#### **PRIMARY CONTACT:**

Dena Kae Beno, Affordable Housing Coordinator  
City of Richmond, Community Social Development, Community Services Department  
604-247-4946 [dbeno@richmond.ca](mailto:dbeno@richmond.ca)

#### **Conceptual Drawing of the Proposed Kiwanis Towers Project**



- **296 units of subsidized rental housing for seniors and resident amenity spaces**
- **Strategic City Centre location- close to transit, city and senior services, and shopping**
- **Innovative collaboration- Kiwanis Society, Polygon, City of Richmond, and BC Housing**
- **Potential City financial support through the use of Affordable Housing Reserve Funds**
- **Housing and program delivery to be supported and strengthened through community partnerships**



**To:** General Purposes Committee

**Date:** November 15, 2012

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

**File:**

Cecilia Achiam, MCIP, BCSLA  
Interim Director, Sustainability and District Energy

**Re: Governance & Financing - Alexandra District Energy Utility**

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**Staff Recommendation**

That Council

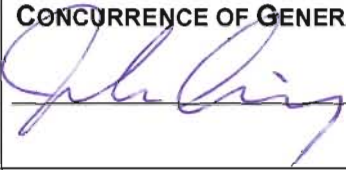



1. Authorize staff to incorporate a wholly owned local government corporation including:
  - a) naming the corporation Lulu Island Energy Company (pending name availability) (LIEC) with the City of Richmond as the sole share holder to own and operate the Alexandra District Energy Utility (ADEU);
  - b) authorizing the Chief Administrative Officer and the General Manager, Engineering and Public Works to execute legal agreements and documentation related to the incorporation.
2. Authorize staff to explore the merits of external borrowing of up to \$6M to finance phase 3 of the ADEU and report to Council through Committee on the budget impacts to future capital projects.
3. Re-classify the District Energy Manager position from Temporary Full Time (TFT) to Regular Full Time (RFT); and
4. Approve the creation of a Position Control Complement (PCC) for the District Energy Manager position.



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REPORT CONCURRENCE			
<b>ROUTED TO:</b>	<b>CONCURRENCE</b>	<b>CONCURRENCE OF GENERAL MANAGER</b>	
Budgets	<input checked="" type="checkbox"/>		
Law	<input checked="" type="checkbox"/>		
<b>REVIEWED BY SMT SUBCOMMITTEE</b>	<b>INITIALS:</b> 	<b>REVIEWED BY CAO</b> 	<b>INITIALS:</b> 



## Staff Report

### Origin

At the Council meeting of January 10, 2011, Council supported the Alexandra District Energy Utility (ADEU) and adopted the following motions:

- 1. the Alexandra District Energy Utility Bylaw No. 8641 Amendment Bylaw No. 8688 be introduced and given first, second and third reading,*
- 2. subsequent to the adoption of the Amendment Bylaw No. 8688 staff bring forward to Council and amendment to the West Cambie Area Plan that would allow for the density bonus structure outlined in Attachment 3; and*
- 3. that by the Spring of 2011, staff report back with information related to a governance model, an explanation of financing options, and the incremental implementation of the District Utility Energy.*

The purpose of this report is to provide response to item #3. As a result of the fire at the Remy project in May, 2011, the commissioning of phases 1 and 2 of the ADEU was rescheduled. Staff used this additional time to analyse and identify efficiencies and improvements to the system design and implementation review. The official opening of the ADEU occurred on September 6, 2012.

### Background

Phases 1 and 2 of the ADEU have been created in partnership with Oris Geo Energy Ltd. The partnering agreement envisioned heating and cooling services being provided (mainly through ground source geothermal systems at the outset) to Oris Developments' two projects, Alexandra Gate and Remy, comprising of 453 residential units in total (see ADEU Map in **Attachment 1**).

Council adopted the Alexandra District Energy Utility Bylaw No. 8641 Amendment Bylaw No. 8688 on January 24, 2011 which expanded the service area of the ADEU to include most of the Alexandra neighbourhood. This gives the ADEU the potential to encompass 3100 units and 1.1 million sq. ft. of commercial space at build out over an estimated 10 to 15 year period.

To date Council has approved \$6M of borrowing from the City's Water Utility Reserve to fund the design and construction of ADEU Phases 1 and 2. These funds will be repaid with interest from service fee revenue in accordance to the attached estimated timeline for development and funding requirements through to build-out of the ADEU (**Attachment 2**).

The rescheduling of the ADEU commissioning and the servicing of a non-Oris building (Mayfair) prior to servicing of the two Oris projects (Remy and Alexandra Gate) was not envisioned in the partnering agreement. There are no identified risks to the ADEU or the City as a result of these changes at this time, however staff will be completing full reviews with external legal counsel and will report back to council for consideration of any options for City action in this area.

## Analysis

Renewable energy based District Energy Utilities are a relatively new concept in the Lower Mainland. The governance and regulatory models vary across jurisdictions. Traditionally, City utilities, such as water and sewer, are administered by City departments within the municipal services. The establishment of ADEU provides an opportunity to evaluate other models. Governance is a key issue for consideration for expansion of the ADEU as it will influence decisions on ownership, financing, and the operational structure.

The ADEU was established on the basis that all capital and operating costs will ultimately be recovered through revenues from user fees, making the ADEU financially self-sustaining over the long term. Expansion of the ADEU as endorsed by Council creates additional resource demands and triggers the need for additional staff and operational funding that would be supported through the increased ADEU revenue. The challenge is finding the most suitable interim financing mechanism to support the development of the utility during the initial capital intensive phases.

Generally, the City has provided financing for additional utility infrastructure from City reserves. Based on ADEU's ability to service debt, Council authorized external borrowing through the Municipal Finance Authority or other financial agencies to finance future expansion of the ADEU is also a viable alternative. The Alternative Approval Process under Part 4, Division 2 of the Community Charter will need to be followed if the City were to borrow externally. The findings of this report indicate that a corporation does not have to follow this process. However, depending on the worth of the corporate asset, the City, as the sole owner of the corporation, may need to act as loan guarantor.

Evaluation of governance and financing alternatives requires consideration of several criteria both from the ADEU and City perspectives. The most substantial criteria that require consideration in evaluating the governance alternatives are described below and formed the bases of the analysis completed for this report:

- Risk – Evaluation of financial risk exposure and liability
- Governance– Evaluation of the implication of the governance models on the City's ability to influence ADEU business decisions.
- Maintaining Competitive Utility Rates – Ability to maintain utility rates close to or less than conventional system energy costs based on the same level of service.
- Long Term Financial Commitment – Evaluation of the on-going long term financial commitment required from the City and the ADEU.
- Capital Investment – Evaluation of the capital investment requirement from the City and the ADEU.
- Green House Gases Reduction Benefits – Review of the ability to offset City's GHG targets.
- Grant or Alternative Funding Sources – Ability to access senior government grant funding.

- Implementation – Timing and associated costs.
- Operating Costs – Relative comparison of operating costs including estimated staffing implications.
- Customer Service – Ability for the ADEU to meet customer service levels and standards.
- Ability to Sell Utility – Ease of exit considerations should the City wish to divest itself of the ADEU.

An ownership model evaluation matrix (**Attachment 3**) summarizes the advantages and disadvantages of the three ownership models discussed in this section.

### **Governance**

Governance alternatives that are to be considered relevant to the ADEU expansion must align with the key benefits that the City set out to achieve through the utility without substantially increasing risk. The selection of a specific governance model needs to take into consideration:

- City control to ensure accountability;
- Financing flexibility in relationship to impact on other core municipal services;
- Ability to adapt to new and appropriate technologies as the district energy system matures and service building area grows; and
- Need to be adaptable/responsive to market conditions – ability to adjust rates and service levels to meet market conditions and changing needs of the utility customers.

A matrix comparing the ownership model, governance and regulatory characteristics of four local District Energy Utilities including South East False Creek in Vancouver, Lower Lonsdale in North Vancouver, Dockside Green in Victoria and the proposed Surrey Civic Centre is provided in **Attachment 4**.

Regionally, arrangements range from municipally owned and operated on one end (e.g. South East False Creek) to wholly privately owned and operated (e.g. Dockside Green) at the other end. There are essentially three common governance models for a district energy utility that could be applied to ADEU:

<b>Model</b>	<b>Ownership</b>	<b>Operation</b>
1. City Direct Ownership and Operation	City	City departments (Engineering, Finance, Facilities, etc.), or contracting specific functions requiring external expertise
2. Wholly City Owned Corporation	Private corporation owned by the City	Private corporation wholly owned by the City
3. Private Ownership and Operation	Private	Private

*The Ownership Model Evaluation Matrix* in **Attachment 3** provides comparison/comments on a variety of issues related to these ownership models including: risk (financial risk and operational liability), governance, utility rates, long term financial commitment, capital investment, and green house gas emission, while the following pages discuss each model in detail.

### **1. City Direct Ownership and Operation** (*Current model- ADEU first development phase*)

In this model the City owns the entire ADEU infrastructure and operational demands are met with City staff resources. The City may, from time to time, utilize consultants and contractors for specialized areas of expertise while operating within the City's existing administrative and governance structure. This would be similar to the City's existing water and sanitary utilities.

The City of Vancouver has used a City Direct Ownership/Operation model to establish and operate the Southeast False Creek Neighbourhood Energy Utility. The City of Surrey is following a similar model with the Surrey Civic Centre District Energy Utility currently under development.

<b>Pros</b>	<b>Cons</b>
Direct City control over the project.	City assumes all risks.
Lower cost of capital.	City must borrow from reserves or take on debt to finance capital requirements (may require referendum or Alternate Approval Process (APP) and/or approval of Inspector of Municipalities).
Council sets utility rates (Not BC Utilities Commission).	City must build and maintain in-house expertise (although many functions can be contracted).
Flexibility and synergies with existing City operations.	

### **2. Wholly City Owned Corporation (Recommended)**

Under this option, the City will establish a separate corporation to operate the utility with corporate and City staffing resources, and consultants and contractors, as required. This would be similar to the Richmond Olympic Oval Corporation.

Section 185 of the Community Charter provides the Inspector of Municipalities the authority to approve a wholly owned local government corporation. Under this model the City would create a wholly owned corporation, similar to the Richmond Olympic Oval Corporation (ROOC), where the ADEU is structured as a corporation with the City as its sole shareholder.

A corporation has its legal rights and liability as an entity separate from its owners (the shareholders) and is owned by shareholders who have the right to elect the Board of Directors as the governing body of the entity. The directors owe their fiduciary duty to the corporation. The City, as sole shareholder, has the right to vote for or remove the directors, change the constating documents, and approve the financial statement and annual report of the corporation.

Should Council select this option, it is suggested that the corporation be named Lulu Island Energy Company (LIEC) to preserve maximum flexibility for future expansion of district energy utilities in the City. A Partnering Agreement between the City and LIEC will define the City's expectations and the corporation's obligations and parameters of performance. Council, acting as the decision-maker on behalf of the sole shareholder (the City) appoints the LIEC board. It is also within Council's prerogative to delegate the selection of directors to nominating entities.

Under this arrangement, the LIEC board would report to Council on a regular basis as prescribed in the constating documents to provide updates on progress. The board will be responsible for overseeing the business of running a district energy utility.

The City of North Vancouver (CNV) has used this model to establish the Lonsdale Energy Corporation, which is a municipally-owned DEU. CNV has chosen to appoint only City staff members to Lonsdale Energy Corporation's Board of Directors. A similar approach may be suitable for LIEC given that the service delivered (thermal energy) is technical, well defined and unchanging over time.

Pros	Cons
City control over the project.	Provincial approval required to create the corporation. Province will also establish some operational conditions.
Low risk of liability for the City.	Some minor additional costs and time for Board, administration, financial reporting, compliance with the Business Corporations Act, etc.
Corporation can borrow and take on debt independent of the City's finances. <sup>1</sup> Borrowing is not limited to MFA but includes the general capital markets. Borrowing will be subject to controls in the corporation's Articles, such as shareholder approval for amounts beyond a specified threshold.	The City may be required to follow the Alternative Approval Process (APP) to take on debt to finance capital requirements ().
Council resolution may wish to include guaranteeing the borrowing of the corporation.	The Inspector of Municipalities has in the past requested that borrowing capabilities of municipal wholly-owned corporations include financial limits such that, if the corporation wishes to borrow or incur liabilities in excess of that amount, approval by the shareholder (City) is required and the City guaranteeing the borrowing may be an option
Council can set utility rates (Not BC Utilities Commission).	

<sup>1</sup> If the City is required to directly or indirectly act as a guarantor of the debt (which may be requested by financial institutions knowing that the City owns 100% of the entity), it will be the same as the City acquiring external financing, thus the borrowing will still be subject to the City's municipal limit and also will require elector's approval (or the equivalent) as if the City directly borrows itself.

Can act as a private corporation with greater operational freedom, not limited by local government statutes.

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City, as sole shareholder, can sell ADEU as an established corporation in future.

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Corporation's financial management is distinct from the City's.

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If the services to be offered by LIEC are being provided within City boundaries, and the City owns not less than 90% of the corporation, income tax will not be payable.

Property tax exemptions may be available for a corporation under a partnering agreement with the City.

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Unique to this option is the transfer of risk away from the City combined with full City control and avoidance of statutory limitations applicable to local governments. For these key reasons the creation of a wholly owned City corporation is the recommended option.

Should Council select this option, staff would bring forward a report outlining alternatives and making recommendations on board membership, and financing future phases with external borrowing.

### 3. Private Ownership and Operation

Under this option, the City would license a private entity to operate within its rights-of-way or otherwise sell the ADEU assets to a third party. The City's role may be limited to licensing the use of City rights-of-way. This would more closely match the model of existing energy utilities like BC Hydro and Fortis BC (formerly Terasen).

Should Council select this option, the City would have no continuing involvement with the ADEU, other than the first phase. An example of this model is Central Heat Distribution Ltd, which provides heating services in Vancouver's downtown core.

Pros	Cons
All risks transferred to the private entity.	No City control over operations. Rates set by BC Utilities Commission.
Capital can be raised privately.	City revenue reduced to a licensing fee.
Private resources and expertise can be applied.	
Potential profit to the City through the sale of an established or existing DEU.	



Private utility companies (such as BC Hydro and Fortis) have the right to establish utility infrastructure in City rights-of-way independently and the private sector could establish a DEU without any City support. This largely hasn't occurred to date as utility companies have not been able to secure customers on a scale that would support the capital allocation. The City has the ability to create a customer base through regulation and therefore has a critical role to play in DEU establishment.

### **Proposed Corporate Structure for LIEC**

#### **1. Board of Directors**

Conceptually given the current size of the ADEU at this time, the governance structure is primarily that of a management committee to take care of technical and business interests. It is not anticipated that an external board with broader representation from the community and other business interests will be required to oversee the operation. The City is the sole shareholder of the corporation. Once the incorporation is completed, it is recommended that a board comprised of senior City staff with the necessary technical and business skills be put forward and that the CAO be appointed as the Chair of the founding board to carry through the necessary incorporation processes.

At this initial stage of the district energy utility, there is sufficient expertise within the City to populate the proposed board. The benefits of this approach include:

- No additional cost to the City for separate management staff from outside; and
- No single staff member is burdened with the entire responsibility of running and operating the district energy utility

As the operation of a district energy utility is largely technical in nature, the CAO would prefer to nominate the General Manager, Engineering and Public Works as the Chair of the proposed board once the initial board is in place. The board composition will undoubtedly be revised from time to time to ensure that the appropriate technical and business expertise are present to address the needs of the corporation. The membership of the board would be reviewed annually by the Council as the sole share holder of the corporation going forward.

Furthermore, the CAO has identified three additional staff with the appropriate technical and business skills to sit as board members on the propose board to administer the district energy for consideration by the share holder. The board composition may change in the future at the discretion of the CAO depending on the operational need of the district energy utility. Any changes will be included in the annual report to the share holder. The proposed first directors of the corporation are as follows:

George Duncan, CEO (on founding board to oversee the incorporation process)

Robert Gonzalez, GM, Engineering and Public Works (Chair)

John Irving, Director, Engineering

Jerry Chong, Director, Finance

Cecilia Achiam, Interim Director, Sustainability and District Energy

Council will receive formal annual report(s) on the financials, the appointment of directors for the following term and appointment of auditor, as well as updates via memorandum as appropriate.

## 2. Daily Operation

The City is able to manage most of the daily operation for the district energy utility at this time. The District Energy Manager function is currently being staffed as a temporary position (TFT). The billing is being handled by the Finance Department as the ADEU provides bills to individual buildings rather than each unit within the buildings. Initially, three to four additional billing accounts will be managed since billing will be done on building-by-building basis rather than to each dwelling unit as in the case of conventional utilities. It is estimated that 25% of a full time equivalent (FTE) position will be required for accounting and billing, and approximately 50% of the time of the District Energy Manager, TFT (Temp for 1 year), will be required to manage the ADEU in the start up phase.

Costs for operational personnel resources, including the District Energy Manager, accounts billing services and operation maintenance, have been built into the financial model. The costs are estimated at approximately \$50k in 2012 and \$70k in 2013, all of which would be funded ultimately from ADEU revenue. As with other elements of the financial model these amounts are dependent on the pace of development and system growth. It is estimated that at build-out the operational staff requirement would be approximately 2 to 3 FTE, which again would be fully funded from ADEU revenue.

Intermittent demand for technical support will be met initially through the use of consultants and contractors as is done for existing City facilities. The operation and serving of the equipments are contracted out to Corix Utility Inc. through a competitive bidding process. This company was selected based on their expertise, ability to work collaborative with staff and favourable pricing for the service. The ADEU Financial Analysis Model (**Attachment 6**) had accounted for the costs for all operational costs.

### **Incremental Implementation of the ADEU**

Given that the sequencing of development and the energy needs of each development are not predetermined, the governance and funding approach must be flexible. For example, while two residential developments may have the same total square footage, the energy usage may differ by 100% depending on the building and heating, ventilation and air conditioning (HVAC) system design. Each infrastructure expansion phase will require consideration of the most efficient and prudent capital expenditure approach from the ADEU perspective in response to the proposed developments.

Depending on actual well-field performance, the \$6M Phase 1 and 2 capital investment will likely service more than the Remy and Mayfair developments, supporting the Omega development or Alexandra Gate as well. Additional capital requirements for Phase 3 will be triggered by the SmartCentres development in 2013, but could also be triggered by additional residential developments in that year.

As the demand for heating and cooling services grows in the Alexandra area, capital expenditures will be offset by additional revenues over time generating a positive rate of return. From sequencing perspective capital funds will be required in advance in order to design and construct the infrastructure so that the development can connect to the heating/cooling service. It is currently estimated that build-out of the ADEU to service approximately 3.18 million square feet of buildings would cost approximately \$18.3M beyond the currently allocated \$6M, for a total capital cost of \$24.3M in 2011 dollars (see **Attachment 5**). This assumes expansion based on the same geo-exchange technology on additional park land as used in the first phase. At the current pace of development, build-out would occur in approximately 10 years.

The projected schedule to reach project build-out and the associated capital and financial mechanism is summarized below:

<b>Project Phase</b>	<b>Capital Investment</b>	<b>Anticipated Construction Time</b>	<b>Financing Option</b>
1 and 2	\$4.5 M	Completed in 2012	City Reserve
3	\$1.5 M (from the existing approved funding) \$6.0 M (new funding)	2013	City Reserve External Borrowing
4	\$2.44 M	2016	External Borrowing
5	\$2.44 M	2017	External Borrowing
6	\$2.44 M	2018	External Borrowing
7	\$2.44 M	2019	External Borrowing
8	\$2.44 M	2020	External Borrowing
<b>TOTAL CAPITAL COST</b>	<b>\$24.2 M</b>		

### **Financing Alternatives:**

There are inherent business and financial risks with the ADEU investment model that uses advanced capital financing. These risks may in part be mitigated through collaborating with reputable developers, establishment of operating models, and setting utility rates that encompass both capital and operational components.

In the long term, the ADEU is financially self sustaining. Rather than competing with other municipal projects, the City can take advantage of the ability of this utility to self finance by borrowing from an external source, such as the Federation of Canadian Municipalities (FCM) Fund, thus not impacting City Reserves for other high priority civic projects.

Based on currently estimated development project timelines and assuming all capital is funded by borrowing, staff estimate that the peak debt load the ADEU would be approximately \$23.8M

(capital requirements by year is shown in the table immediately above, and the cumulative debt loads are shown in **Attachments 2 and 5**). Infrastructure capital financed through tax revenues can rely on predictable and steady funding, whereas income from a corporation is dependent on market conditions.

The peak debt load is a direct function of the construction schedule through to build-out. Any extension of the build-out period beyond the 10-year timeframe would lower the peak debt load as capital requirements would be spread over a greater period. The business model results show a 6.5% internal rate of return over a 30 year period<sup>2</sup> (**Attachment 6**). The City engaged KPMG to conduct a review of the ADEU financial model and have provided feedback on the model estimates and assumptions (**Attachment 7**).

The financing mechanisms available are largely determined by the governance model selected. The table below summarizes these options.

Available Financing Mechanisms	Governance Model		
	1. City Direct Ownership	2. Wholly City Owned Corporation	3. Private Ownership and Operation
Borrowing from City Reserves	Yes	Yes	No
External Borrowing	Yes	Yes	Yes
Partnering with Third Party	Optional	Yes	Yes
Government Grants	Yes	Limited*	No
Liability	City	Corporation	Corporation

\*Some grants are available only to government projects.

A wholly City owned corporation offers the maximum administration, operation and financial flexibility while maintaining Council oversight. The key advantage is that a corporation limits the City's liability and holds the corporation accountable to its administrative and fiscal accountability. Depending on the governance model Council selects, staff will bring back a report detailing the financing and payback options for Council consideration.

### **Personnel Consideration**

During the start up phase of the ADEU, there is significant demand on staff time and resources to oversee consultant work, negotiating business agreements, prepare bylaws, conduct consultation, and serve customer needs. Once the ADEU is established, the on going management of the operation becomes much more customer service oriented. In addition to managing the ADEU, this position is responsible for identifying and exploring other district energy opportunities

<sup>2</sup> The projections are based on prospective results based on assumptions about future conditions and courses of action.

within the city, granting opportunities, as well as interfacing with the contract operator, developers and the public on district energy.

In 2011, Council approved a one-year temporary full time (TFT) position of Manager, District Energy expiring December 2012 to facilitate the development of the ADEU. As the ADEU grows, the need for a dedicated staff person to deal with technical issues and customer service also is also growing. The development of district energy utility in Richmond has matured to a point where a regular full time District Energy Manager (RFT) position is warranted. Based on the financial model projections, staff anticipate that additional revenues from future phases of ADEU would be available to further offset the cost of the City's DEU Manager. Council has also approved \$200,000 for Infrastructure Advanced Design to explore district energy for City Centre in the 2013 Capital Budget. Furthermore, other operational efficiencies have been identified that can support this position. Together, these funding sources are able to support converting the DEU Manager to a regular full time without any budgetary impact to the City.

### **Financial Impact**

The recommended alternative establishment of a wholly owned corporation is estimated to cost \$50k. Funding for this can be provided from the General Contingency Account.

### **Conclusion**

Staff recommend the establishment of a wholly City owned corporation named the Lulu Island Energy Company to own and operate the ADEU. Analysis indicates that this option provides the best combination of flexibility, control, risk management, financing and accountability for the ADEU.

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John Irving, P.Eng. MPA  
Director, Engineering

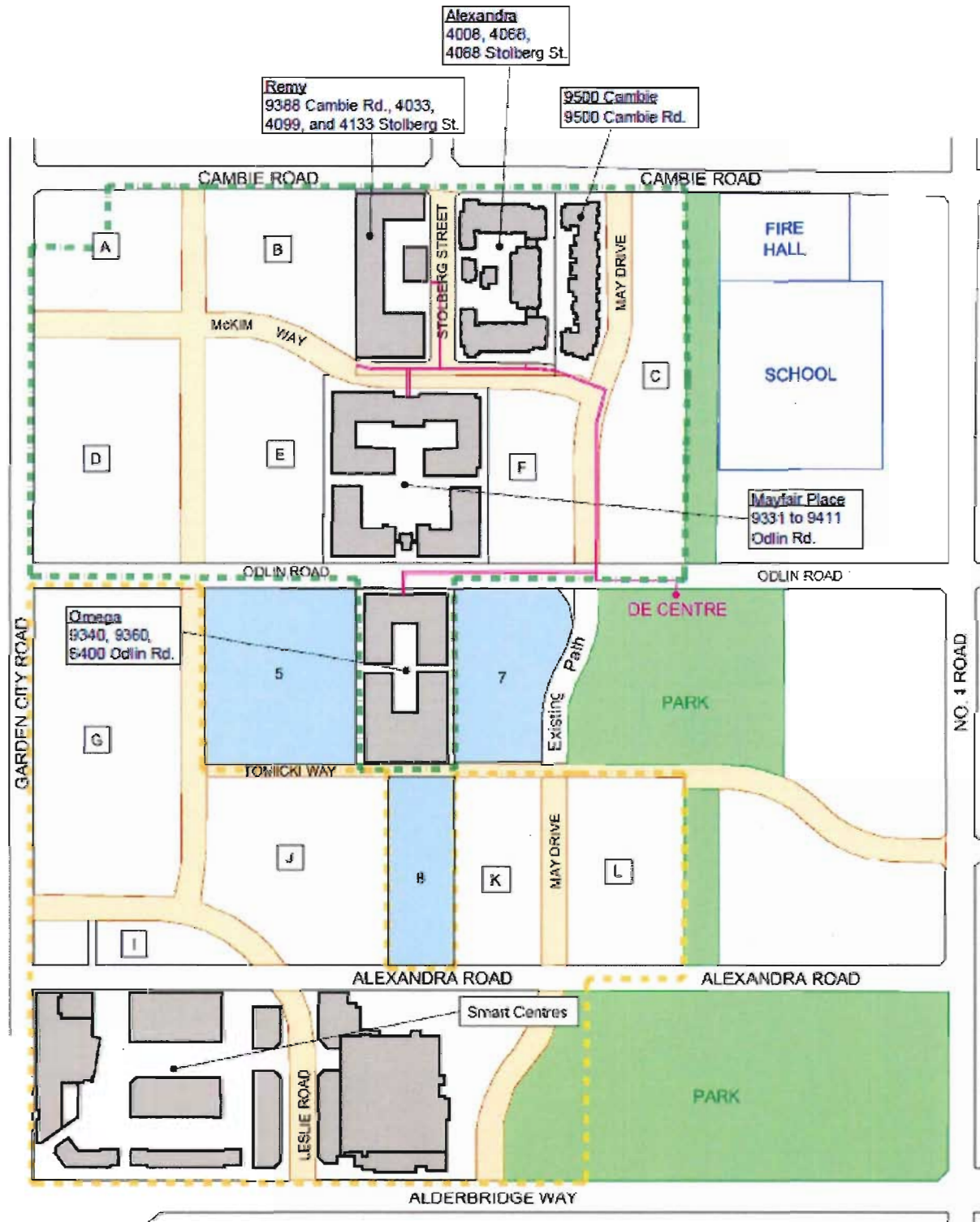
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Cecilia Achiam, MCIP, BCSLA  
Interim Director, Sustainability and District Energy

Attachment 1	ADEU Map	REDMS# 3649164
Attachment 2	Estimated Timeline for Development and Funding Requirements	REDMS# 3649153
Attachment 3	Ownership Model Evaluation Matrix	REDMS# 3649159
Attachment 4	Local District Energy Utilities Comparison	REDMS# 3649156
Attachment 5	Cumulative Debt Load and Projected Net Income	REDMS# 3649154
Attachment 6	ADEU Financial Analysis Model (to build-out)	REDMS# 3649160
Attachment 7	KPMG Feedback Summary	REDMS# 3649162



ADEU Map



## Estimated Timeline for Development and Funding Requirements

Calendar Year	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
Project Year	1	2	3	4	5	6	7	8	9	10
<b>Estimated Buildings Served (millions sqft)</b>										
Oris - Remy			0.15	0.19	0.19	0.19	0.19	0.19	0.19	0.19
Oris - Alexandra Gate				0.19	0.19	0.19	0.19	0.19	0.19	0.19
Oris Total			0.15	0.38	0.38	0.38	0.38	0.38	0.38	0.38
In-Stream - Polygon		0.07	0.35	0.36	0.36	0.36	0.36	0.36	0.36	0.36
In-Stream - Omega				0.11	0.22	0.22	0.22	0.22	0.22	0.22
In-Stream - Smart Centres				0.18	0.26	0.26	0.26	0.26	0.26	0.26
In-Stream - Others				0.11	0.11	0.11	0.11	0.11	0.11	0.11
Future Development						0.37	0.74	1.11	1.48	1.85
<b>Total Buildings Served (millions sqft)</b>	<b>0.07</b>	<b>0.50</b>	<b>1.14</b>	<b>1.33</b>	<b>1.70</b>	<b>2.07</b>	<b>2.44</b>	<b>2.81</b>	<b>3.18</b>	
<b>Estimated Capital Requirement (\$Millions)*</b>										
Phase 1 - internal debt	\$2.30	\$0.80								
Phase 2 - internal debt		\$0.90	\$0.50							
Phase 3 - internal debt			\$1.50							
Phase 3 - other funding			\$6.04							
Phase 4+ - other funding						\$2.44	\$2.44	\$2.44	\$2.44	\$2.44
<b>Total Capital Requirement (\$Millions)*</b>	<b>\$2.30</b>	<b>\$1.70</b>	<b>\$8.04**</b>			<b>\$2.44</b>	<b>\$2.44</b>	<b>\$2.44</b>	<b>\$2.44</b>	<b>\$2.44</b>
<b>Total Cumulative Capital Requirement (\$Millions)*</b>										<b>\$24.27</b>

\*All amounts in 2011 dollars.

\*\*Only \$6.04M needed from the external borrowing as the \$2.0M is already allocated from the \$6.0M internal borrowing. This work will most likely spread over the period of 2-3 years.

## Ownership Model Evaluation Matrix

Criteria	1. City Direct Ownership and Operation <i>(Current model for the first development phase)</i>	2. Wholly City Owned Corporation <i>(Recommended)</i>	3. Private Ownership and Operation
<b>Financial Risk and Operating Liability</b>	Financial risk and operating liability lies solely with the City.  Little ability to limit liability should a dispute arise.	Lower liability and risk than Option 1. Provided risk is properly controlled, the City is protected from financial risk and operating liability to the extent permitted by the British Columbia <i>Business Corporations Act</i> .  However, vicarious or even direct liability may arise in relation to direct control by the City of the services performed by the corporation. It may be important for the corporation's management to have the ability to act without perceived undue interference from the City. Control mechanisms can be implemented in the constating documents of the corporation.  Operating/Partnership Agreement with private operator can be used to contractually limit City's risk for such items as: equipment repair and replacement costs; employee wages & benefits; health & safety insurance costs; property loss or personal injury.	Financial and operating risks lie entirely with private operator.  In this situation all the risks and benefits of total ownership lie with the private entity. Accordingly the City's concerns are more likely to be with rate control issues.  The City has no control on user rates and choice of technology in the long term. However, residents will still hold the City accountable.
<b>Control</b>	Direct local government control	Direct or indirect local government control through structure and governance mechanisms, and control of Board of Directors.	Least direct local government control of the four models

Criteria	1. City Direct Ownership and Operation <i>(Current model for the first development phase)</i>	2. Wholly City Owned Corporation <i>(Recommended)</i>	3. Private Ownership and Operation
<b>Governance Issues</b>	<p>Council approval of utility rates, policies, practices similar to water and sewer utilities.</p> <p>The City has full control over the expansion of the utility and technology decisions.</p> <p>A familiar governance model. DEU will be administered as part of an existing department or a new department within the existing corporate structure.</p> <p>The City is subject to Community Charter/Local Government Act (e.g. obtaining elector approval for certain decisions, public hearing, etc.)</p>	<p>Provincial approval required to create the corporation. Province will also establish some operational conditions</p> <p>Council approval of utility rates, policies, practices similar to water and sewer utilities. Reporting to Council on regular basis as directed by Council.</p> <p>Council would appoint a Board to administer daily operations and make business decisions within established parameters. Conflicts of interest need to be considered when selecting board members.</p> <p>More complex governance model than City Direct Ownership/ Operation Separate incorporation and operating agreements (similar to Richmond Olympic Oval) will be required.</p> <p>The Subsidiary would not be subject to Community Charter/Local Government Act (e.g. obtaining elector approval for certain decisions, public hearing, etc.) unless specified in the operating agreement.</p>	<p>BC Utilities Commission (BCUC) would regulate utility including rates. Council would have little ability to influence business decisions other than through access agreement.</p> <p>Any expansion will require approval by BCUC.</p> <p>Least complex governance model for the City since the City is not involved in the ownership, operation or utility rate determination.</p>
<b>Operational Obligations</b>	<p>The City must build and maintain in-house expertise (although some functions can be contracted).</p>	<p>As the sole shareholder, Council has full control of board appointment and can ensure operational standards using operation agreement.</p> <p>There may be less flexibility and synergies with existing City operations.</p>	

Criteria	1. City Direct Ownership and Operation (Current model for the first development phase)	2. Wholly City Owned Corporation (Recommended)	3. Private Ownership and Operation
Utility Rates	<p>City sets rates.</p> <p>Maximum flexibility for setting rate structure and rate adjustment to maintain competitiveness.</p> <p>Council sets utility rates (Not BC Utilities Commission)</p>	<p>Rates would be set by City according to City's policy.</p> <p>Council sets utility rates (Not BC Utilities Commission)</p>	<p>British Columbia Utility Commission (BCUC) sets the rates. The City has no input.</p>
Long Term Financial Commitment	<p>Options 1 and 2 have similar financial costs to the City.</p> <p>Revenue/loss accrue to the City</p>	<p>Options 1 and 2 have similar financial costs to the City.</p> <p>There may be some additional costs for Board, administration, financial reporting, etc.</p> <p>The City can determine the extent of revenue/loss transfer from the corporation.</p> <p>Provided services are within the City's municipal boundaries, the corporation will have the same income tax and sales tax advantages as the City.</p> <p>As sole shareholder, the City can sell the utility in the future as desired.</p>	<p>None.</p>

Criteria	1. City Direct Ownership and Operation <i>(Current model for the first development phase)</i>	2. Wholly City Owned Corporation <i>(Recommended)</i>	3. Private Ownership and Operation
<b>Capital Investment</b>	<p>The City is responsible for the full burden of capital. The City must borrow from reserves which may delay or elimination of other capital projects.</p> <p>Alternatively, the City can take on debt to finance capital requirements (This may require referendum.) This may create lower borrowing rates available to local governments may result in lower capital cost.</p>	<p>The corporation will be responsible for the capital. There is no impact on the City's capital projects.</p> <p>The City will need to consider how much of a capital contribution it wishes to make as the sole shareholder.</p>	None



Criteria	1. City Direct Ownership and Operation ( <i>Current model for the first development phase</i> )	2. Wholly City Owned Corporation (Recommended)	3. Private Ownership and Operation
<b>Revenue</b>	City has the full share of the revenue.	City has complete control of the distribution of revenue between the City and the corporation	City does not share in the revenue.
<b>Green House Gas Reduction<sup>1</sup></b>	<p>Direct Council control on how to phase alternative green technologies to maximize GHG reduction.</p> <p>City has control on subscription to DEU and utility infrastructure extensions by Bylaw. This provides certainty on how much GHG reduction can be realized.</p> <p>City owns green rights.</p>	<p>Indirect Council control on how to phase alternative green technologies to maximize GHG reduction. (Decision will be made by Board of Directors who may be appointed by the City)</p> <p>City has control on subscription to DEU and utility infrastructure extensions by Bylaw.</p> <p>City may preserve ownership of green rights into the ownership model.</p> <p>Expansion of DEU dependent on the financial ability of the corporation. The City may be required to act as guarantor or provide interim financing to the corporation.</p>	<p>No City control over GHG reduction targets, DEU infrastructure extension, and utility rates/rate structures.</p> <p>City does not own green rights.</p>
<b>Grant or Alternative Funding Sources</b>	<p>The City can apply for some grants available only to governmental agencies</p> <p>The City generally has the option to borrow at a more favourable rates than that available to a corporation.</p>	<p>The City may be able to apply for some grants, but the opportunities may be more limited depending on the granting agencies' criteria.</p> <p>Corporation will have access to a broader range of financiers.</p>	None

<sup>1</sup> Council has committed to meeting the Provincial greenhouse gas reduction targets to reduce GHG by 33% by 2020, from 2007 levels and an 80% reduction by 2050. Council has also voluntarily committed to become carbon neutral by 2012 by signing the British Columbia Action Charter.

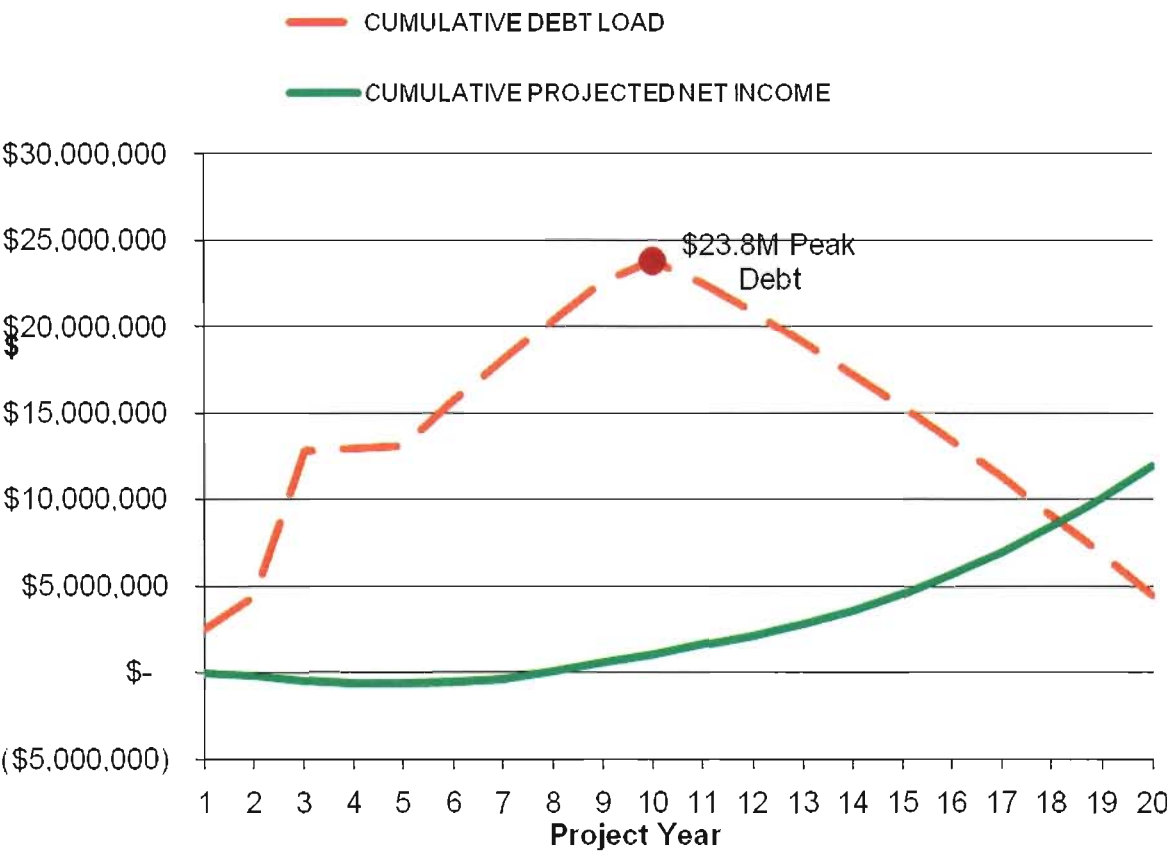
Criteria	1. City Direct Ownership and Operation <i>(Current model for the first development phase)</i>	2. Wholly City Owned Corporation <i>(Recommended)</i>	3. Private Ownership and Operation
<b>Implementation</b>	The City has full control of implementation schedule and associated costs.	The City has full control of implementation schedule and associated costs. The cost is slightly higher than Option 1 given the associated costs for incorporation and setting up the corporation and the establishment of a Board of Directors.	The City has no role in the implementation. The City is limited to regulatory and licensing roles.
<b>Operating Costs</b>	The operating costs are the sole responsibility of the City. The operating cost may or may not be lower than that of a subsidiary depending on whether new staff and specialized staff and systems need to be put in place.	The operating costs are the responsibility of the subsidiary corporation with oversight by the City.	The operating costs are the sole responsibility of the private owner. The City has no obligation.
<b>Customer Service</b>	The City has most control and the public has most certainty on utility rates and billings. The service level would be similar to other City utility for billing and servicing	The City has same control over rates and billings as Option 1. The public has similar certainty on utility rates and billings.	The City has no control over rates, billings or level of services.
<b>Ability to Sell Utility</b>	The City could sell the assets and operation of the utility to a private entity in future, if the City so chose. Elector approval may be required.	Lower liability exposure than Option 1. Liability is limited by the <i>BC Business Corporations Act</i> . Greater ease of exit. Corporation carries its own debt and assets making it easier to sell, without application of approvals and regulations applicable to City under the Community Charter and Local Government Act.	Not applicable since DEU is already owned and operated by a third party.

## Local District Energy Utilities Comparison

City	Vancouver	North Vancouver	Victoria	Surrey
<b>Service Area</b>	South East False Creek	Lower Lonsdale	Dockside Green	Surrey Civic Centre*
<b>Status</b>	Operational	Operational	Operational	Under Development
<b>Projected Build Out Serviced Floor Area</b>	6,266,000 sf	600,000 sf	1,300,000 sf	920,000 sf
<b>Capital Expenditures</b>	\$43.2M	\$8M	\$20M	\$4.8M
<b>Governance Model</b>	Municipally owned and operated. Operational and financial responsibilities shared by the GM of Engineering Services and Director of Finance	Municipal owned but operated by a private company	Privately owned and operated	To be municipally owned and operated within the Engineering Department as a business unit
<b>Management of Utility</b>	Fully managed by staff as directed by Council	Utility managed by private sector with municipal oversight	Fully managed by private sector	To be fully managed by staff as directed by Council
<b>Regulatory Framework</b>	Self regulated-City controls and regulates	City sets energy rates with municipal oversight of operations	Regulated by BC Utilities Commission	To be self regulated-City controls and regulates with input from a supporting advisory committee
<b>Funding Implications</b>	Eligible for grants and low-interest loans from senior levels of government	Eligible for grants and low-interest loans from senior levels of government	Private sector is fully responsible	To be eligible for grants and low-interest loans from senior levels of government

City	Vancouver	North Vancouver	Victoria	Surrey
Service Area	South East False Creek	Lower Lonsdale	Dockside Green	Surrey Civic Centre*
<b>Financial Consideration</b>	<p>Unlike the private sector, profit generation is not the key objective; therefore, a lower Return on Investment (ROI) is required</p> <p>Lower cost of capital. The City has the option to borrow from reserves or access grants and low interest government loans</p>	<p>Capital risk lies with the City. Operating risk may be transferred to private operator depending on the contract stipulation.</p>	<p>A privately owned company is subject to income tax and risk premiums. It will also have a higher cost of financing resulting in a higher required ROI</p>	<p>Unlike the private sector, profit generation is not the key objective; therefore, a lower Return on Investment (ROI) is required</p> <p>Lower cost of capital. The City has the option to borrow from reserves or access grants and low interest government loans</p>
<b>Policy Used to Establish Market Demand</b>	<p>Connection to utility is mandated by by-law</p>	<p>Connection to utility is mandated by by-law</p>	<p>Connection mandated in the <i>Master Development Agreement</i> (rezoning approval)</p>	<p>Not yet determined- currently under review</p>
			<p>Property tax exemption granted through "Green Power Facility Bylaw"</p>	
<b>Partnership</b>	<p>No external partner</p>	<p>City of North Vancouver, Fortis/Corix</p>	<p>City of Victoria, Windmill, VanCity, Corix &amp; Fortis</p>	<p>No external partner</p>

Cumulative Debt Load and Projected Net Income



## ADEU Financial Analysis Model (to build-out)

(Preliminary draft based on current assumptions. Financial Model is subject to change as these facts and assumptions change.)

	Year 1 2011	Year 2 2012	Year 3 2013	Year 4 2014	Year 5 2015	Year 6 2016	Year 7 2017	Year 8 2018	Year 9 2019	Year 10 2020	Year 15 2025	Year 20 2030	Year 30 2040
(All dollar figures are expressed in thousands of dollars)													
TOTAL REVENUE	\$ -	\$ 66	\$ 497	\$ 1,180	\$ 1,425	\$ 1,896	\$ 2,401	\$ 2,945	\$ 3,527	\$ 4,152	\$ 5,052	\$ 6,146	\$ 9,098
TOTAL EXPENSES	\$ -	\$ 66	\$ 305	\$ 662	\$ 752	\$ 923	\$ 1,104	\$ 1,295	\$ 1,497	\$ 1,712	\$ 2,074	\$ 2,514	\$ 3,750
DEBT INTEREST EXPENSE	\$ -	\$ -	\$ 151	\$ 302	\$ 302	\$ 455	\$ 608	\$ 608	\$ 761	\$ 1,224	\$ 1,224	\$ 1,000	\$ -
PROJECTED OPERATION INCOME (LOSS) BEFORE AMORTIZATION	\$ -	(\$ 0)	\$ 41	\$ 216	\$ 371	\$ 517	\$ 690	\$ 1,042	\$ 1,270	\$ 1,217	\$ 1,754	\$ 2,632	\$ 5,348
Principal Repayment	\$ -	\$ -	\$ 0	\$ 203	\$ 203	\$ 203	\$ 508	\$ 508	\$ 508	\$ 1,251	\$ 1,624	\$ 1,848	\$ -
PROJECTED CASHFLOW	\$ -	(\$ 0)	\$ 41	\$ 13	\$ 168	\$ 314	\$ 181	\$ 534	\$ 761	(\$ 34)	\$ 130	\$ 785	\$ 5,348
Cumulative Project Cashflow	\$ -	(\$ 0)	\$ 41	\$ 54	\$ 221	\$ 536	\$ 717	\$ 1,251	\$ 2,012	\$ 1,978	\$ 1,886	\$ 4,448	\$ 44,814
* Internal Rate of Return (IRR) over 30 years:													
CAPITAL INVESTMENT*	(\$ 2,300)	(\$ 1,703)	(\$ 8,042)	\$ -	\$ -	(\$ 2,445)	(\$ 2,445)	(\$ 2,445)	(\$ 2,445)	(\$ 2,445)	\$ -	\$ -	\$ 5,511
Annual Cash Inflow from Operation	\$ -	(\$ 0)	\$ 41	\$ 216	\$ 371	\$ 517	\$ 690	\$ 1,042	\$ 1,270	\$ 1,217	\$ 1,754	\$ 2,632	\$ 5,348
Net Annual Cashflow of Investment	(\$ 2,300)	(\$ 1,703)	(\$ 8,001)	\$ 216	\$ 371	(\$ 1,927)	(\$ 1,755)	(\$ 1,403)	(\$ 1,175)	(\$ 1,228)	\$ 1,754	\$ 2,632	\$ 10,860
CUMULATIVE DEBT LOAD	\$ 2,500	\$ 4,413	\$ 12,776	\$ 12,909	\$ 13,052	\$ 15,648	\$ 17,948	\$ 20,247	\$ 22,544	\$ 23,787	\$ 15,358	\$ 4,452	\$ 9,581
CUMULATIVE PROJECTED NET INCOME	(\$ 50)	(\$ 165)	(\$ 486)	(\$ 632)	(\$ 623)	(\$ 552)	(\$ 396)	\$ 28	\$ 594	\$ 1,021	\$ 4,524	\$ 11,908	
IRR: 6.54%													
NPV: \$ 1,352													
Payback Period: 21 years													
(time to recover original investment of \$24.267M from operation income)													

The projections are based on prospective results based on assumptions about future conditions and courses of action.

The current model assumes that an external borrowing of \$18.2 million is obtained from MFA for 20 years at an interest rate of 5%.

The estimated total interest cost over the life of the loan is approximately \$15.2 million.

\*Includes an estimation of the remaining value of capital equipment.



## KPMG Feedback Summary

The business model results show a 6.5% internal rate of return over a thirty year period. The City engaged KPMG to conduct a review of the ADEU financial model (summary in **Attachment 5**) and they have provided changes and feedback with respect to the costs and risks of the current model, including the following:

KPMG Feedback	Staff Response
Lack of incentives for each building to minimize peak capacity requirements and energy usage over time,	This comment was based on the old flat rate charge. As of May 14, 2012, a new rate structure was adopted by Council that encourages minimizing peak capacity and energy usage. The new rate consists of: <ul style="list-style-type: none"> <li>- charge tied to building floor area,</li> <li>- charge tied to building peak heating load, and</li> <li>- charge tied to energy consumption.</li> </ul>
Inequity perception as a flat rate structure departs from standard practice of having separate capacity and energy charges based on contract capacity and metered usage,	As above
Volatility of costs for buildings with high usage if there is a change to metered rates	Any recommended changes to the rate structure would be designed to avoid volatility.
Subjectivity in pricing decisions versus using automatic indexation,	Indexation to conventional commodity costs will always be used as one of several guides in developing recommended rate changes.
Understatement of overhead and administration costs,	These costs are split between the administrative and overhead line and the plant O&M line.
Overestimation of boilers and chillers assets lifespan.	This is currently offset by not including the remaining life asset value of the remaining components that will last well beyond 30 years.

Further refinement and development of the financial model will be ongoing as multiple technical options are explored for the 3<sup>rd</sup> Phase expansion.





# City of Richmond

## Report to Committee

**To:** Parks, Recreation and Cultural Services  
Committee

**Date:** November 6, 2012

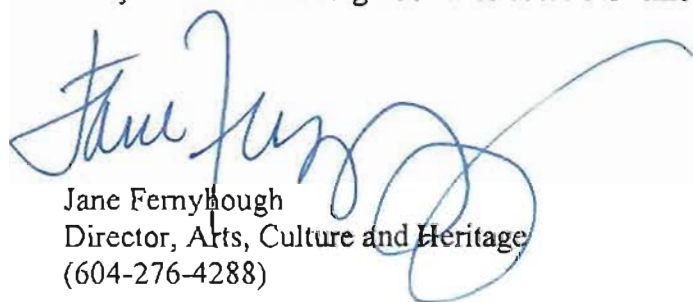
**From:** Jane Fernyhough  
Director, Arts, Culture and Heritage

**File:** 11-7000-09-20-148/Vol  
01

**Re:** Alexandra District Energy Utility Energy Centre Public Art Project

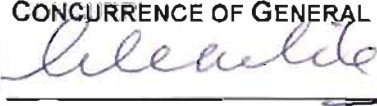



### Staff Recommendation

That the concept proposal and installation of the Alexandra District Energy Utility Energy Centre Public Art Project by artist Andrea Sirois, as presented in the report from the Director, Arts, Culture & Heritage Services dated November 6, 2012, be endorsed.



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

Att. 3

REPORT CONCURRENCE			
<b>ROUTED TO:</b>	<b>CONCURRENCE</b>	<b>CONCURRENCE OF GENERAL MANAGER</b>	
Budgets	<input checked="" type="checkbox"/>		
Engineering	<input checked="" type="checkbox"/>		
Sustainability	<input checked="" type="checkbox"/>		
<b>REVIEWED BY SMT SUBCOMMITTEE</b>	<b>INITIALS:</b> 	<b>REVIEWED BY CAO</b> 	<b>INITIALS:</b> 

## Staff Report

### Origin

On November 22, 2010 Council approved the Alexandra District Energy Utility Bylaw No, 8641, which authorized the implementation of the first phase of the Alexandra District Energy Utility (ADEU), a geo-exchange well field, energy centre, distribution piping and heat exchangers to utilize geothermal energy for the developing Alexandra neighbourhood.

The purpose of this report is to recommend an artist and concept proposal for installation at the ADEU energy centre building.

### Background

The City of Richmond's first district energy utility became operational in September 2012. In its first phase, developed in partnership with Oris Geo Energy Ltd., the innovative new utility will use geothermal energy to heat and cool new residential units being built in Richmond's West Cambie neighbourhood. At the full build out, it will help avoid the local production of greenhouse gas emissions by 2000 to 6000 tonnes annually. Underground wells and piping infrastructure are sited under the Greenway corridor between Odlin Road and Cambie Road (the West Cambie Greenway). The Energy Centre building is sited on park land south of the Greenway, and this will serve as this project's site for Public Art. The Energy Centre has an interior public viewing area.

### Analysis

#### Terms of Reference – Alexandra District Energy Utility (ADEU) Energy Centre Public Art

The public art terms of reference for the ADEU Energy Centre Public Art Project (**Attachment 1**) describes the art opportunity, site description, scope of work, budget, selection process, design schedule and submission requirements. The Terms of Reference were reviewed and endorsed by the Public Art Advisory Committee.

#### Public Art Selection Process

The chart outlining the public art decision-making process for a City initiated public art project is presented as **Attachment 2**.

#### ADEU Energy Centre - Public Art Project Panel

Fourteen artists responded to the artist call for this project. Following the administrative procedures for artist selection for civic public art projects, the selection panel met on September 13, 2012 to review the artist submissions. The members of the selection panel included:

- Haruko Okano, Artist
- Duane Elverum, Designer
- Dana Westermarck, Development Representative

### Recommended Public Art Project

Following the reviews of the fourteen submissions, the Public Art Project Panel unanimously recommended the artist Andrea Sirois for the ADEU Energy Centre Public Art Project. The recommendation of the selection panel was reviewed and endorsed by the Public Art Advisory Committee.

The proposed artwork will include high-resolution pictures similar to those in the concept sketch (**Attachment 3**). A similar water image will be installed along the length of the observation room wall complete with didactic text referring to the building and its aim. The images will be printed on adhesive backed vinyl laminate, and adhered to the exterior panels. Each panel will be covered in its entirety up to the aluminum flashing. This material is weatherproof, and suitable for long term outdoor use.

The artist intends that the artwork evoke the following message:

*"As a new geothermal facility in Richmond, the concept for the Alexandra District Energy Utility Public Art Project is to echo the theme of water as energy. By installing beautiful photographs of water that seem to flow around the exterior, the artwork is aimed at transforming the banality of the structure, unifying it with the surrounding landscape. Each image will feature a bright and colourful abstract scene of moving water. The images become a metaphor for the building's intention: water as energy, strengthening the sense of place for the community. The intent is for the viewer to ponder on this element, water, which is literally flowing beneath their feet."*

The panel commented that the proposed use of an adhesive backed adhesive vinyl would have a relatively short life, and is not environmentally friendly. The panel recommended that the photographic artwork be fabricated with an alternative material. Additionally, it was recommended that the artwork be extended to all four sides of the building, if budget could be found.

Staff have discussed the technical requirements and material selection with the artist, and propose that the photographic images be printed on an aluminum panel, similar to the material used for the No. 4 Road Drainage Pump Station artwork "Working River". This material is durable and has a longer life than vinyl, and can be produced within the approved budget.

**Attachment 3** provides further information about the proposed artwork, materials, size, location, and the artist.

### **Financial Impact**

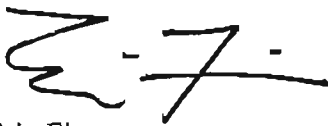
Consistent with the City's Public Art Policy for capital projects, a public art budget of \$15,000 was allocated for public art for the ADEU Energy Centre. This budget includes all costs for the design, fabrication and installation of the artwork including all related artist expenses. Staff support increasing the budget to extend the artwork to the fourth facade of the Energy Centre as recommended by the selection panel. Subject to detailed budgeting for installation of the artwork, additional funds of up to \$10,000, if required, are available from the Public Art Capital Project (2012) which includes a supplemental budget of \$10,000 towards additional funding for

public works and facilities public art. It is estimated that \$5,000 will be required to supplement this project as recommended, bringing the total budget to \$20,000.

### **Conclusion**

Public art has the ability to interpret and communicate City goals and priorities. The inclusion of public art at the ADEU Energy Centre contributes to community sustainability as well as to advance the City's destination status and ensure our continued development as a vibrant cultural city.

The ADEU Energy Centre represents an opportunity to provide public art to interpret and engage the public in their understanding of the district energy project, and to enhance the identity and vibrancy of the Alexandra community. Staff recommends that Council endorse the concept proposal and installation of the ADEU Energy Centre public art by artist Andrea Sirois, as presented in this report.

A handwritten signature in black ink, appearing to read 'E. Fiss'.

Eric Fiss  
Public Art Planner  
(604-247-4612)

EF:ef





City of  
Richmond

Public Art Program



## Alexandra District Energy Utility Public Art Project

### Call to Artists – Request for Proposals Terms of Reference

The City of Richmond Public Art Program seeks an artist or artist team to create a public artwork to enhance the new Energy Centre of the City of Richmond's first district energy utility. This call is open to emerging and established artists/artist teams residing in British Columbia and Alberta.

**Budget:** \$15,000, all inclusive

**Installation:** March, 2013

**Deadline for Submissions:** 2:00 p.m. on Tuesday, August 28, 2012

For more information, contact the Public Art Program:

Phone: Eric Fiss at 604-247-4612 Email: [publicart@richmond.ca](mailto:publicart@richmond.ca)

**CNCL - 123**

## Project Overview

The City of Richmond is well underway with construction of its first district energy utility. In its first phase, being developed in partnership with Oris Geo Energy Ltd., the innovative new utility will use geothermal energy to heat and cool new residential units being built in Richmond's West Cambie neighbourhood. At the full build out, it will help avoid the local production of greenhouse gas emissions by 2000 to 6000 tonnes annually. Underground wells and piping infrastructure are sited on park land between Odlin Road and Cambie Road (the West Cambie Greenway). A small Energy Centre building is sited on park land south of the Greenway, and this will serve as this project's site for Public Art. The Energy Centre does have a public viewing area.

## Theme

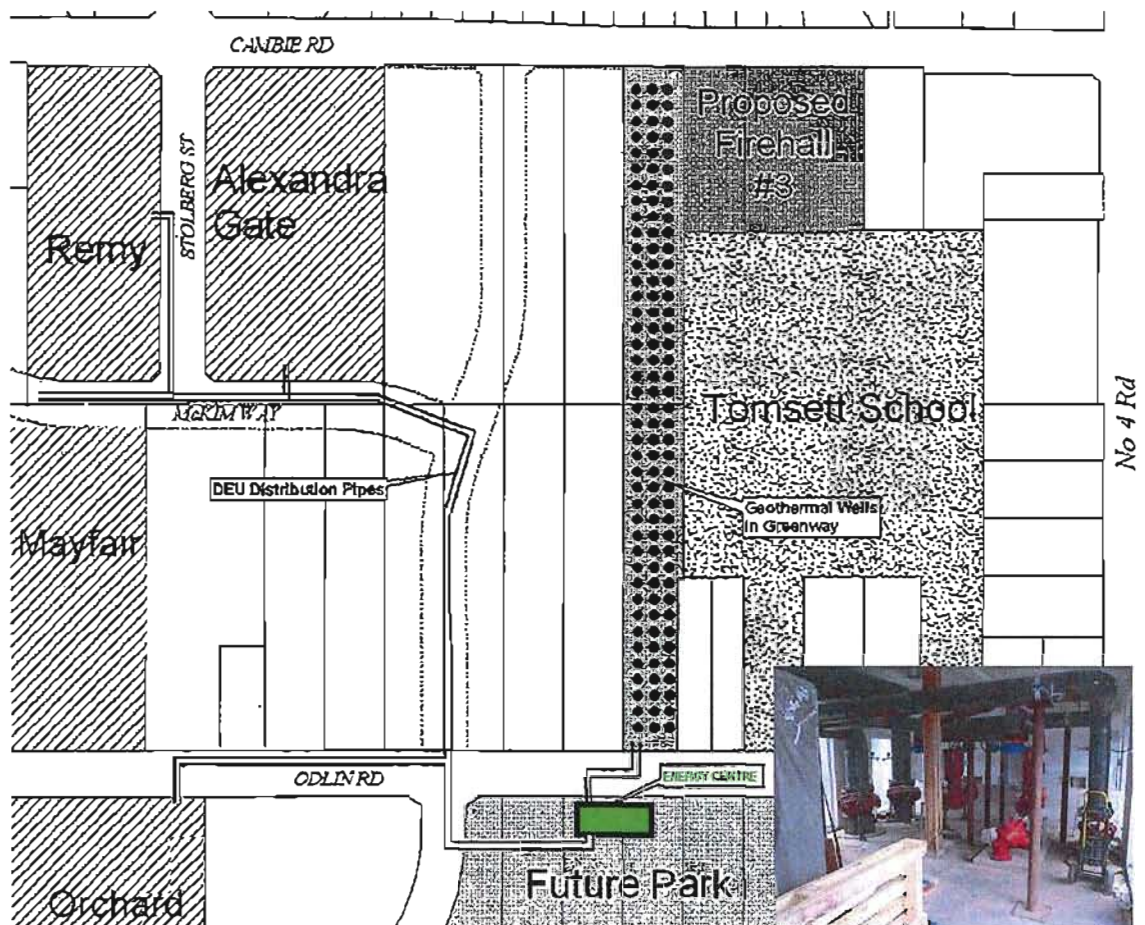
The proposal should consider interpretation of the processes for the District Energy Utility, and related energy, environment, and sustainable development themes.

## Budget

The total budget established for this project is \$15,000. The budget includes (but is not limited to): artist fees, design, engineering fees (if required), fabrication, installation, photography and insurance. Travel to Richmond and/or accommodation is at the artist's expense.

## About the Site

There are both interior and exterior opportunities at this location, as a viewing and information area will be publicly accessible. A site orientation is scheduled to review the facility and opportunities.



## Schedule (subject to change)

Site orientation (*optional*): 11:00 a.m. on Tuesday, July 10, 2012 at the Energy Centre, 9600 Odlin Rd.

Submissions Deadline 2:00 p.m. on Tuesday, August 28, 2012

Selection Panel	September, 2012
Concept Development	October, 2012
Technical Review	November, 2012
Fabrication	Dec. 2012 to Feb. 2013
Installation	March 2013

As significant progress has already been made on the building, it is most likely that the artwork will be installed after the Energy Centre has been fully completed.

## Selection Panel & Process

A three-member panel will consist of stakeholders including art and design professionals. The panel will convene to review all artist submissions. At the conclusion of the process, the panel may recommend one artist/artist team for the project. The recommended artist and concept proposal will be reviewed by the Public Art Advisory Committee and presented to City Council for endorsement.

## Selection Criteria

Submissions to the RFP will be reviewed and decisions made based on:

- Artist qualifications and proven capability to produce work of the highest quality;
- Artist's capacity to work in demanding environments with other design professionals;
- Appropriateness of the proposal to the project terms of reference and Public Art Program goals;
- Artistic merit of the proposal;
- Degree to which the proposal is site and community responsive, and technically feasible;
- Probability of successful completion; and
- Environmental sustainability of the proposed artwork.

Additional consideration may be given to artists who have not been selected for a Richmond Public Art project in the past three years

## Submission Requirements

All submissions should contain the following items and in the following order.

- Information Form (1 page)
  - A completed Information Form found on last page of this document.
- Letter of Interest (1 page maximum)
  - A typed letter of interest, including the artist's intent, rationale and a preliminary description of approach for this particular public art project. The letter should address the Selection Criteria (above) and include a statement about your artistic discipline and practice.
- Concept Sketch (1 page)
  - Provide a concept sketch, maximum paper size 8.5 x 11 inches each. The final selected artist/artist team will be contracted to produce a final detailed design drawing or maquette under the terms of the artist agreement, prior to fabrication and installation of the artwork.



- Resume/Curriculum Vitae (2 pages maximum)
  - Outline your experience as an artist, including any public art commissions. If you are submitting as a team, each member must provide a personal resume (each a maximum of 2 pages).
- Three References
  - Individuals who can speak to your art practice and interest and/or experience in public art projects. Please include: name, occupation, title, organization, address, primary phone number, email and a brief statement describing the nature of your working relationship to the reference listed.
  - Artist teams provide 3 references total.
- Other Support Documentation (Optional) (2 pages maximum)
  - This documentation may include (please properly cite all sources):
    - Recent reviews and news clippings
    - Excerpts from programs, catalogues and other publications that include examples of your work
- Annotated List of Images of Past Work (1 page maximum)
  - Provide the following information for all images:
  - Title of work, medium, approx. dimensions, location and date and the image file name. Artists are also encouraged to include a brief description.
- Images of Past Work (10 maximum)
  - One image per page, oriented in landscape format as these images will be projected for reviewers
  - Do not place any descriptive text or titles on or around the image, other than the image number and your name in the right header of every page

## Submission Guidelines

This RFP accepts paper submissions via mail or delivered in person. Electronic submissions are accepted and encouraged. Submissions must be complete and strictly adhere to these guidelines and Submission Requirements (above) or risk not being considered. Faxed submissions will not be accepted.

- All submissions (electronic and print) must be formatted to 8.5 x 11 inch pages. Do not send any models, maquettes, or videos.
- The Artist's (or Team's) name should appear in the right header of every page.
- Do not submit any original materials or files. Submissions will not be returned.
- Do not bind, staple or use plastic cover sheets.

In addition, electronic submissions:

- Must be submitted in MS Word or PDF format. Do not submit materials that require plug-ins, extensions or other executables that need to be downloaded or installed. Do not compress (zip) files
- Must be self-contained. Do not embed links to other websites or on-line documentation or media.
- Must be contained in *one single document*. Do not submit multiple electronic documents.
- Must be 10MB or smaller if emailed. Any file over 10MB must be sent via PC-compatible CD.

## Submitting as a Team

The team should designate one representative to complete the entry form. Team submissions must adhere to the specific submission guidelines with the following exceptions:

- Each team member must submit an individual Resume/CV (See Submission Requirements)
- All Team Members must list their full names on the space provided on the Information Form

## Deadline for Submissions

Submissions must be received by 2:00 p.m. on Tuesday, August 28, 2012. This is not a postmark date. Extensions to this deadline will not be granted under any circumstances. **Submissions received after the deadline and those that are found to be incomplete will not be reviewed.**

It is the applicant's responsibility to ensure the submission package reaches the City of Richmond by the deadline.

### Email, mail or deliver submissions to:

Richmond Public Art Program  
City of Richmond  
6911 No.3 Road  
Richmond, BC V6Y 2C1  
604-204-8671  
[publicart@richmond.ca](mailto:publicart@richmond.ca)

### For questions and additional information, contact

Eric Fiss, MAIBC, MCIP, LEED AP  
Public Art Planner  
City of Richmond  
604-247-4612  
[efiss@richmond.ca](mailto:efiss@richmond.ca)

For more information on the Public Art Program please visit [www.richmond.ca/publicart](http://www.richmond.ca/publicart).

## Additional Information

Please be advised that the City and the selection panel are not obliged to accept any of the submissions, and may reject all submissions. The City reserves the right to reissue the RFP as required.

All information provided under the submission shall be considered confidential and shall only be disseminated to City staff and partners for the purposes of the selection process. All submissions to this RFP become the property of the City and will be held in confidence as required by law. The artist shall retain copyright in the concept proposal.

While every precaution will be taken to prevent the loss or damage of submissions, the City and its agents shall not be liable for any loss or damage, however caused.

Extra consideration may be given to proposals from artists who have not received commissions from the City of Richmond in the past three years.

*Map: City of Richmond. Photos: City of Richmond Staff*



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

PLEASE NOTE: You can type your responses into this PDF document.

Name: \_\_\_\_\_

Team Name (if applicable): \_\_\_\_\_

Address: \_\_\_\_\_

City/Postal Code: \_\_\_\_\_

Primary Phone: \_\_\_\_\_ Secondary Phone: \_\_\_\_\_

Email: \_\_\_\_\_ Website: \_\_\_\_\_  
(one website or blog only)

**Submission Checklist**

**Please provide these items in the following order (As outlined in Submission Requirements):**

- ☐ Information Form (this page)
- ☐ Letter of interest (max. 1 pages)
- ☐ Concept Sketch (max. 1 page)
- ☐ Resume/Curriculum vitae (max. 2 pages per team member, if applicable)
- ☐ Three References
- ☐ Other Support Documentation (Optional) (max. 2 pages)
- ☐ Annotated List of Past Work (max. 1 page)
- ☐ Ten Images of Past Work (max. 10 pages)

Incomplete or faxed submissions will not be accepted. Emailed submissions over 10MB will not be accepted.

List Team Member Names Here (Team Lead complete above portion):

\_\_\_\_\_  
\_\_\_\_\_

Please let us know how you found out about this opportunity:

\_\_\_\_\_

Would you like to receive direct emails from the Richmond Public Art Program? \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Submission Deadline: 2:00 p.m. on Tuesday, August 28, 2012**

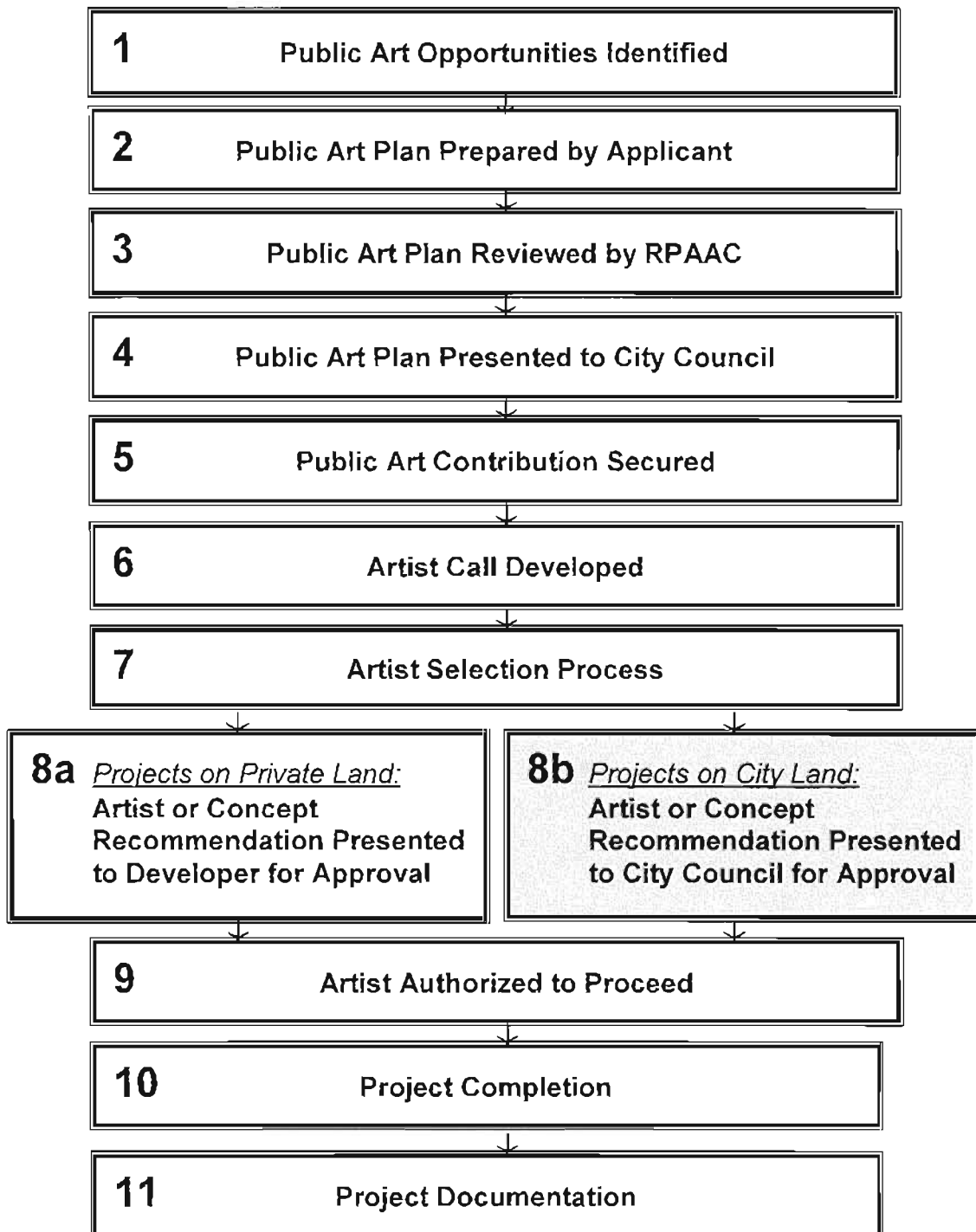
Deliver to: City of Richmond, Public Art  
6911 No. 3 Rd. Richmond, BC, V6Y 2C1

Or by email to:  
[publicart@richmond.ca](mailto:publicart@richmond.ca)



# Richmond Public Art Process

Civic • Private • Community



## LETTER OF INTEREST ANDREA SIROIS

### To the selection panel for the Alexandra District Energy Utility Public Art Project:

Please accept this letter of interest as my request to participate in the Alexandra District Energy Utility Public Art Project. As a photographic artist I have produced two installations for the City of Richmond including seventeen fine art images aimed at enhancing and encouraging the use of Richmond Hospital's stairways, and four backlit panels for the No. 3 Road Art Columns at Canada Line Lansdowne Station. Last year I partnered with the City of Richmond to photograph 60 of their public artworks. In all cases I collaborated with city planners, design professionals, communities, and service providers to ensure artistic excellence and quality artwork was achieved in a timely manner.

How do you take a building whose purpose is innovative and contemporary, and transform the exterior to reflect these qualities? As a new geothermal facility in Richmond, the concept for the Alexandra District Energy Utility Public Art Project is to echo the theme of water as energy. By installing beautiful photographs of water that seem to flow around the exterior, the artwork is aimed at transforming the banality of the structure, unifying it with the surrounding landscape. Each image will feature a bright and colourful abstract scene of moving water. The images become a metaphor for the building's intention: water as energy, strengthening the sense of place for the community. The intent is for the viewer to ponder on this element, water, which is literally flowing beneath their feet.

The proposed artwork will include high-resolution pictures similar to those in the concept sketch. A similar water image will be installed along the length of the observation room wall complete with didactic text referring to the building and its aim. The images will be printed on adhesive backed vinyl laminate, and adhered to the exterior panels. Each panel will be covered in its entirety up to the aluminum flashing. This material is weatherproof, and suitable for longterm outdoor use.

Taking into consideration a 15% artist fee and 10% contingency fund, the current budget can feasibly allow for images to cover all 10' x 5' panels on three of the four exterior walls, totaling approximately 21 panels. I propose the south wall, being less visible to the public, be painted using an exterior paint in a coordinating colour. The interior observation room photo would be 10' wide by 3' high, and positioned at eye level. If additional budgeting becomes available the panels on the south wall could also include an image. The artwork will be created in fall 2012, then printed on a weatherproof surface and ready for installation before March 2013.

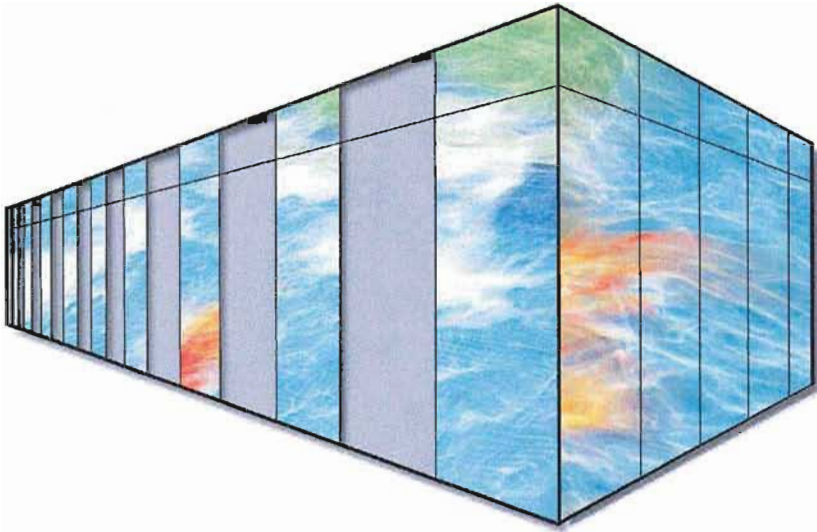
Photography is my medium to witness, and subsequently collect images of my world. I see collecting images as my legacy. The camera provides room to experiment with concepts, as well as ideas, and achieve visual results. I am then free to explore ways to present my work. The natural world is often at the centre of my concepts, and I am focused on bringing it to the public's attention.

I welcome the opportunity to be involved in Richmond's first geothermal facility creating a beautiful public art project that equals it in both innovation and uniqueness. Please feel free to contact me if you have any questions.

Sincerely,

Andrea Sirois

## CONCEPT SKETCH



Concept of photographic images of flowing water (to be further refined)



Photographic aluminum panels to be placed over the existing white panels (all sides)

**CNCL - 131**

a .#204-3730 Cambie St. Vancouver, BC V5Z 2X5 t . 604.325.4604 e .andrea@andreasirois.com w.andreasirois.com

## RESUMÉ

ANDREA SIROIS

Born in Montreal, Quebec  
Lives and works in Vancouver, British Columbia

## EDUCATION

### POST SECONDARY

1988      Photography Diploma, Algonquin College of Applied Arts & Technology, Ottawa, ON

### PROFESSIONAL

2012      Tsawwassen Arts Centre, Delta, BC, *Encaustic Mixed Media*  
2010      Langara College, Vancouver, BC, *Acrylic Painting: A Technical Workshop*  
2008      Emily Carr University of Art & Design, Vancouver, BC *Inspiration, Expression, and the Creative Process*  
2007      Silk Purse, West Vancouver, BC, *Painting with the Masters and Art Studio*  
Coupeville Arts Center, Coupeville, Washington, USA, *Photographic Portraits*  
Vancouver Photo Workshops, Vancouver, BC *Visual Photographic Narratives in the 21st Century*  
2006      Emily Carr University of Art and Design, Vancouver, BC, *Business of Art Practices*

## PUBLIC ART

2010      *No. 3 Road Art Columns: The Glory of the Woods*. Images commissioned by the City of Richmond. Four backlit panels 73" x 76" installed at Lansdowne Station, from December 2010 – May 2011  
  
2008      *Stairway to Art*, Images commissioned by the City of Richmond for permanent installation in Richmond Hospital. Mounted and framed images: fifteen 20" x 30" and two 24" x 36"

## SELECTED EXHIBITIONS

2011      *14th International MiniArt Exchange*, Gramado, Brazil  
*Papergirl Vancouver: Art, Philanthropy, & Bikes*, Vancouver, BC  
2009      *Anonymous Art Show*, CityScape Community Art Space, North Vancouver, BC  
2008      *Art in the Garden Tour*, North Vancouver Community Arts Council, North Van., BC  
*A Walk in the Woods*, CityScape Community Art Space, North Vancouver, BC  
2007      *Persona*, Exposure Gallery, Vancouver, BC  
*Give Us Your Best Shot*, Benham Gallery, Seattle, WA  
*Exploring the World – The Traveling Eye*, Exposure Gallery, Vancouver, BC  
2006      *Winter Salon 06*, Exposure Gallery, Vancouver, BC  
2005      *Botanica*, WindSong Gallery, Sechelt, BC

## COLLECTIONS

Jim Pattison Outpatient Care and Surgery Centre, Surrey, BC  
Private Collections, Canada, USA, New Zealand



# City of Richmond

## Report to Committee Planning and Development Department

To: Planning Committee

Date: November 6, 2012

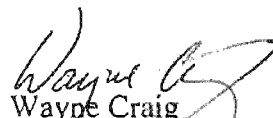
From: Wayne Craig  
Director of Development

File: 08-4105-00/Vol 01

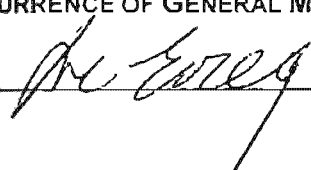



Re: Repeal and Replacement of Development Application Fees Bylaw No. 7984,  
Amendments to Consolidated Fees Bylaw No. 8636 and Heritage Procedures  
Bylaw No. 8400.

### Staff Recommendation

1. That Development Application Fees Bylaw No. 8951 be introduced and given first, second and third readings;
2. That Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 8959 be introduced and given first, second and third readings; and
3. That Heritage Procedures Bylaw No. 8400, Amendment Bylaw No. 8964 be introduced and given first, second and third readings.

  
Wayne Craig  
Director of Development  
(604-276-4625)

WC:bk  
Att.

REPORT CONCURRENCE			
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER	
Law	<input checked="" type="checkbox"/>		
Business Licencing	<input checked="" type="checkbox"/>		
Finance	<input checked="" type="checkbox"/>		
Policy Planning	<input checked="" type="checkbox"/>		
REVIEWED BY SMT SUBCOMMITTEE	INITIALS: 	REVIEWED BY CAO 	INITIALS: 

## **Staff Report**

### **Origin**

Staff proposes that Development Application Fees Bylaw No. 7984 be repealed and replaced by Development Application Fees Bylaw No. 8951. This Development Application Fees Bylaw would:

- Remove the reference to the dollar value for application fees and refer to the Consolidated Fees Bylaw No. 8636 for determining application fees;
- Remove the out-dated provisions for Neighbourhood Public Houses which are no longer required
- Update wording on temporary changes to liquor license applications
- Update bylaw text for signage and notification for liquor licences;
- Add requirements for heritage-related applications (previously contained in Heritage Procedures Bylaw No. 8400); and
- Remove the maximum limit for development permit application fees.

Staff also proposes amendments to Consolidated Fees Bylaw No. 8636 as follows:

- add a schedule of Development Application fees to the bylaw which would include fees for Heritage Alteration Permit and Heritage Revitalization Agreement applications;
- Add new fees for comfort letters;
- Increase all development application fees by two (2) per cent; and
- Reduce the fee for a Land Use Contract Discharge application to \$1,000.

Staff further propose that Heritage Procedures Bylaw No. 8400 be amended to delete any reference to fees for Heritage Revitalization Agreements and Heritage Alteration Permits, and that these fees be included in the Schedule of Development Application Fees proposed for addition to Consolidated Fees Bylaw No. 8636.

### **Findings of Fact**

Fees for various City applications are generally collected through an arrangement of two bylaws: the first bylaw establishes processing requirements; the bylaw then refers to the Consolidated Fees Bylaw No. 8636 for the amounts of any required fees. Examples of this are Business Licence Bylaw No. 7360 and Sign Bylaw No. 5560.

The Development Application Fees Bylaw No. 7984 does not follow this format, as the bylaw contains both the procedural requirements for development applications and prescribes the dollar value for required fees in the text of the bylaw.

The existing Development Application Fees Bylaw No. 7984 contains procedural requirements and fees for applications for neighbourhood public houses and Licensee Retail Stores. The requirements for these applications are spelled out in provincial licensing regulations and a number of Council-adopted policies. In addition, in order to use a site for a neighbourhood public house or a Licensee Retail Stores, a rezoning application is required. These applications follow standard rezoning procedures.



The existing Development Application Fees Bylaw No. 7984 does not contain procedures or fees for temporary amendments to existing liquor licenses.

The existing Development Application Fees Bylaw No. 7984 does not contain application fees for heritage-related applications, as these fees are contained in Heritage Procedures Bylaw No. 8400.

The Development Application Fees Bylaw does not have a specific administrative fee for the preparation of information letters (comfort letters) for general land use and building permit information.

There have been a number of amendments in the past to add new fees as required, but there has not been a general increase in fees, consistent with the Consumer Price Index (CPI) in some time.

### **Staff Comments**

#### Proposed Amendments

##### **Proposed Bylaw No. 8951 – Development Application Fees Bylaw**

Proposed Development Application Fees Bylaw No. 8951 would repeal and replace Development Application Fees Bylaw No. 7984. The new bylaw would have no reference to specific fee values, and would refer to Consolidated Fees Bylaw No. 8636 for the actual required fees. New application types and processing requirements would also be included in this bylaw.

Development Application Fees Bylaw No. 7984 currently specifies a maximum fee payable for a Development Permit. In the case of larger applications anticipated in the City, this fee limit can have implications on the level of resources available for processing these large development projects. Proposed Development Application Fees Bylaw No. 8951 and the new Fee Schedule for the Consolidated Fees Bylaw No. 8959 do not contain this maximum fee.

##### **Proposed Bylaw No. 8964 – Heritage Procedures Bylaw Amendment**

Fees for heritage-related applications are currently contained in Schedule C of Heritage Procedures Bylaw No. 8400. Proposed Bylaw No. 8964 would amend Heritage Procedures Bylaw No. 8400 by deleting references to the required fees in the bylaw, and by deleting Schedule C in its entirety. The requirement to pay fees for heritage – related applications would be included in the Development Application Fees Bylaw No. 8951, with the fee amounts included in the proposed schedule of development application fees to be added to Consolidated Fees Bylaw No. 8636.

##### **Proposed Bylaw No. 8959 – Consolidated Fees Bylaw Amendment**

Proposed Bylaw 8959 would add a new schedule of development application fees to the Consolidated Fees Bylaw No. 8636. The use of a fee schedule in Bylaw No. 8636 would be consistent with other fee-generating bylaws, and would simplify future amendments to development application fees as required.

**2 Percent Increase in Fees**

Proposed Bylaw No. 8959 includes a two (2) per cent increase to all development application fees. The proposed increase in fees is in line with the Consumer Price Index for 2012, and with the two (2) per cent fee increase to all application fees currently in the Consolidated Fees Bylaw No. 8636 adopted by Council on November 13, 2012.

**Changes to Procedures and Requirements for Liquor-Related Applications**

It is proposed to delete the process requirements and the application fee for neighbourhood public houses as Provincial licensing regulations and a number of Council-adopted policies dictate the rezoning requirements, and these applications are treated in the same manner as any other rezoning application.

Bylaw No. 8951 also proposes minor changes to update signage and public notification requirements consistent with British Columbia Liquor Control and Licensing Branch regulations. New application and fee requirements are proposed for temporary changes to existing liquor licences.

**New Application Types**

Two new application types are proposed to be included in Development Application Fees Bylaw No. 8951, with specific fees included in the schedule proposed for addition to Consolidated Fees Bylaw No. 8636. These application types are:

- Information Letter (comfort letter) for land use information; and
- Information Letter (comfort letter) for building information.

**Information Letters (Comfort Letter) Fees:** The provision of information letters is a common practice for municipalities. These letters are often sought during the land purchase process, to provide potential buyers with a summary of the land use regulations applicable to a property. Similar letters are also provided in response to queries regarding building permits and applicable regulations. These letters are not currently identified in the Development Applications Bylaw No. 7984, and there is no fee defined for this service. Proposed Development Application Fees Bylaw No. 8951 would add the procedural requirements for these letters, and include a fee for the service in the proposed Development Application Fees schedule to be included in Consolidated Fees Bylaw No. 8636.

**Reduction to Land Use Contract Discharge Application Fee**

It is proposed to reduce the application fee for discharge of a Land Use Contract from the current \$2,040 to \$1,000 as an incentive to property owners to discharge land use contracts wherever possible.

**Analysis**

The bylaws proposed in this report would ensure that the practice of establishing fees for development applications is consistent with the City's other fee-generating bylaws, and centralizes information on development-related fees into the Consolidated Fees Bylaw No. 8636.

The proposed bylaws would also facilitate future fee increases (as required) by allowing staff to present simple amendments to the schedules of Consolidated Fees Bylaw No. 8636, rather than cumbersome amendments required when fees are 'buried' within the text of the bylaw.

The proposed two (2) per cent increase for development application fees is consistent with the two per cent fee increase for all fees as adopted by Council on November 13, 2012.

### **Financial Impact**


The proposed two (2) per cent increase is consistent with the CPI increase to the other fees in the consolidated fee bylaw, and is consistent with Council policy that user fees be adjusted to reflect the CPI. Council has also directed that staff ensure that new fees proposed are charged for services provided and reflective of required staff resources and associated costs.

### **Conclusion**

Proposed Development Application Fees Bylaw No. 8951 together with Consolidated Fees Bylaw Amendment No. 8959 would repeal and replace Development Application Fees Bylaw No. 7984 and make the changes identified in this staff report.

Proposed Heritage Procedures Bylaw No. 8400 Amendment Bylaw No. 8964 would amend Heritage Procedures Bylaw No. 8400 to remove the reference to application fees. The requirement to pay these fees and the fee amounts would be included in Development Application Fees Bylaw No. 8951 and the new schedule to the Consolidated Fees Bylaw No. 8636.

Staff recommend that Bylaw Nos. 8951, 8959 and 8964 be given introduced and given first, second, and third readings.



Barry Konkin  
Planner

BK:cas



## Development Application Fees Bylaw No. 8951

The Council of the City of Richmond enacts as follows:

### PART ONE – ESTABLISHMENT OF FEES

#### 1.1 Council Confirmation of Fees

- 1.1.1 Council declares that the application fees established in this Part are accurate estimates of the costs to the **City**, of processing, inspecting and undertaking public notification, if applicable, in connection with the various types of applications shown.

#### 1.2 Zoning Amendments

- 1.2.1 Every **applicant** for an amendment to:

- (a) the text of the **Zoning Bylaw** must pay the applicable fee specified in the Consolidated Fees Bylaw No. 8636;
- (b) the **Zoning Bylaw** land use designation of a property must pay the applicable fee specified in the Consolidated Fees Bylaw No. 8636;

- 1.2.2 The application fee specified in subsection 1.2.1 includes any required amendment to the **Official Community Plan** if such applications are submitted simultaneously.

- 1.2.3 Where an application for an amendment to the **Zoning Bylaw** must be submitted to a second or subsequent **public hearing** because of:

- (a) a failure by the **applicant** to comply with a requirement of the **City**; or
- (b) other actions on the part of the **applicant**,

in connection with the application, such **applicant** must pay the applicable fee specified in the Consolidated Fees Bylaw No. 8636 for a second and each subsequent **public hearing** required.

- 1.2.4 Notwithstanding the provisions of subsection 1.2.1, an **applicant** is entitled to a refund of 50% of the application fee paid pursuant to subsection 1.2.1 if:

- (a) the application is withdrawn prior to being submitted to a **public hearing**; and
- (b) the **City** does not incur any costs associated with such **public hearing**.

- 1.2.5 Where **City** staff and the **applicant** agree on an expedited timetable for an application to amend the **Zoning Bylaw** land use designation of a property, the **applicant** must pay the applicable fee specified in the Consolidated Fees Bylaw No. 8636 to take advantage of the agreed to expedited timetable, except that this additional application fee shall not apply to an application where the entire building(s) or development consists of **affordable subsidized rental housing units**.

### 1.3 Official Community Plan Amendments

- 1.3.1 Every **applicant** for an amendment to the **Official Community Plan** must pay the applicable fee specified in the Consolidated Fees Bylaw No. 8636 where an application for an amendment to the **Zoning Bylaw** is either not required, or not submitted at the same time.
- 1.3.2 Where an application for an amendment to the **Official Community Plan** must be submitted to a second or subsequent **public hearing** because of:
- (a) a failure by the **applicant** to comply with a requirement of the **City**; or
  - (b) other actions on the part of the **applicant**,
- in connection with the application, such **applicant** must pay the applicable fee specified in the Consolidated Fees Bylaw No. 8636 for a second and each subsequent **public hearing** required.
- 1.3.3 Notwithstanding the provisions of subsection 1.3.1, an **applicant** is entitled to a refund of 50% of the application fee paid pursuant to subsection 1.3.1 if:
- (a) the application is withdrawn prior to being submitted to a **public hearing**; and
  - (b) the **City** does not incur any costs associated with such **public hearing**.

### 1.4 Development Permits

- 1.4.1 Every **applicant** for a **Development Permit**, other than a Development Permit referred to in Sections 1.4.2 and 1.4.3, must pay the applicable fee specified in the Consolidated Fees Bylaw No. 8636.
- 1.4.2 Every **applicant** for a **Development Permit** for a **coach house** or **granny flat** must pay the applicable fee specified in the Consolidated Fees Bylaw No. 8636.
- 1.4.3 Where an application for a **Development Permit** is required solely by reason that the property is:
- (a) designated in the **Official Community Plan** as an Environmentally Sensitive Area (ESA); or
  - (b) located within, or adjacent to, the Agricultural Land Reserve (ALR),

the **applicant** must pay the applicable fee specified in the Consolidated Fees Bylaw No. 8636.

1.4.4 Every **Development Permit** holder requesting a General Compliance Ruling on a **Development Permit** must pay the applicable fee specified in the Consolidated Fees Bylaw No. 8636.

1.4.5 Where **City** staff and the **applicant** agree on an expedited timetable for an application for a **Development Permit**, the **applicant** must pay the applicable fee specified in the Consolidated Fees Bylaw No. 8636 to take advantage of the agreed to expedited timetable, except that this additional application fee shall not apply to an application where the entire building(s) or development consists of **affordable subsidized rental housing units**.

## 1.5 Development Variance Permits

1.5.1 Every **applicant** for a **Development Variance Permit** must pay the applicable fee specified in the Consolidated Fees Bylaw No. 8636.

## 1.6 Temporary Use Permits

1.6.1 Every **applicant** for a **Temporary Use Permit** or for renewal of a **Temporary Use Permit** must pay the applicable fee specified in the Consolidated Fees Bylaw No. 8636.

## 1.7 Land Use Contract Amendments

1.7.1 Every **applicant** for an amendment to a Land Use Contract must pay the applicable fee specified in the Consolidated Fees Bylaw No. 8636.

## 1.8 Reviews of Applications Related to Liquor Licences

1.8.1 Every **applicant** seeking approval from the **City** in connection with:

- (a) a licence to serve liquor under the *Liquor Control and Licensing Act and Regulations*; or
- (b) any of the following in relation to an existing licence to serve liquor:
  - (i) addition of a patio;
  - (ii) relocation of a licence;
  - (iii) change of hours; or
  - (iv) patron participation

must proceed in accordance with subsection 1.8.2.

1.8.2 Pursuant to an application under subsection 1.8.1, every **applicant** must:

- (a) pay the applicable fee specified in the Consolidated Fees Bylaw No. 8636;
- (b) post and maintain on the subject property a clearly visible sign which indicates:



- (i) type of licence or amendment application;
  - (ii) proposed person capacity;
  - (iii) type of entertainment (if application is for patron participation entertainment); and
  - (iv) proposed hours of liquor service; and
- (c) publish a notice in at least three consecutive editions of a newspaper that is distributed at least weekly in the area affected by the application, providing the same information required in subsection 1.8.2(b) above.

1.8.3 The sign specified in clause (b) of subsection 1.8.2 must:

- (a) be at least 1.2 metres by 2.4 metres in size;
- (b) contain block lettering that is at least 5 cm high on a background of contrasting colour;
- (c) be located in a location which has been approved by the City;
- (d) be posted for at least 30 days following the first publication of the notice in the newspaper under clause (c) of subsection 1.8.2;
- (e) specify an expiry date for receipt of public input which is at least 30 days after:
  - (i) the date the sign is posted on the property; or
  - (ii) the date the first notice is published in the newspaper,whichever is later; and
- (f) be in the form set out in Schedule A of this bylaw.

1.8.4 The notice specified in clause (c) of subsection 1.8.2 must:

- (a) be at least 12 cm wide and 15 cm long in size;
- (b) specify an expiry date for receipt of public input which is at least 30 days after:
  - (i) the date the sign is posted on the property; or
  - (ii) the date the first notice is published in the newspaper,whichever is later; and
- (c) be in the form set out in Schedule A.

1.8.5 In the case of an application for temporary changes to a licence to serve liquor, every **applicant** must submit to the City at least 30 days prior to the proposed date of change:

- (a) a copy of the completed Liquor Control and Licencing Branch application; and

(b) pay the applicable fee specified in the Consolidated Fees Bylaw No. 8636.

#### **1.9 Subdivision and Consolidation of Property**

- 1.9.1 Every **applicant** for the subdivision of property which does not include an air space subdivision or the consolidation of property must pay the applicable fee specified in the Consolidated Fees Bylaw No. 8636.
- 1.9.2 Where an **applicant** requests an extension or amendment of a preliminary approval for the subdivision of property, the applicable fee specified in the Consolidated Fees Bylaw No. 8636 must be paid.
- 1.9.3 Where a road closure or road exchange is required as the result of the subdivision of property, the applicable fee specified in the Consolidated Fees Bylaw No. 8636 must be paid in addition to the application fee specified in subsection 1.9.1.
- 1.9.4 Every **applicant** for an air space subdivision must pay the applicable fee specified in the Consolidated Fees Bylaw No. 8636.
- 1.9.5 Every **applicant** for the consolidation of property, where no further subdivision of such property is undertaken, must pay the applicable fee specified in the Consolidated Fees Bylaw No. 8636.

#### **1.10 Strata Title Conversion of Existing Buildings**

- 1.10.1 Every **applicant** for a Strata Title Conversion of an existing building must:
  - (a) pay the applicable fee specified in the Consolidated Fees Bylaw No. 8636 for a **two-family dwelling**; and
  - (b) pay the applicable fee specified in the Consolidated Fees Bylaw No. 8636 for **multi-family dwellings**, and commercial and industrial buildings.

#### **1.11 Phased Strata Title Subdivision Applications**

- 1.11.1 Every **applicant** for a phased strata title subdivision must pay the applicable fee specified in the Consolidated Fees Bylaw No. 8636 per phase.

#### **1.12 Servicing Agreements for Off-Site Engineering Works & Services**

- 1.12.1 Every **applicant** for a servicing agreement for off-site engineering works and services must pay a processing fee and an inspection fee as specified in the Consolidated Fees Bylaw No. 8636.
- 1.12.2 Notwithstanding the provisions of subsection 1.12.1, where the inspection fee payable pursuant to subsection 1.12.1 exceeds an amount of \$2,000, the processing fee paid pursuant to that subsection will be applied as a credit towards any amount over \$2,000.

**1.13 Civic Address Changes**

- 1.13.1 Every **applicant** for a civic address change must pay the applicable fee specified in the Consolidated Fees Bylaw No. 8636.

**1.14 Telecommunication Antenna Consultation and Siting Protocol Fees**

- 1.14.1 Every **applicant** under the **Telecommunication Antenna Consultation and Siting Protocol** must pay the applicable fee specified in the Consolidated Fees Bylaw No. 8636.

**1.15 Heritage Alteration Permits and Heritage Revitalization Agreements**

- 1.15.1 Every **applicant** for a **heritage alteration permit** must pay the applicable fee specified in the Consolidated Fees Bylaw No. 8636.
- 1.15.2 Every **applicant** for a **heritage revitalization agreement** must pay the applicable fee specified in the Consolidated Fees Bylaw No. 8636.

**1.16 Administration Fees**

- 1.16.1 Where an **applicant** for any application subject to this bylaw submits information to indicate a change in ownership of any of the land involved in the application or requesting a change in the authorized agent for the application, the applicable fee specified in the Consolidated Fees Bylaw No. 8636 must be paid.
- 1.16.2 Where an **applicant** for any application subject to this bylaw submits information to indicate a change to the mailing address of the property owner, the applicant or the authorized agent for the application, the applicable fee specified in the Consolidated Fees Bylaw No. 8636 must be paid.
- 1.16.3 Where an **applicant** for any application subject to this bylaw submits new information, after the original application submission, that results in an increase in the proposed density or to add or delete properties involved in the application, the applicable fee specified in the Consolidated Fees Bylaw No. 8636 must be paid.
- 1.16.4 Where an **applicant** requires the Approving Officer for the **City** to sign or re-sign a legal plan, the applicable fee specified in the Consolidated Fees Bylaw No. 8636 must be paid for each legal plan.
- 1.16.5 Where an **applicant** for any application subject to this bylaw is required to submit a Site Profile, the applicable fee specified in the Consolidated Fees Bylaw No. 8636 must be paid for each Site Profile submitted.
- 1.16.6 Where an **applicant** requests an amendment or discharge of a legal agreement that does not require approval from **City Council**, the applicable fee specified in the Consolidated Fees Bylaw No. 8636 must be paid for each legal agreement.
- 1.16.7 Where an **applicant** requests an amendment or discharge of a legal agreement that requires approval from **City Council**, the applicable fee

specified in the Consolidated Fees Bylaw No. 8636 must be paid for each legal agreement.

- 1.16.8 Where an **applicant** for any application subject to this bylaw requires a second or subsequent landscape inspection prior to the release of a landscape security because of a failure by the **applicant** to comply with a requirement of the **City**, the applicable fee specified in the Consolidated Fees Bylaw No. 8636 must be paid for a second and each subsequent landscape inspection.
- 1.16.9 Where an **applicant** requests a letter of information on a property (a comfort letter) with general land use information, the applicable fee specified in the Consolidated Fees Bylaw No. 8636 must be paid for each property.
- 1.16.10 Where an **applicant** requests a letter of information on a property (a comfort letter) for building permit matters, the applicable fee specified in the Consolidated Fees Bylaw No. 8636 must be paid for each property.

## PART TWO: INTERPRETATION

2.1 In this bylaw, unless the context otherwise requires:

**AFFORDABLE SUBSIDIZED  
RENTAL HOUSING UNITS**

means not for profit rental housing, including supportive living housing, which is owned and operated by the City, government agencies or non-profit residential housing societies.

**APPLICANT**

means a person who is an owner of the property which is the subject of an application, or a person acting with the written authorization of the owner.

**CITY**

means the **City** of Richmond.

**COACH HOUSE**

means a self-contained dwelling that:

- a) is accessory and either attached or detached to the single detached housing unit, except in the Edgemere neighbourhood where it must be detached from the principal dwelling unit;
- b) has at least 75% of its floor area located above the garage, except in the Edgemere neighbourhood where a maximum of 60% of its floor area must be located above a detached garage;
- c) has cooking, food preparation, sleeping and bathing facilities that are separate from those of the principal dwelling unit located on the lot;
- d) has an entrance separate from the entrance to the garage; and
- e) is a separate and distinct use from a secondary suite, and does not include its own secondary suite.

<b>COUNCIL</b>	means the <b>Council</b> of the <b>City</b> .
<b>DEVELOPMENT PERMIT</b>	means a <b>Development Permit</b> authorized under Section 920 of the <i>Local Government Act</i> .
<b>DEVELOPMENT VARIANCE PERMIT</b>	means a <b>Development Variance Permit</b> authorized under Section 922 of the <i>Local Government Act</i> .
<b>GRANNY FLAT</b>	means a self-contained dwelling that: <ul style="list-style-type: none"><li>a) is accessory to and detached from the single detached housing unit;</li><li>b) is located totally on the ground floor in the rear yard of a single detached housing lot;</li><li>c) has cooking, food preparation, sleeping and bathing facilities that are separate from those of the principal dwelling unit located on the lot;</li><li>d) has an entrance separate from the entrance to the garage; and</li><li>e) is a separate and distinct use from a secondary suite, and does not include its own secondary suite.</li></ul>
<b>HERITAGE ALTERATION PERMIT</b>	means a <b>Heritage Alteration Permit</b> pursuant to Heritage Procedures Bylaw No. 8400 authorizing alterations or other actions in relation to protected heritage property or property within a heritage conservation area under Section 972 of the <i>Local Government Act</i> .
<b>HERITAGE REVITALIZATION AGREEMENT</b>	means an agreement pursuant to Heritage Procedures Bylaw No. 8400 between the <b>City</b> and owner of heritage property under Section 966 of the <i>Local Government Act</i> .
<b>MULTI-FAMILY DWELLING</b>	means a detached, multi-floor building containing three or more residential dwelling units;
<b>OFFICIAL COMMUNITY PLAN</b>	means the current <b>Official Community Plan</b> of the <b>City</b> .
<b>PUBLIC HEARING</b>	means a Regular Council meeting for public hearings specified under Section 1.2 of the Council Procedure Bylaw No. 7560.
<b>TELECOMMUNICATION ANTENNA CONSULTATION AND SITING PROTOCOL</b>	means the current policy adopted by <b>City Council</b> that identifies the <b>City</b> process for managing consultation and providing siting guidelines for telecommunications antenna proposals under a protocol pursuant to the <i>Federal Radiocommunications Act</i> .

**TEMPORARY USE PERMIT**

means a temporary use permit authorized under Section 921 of the *Local Government Act*.

**TWO-FAMILY DWELLING**

means a detached building used exclusively for residential purposes containing two dwelling units only, which building is not readily convertible into additional dwelling units and the plans for which have been filed with the Building inspector showing all areas of the building finished, the design of the building conforming to one of the following classifications:

- (a) each dwelling unit consisting of one storey only, not set upon another storey or upon a basement; or
- (b) each dwelling unit consisting of two storeys only, the upper storey not containing a kitchen; not set upon another storey or upon a basement; or
- (c) each dwelling unit consisting of a split level arrangement of two storeys only, the upper storey not containing a kitchen; not set upon another storey or upon a basement.

**ZONING BYLAW**

means the current **Zoning Bylaw** of the City.

**PART THREE: SEVERABILITY AND CITATION**

- 3.1 If any part, section, sub-section, clause, or sub-clause of this bylaw is, for any reason, held to be invalid by the decision of a Court of competent jurisdiction, such decision does not affect the validity of the remaining portions of this bylaw.
- 3.2 **Development Application Fees Bylaw No. 7984** is hereby repealed.
- 3.3 This bylaw comes into force and effect on January 1, 2013.



3.4 This bylaw is cited as "Development Application Fees Bylaw No. 8951.

FIRST READING

SECOND READING

THIRD READING

ADOPTED

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\_\_\_\_\_

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CITY OF RICHMOND
APPROVED by
APPROVED by Director or Solicitor


\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CORPORATE OFFICER

## SCHEDULE A to BYLAW 8951

[NEW LIQUOR LICENCE APPLICATION] OR  
[LIQUOR LICENCE AMENDMENT APPLICATION]

Notice of Intent

Under the Liquor Control and Licensing Act

An application has been received by the Liquor Control and Licensing Branch, Victoria, B.C. and by the City of Richmond from:

_____	[Company name] operating the
_____	[Name of Establishment] at
_____	[Address of Establishment], Richmond, BC
Type of Licence or Amendment Application	_____
Proposed Person Capacity	_____
Type of Entertainment (if applicable)	_____
Proposed Hours of Liquor Service	_____

Residents, property owners and business owners may comment on this proposal by writing to:

THE CITY OF RICHMOND  
PERMITS SECTION  
LIQUOR LICENCE APPLICATIONS  
6911 NO. 3 RD  
RICHMOND, BC, V6Y 2C1

To ensure the consideration of your views, your letter must be received on or before [expiry date]. Your name and address must be included on your letter.

Please note that your comments may be made available to the applicant where disclosure is necessary to administer the licensing process.



**Consolidated Fees Bylaw No. 8636, Amendment Bylaw 8959**

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

1. The Consolidated Fees Bylaw No. 8636, as amended, is further amended by adding Schedule A of this bylaw as a schedule to the Consolidated Fees Bylaw No. 8636, in alphabetical order.
2. This Bylaw comes into force and effect on January 1, 2013.
3. This Bylaw may be cited as "Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 8959".

FIRST READING

SECOND READING

THIRD READING

ADOPTED

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\_\_\_\_\_

CITY OF RICHMOND
APPROVED by <i>SK</i>
APPROVED by Director or Solicitor <i>hs</i>

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CORPORATE OFFICER

## Schedule A to Bylaw 8959

**SCHEDULE – DEVELOPMENT APPLICATION FEES**

<b><u>Section</u></b>	<b><u>Application Type</u></b>	<b><u>Base Fee</u></b>	<b><u>Incremental Fee</u></b>
<b><i>Zoning Amendments</i></b>			
Section 1.2.1 (a)	Zoning Bylaw Text Amendment	\$1,640	Not Applicable
Section 1.2.1 (b)	Zoning Bylaw Designation Amendment for Single Detached (RS) – no lot size policy applicable	\$2,085	Not Applicable
	Zoning Bylaw Designation Amendment for Single Detached (RS) – requiring a new or amended lot size policy	\$2,605	Not Applicable
	Zoning Bylaw Designation Amendment for 'site specific zones'	\$3,125	For residential portion of development: <ul style="list-style-type: none"> <li>• \$41 per dwelling unit for first 20 dwelling units and \$21 per dwelling unit for each subsequent dwelling unit</li> </ul>
			For non-residential building area: <ul style="list-style-type: none"> <li>• \$26 per 100 m<sup>2</sup> of building area for the first 1,000 m<sup>2</sup> and \$16 per 100 m<sup>2</sup> thereafter</li> </ul>
	Zoning Bylaw Designation Amendment for all other zoning districts	\$2,085	For residential portion of development: <ul style="list-style-type: none"> <li>• \$21 per dwelling unit for first 20 dwelling units and \$11 per dwelling unit for each subsequent dwelling unit</li> </ul>
			For non-residential building area: <ul style="list-style-type: none"> <li>• \$16 per 100 m<sup>2</sup> of building area for the first 1,000 m<sup>2</sup> and \$6 per 100 m<sup>2</sup> thereafter</li> </ul>

Section 1.2.3	Additional Public Hearing for Zoning Bylaws Text or Designation Amendments	\$785	\$785 for each subsequent Public Hearing required
Section 1.2.5	Expedited Timetable for Zoning Designation Amendment (Fast Track Rezoning)	\$1,045	Not Applicable
<b>Official Community Plan Amendments</b>			
Section 1.3.1	Official Community Plan Amendment without an associated Zoning Bylaw Amendment	\$3,125	Not Applicable
Section 1.3.2	Additional Public Hearing for Official Community Plan Amendment	\$785 for second public hearing	\$785 for each subsequent Public Hearing required
<b>Development Permits</b>			
Section 1.4.1	Development Permit for other than a Development Permit referred to in Sections 1.4.2 and 1.4.3 of the Development Application Fees No. 8951	\$1,565	<p>\$540 for the first 464.5 m<sup>2</sup> of gross floor area plus:</p> <ul style="list-style-type: none"> <li>\$110 for each additional 92.9 m<sup>2</sup> or portion of 92.9 m<sup>2</sup> of gross floor area up to 9,290 m<sup>2</sup>; plus</li> <li>\$21 for each additional 92.9 m<sup>2</sup> or portion of 92.9 m<sup>2</sup> of gross floor area over 9,290 m<sup>2</sup></li> </ul>
Section 1.4.2	Development Permit for Coach House or Granny Flat	\$1,000	Not Applicable
Section 1.4.3	Development Permit, which includes property: <ol style="list-style-type: none"> <li>designated as an Environmentally Sensitive Area (ESA); or</li> <li>located within, or adjacent to the Agricultural Land Reserve (ALR)</li> </ol>	\$1,565	Not Applicable
Section 1.4.4	General Compliance Ruling for an issued Development Permit	\$525	Not Applicable

Section 1.4.5	Expedited Timetable for a Development Permit (Fast Track Development Permit)	\$1,045	Not Applicable
<b><i>Development Variance Permits</i></b>			
Section 1.5.1	Development Variance Permit	\$1,565	Not Applicable
<b><i>Temporary Use Permits</i></b>			
Section 1.6.1	Temporary Use Permit	\$2,085	Not Applicable
	Temporary Use Permit Renewal	\$1,045	Not Applicable
<b><i>Land Use Contract Amendments</i></b>			
Section 1.7.1	Land Use Contract Amendment	\$1,000	Not Applicable
<b><i>Liquor-Related Permits</i></b>			
Section 1.8.2 (a)	Licence to serve liquor under the <i>Liquor Control and Licensing Act and Regulations</i> ; or change to existing license to serve liquor	\$525	Not Applicable
Section 1.8.5 (b)	Temporary changes to existing liquor licence	\$275	Not Applicable
<b><i>Subdivision and Consolidation of Property</i></b>			
Section 1.9.1	Subdivision of property that does not include an air space subdivision or the consolidation of property	\$785	\$110 for the second and each additional parcel
Section 1.9.2	Extension or amendment to a preliminary approval of subdivision letter	\$265	\$265 for each additional extension or amendment
Section 1.9.3	Road closure or road exchange	\$785 (in addition to the application fee for the subdivision)	
Section 1.9.4	Air Space Subdivision	\$6,125	\$155 for each air space parcel created
Section 1.9.5	Consolidation of property without a subdivision application	\$105	Not Applicable



<b>Strata Title Conversion of Existing Building</b>			
Section 1.10.1 (a)	Strata Title Conversion of existing two-family dwelling	\$2,085	Not Applicable
Section 1.10.1 (b)	Strata Title Conversion of existing multi-family dwellings, commercial buildings and industrial buildings	\$3,125	Not Applicable
<b>Phased Strata Title Subdivisions</b>			
Section 1.11.1	Phased Strata Title	\$525 for first phase	\$525 for each additional phase
<b>Servicing Agreements</b>			
Section 1.12.1	Servicing Agreement	Processing fee of \$1,045	Subject to Section 1.12.2 of Development Application Fees Bylaw No. 8951, an inspection fee of 4% of the estimated value of the approved off-site works and services
<b>Civic Address Changes</b>			
Section 1.13.1	Civic Address change associated with the subdivision or consolidation of property	\$265	Not Applicable
	Civic Address change associated with a new building constructed on a corner lot	\$265	Not Applicable
	Civic Address change due to personal preference	\$1,045	Not Applicable
<b>Telecommunication Antenna Consultation and Siting Protocol</b>			
Section 1.14.1	Telecommunication Antenna Consultation and Siting	\$2,085	Not Applicable
<b>Heritage Applications</b>			
Section 1.15.1 (a)	Heritage Alteration Permit (no Development Permit or Rezoning application)	\$225	Not Applicable
	Heritage Alteration Permit (with Development Permit or Rezoning application)	20% of the total applicable development permit or rezoning fee (whichever is greater)	Not Applicable

Section 1.15.1 (b)	Heritage Revitalization Agreement (no Development Permit or Rezoning application)	\$225	Not Applicable
	Heritage Revitalization Agreement (with Development Permit or Rezoning application)	20% of the total applicable development permit or rezoning fee (whichever is greater)	Not Applicable
<b>Administrative Fees</b>			
Section 1.16.1	Change in property ownership or authorized agent.	\$265	Not Applicable
Section 1.16.2	Change in mailing address of owner, applicant or authorized agent.	\$50	Not Applicable
Section 1.16.3	Submission of new information that results in any of the following changes: a. increase in proposed density; or b. addition or deletion of any property associated with the application	\$265	Not Applicable
Section 1.16.4	Approving Officer legal plan signing or re-signing fee	\$55 per legal plan	Not Applicable
Section 1.16.5	Site Profile submission	\$55 per site profile	Not Applicable
Section 1.16.6	Amendment to or discharge of legal agreement that does not require City Council approval	\$265 per legal agreement	Not Applicable
Section 1.16.7	Amendment to or discharge of legal agreement that requires City Council approval	\$1,045 per legal agreement	Not Applicable
Section 1.16.8	Additional Landscape inspection because of failure to comply with City requirements	\$110 for second inspection	\$110 for each additional inspection required
Section 1.16.9	Preparation of Information Letter (Comfort Letter) for general land use	\$65 per property	Not Applicable

Section 1.16.10	Preparation of Information Letter (Comfort Letter) for Building Issues	\$65 per property	Not Applicable
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**Heritage Procedures Bylaw No. 8400,  
Amendment Bylaw No. 8964**

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

1. The Heritage Procedures Bylaw No. 8400 is amended by:
  - i) deleting Section 7.4 and Section 8.3 in their entirety and marking them as "REPEALED"; and
  - ii) deleting Schedule C of the bylaw in its entirety and marking it as "REPEALED".
2. This bylaw comes into force and effect January 1, 2013.
3. This Bylaw may be cited as "**Heritage Procedures Bylaw No. 8400, Amendment Bylaw No. 8964**".

FIRST READING



SECOND READING

THIRD READING

ADOPTED

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CORPORATE OFFICER

CITY OF RICHMOND
APPROVED by 
APPROVED by Director or Solicitor 



# City of Richmond

## Report to Committee Planning and Development Department

**To:** Planning Committee  
**From:** Wayne Craig  
Director of Development

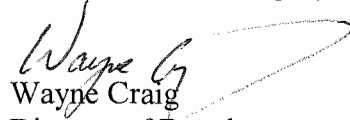
**Date:** November 20, 2012  
**File:** RZ 12-603740

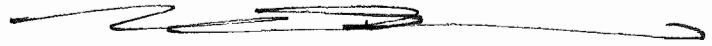
Victor Wei, P. Eng.  
Director, Transportation

**Re:** 2012 River Road and No. 7 Road Traffic Counts and Application by Dagneault Planning Consultants Ltd. for Rezoning at 16700 River Road from Agriculture (AG1) to Industrial Storage (IS1)

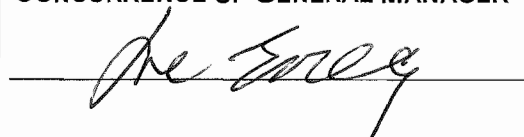
### Staff Recommendation

1. That the Interim Action Plan (amended by Council in 2008) continue to be endorsed to allow for the consideration of rezoning applications for commercial truck parking, outdoor storage and supporting uses in the 16,000 block of River Road.
2. That Bylaw 8979, for the rezoning of 16700 River Road from "Agriculture (AG1)" to "Industrial Storage (IS1)", be introduced and given first reading.

  
Wayne Craig  
Director of Development

  
Victor Wei, P. Eng.  
Director, Transportation

WC:ke

REPORT CONCURRENCE		
<b>ROUTED TO:</b>	<b>CONCURRENCE</b>	<b>CONCURRENCE OF GENERAL MANAGER</b>
Community Bylaws RCMP	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	

## Staff Report

### Purpose

This report:

1. Informs Council on truck traffic counts taken in 2012 along River Road (east of Nelson Road) and No. 7 Road (between Bridgeport Road and River Road) and examines the Interim Action Plan to determine if any revisions to permitted interim uses (i.e., truck parking) are necessary as directed by Council on January 23, 2012.
2. Brings forward an application at 16700 River Road to rezone the subject site to allow commercial truck parking and outdoor storage in compliance with the provisions of the Interim Action Plan (recommended for continued endorsement by Council with no revisions).

### Background Information – Council Referrals for the 16,000 Block of River Road

On January 23, 2012, the following Council referral was made in relation to the 16,000 block of River Road:

*That:*

1. *The “Interim Truck Parking Action Plan (Interim Action Plan), as amended by Council in February 2008, be continued until the end of 2012 to allow for consideration of further rezoning applications for commercial vehicle parking and storage within the plan area in the 16,000 block of River Road;*
2. *A daily traffic count be undertaken over two (2) one-week periods on No. 7 Road (between Bridgeport Road and River Road) and on River Road (East of Nelson Road) in 2012 either by the City or by future applicants’ consultants, to the satisfaction of City staff, as part of the rezoning applications that facilitate commercial vehicle parking and storage within the Plan area;*
3. *Staff report back to Planning Committee with an update on such a daily traffic count trends by the end of 2012 to consider the option of amending the Interim Action Plan to allow only commercial outdoor storage and not commercial vehicle parking in the short term, depending on the City’s review of traffic counts in 2012;*
4. *The existing 1999 OCP “Business and Industry” designation and policies allowing for a range of long-term intensive industrial uses for the 16,000 block of River Road as well as the agri-industrial uses set out in the Long-Term Action Plan be considered for inclusion in the proposed, updated OCP; and*
5. *The City send a letter to Port Metro Vancouver regarding the shortage of truck parking in the City of Richmond, inquiring about opportunities for truck parking on Port land.*

The first section of this report addresses the first three (3) parts of the Council referral.

Staff have confirmed that the 2041 Official Community Plan designates the 16,000 block of River Road for industrial uses (which includes allowances for agri-industrial uses) over the long-term, which responds to item 4 of the Council referral.

In response to Item 5 of the Council referral, City staff have contacted Port Metro Vancouver (PMV) staff about commercial truck parking opportunities on Port land. PMV staff noted that

they have liaised with existing tenants and parking companies to establish a truck parking facility; however, preliminary investigations do not show economic viability for such an activity. PMV staff also identified that some commercial trucks have been illegally parking on Port land in the past and that a program to evict and monitor this has been implemented. In the long-term, it is not envisioned that PMV will be engaging in leasing land or future development sites for commercial truck parking or storage.

### **Timeline and Rezoning Applications for Truck Parking in the 16,000 Block of River Road**

- 2008 – Richmond City Council approves the Interim and Long-Term Action Plan for the 16,000 block of River Road, to process and consider rezoning applications for interim uses, such as truck parking and unenclosed outdoor storage. These interim uses are considered appropriate for this area as it is designated for “Industrial” in the 2041 Official Community Plan, with the potential for intensive light industrial development (manufacturing and warehousing) when the necessary City services and transportation infrastructure is available.
- September 2010 – Richmond City Council approves unrestricted truck parking for 16780 River Road.
- 2011 – City staff undertake a Council directed review of the Interim Action Plan and overall truck parking strategy in the 16,000 block of River Road.
- November 2011 – Richmond City Council approves truck parking (with restriction on number and type of trucks) and a limited area light industrial building for 16540 River Road.
- January 2012 – Richmond City Council reaffirms the Interim Action Plan for truck parking and outdoor storage rezoning applications in the 16,000 block of River Road as a result of the City staff review conducted in 2011. Staff were also directed to undertake traffic counts and report back to Council.
- July 2012 – Approval of a Zoning Text amendment for 16540 River Road (ZT 12-610945) that removes the previous truck parking restrictions (i.e., maximum of 40 trucks; linkage to Richmond agricultural operation; prohibition of parking of dump trucks) placed on the subject site.

### **Findings of Fact**

#### Rezoning Applications in the 16,000 Block of River Road

The map contained in **Attachment 1** outlines the approved and in process rezoning applications in the 16,000 block of River Road. A total of four (4) applications have been submitted in this area to date. Two (2) rezoning applications are currently in process at 16700 River Road (RZ 12-603740; being brought forward in this report) and 16360 River Road (RZ 10-523713; Berane application in process).

#### Community Bylaw – Commercial Vehicle Enforcement Measures Along River Road

On May 28, 2012, Council considered and endorsed a report that provided information on commercial vehicles along River Road and No. 7 Road and related enforcement measures being undertaken by Community Bylaws and the RCMP (refer to **Attachment 2** for a copy of the report from Community Bylaws). The information and recommendations contained in this report on traffic counts and rezoning proposal at 16700 River Road does not impact any of the initiatives and enforcement measures being undertaken by Community Bylaws.



### 1. Traffic Count Data: River Road and No. 7 Road

This section of the report provides information on traffic counts for River Road (east of Nelson Road) and No. 7 Road (between Bridgeport Road and River Road) in 2012. Refer to **Attachment 3** for a map of traffic count locations and surrounding road network map for reference purposes. Through the Interim Action Plan for truck parking on River Road properties, traffic control measures were implemented for each approved site to ensure that commercial truck movements did not utilize the following routes to get to and from truck parking sites:

- River Road east of 16,000 block (existing vehicle weight restrictions in place).
- No. 7 Road south of River Road (existing westbound-to-southbound truck turning restrictions in place at No. 7 Road / River Road).

Trucks travelling to and from approved truck parking sites in the 16,000 block of River Road would therefore utilize River Road, travelling west of No. 7 Road to No. 6 Road, which enables access to other transportation thoroughfares and highways.

#### River Road and No. 7 Road Traffic Count Data

##### *River Road east of Nelson Road*

Date	Average Daily Total Number of Trucks (24 hour period)
April 2006 (7 day period)	68
September 2010 – Rezoning approved for 16780 River Road	
January 2011 (7 day period)	59
November 2011 – Rezoning approved for 16540 River Road	
April 28, 2012 to May 5, 2012 (7 day period)	35
September 27, 2012 to October 4, 2012 (7 day period)	59

##### *No. 7 Road between Bridgeport Road and River Road*

Date	Average Daily Total Number of Trucks (24 hour period)
March 2010 (7 day period)	26
September 2010 – Rezoning approved for 16780 River Road	
September 2011 (7 day period)	19
November 2011 – Rezoning approved for 16540 River Road	
April 28, 2012 to May 5, 2012 (7 day period)	16
September 27, 2012 to October 4, 2012 (7 day period)	14

#### Assessment of Traffic Data

Based on the two weekly truck traffic counts undertaken in 2012, there is no observed increase in truck movements along River Road east of Nelson Road or No. 7 Road (between Bridgeport Road and River Road). In fact, the truck traffic numbers show some decrease compared to

traffic counts conducted in April 2006 and January 2011 for River Road and March 2010 and September 2011 for No. 7 Road.

The traffic data for River Road in 2012 indicated that truck movements have remained steady and decreased overall from 68 trucks per day in April 2006 to 35 (49% reduction) and 59 (13% reduction) trucks per day in April/May 2012 and September/October 2012 respectively.

The traffic data for No. 7 Road in 2012 indicate that truck movements have reduced overall since data collected in March 2010 from 26 trucks per day to 16 and 14 trucks per day counted during the two periods in 2012, which is an approximate 40% reduction since traffic data collection commenced in March 2010 for No. 7 Road. Furthermore, the volume of trucks on River Road and No. 7 Road is not considered to be high compared to truck volumes on other major roads.

### **Analysis of Truck Traffic Data and Approved Truck Parking Sites**

Two rezoning applications (16780 and 16540 River Road) have been approved for truck parking along this portion of River Road. 16780 River Road has been utilized for commercial truck parking since the rezoning was approved in September of 2010. Although 16540 River Road was approved for truck parking in November 2011, this site has not been used intensively for this activity because of existing truck parking limitations imposed through the rezoning when it was first approved in November 2011. As a result of the Zoning Text (ZT 12-610945) amendment approved in July 2012, the previous truck parking limitations were removed. Based on recent site visits at 16540 River Road, a small number of trucks were parked on the site, but is not yet being intensively used for truck parking. Staff anticipate that use of 16540 River Road for vehicle parking will increase in the near future.

For 16780 and 16540 River Road, traffic control measures using physical channelization at the access points were implemented to ensure all trucks utilizing these properties for parking and storage only travelled on portions of River Road west of the driveway entrance for each site out to No. 6 Road.

Therefore, three separate traffic counts were conducted on River Road and No. 7 Road since the first truck parking application was rezoned in September 2010. The traffic data indicates that there has been no increase in truck volumes on either River Road or No. 7 Road. In fact, there had been slight decreases in volume observed. As a result, the traffic data indicates that trucks parking on approved sites in the 16,000 block of River Road are adhering to routes to and from the west along River Road to No. 6 Road and that the traffic control measures implemented for each rezoned site are working effectively.

### **Future Traffic Counts**

In the 16,000 block of River Road, staff anticipate that additional truck parking operations will continue based on the existing sites already rezoned and two in-process applications at 16700 River Road (RZ 12-603740) and 16360 River Road (RZ 10-523713). As a result, Transportation staff will continue to undertake traffic counts at the same locations on River Road east of Nelson Road and No. 7 Road between Bridgeport Road and River Road for the next two years (i.e., 2013 and 2014). Future traffic data collected will be examined based on previous trends and also

compared to approved and operational truck parking sites. Staff will update Council of any significant changes or increases in truck traffic volumes along these routes.

### **Traffic Data and the Interim Action Plan for Truck Parking**

The direction from Council at the January 23, 2012 Council meeting was to continue to utilize the Interim Action Plan to process proposals for truck parking and outdoor storage until the end of 2012 and also gather truck traffic data through 2012 to determine if provisions of the Interim Action Plan require revision to only allow uses that do not generate daily truck traffic (i.e., outdoor storage uses only).

Based on the traffic data collected for 2012 and comparing it to previous years, there is no indication that truck traffic volumes are increasing on the subject sections of River Road and No. 7 Road as a result of approved truck parking sites in the 16,000 block of River Road. In fact, traffic data shows a decrease in truck traffic volumes for both areas. Future traffic counts conducted in 2013 and 2014 will also assist staff to determine if truck traffic volumes continue to decline or remain stable as exhibited from past traffic counts. As a result, there is no justification to revise the Interim Action Plan to limit or restrict truck parking activities.

### **Summary Analysis and Recommendations**

No observed increase in truck traffic is evident along River Road (east of Nelson Road) and No. 7 Road (between Bridgeport Road and River Road) since approval of the first truck parking rezoning at 16780 River Road in September 2010.

The commercial vehicle trucking sector has consistently identified the need for designated truck parking sectors within Richmond and support the 16,000 block of River Road as an area that can accommodate truck parking as an interim use. The commercial trucking sector is also supportive of implementing traffic control measures to ensure travel of vehicles is along appropriate routes.

Therefore, staff recommend that no revisions be made to the truck parking strategy in this area and Council continue to endorse the Interim Action Plan to process rezoning proposals for interim uses (truck parking, outdoor storage, limited support buildings) for the 16,000 block of River Road.

If future traffic counts present a significantly different pattern and increase in truck volumes on the subject sections of River Road and No. 7 Road from previous years, City staff will update Council and present options on the Interim Action Plan for consideration by Council.

## **2. Rezoning Application at 16700 River Road (RZ 12-603740)**

Dagneault Planning Consultants Ltd. has applied to the City of Richmond for permission to rezone 16700 River Road (**Attachment 4**) from Agriculture (AG1) to Industrial Storage (IS1) to permit commercial vehicle truck parking and outdoor storage on the subject site.

### **Project Description**

The subject property contains an existing 1 storey building (trailer home) on the north portion of the property along River Road. A 15 m Riparian Management Area also exists along the site's River Road frontage due to the open canal running between the subject site and River Road. The

remainder of the site is primarily vacant and has been elevated from past fill activities, which have been confirmed by the owner and environmental consultant that conducted an environmental assessment on the property. A majority of the property contains fill that has been graded level, compacted and covered with gravel (**Attachment 5 – Site Plan**).

The total area of the site is 16,567 sq.m (4.1 acres). There is an existing culvert crossing providing access to the property from River Road. The rezoning proposal involves use of the site for commercial vehicle parking of trucks, tractor-trailers and dump trucks primarily and longer-term, outdoor storage of recreational vehicles, boats, construction equipment, shipping containers and other goods.

Based on the total size of the property, the applicant estimates that a maximum of approximately 100 vehicles (combination of trucks, trailers, recreational vehicles) can be stored on the property at one time. However, the applicant's proposal estimates that approximately 60% of these vehicles will consist of trucks, tractor-trailers and dump trucks to be parked on the site, with the remaining balance being utilized for longer term outdoor storage of boats, recreational vehicles, containers and general goods. The ratio of the site to be utilized for truck parking (with daily traffic movements) and long-term storage will fluctuate based on the demand for each use and operational decisions of the owners.

There is also a single-storey residential building located on the north portion of the property that will be utilized as a residential security operator unit to support the proposed activities. This building was constructed with appropriate building permits for residential use in 1996 and is currently occupied by a tenant, who oversees the property. As a result, no upgrades or additional work to the building are required based on continued use as a residential caretaker unit.

### **Findings of Fact**

A Development Application Data Sheet providing details about the development proposal is contained in **Attachment 6**.

Community Bylaws staff have confirmed that the subject property is in compliance with Agriculture (AG1) zoning. No commercial vehicles or trucks have been stored on the property during the processing of the rezoning application.

### **Surrounding Development**

To the North: River Road and the foreshore of the Fraser River.

To the East: An Industrial Storage (IS1) zoned property that contains a truck parking operation and supporting residential security operator unit at 16780 River Road (RZ 09-503308; Approved in September 2010).

To the South: An existing rail right-of-way and active rail line. Further south are Agriculture (AG1) zoned properties contained in the Agricultural Land Reserve.

To the West: A Light Industrial (IL) zoned property that contains some commercial vehicle parking uses and a single-family dwelling being utilized as a residential security operator unit at

16540 River Road (RZ 10-524476; Approved in November 2011). To the northwest of the subject site, a property containing a single-family dwelling zoned Agriculture (AG1).

### **Related Policies & Studies**

#### Official Community Plan

The proposed land use designation in the 2041 Official Community Plan is “Industrial”. The truck parking and outdoor storage uses proposed in the rezoning is consistent with the “Industrial” land use designation contained in the 2041 OCP.

#### Agricultural Land Reserve Status

The subject property and entire 16,000 block of River Road is not contained in the Agricultural Land Reserve (ALR). An ALR block exclusion for properties within the 16,000 block was approved in 2000. Remnant Agriculture (AG1) zoning exists for properties that were excluded from the ALR as it is up to each individual property owner to submit applications to rezone.

#### Interim and Long-Term Action Plan (16,000 Block of River Road)

Truck parking and outdoor storage uses are consistent with the Interim Action Plan strategy for this area originally approved by Council in 2008 (**Attachment 7**). As a result of a staff review of the strategy in 2011, Council agreed to continue processing rezoning applications for interim truck parking and outdoor storage uses in accordance with the provisions of the strategy and report back at the end of 2012 on traffic counts and to determine if any necessary revisions to the overall strategy are required. This was addressed in the first section of this report, which recommended no revisions to the Interim Action Plan and that rezoning applications continue to be reviewed in accordance with the provisions of the strategy. Therefore, the rezoning proposal at 16700 River Road complies with the allowance of interim land uses (truck parking and outdoor storage) so long as the proposal addresses all relevant components of the Interim Action Plan to be discussed in forthcoming sections of this report.

The Interim Action Plan requires individual rezoning applications to be submitted for interim uses. In the future, the Long-Term Action Plan and zoning restrictions implemented now as part of the interim use strategy will require additional rezoning applications to be submitted for more intensive light industrial uses when City services and supporting transportation infrastructure can be implemented in conjunction with development.

The Interim Action Plan also required rezoning applications to submit the necessary traffic impact and assessment study, environmental assessment and preliminary landscape buffer plan completed by the appropriate professionals. Staff confirm that the above referenced studies and materials have been submitted to the satisfaction of City staff.

### **Examination of Issues**

#### Proposed Zoning

The subject site is proposed to be rezoned to the Industrial Storage (IS1) zoning district, which is a subzone that only allows commercial vehicle parking, outdoor storage, a residential security operator unit and accessory uses (i.e., supporting office) as permitted uses. This zoning approach enables the property to be utilized for the above referenced interim uses, while restricting other forms of intensive industrial development and activities.

Proposed zoning also places a restriction on density at 0.08 Floor Area Ratio (FAR) and 8% lot coverage, to limit the amount of building related development on the subject site. Based on the large total area of the subject parcel, the 0.08 FAR permits a maximum buildable area of approximately 1,200 sq. m (12,917 sq. ft). However, any new buildings to be developed on the subject site are required to comply with the limited uses (i.e., residential caretaker and/or accessory office).

Restrictions on the type of goods that can be stored outside are also included in the Industrial Storage (IS1) subzone. In particular, outdoor storage activities cannot exceed a height of 4.5 m (15 ft.) and materials that are hazardous, capable of being transferred by the elements and that would pose a negative impact to surrounding areas are not permitted.

The Industrial Storage (IS1) zoning district was implemented on the neighbouring property to the east at 16780 River Road (Quadra Coast Carriers; RZ 09-503308), which is used for commercial truck parking.

#### Engineering Capacity Analysis

An engineering capacity analysis is not required for this rezoning application as minimal buildings and site modifications are required that would impact City services (storm, water and sanitary). City sanitary sewer service does not currently service this area; therefore no analysis is required.

#### Statutory Right-of-Way for Dike and Utility Purposes

A 10 m wide statutory right-of-way (SRW) for dike and utility purposes is also required along the subject site's entire north property line (River Road frontage). The existing dike is generally aligned with River Road at this location. The 10 m wide SRW is being secured through this rezoning proposal in the event that the City requires dike or utility related works in the future. A small portion of the existing building on the property will encroach into the SRW to be secured through the rezoning. Provisions to address the encroachment are discussed in a forthcoming section of the report.

#### Transportation Requirements

A traffic impact and assessment study was submitted by the consulting transportation engineer in support of the truck parking and outdoor storage proposal. City Transportation staff support the recommendations of the report to implement traffic control measures to restrict commercial vehicle movements to and from the subject site. The following is a summary of transportation requirements associated with the rezoning at 16700 River Road based on the provisions of the Interim Action Plan, submitted traffic study and issues specific to the proposal.

- Modification of the access to the subject site to only permit eastbound to southbound (right-in) and northbound to westbound (left-out) for all commercial trucks, tractor-trailers and dump-trucks to prevent truck travel on River Road east of the site's driveway.
  - Submission and approval (by Transportation staff) of an access design that adheres to the above conditions.
  - The approved access design is required to be constructed and inspected by Transportation Division staff.

- Preliminary design work was conducted by the proponent's transportation consultant to determine the extent of works required to the River Road access to implement the traffic control measures. Based on the existing culvert crossing's geometry and width, the consultant has identified that a new crossing or significant widening of the existing structure will be required.
- 20 m wide road dedication along the subject site's entire south property line for the purposes of a future new industrial road to service properties in the 16,000 block of River Road. Implementation and construction of a new industrial road within this dedication is a long-term objective and will be sequenced with future industrial redevelopment.
- Registration of a legal agreement on title of the subject property to identify that the existing vehicle access/driveway from River Road must be removed at the sole cost of the property owner, once the new industrial road proposed along the south edge of the site is fully constructed, operational and services the subject site.
- Voluntary contribution of \$1,000 for the generation and posting of necessary traffic control signs along River Road by City Transportation staff.
- Voluntary contribution of \$11,500 for the future City examination of River Road taking into account broad OCP and transportation objectives relating to use of River Road by vehicles, bikes and pedestrians and implementing the necessary supporting infrastructure. This study will also take into account the future parallel running industrial service road to be established in the 16,000 block of River Road to take industrial traffic off River Road in the future. The terms of reference for the River Road study will be determined in the future once it is feasible to complete. The contribution amount for 16700 River Road is based on the total area of site and proportionate to other contributions made through previous applications in this area.

#### Riparian Management Area (15 m)

A 15 m Riparian Management Area (RMA) along the site's River Road frontage has been surveyed from the high-water mark of the existing watercourse north of the property. The survey indicates that an existing building (trailer home constructed with appropriate City permits in 1996) partially encroaches into the RMA 15 m setback. The construction of the trailer home in 1996 on the subject site occurred before the establishment of the Provincial Riparian Area Regulations in 2005 and subsequent City Riparian Management Area response in 2006 that designated both 15 m and 5 m RMA's along various identified watercourses throughout Richmond, which explains the minor encroachment.

New development within the existing RMA will be for the works to expand or construct a new culvert crossing for the access from River Road to ensure that the proper traffic control measures are implemented. Compensation for this new development in the RMA as well as taking into account the potential removal or relocation of the existing building in the future is being proposed by the proponent and will be in the form of enhancement plantings implemented in the RMA. A plan prepared by the appropriate environmental consultant is required to be reviewed and approved by City and Department of Fisheries staff and submission of a security bond to ensure implementation of the enhancement plan is a rezoning consideration attached to the proposal. Environmental Sustainability staff note that enhancement plantings, consisting of native species only, is considered an appropriate approach to off-set new development within the RMA.



### Preliminary Landscape Plan

A preliminary landscape plan was also prepared by the proponent to demonstrate how a 3 m (10 ft.) wide buffer would be implemented along on the north edge of the site adjacent to River Road as required in the Interim Action Plan (**Attachment 8**). The buffer plan is established outside of the existing 15 m Riparian Management Area directly to the south to avoid any further disturbance in this area. Planting will consist of groundcovers and shrubs in combination with equally spaced trees. A solid fence is also proposed in behind the plantings. The final landscape plan is required to consist of only native plant species to integrate with the enhancement plantings proposed in the RMA. As the existing building will remain at the north portion of the site, the landscape plan will be implemented around the structure. In the event that the existing building is removed or relocated in the future, there will also be the requirement for the landscape buffer screen to be implemented across the area previously occupied by the building and will consist of the same buffer already established on the subject site. To address the minor encroachment of the building into the 15 m RMA, plantings are required to be implemented in the RMA previously encroached upon by the building in accordance to the enhancement plan secured in conjunction with the new/expanded culvert crossing. To secure the landscape buffer screen and additional RMA plantings to be implemented now and in future in conjunction with the removal of the building, submission and approval of a final landscape plan and RMA enhancement plan (including submission of a security bond for landscaping to be implemented now and in future) is a rezoning consideration attached to this proposal

The 3 m wide buffer is also implemented around the perimeter of the northwest portion of the subject site to provide screening to the neighbouring single-family dwelling and will generally consist of a similar planted screen and fencing proposed adjacent to River Road.

### Existing Building

The owners have confirmed that the existing 1 storey building located on the north side of the property will remain for the time being and used as a supporting residential security operator unit to oversee truck parking and outdoor storage activities on the site. As noted earlier in the staff report, the existing building (trailer home) was constructed in 1996 and a minor portion (northeast corner of the building) encroaches into the 15 m RMA and future 10 m wide SRW to be secured across the frontage of the property. In response to questions from staff about removing or relocating the existing building now as part of this proposal, the proponent indicates that the building is currently tenanted and would be costly to remove now without any revenue being generated from the property. If the proponents decide to remove or relocate the existing building or build a new support building on the property, the following is required:

- Demolition or removal of the existing building that currently encroaches into the existing RMA and future SRW to be secured on the north edge of the site along River Road.
- If the City requires access to the 10 m wide SRW in future, the existing building is required to be removed/relocated at the owners sole cost.
- No significant external modifications or building expansion will be permitted to the existing building (except for general maintenance).
- Once the existing building is removed or demolished, the 3 m wide landscape buffer screen along River Road is required to fill the area vacated by the building. Additional

plantings to enhance the area disturbed by the building's removal or relocation is required and will comply with the overall enhancement plan to be secured over the entire RMA.

- Any new building that supports the interim uses is required to comply with zoning, RMA designation and SRW's registered on the property.
  - The above provisions will be included in the legal agreements to be registered on the subject property securing the 10 m wide SRW (Dike and Utility purposes) and requirement to remove the existing building upon development of any new building on the site.
  - The final landscape and RMA enhancement plans to be submitted and approved to fulfill the rezoning considerations will also take into account the above requirements.
- (Attachment 9 – Rezoning Considerations).

#### Environmental Assessment Report

An Environmental Site Assessment report (Phase 1 and 2) was conducted by the proponent's consultant to determine the existence of any site contaminants due to previous fill and use activities undertaken on the subject property, as required in the Interim Action Plan. The study concluded that the site does not contain any contaminants and as a result, no previous activities posing contamination risks likely occurred on the subject property. Furthermore, the environmental report concludes that no further site investigations are required should the property be rezoned to allow future industrial uses.

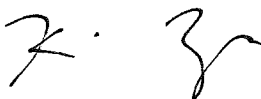
#### Flood Plain Covenant

Registration of a Flood Plain Covenant on title of the subject site identifying a minimum flood construction level of 3.1 m is required as a rezoning consideration on the subject application.

#### **Conclusion**

This report responds to the January 23, 2012 direction from Council to continue to process rezoning applications in the 16,000 block of River Road in accordance with the Interim Action Plan and also undertake traffic counts in the surrounding area and report back the results and impacts to the truck parking strategy. Data from traffic counts done in 2012 actually identified a decrease in number of trucks based on counts collected from previous years and staff will continue to undertake traffic counts for this area and report any significant truck traffic increases to Council. As a result, staff recommend that:

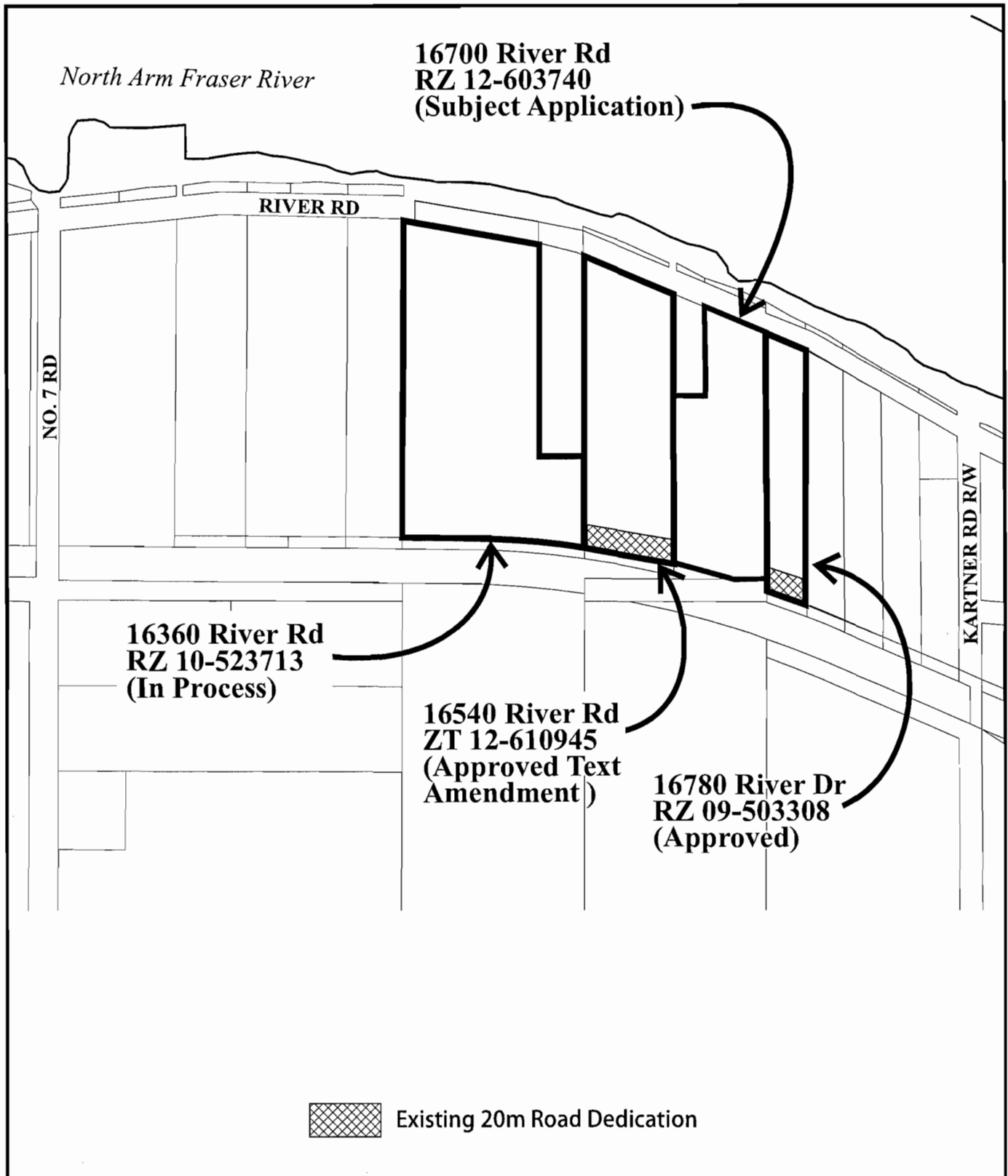
- No revisions be made to the truck parking strategy in this area and Council continue to endorse the Interim Action Plan to process rezoning proposals for interim uses (truck parking, outdoor storage, limited support buildings) for the 16,000 block of River Road.
- The rezoning application for 16700 River Road for commercial truck parking and outdoor storage be supported in conjunction with the rezoning considerations attached to the proposal.



Kevin Eng  
Planner 1

KE:cas

Attachment 1: 16,000 Block River Road Context Map  
Attachment 2: Report from Community Bylaws on River Road Truck Enforcement  
Attachment 3: Road Network Map and Traffic Count Locations  
Attachment 4: Location Map – 16700 River Road (RZ 12-603740)  
Attachment 5: Conceptual Site Plan  
Attachment 6: Development Data Sheet  
Attachment 7: Interim and Long-Term Action Plan – 16,000 Block of River Road  
Attachment 8: Preliminary Landscape Plan  
Attachment 9: Rezoning Considerations



## Rezoning Applications in the 16000 Block of River Road

Original Date: 03/31/09

Amended Date: 11/23/12

Note: Dimensions are in METRES



City of  
Richmond

## Report to Committee

*TO CS-MCM 15 2012*

To: Community Safety Committee  
 From: Phyllis L. Carlyle  
 General Manager, Law & Community Safety  
 Re: Commercial Vehicle Traffic – 16000 Blk of River Road

Date: April 2, 2012

File:

### Staff Recommendation

That the proposed control and enforcement measures related to commercial vehicles on River Road as outlined in the staff report (dated April 2, 2012 by the General Manager of Law and Community Safety) be endorsed.

*Phyllis L. Carlyle*

Phyllis L. Carlyle  
 General Manager, Law & Community Safety  
 (604.276.4104)

FOR ORIGINATING DEPARTMENT USE ONLY			
ROUTED TO:		CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Transportation		Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	<i>Phyllis L. Carlyle</i>
RCMP – Richmond Detachment		Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	
REVIEWED BY TAG	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	REVIEWED BY CAO <i>Deputy</i> YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>

## **Staff Report**

### **Origin**

During the open Council meeting of February 28, 2011, Council considered and adopted the following resolution:

*Enforcement matters related to trucks in the vicinity of 16540 River Road, on River Road or No. 7 Road, be referred to staff with a report back through the Community Safety Committee.*

The City of Richmond has received ongoing complaints in the area of the 16000 block of River Road and No. 7 Road for a number of years. Numerous collaborative steps have been taken by the RCMP and City staff to alleviate these ongoing issues with some success but the residents in the area are still noticing speeding vehicles, vehicles crossing the center line to turn and, in particular, large commercial vehicles disobeying a no turning sign at No. 7 Road.

### **Analysis**

Specifically, Council has in discussion identified the following items for consideration in this report:

1. Truck traffic on River Road
2. Overweight vehicles on River Road
3. Speeding vehicles on River Road
4. Trucks turning left from westbound River Road onto southbound No. 7 Road
5. Trucks crossing the solid center line and potentially into oncoming traffic

To mitigate some of these issues several measures have been taken by the City. The opening of the Nelson Road Interchange has triggered truck access restrictions in the area as well as speed reductions on Westminster Highway. These restrictions have become enforceable by the RCMP and City Bylaw Officers. This is in addition to the turning restrictions into and out of some businesses, weight restrictions and traffic calming speed humps already in place on River Road.

A number of these issues were referred to the RCMP for enforcement action with the collaborative assistance of the City's Community Bylaws staff. Several joint enforcement projects were undertaken by the RCMP and Community Bylaws in an attempt to address these issues.

River Road in the area of the 16000 block is a two-lane asphalt municipal roadway that allows for vehicle traffic in an easterly and westerly direction. The two opposing traffic lanes are divided by a double solid yellow line with a short section in the 19,000 block delineated by a broken centerline. The roadway for the most part from No. 6 Road easterly to No 7 Road and beyond has no shoulder and, in many areas, is bordered by a large, water-filled ditch on the south side and businesses or housing directly adjacent to the north edge. There is a single painted white line to define the roadway edges on both sides. The road surface is generally in good repair and is flat with some curves.

The area is not conducive to effective enforcement activities as there are very few areas to safely stop vehicles of any size especially large commercial vehicles.

In reference to the specific complaint areas:

### **1. Truck Traffic on River Road**

This particular stretch of River Rd has several legitimate businesses along the south side most catering to or requiring the attendance of large commercial vehicles. There are also a number of like businesses on the north side. During the regular work week, a wide variety of commercial vehicles do utilize this roadway. The overwhelming majority access the area via northbound No. 6 Road and exit the area via the same route.

- Recommendation to retain present access on this issue.

### **2. Overweight vehicles on River Road**

Between the intersections with No. 6 Road and No. 7 Road, there is no weight limit imposed on vehicles traveling on River Road. There is a 9-ton weight limit on River Road east of No. 7 Road for vehicles traveling through the area but this restriction does not apply to vehicles that are making local deliveries or pick ups. However, these vehicles are required to travel by the shortest route to the destination within the weight limited segment of River Road. As mentioned, the area does not allow for the safe stopping or weighing of vehicles due to the narrow roadways. In our enforcement activities there were no commercial vehicles stopped that did not have legitimate business on the roadway. Although there may be vehicles using this roadway that do not have business there, it is so sporadic that enforcement would have little affect on it.

- Recommendation to continue random enforcement of commercial vehicles in this area using RCMP and Community Bylaws staff.

### **3. Speeding vehicles on River Road**

The speed limit on River Road between No. 6 Road and No. 7 Road is posted 50 km/h for all vehicles. East of No. 7 Road there is a speed limit of 30 km/h for commercial vehicles only and a small stretch of residential properties that is posted 30 Km/h for all vehicles. This residential area has several speed humps installed as well. Several roving and static speed enforcement operations have been conducted along River Road. A number of violations have been issued mostly to private vehicles with few large commercial vehicles found in violation. The number of speeding violations noted is relatively small compared with the number of vehicles traveling the roadway.

- Recommendation to continue random enforcement operations for speed limits along this portion of River Road.



**4. Trucks turning left to southbound No. 7 Road (from westbound River Road)**

Commercial trucks over 9t are permitted to turn left from River Road to No.7 Road (westbound to southbound). There is no signage in place to restrict this movement. However, because of the new weight restriction on Westminster Hwy (between No.6 Road and Nelson Road), any southbound commercial truck on No. 7 Road must turn right onto Cambie Road and head westbound so that they do not continue to Westminster Hwy. Appropriate regulatory signage to direct this movement was installed last year.

- Recommendation to continue active enforcement of regulations at No. 7 Road and Cambie Road.

**5. Trucks crossing the center line and into oncoming traffic.**

This is a common type complaint with large commercial vehicles. On multiple lane roadways it is less of a problem; however, people often complain about trucks occupying multiple lanes to negotiate turns. River Road at this location is very narrow and the driveways into many of the businesses are bordered by large ditches making entering and exiting these businesses quite difficult for large trucks. The *Motor Vehicle Act* permits large commercial vehicles to occupy oncoming and adjacent lanes in order to safely negotiate corners. Often this is the only way a vehicle can make turns without striking a fixed object or ending up in a ditch.

- Recommendation to continue on-going enforcement to ensure that large commercial vehicles are using this procedure in a safe and proper manner.

**Financial Impact**

None

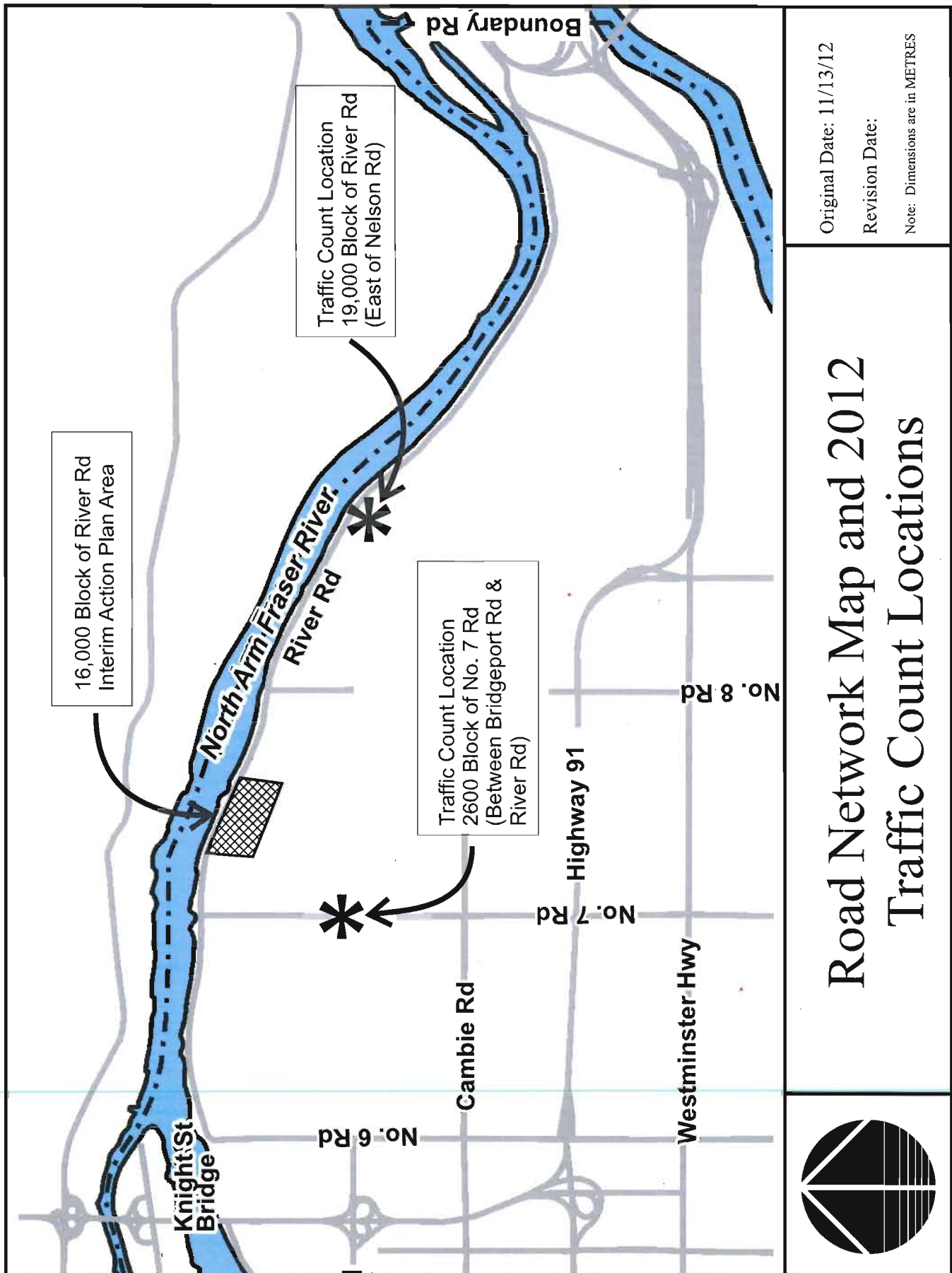
**Conclusion**

The Richmond detachment of the RCMP will continue to provide collaborative enforcement on a random basis along with staff from Community Bylaws in order to regulate the use of River Road and connecting roadways by commercial vehicles.

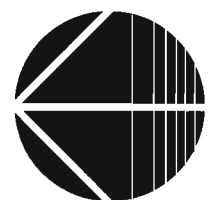


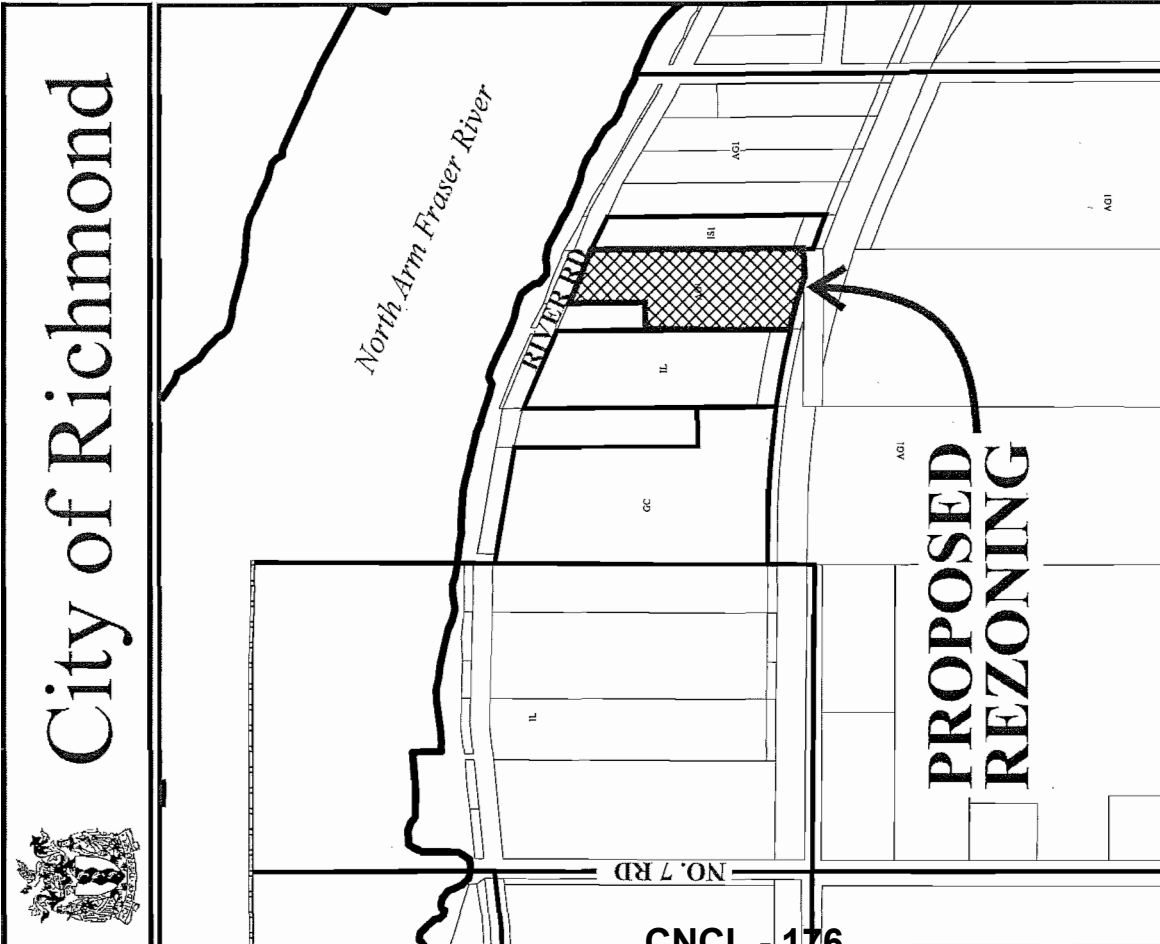
Wayne G. Mercer  
Manager, Community Bylaws  
(604.247.4601)

WGM:wgm

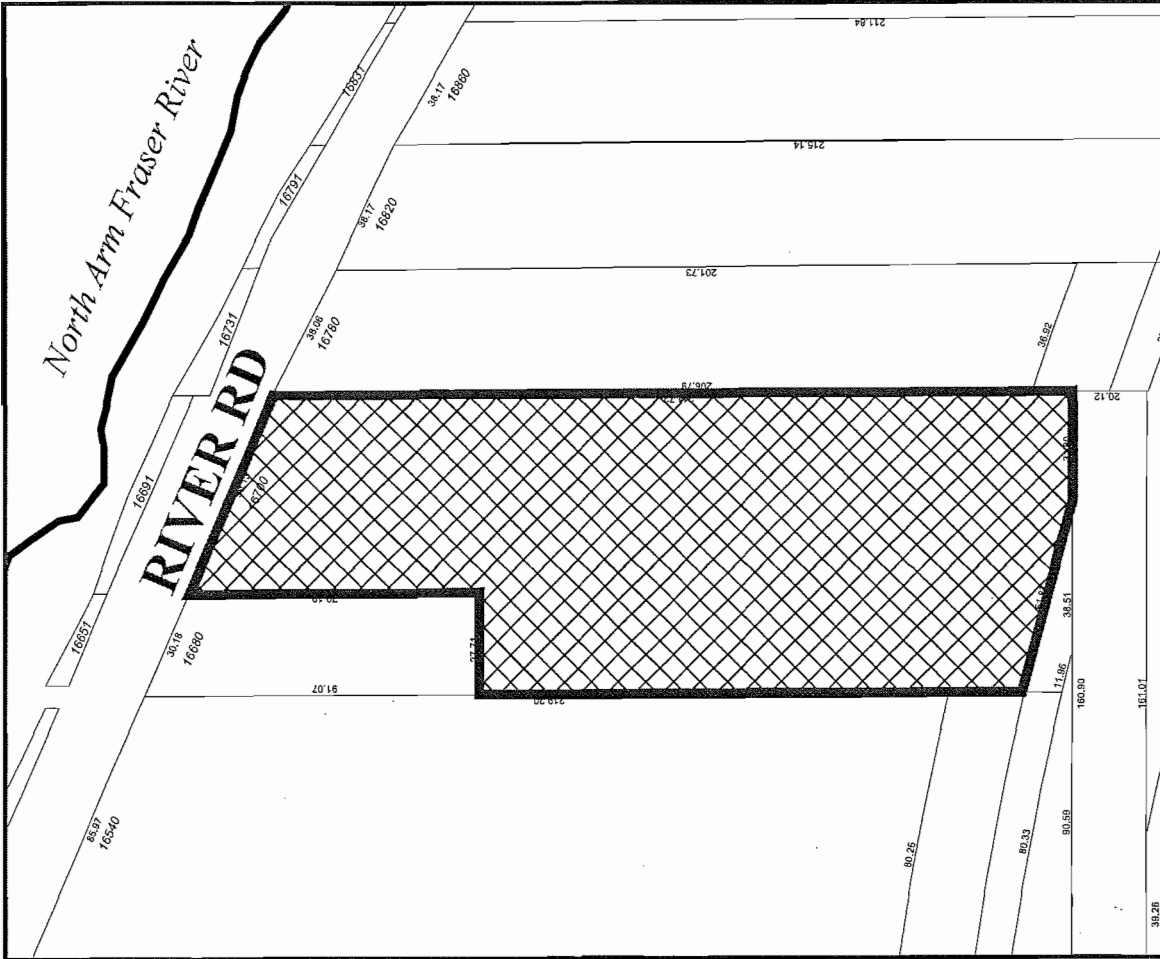


# Road Network Map and 2012 Traffic Count Locations





CNCL - 176

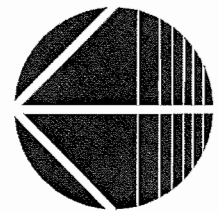


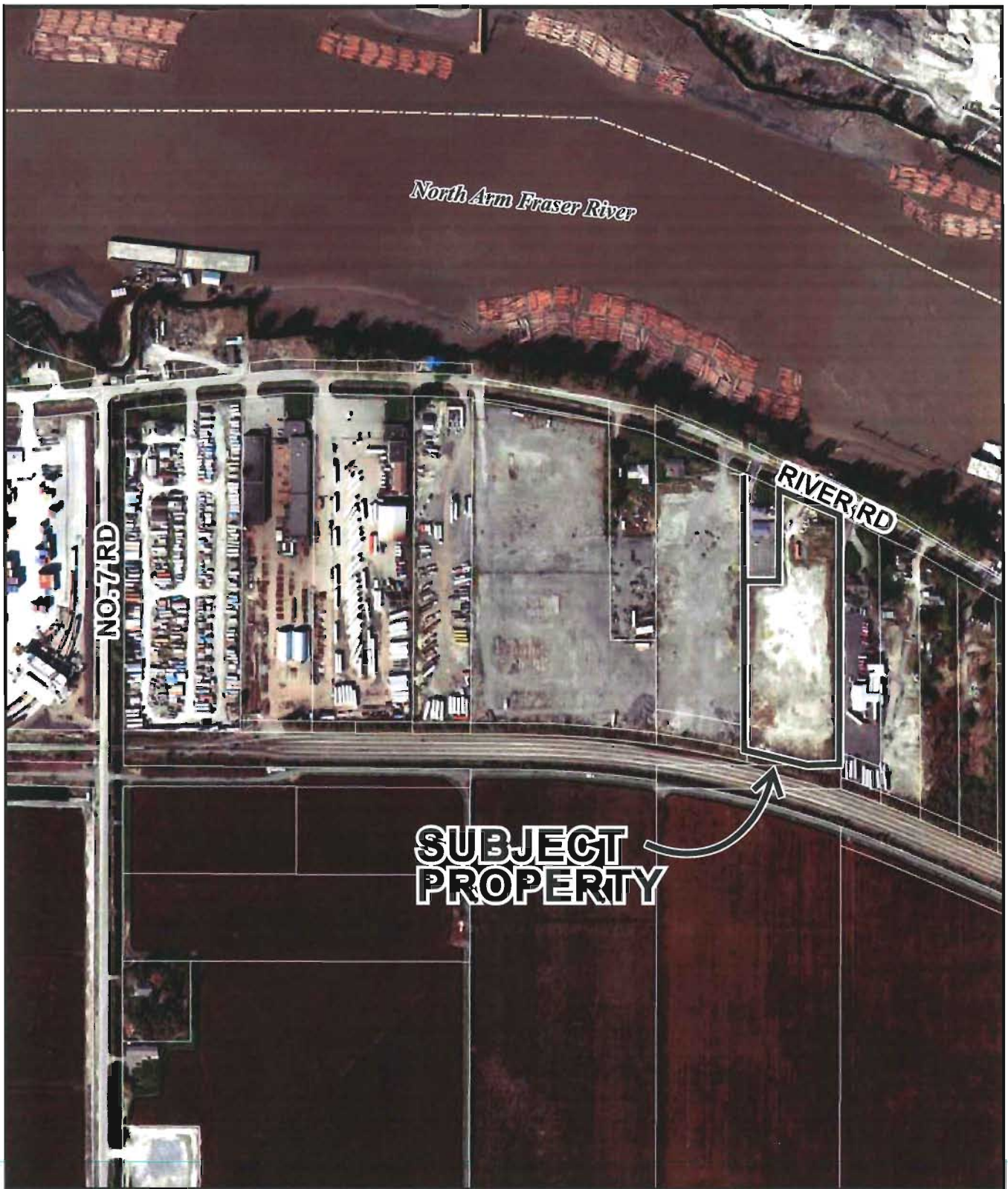
Original Date: 04/12/12

Revision Date:

Note: Dimensions are in METRES

RZ 12-603740





RZ 12-603740

Original Date: 04/12/12

Amended Date:

Note: Dimensions are in METRES

CIVIC ADDRESSES : 16700 RIVER ROAD, RICHMOND, B. C.

THIS 1st DAY OF APRIL, 2011

STEPHEN D. HILNER  
B. C. LAND SURVEYOR  
E102-5007 47A AVENUE  
DELTA, B. C. V4H 1T9  
TEL: (604) 946-1780  
FAX: (604) 946-1789

S.D. HILNER B.C.L.S.

**NOTES:**

-ELEVATIONS ARE ON GEOIDETIC DATUM, SHOWN IN METRES,  
AND ARE DERIVED FROM BIRDMOND'S HIGH PRECISION NETWORK.  
NPN# 177 (70H0458) = 1.55P M.

\* 9.18 DENOTES ELEVATION

..... DEMOTES ASPHALT CENTERLINE  
 ——— DEMOTES EDGE OF ASPHALT  
 X——X——X DEMOTES FENCELINE  
 - - - - - DEMOTES CREST

PLAN SHOWING BORE HOLES ON  
LOT "E" EXCEPT FIRSTLY: PLAN 4720; SECONDLY: REF. PLAN 9804  
THIRDLY: SRW PLAN 71683, SEC. 14 & 23, B. 5 N., R. 5 W., NWD  
CITY OF RICHMOND  
SCALE: 1:500 (Metric)

FIELD SURVEY COMPLETED: MARCH 30, 2011

FILE: 9816  
NAB

**CNCL - 178**





**RZ 12-603740**

**Attachment 6**

Address: 16700 River Road

Applicant: Dagneault Planning Consultants Ltd.

	Existing	Proposed
<b>Owner:</b>	Best Lumber and Supplies Ltd.	No change
<b>Site Size (m<sup>2</sup>):</b>	16,567 m <sup>2</sup>	15,009 m <sup>2</sup> (approximately after road dedication)
<b>Land Uses:</b>	Vacant parcel with existing 1 storey building (caretaker residence) on-site.	Commercial vehicle truck parking, outdoor storage and residential caretaker unit.
<b>OCP Designation:</b>	Business and Industrial (1999 OCP) Industrial (2041 OCP 2041)	No change – proposal complies with land use designation.
<b>Zoning:</b>	Agriculture (AG1)	Industrial Storage (IS1) Floor area ratio 0.08 – complies Lot coverage 8% – complies Uses restricted to truck parking and outdoor storage only.

# The City of Richmond Interim Action Plan 16,000 Block of River Road (Revised based on Public Consultation Feedback)

## Land Use

- ❑ The 16,000 block of River Road:
  - Is currently designated for 'Business and Industry' in the City's Official Community Plan (OCP).
  - Outdoor parking and storage of vehicles and goods would be consistent with the existing OCP land use designation.
  - This land is not within the Agricultural Land Reserve.
  - Agri-Industrial service activities (operations that support or are directly related to a farm) can also be considered as a potential land use under the "Business and Industry" designation.
- ❑ The 17,000 block of River Road:
  - No land use changes are proposed as part of the Interim Action Plan as the properties are contained within the Agricultural Land Reserve and designated for "Agriculture" in the existing OCP.

## Proposed Approach to Rezoning Applications

- ❑ The City is proposing a restrictive Comprehensive Development District zone in this area. This will allow (if permitted) outdoor storage and parking of vehicles and goods under a set of regulations and conditions – Fencing; Screening; Storage Setbacks; Permeable surface treatment.
- ❑ The proposed Comprehensive Development District zone will limit the uses and restrict the amount and size of buildings.

## Technical Objectives and Issues

### Engineering

- ❑ The 16,000 block of River Road is currently **not** adequately serviced by City storm and sanitary systems to sufficiently support intensive light industrial activities involving warehousing/manufacturing buildings or agri-industrial service uses.
- ❑ Rezoning proposals for outdoor vehicle storage and parking can be considered, as this use would have minimal impacts on City services.

### Transportation

- ❑ Vehicle access for traffic generated from proposed uses (i.e., commercial vehicle parking and storage) is to be arranged to mitigate the use and related impact of truck traffic on River Road.
- ❑ City staff have recommended that the applicants explore a shared vehicle access across the properties under rezoning application to limit truck and vehicle use of River Road.
- ❑ Appropriate traffic assessments and upgrades to applicable portions of River Road and No. 7 Road must be undertaken.

### Existing Soil/Fill Conditions

- ❑ Confirmation from the Ministry of Environment that any fill previously located on the sites does not pose a contamination risk or negative impact to surrounding areas. A report prepared by the appropriate professional is required to be submitted to the Ministry of Environment to confirm this. The rezoning applicants are to undertake this process, keeping City staff informed of progress and approvals.



### **Rezoning Considerations** (To be completed by the rezoning applicants)

- ❑ Submit an acceptable fence and landscape buffer scheme.
- ❑ Registration on title legal agreements securing shared vehicle access by rezoned properties and restricting access to River Road based on the recommendations set out in the traffic assessment and approved by the City (*additional consideration based on public feedback*).
- ❑ Complete a traffic assessment of **River Road** from No. 7 Road to the eastern extent deemed to be impacted by traffic generated by properties along River Road (16,000 Block).
- ❑ Complete a traffic assessment of **No. 7 Road** from Westminster Highway to River Road by traffic generated by properties along River Road (16,000 Block)(*additional consideration based on public feedback*).
- ❑ Any traffic control measures, joint access infrastructure or road upgrades, including any traffic calming features to minimize the truck impacts in the area, identified as part of the traffic assessment of applicable portions of River Road and No.7 Road (reviewed and approved by City staff) will be the responsibility of the rezoning applicants to complete (*additional consideration based on public feedback*).
- ❑ Dedication of a 20 metre wide strip of land along the south property line of each property to facilitate the creation of a new road.

### **Forthcoming Process**

- ❑ Rezoning applicants will be given a deadline of March 31, 2008 to complete the necessary studies and plans and submit the following materials to City staff for review:
  - Traffic assessments for applicable portions of River Road and No. 7 Road (*additional consideration based on public feedback*).
  - Geotechnical reports, which have been forwarded to the Ministry of Environment for review and approval, to confirm that the sites do not pose any contamination risk or negative impact to surrounding areas.
  - A buffer and landscaped screen plan for the properties under rezoning application.
- ❑ Should Council approve the staff recommendation, this decision will be integrated into the forthcoming City wide review of the OCP.

# **The City of Richmond Long-Term Action Plan 16,000 Block of River Road**

***(Revised based on Public Consultation Feedback)***

## **Land Use Examination**

- ❑ Monitor outdoor vehicle and goods parking/storage to ensure compliance to regulations and Interim Action Plan provisions.
- ❑ Future rezoning applications will be required, should property owners wish to undertake more intensive light industrial activities or agri-industrial service activities.
- ❑ Intensive light industrial uses or agri-industrial service activities is consistent with the existing City's Official Community Plan (OCP) 'Business & Industry' land use designation.
- ❑ Review agri-industrial service operations to determine if specialized zoning provisions are required.

## **Technical Objectives and Issues**

### *Traffic and Transportation*

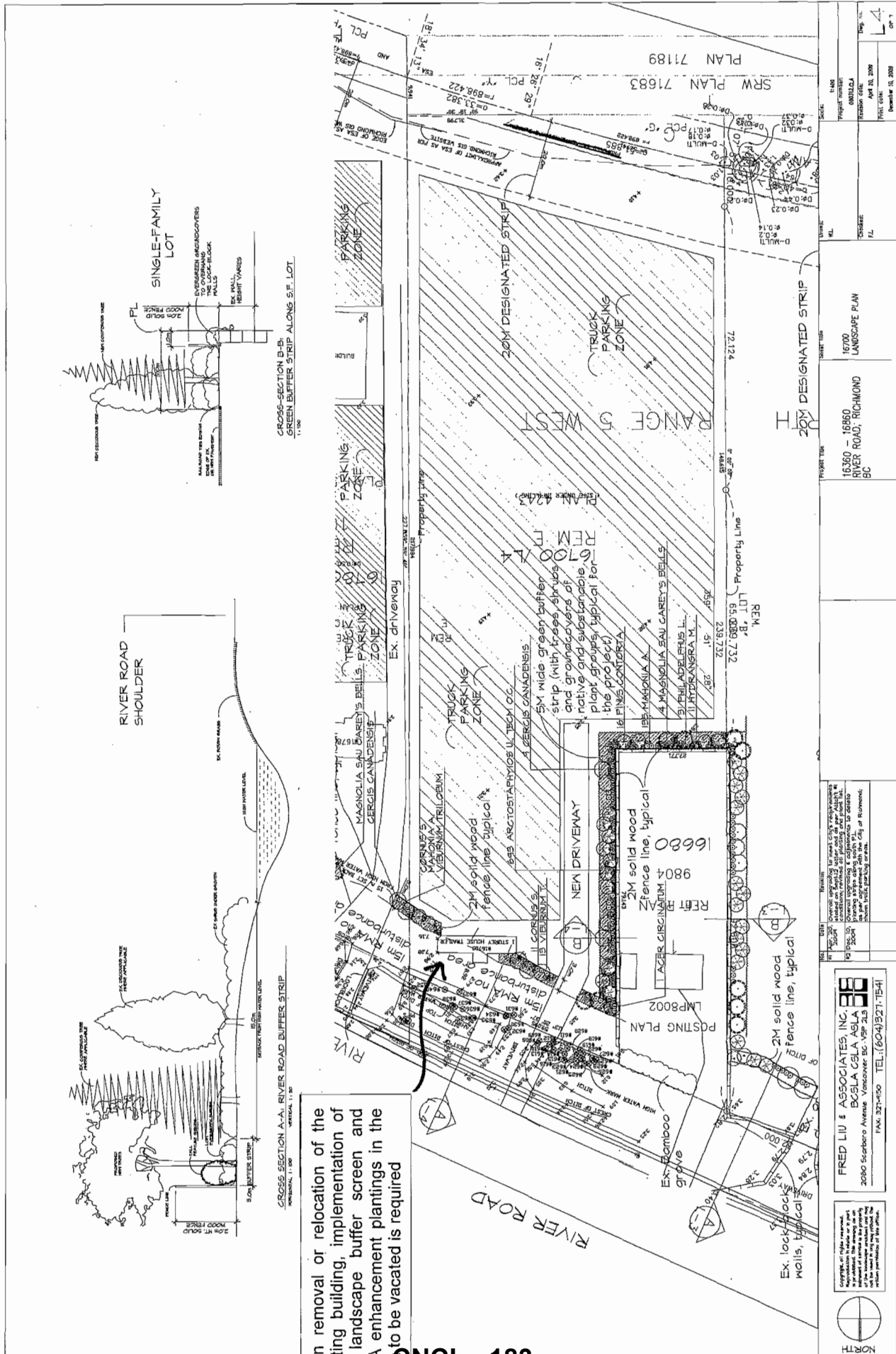
- ❑ Establishment of a new road access east of No. 7 Road to serve as the future vehicle access to potential light industrial activities.
- ❑ The proposed alignment for a new road east of No. 7 Road is along the south property line of the River Road properties (a 20 metre wide future road dedication will be secured through current rezoning applications).
- ❑ Design and construction of a new road east of No. 7 Road would be undertaken when the road can be made functional.

### *City Servicing*

- ❑ Intensive light-industrial uses and agri-industrial service activities will require the appropriate servicing infrastructure (sanitary, storm and water systems), which entails significant works to be undertaken.
- ❑ Resolution of City servicing constraints will be required through future rezoning applications in this area to more intensive light industrial uses.

## **Forthcoming Process**

- ❑ Should Council approve the staff recommendation, this decision will be integrated into the forthcoming City wide review of the OCP.



Upon removal or relocation of the existing building, implementation of the landscape buffer screen and the RMMA enhancement plantings in the area to be vacated is required.



**Address:** 16700 River Road

**File No.:** RZ 12-603740

**Prior to final adoption of Zoning Amendment Bylaw 8979, the developer is required to complete the following:**

1. 20 m wide dedication of land along the entire southern edge of the subject property for the purposes of a future new road (aligning with existing land dedications secured to the immediate east and west of the site).
2. The granting of a 10 m wide Statutory Right of Way (SRW) along the subject site's River Road frontage for dike and utility purposes. The legal agreement to secure the SRW is to include provisions to:
  - a) Identify that the existing building that currently encroaches into the proposed 10 m wide SRW area can remain (as it is currently being used and configured) and that no expansion or significant modification can occur to the building; and
  - b) Existing building must be removed at the sole cost of the owner should the City require access to the 10 m wide SRW in the future.
3. Registration of a legal agreement on title of the subject property identifying that the existing structure located on the north portion of the property along River Road is required to be relocated or demolished upon development of any new buildings on the site that support the truck parking and outdoor storage activities and that the vacant area of the structure (either removed or demolished) be replaced with a buffer and plantings consistent with the existing landscape and fencing treatment and RMA enhancement to be implemented parallel to River Road. This legal agreement will also indicate that the existing structure cannot be expanded or significantly modified (except for routine maintenance).
4. Registration of a legal agreement on title identifying that the existing vehicle access and culvert crossing providing access to the subject site from River Road must be removed at the sole cost of the property owner once the new road, running south of and parallel to River Road, servicing the subject site is constructed and operational.
5. Registration of a legal agreement on title identifying that the parking of commercial trucks and trailers with refrigeration units are not permitted to be operational while parked on the subject site.
6. Registration of a Flood Plain Covenant on title identifying a minimum Flood Construction Level of 3.1 m.
7. Submission and approval from City staff of an enhancement planting plan (prepared by the appropriate professional consultant) for the Riparian Management Area (RMA) (15 m) running along the north portion of the site for the purposes of mitigating proposed modification and development within the existing RMA for the proposed new driveway crossing to service the subject site. Additional components of the enhancement plan will require:
  - a) Consist of native plant species only;
  - b) Require Federal Department of Fisheries approval;
  - c) Provisions for replanting of the disturbed area if the existing building that partially encroaches into the 15 m RMA is removed or relocated.
  - d) Submission of a bond/security based on the estimated costs of the enhancement plan to secure implementation of the works and plantings now as part of the new/modified driveway crossing to the site and for future implementation of enhancement plantings upon removal or relocation of the existing building.

8. Submission and approval from City staff of a landscape plan (from a professional landscape architect) to implement a 3 m wide buffer plan along the north portion of the site adjacent to River Road. The buffer plan is required to:
  - a) Be situated outside and directly south of the existing RMA (15 m) as confirmed by a survey of the high-water mark by a professional BC Land Surveyor;
  - b) Consist only of native trees, shrubs and groundcovers;
  - c) Include installation of a 1.8 m (6 ft.) fence to the south of the plantings to provide a solid visual screen;
  - d) Include provisions for a landscape buffer (consisting of similar width, plantings and fencing) to be installed across the vacant area upon removal or relocation of the existing building; and
  - e) Submission of a bond/security based on the estimated costs of the enhancement plan to secure implementation of the landscape buffer now and for future installation of the buffer upon removal or relocation of existing building.
9. Submission and approval (from the Director of Transportation) of a finalized design (prepared by the appropriate professional transportation engineer) and completion of construction for a driveway vehicle access design to the subject site from River Road that prohibits right-out (northbound to eastbound) and left-in (westbound to southbound) commercial vehicle turning movements to and from the subject site as recommended by the applicant's Traffic Impact Assessment.
  - Completion of construction of the approved access design and traffic control measures and follow-up inspection and approval by City Transportation staff is required prior to final adoption of the rezoning.
  - Submission and approval of an appropriate ditch/culvert-crossing permit based on the approved River Road vehicle access design for installation of associated structures and works (to be required if driveway access design requires a new culvert crossing or widening of the existing culvert crossing).
10. Voluntary contribution of \$1,000 for the generation and posting of the necessary traffic control signs and structures as recommended in the applicant's Traffic Impact Assessment and approved and implemented by the City of Richmond's Transportation Division.
11. Voluntary contribution of \$11,500 for the purposes of undertaking future City examination of River Road.

**Note:**

- Where the Director of Development deems appropriate, the preceding agreements are to be drawn not only as personal covenants of the property owner but also as covenants pursuant to Section 219 of the Land Title Act.

All agreements to be registered in the Land Title Office shall have priority over all such liens, charges and encumbrances as is considered advisable by the Director of Development. All agreements to be registered in the Land Title Office shall, unless the Director of Development determines otherwise, be fully registered in the Land Title Office prior to enactment of the appropriate bylaw.

The preceding agreements shall provide security to the City including indemnities, warranties, equitable/rent charges, letters of credit and withholding permits, as deemed necessary or advisable by the Director of Development. All agreements shall be in a form and content satisfactory to the Director of Development.

- Additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering may be required including, but not limited to, site investigation, testing, monitoring, site preparation, de-watering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.

- Signed Copy on File -

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Signed

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Date



**Richmond Zoning Bylaw 8500  
Amendment Bylaw 8979 (RZ 12-603740)  
16700 River Road**

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

1. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, is amended by repealing the existing zoning designation of the following area and by designating it **INDUSTRIAL STORAGE (IS1)**.

P.I.D. 005-480-922

Lot "E" Except Firstly: Part on Plan 4720; Secondly: Parcel "One" (Reference Plan 9804); Thirdly: Part on SRW Plan 71683; Sections 14 and 23 Block 5 North Range 5 West New Westminster District Plan 4243

2. This Bylaw may be cited as "**Richmond Zoning Bylaw 8500, Amendment Bylaw 8979**".

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

DEVELOPMENT REQUIREMENTS SATISFIED

ADOPTED

_____
_____
_____
_____
_____
_____

CITY OF RICHMOND
APPROVED by <i>HB</i>
APPROVED by Director or Solicitor <i>ML</i>

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CORPORATE OFFICER



# City of Richmond

## Report to Committee Planning and Development Department

**To:** Planning Committee  
**From:** Wayne Craig  
Director of Development

**Date:** November 8, 2012  
**File:** RZ 12-598701

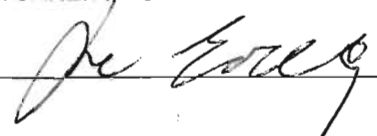
**Re:** Application by Interface Architecture Inc. for Rezoning at 6711, 6771 and 6791  
Williams Road from Single Detached (RS1/E) to Low Density Townhouses (RTL4)

### Staff Recommendation

That Bylaw 8967, for the rezoning of 6711, 6771 and 6791 Williams Road from "Single Detached (RS1/E)" to "Low Density Townhouses (RTL4)", be introduced and given first reading.

  
Wayne Craig  
Director of Development

WC:blg  
Att.

REPORT CONCURRENCE		
<b>ROUTED TO:</b>	<b>CONCURRENCE</b>	<b>CONCURRENCE OF GENERAL MANAGER</b>
Affordable Housing Policy Planning	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	



## Staff Report

### Origin

Interface Architecture Inc. has applied to the City of Richmond for permission to rezone 6711, 6771 and 6791 Williams Road (**Attachment 1**) from Single Detached (RS1/E) to Low Density Townhouses (RTL4) in order to permit the development of 14 townhouse units. A preliminary site plan, building elevations, and landscape plan are contained in **Attachment 2**.

### Findings of Fact

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

### Surrounding Development

To the North & East: Older single-family homes on cul-de-sac lots in Land Use Contact (LUC063).

To the South: Across Williams Road, a 12-unit townhouse complex, two (2) single-family homes on lots zoned Single Detached (RS1/E) and the entrance to London Secondary School.

To the West: A single-family home on a lot zoned Single Detached (RS1/E), and two (2) duplexes on lots zoned Two-Unit Dwellings (RD1).

### Related Policies & Studies

#### Arterial Road Policy

The 2041 OCP Bylaw 9000 Arterial Road Redevelopment Policy is supportive of multiple-family residential developments along certain arterial roads with these sites being identified on the Aerial Road Development Map. Although the subject site is not specifically identified in the Aerial Road Development Map for townhouse development, it meets the locational criteria set out in the OCP for additional new townhouse areas; i.e., within 800 m of a Neighbourhood Centre (Boradmoor Shopper Centre), within 400 m of a Public School, and within 400 m of a Park. In addition, this application does not represent the only townhouse development endorsed by Council along the north side of Williams Road between No. 2 Road and Gilbert Road. Furthermore, the subject site is located across from an existing townhouse development on the south side of Williams Road.

Based on the Arterial Road Policy and the townhouse developments in the surrounding area, this application is being brought forward on its own merits.

### Floodplain Management Implementation Strategy

The applicant is required to comply with the Flood Plain Designation and Protection Bylaw (No. 8204). In accordance with the Flood Management Strategy, a Flood Indemnity Restrictive Covenant specifying the minimum flood construction level is required prior to rezoning bylaw adoption.

### Affordable Housing Strategy

The applicant proposes to make a cash contribution to the affordable housing reserve fund in accordance to the City's Affordable Housing Strategy. As the proposal is for townhouses, the applicant is making a cash contribution of \$2.00 per buildable square foot as per the Strategy; making the payable contribution amount of \$35,640.00.

### Public Art

The applicant has agreed to provide a voluntary contribution in the amount of \$0.77 per square foot of developable area for the development to the City's Public Art fund. The amount of the contribution would be \$13,721.40.

### **Public Input**

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

### **Staff Comments**

#### Trees Retention and Replacement

A Tree Survey and a Certified Arborist's report were submitted in support of the application; 30 trees were identified and assessed:

- 15 trees located on the development site;
- Nine (9) trees located on the development site comprising a hedgerow; and
- Six (6) trees located on neighbouring property.

#### *On-site Trees*

- A 40 cm cal Birch tree, a 34 cm cal Maple tree, a 32 cm cal Crimson King Maple tree, and a 60 cm cal Maple tree are all in good condition and identified for retention.
- A 31cm cal Black Locust tree is in fair condition; however it is located within the middle of the proposed building envelope. To successfully retain this tree, two (2) townhouse units would need to be deleted from the proposal. Recommend removal and replacement of these trees.
- A 31 cm cal Apple tree is recommended for retention in the Arborist Report, however, a site inspection of this tree revealed a basal cavity. This structural defect in conjunction with the impacts of required grade changes to meet the Flood Plain Bylaw requirements would further limit the tree's viability. This tree is to be removed and replaced.

- Nine (9) trees are in poor condition - either dead, dying (sparse canopy foliage), have been previously topped or exhibit structural defects such as cavities at the main branch union and co-dominant stems with inclusions. As a result, these trees are not good candidates for retention and should be replaced.
- Nine (9) trees comprising the hedgerow have been previously topped and are located within the proposed building footprint. These trees are not good candidates for retention and no replacement trees are required.

Based on the 2:1 tree replacement ratio goal stated in the Official Community Plan (OCP), 22 replacement trees are required for the removal of 11 bylaw-sized trees on-site. According to the Preliminary Landscape Plan (**Attachment 2**), the developer is proposing to plant 37 new trees on-site. Size of replacement trees and landscape design will be reviewed in detailed at the Development Permit stage.

#### *Off-site Trees*

The developer is proposing to remove three (3) neighbouring trees located along the west property line due to their existing structural defects. A consent letter from the property owners of 6691 Williams Road is on file. The City's Tree Preservation Coordinator has no concern regarding the proposed removal. A separate Tree Cutting Permit and associated replacement planting/compensation will be required at Tree Cutting Permit stage.

Three (3) trees located on the adjacent properties to the north are to be retained and protected (see Tree Preservation Plan in **Attachment 4**).

#### *Tree Protection*

Tree protection fencing is required to be installed to City standards prior to any construction activities occurring on-site. In addition, a contract with a Certified Arborist to monitor all works to be done near or within the tree protection zone will be required prior to Development Permit issuance.

In order to ensure that the four (4) protected trees will not be damaged during construction, a Tree Survival Security will be required as part of the Landscape Letter of Credit at Development Permit stage to ensure that these trees will be protected. No Landscape Letter of Credit will be returned until the post-construction assessment report confirming the protected trees survived the construction, prepared by the Arborist, is reviewed by staff.

#### Heritage Review – Yarmish House at 6711 Williams Road

Yarmish House located at 6711 Williams Road is listed on the Heritage Inventory for information purposes only and does not mean that the City will buy it or that it will be preserved. The Statement of Significance of the Yarmish House can be found in **Attachment 5**. The highest heritage value of the house, as identified in the City of Richmond Heritage Inventory, is its association with the Ukrainian Catholic Church. The Yarmish family allowed the church to use the home for meetings, before the congregation was able to build their own church.

Staff have requested the developer to explore a number of redevelopment options:

- retention on original foundations;
- retention with relocation to other parts of the consolidated parcel;
- retention with exterior restoration and adaptive re-use (e.g., 2-3 strata dwelling units);
- relocation within Richmond; and
- relocation by Nickels Brothers Movers (if feasible economically for Nickels).

A Heritage Review Report (**Attachment 6**) was submitted in support of the application. The architect has stated that, in his opinion, the house cannot be saved because of:

- Conflict with proposed internal roadway;
- Successive renovations have altered the structure and compromised the architectural integrity of the original craftsman-style dwelling;
- Construction has been done using a variety of building material quality, including the use of salvaged building materials;
- Adaptive re-use – the architect feels it is not viable to relocate the house on site and re-use the building as a part of the townhouse project, due to structural issues with relocating the house on site;
- As an example of craftsman style, the house has minimal value;
- The structure would likely not survive a long relocation to a different property in Richmond, and costs to take down hydro and telephone service lines would be prohibitive; and
- Nickel Bros., who specialize in re-sale of older homes, are not interested in removing and selling the house;

The City's Heritage Planner has reviewed the Heritage Review Report and has no concern with the proposed demolition of the Yarmish House due to the issues with the structure identified in the report, provided that the developer:

- not to apply for a demolition permit until the proposed rezoning application is approved by Council;
- retain the services of a professional heritage consultant to undertake the documentation (written report and photographs) of the house prior to demolition;
- allow the Ukrainian Catholic Church to salvage materials from the Yarmish House after the documentation report is provided and reviewed by staff; and
- make references to the Arts and Crafts nature of the Yarmish House in the form and character of the proposed townhouse development.

The developer has agreed to the above requirements and the Heritage Commission has no concerns with the proposal.

### Site Servicing and Frontage Improvements

Storm analysis is not required, however, the frontage from existing manhole STMH2700 (approximately 6 m west of west property line of 6711 Williams Road) to existing manhole STMH2701 (approximately 17 m east of east property line of 6791 Williams Road) with a length of approximately 78 m must be upgraded to a minimum 600 mm by the developer, as per City requirements.

Sanitary analysis and upgrades are not required. A site analysis will be required on the servicing agreement drawings (for site connection only).

Additional hydrant(s) required to achieve minimum 75 m spacing for multiple-family areas.

A new 1.5 m sidewalk along the property line with a 1.42 m grass and treed boulevard is required. There is an existing fire hydrant and a small power pole that will need to be relocated into the new boulevard.

Prior to final adoption, the developer is required to consolidate the three (3) lots into one (1) development parcel and enter into the City's standard Servicing Agreement to design and construct the required infrastructure upgrades and frontage beautification (see **Attachment 7** for details).

### Vehicle Access

One (1) driveway off Williams Road is proposed. The long-term objective is for the driveway access established on Williams Road to be utilized by adjacent properties to the west if they ultimately apply to redevelop. A Public Right of Passage (PROP) will be secured as a condition of rezoning to facilitate this vision.

### Indoor Amenity Space

The applicant is proposing a contribution in-lieu of on-site indoor amenity space in the amount of \$14,000 as per the Official Community Plan (OCP) and Council Policy.

### Outdoor Amenity Space

Outdoor amenity space will be provided on-site and is adequately sized based on Official Community Plan (OCP) guidelines. The design of the children's play area and landscape details will be refined as part of the Development Permit application.

## **Analysis**

### Arterial Road Redevelopment Policy

The subject application was submitted in January 2012 under the previous Arterial Road Redevelopment Policy contained in OCP Bylaw 7100. The proposal is generally in compliance with the development guidelines for multiple-family residential developments under the Arterial Road Redevelopment Policy.

The proposed height, siting and orientation of the buildings respect the massing of the existing neighbouring single-family homes. All rear units along the north property line are two (2) storeys; the end units of the street fronting building are stepped down from three (3) storeys to 2½ storeys at the side yards and the entry driveway. The building height and massing will be controlled through the Development Permit process.

#### Development Potential of Adjacent Properties

##### *6631/6633 and 6651/6671 Williams Road*

Located at the corner of Williams Road and Sheridan Road are two (2) lots at 6631/6633 and 6651/6671 Williams Road, with each lot having a duplex on it. According to Lot Size Policy 5444, each of these two (2) lots could later be split into two (2) single-family lots (to a total of 4 lots). According to the Arterial Road Policy, a townhouse development on a consolidation of the two (2) duplex lots may be considered because it would meet the assembly requirements and locational criteria for townhouse development.

##### *6691 Williams Road*

Located between the two (2) duplex lots and the subject site, the property at 6691 Williams Road contains an older single-family home and has no subdivision potential on its own under the current Lot Size Policy 5444. However, according to the Arterial Road Policy, a townhouse development may be considered if this lot is consolidated with the adjacent properties to create a development site with at least 40 m frontage.

6691 Williams Road has a similar lot configuration as the lots included in the subject proposal - all of the four (4) lots have a 50.29 m lot depth. The applicant made attempts to acquire 6691 Williams Road to extend the development proposal, but was unable to come to an agreement with the current owners. In order to proceed with the subject development proposal, a development concept plan for 6691 Williams Road has been prepared and is on file, in order to enable this small lot to be converted to townhouse uses under a separate rezoning application. Due to the small size of 6691 Williams Road, if rezoned to townhouse uses, the outdoor amenity space, as well as the garbage/recycling facilities at the subject site, would be shared by the subject development and the future development at 6691 Williams Road. A cross-access easement/agreement will be secured as a condition of rezoning to facilitate this.

#### Requested Variances

The proposed development generally complies with the Low Density Townhouses (RTL4) zone. Based on the review of current site plan for the project, a variance to allow for a total of 16 tandem parking spaces in eight (8) of the townhouse units is being requested. Transportation Division staff have reviewed the proposal and have no concerns. The proposed number of on-site visitor parking is in compliance with the bylaw requirement. A restrictive covenant to prohibit the conversion of garage areas into habitable space is required prior to final adoption.

### Design Review and Future Development Permit Considerations

A Development Permit will be required to ensure that the development at 6711, 6771 and 6791 Williams Road is sensitively integrated with adjacent developments. The rezoning conditions will not be considered satisfied until a Development Permit application is processed to a satisfactory level. In association with the Development Permit, the following issues are to be further examined:

- Building form and architectural character (Arts and Crafts).
- Provision of a convertible unit and design of other accessibility/aging-in-place features.
- Location, size and manoeuvring capacity of visitor parking stalls and landscape buffer adjacent to neighbouring back yards.
- Site grade to ensure the survival of protected trees.
- Landscaping design and enhancement of the outdoor amenity area to maximize use.
- Opportunities to maximize permeable surface areas and articulate hard surface treatment.

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

### **Financial Impact or Economic Impact**

None.

### **Conclusion**

The proposed 14-unit townhouse development is consistent with the Official Community Plan (OCP) regarding developments along minor arterial roads. Overall, the proposed land use, site plan, and building massing complement the surrounding neighbourhood. Further review of the project design is required to ensure a high quality project and design consistency with the existing neighbourhood context, and this will be completed as part of the Development Permit application review process. The list of rezoning considerations is included as **Attachment 7**, which has been agreed to by the applicants (signed concurrence on file). On this basis, staff recommend that the proposed rezoning be approved.



Edwin Lee  
Planner 1  
(604-276-4121)

EL:blg



**Attachments**

Attachment 1: Location Map

Attachment 2: Conceptual Development Plans

Attachment 3: Development Application Data Sheet

Attachment 4: Tree Preservation Plan

Attachment 5: Statement of Significance - Yarmish House

Attachment 6: Heritage Review Report

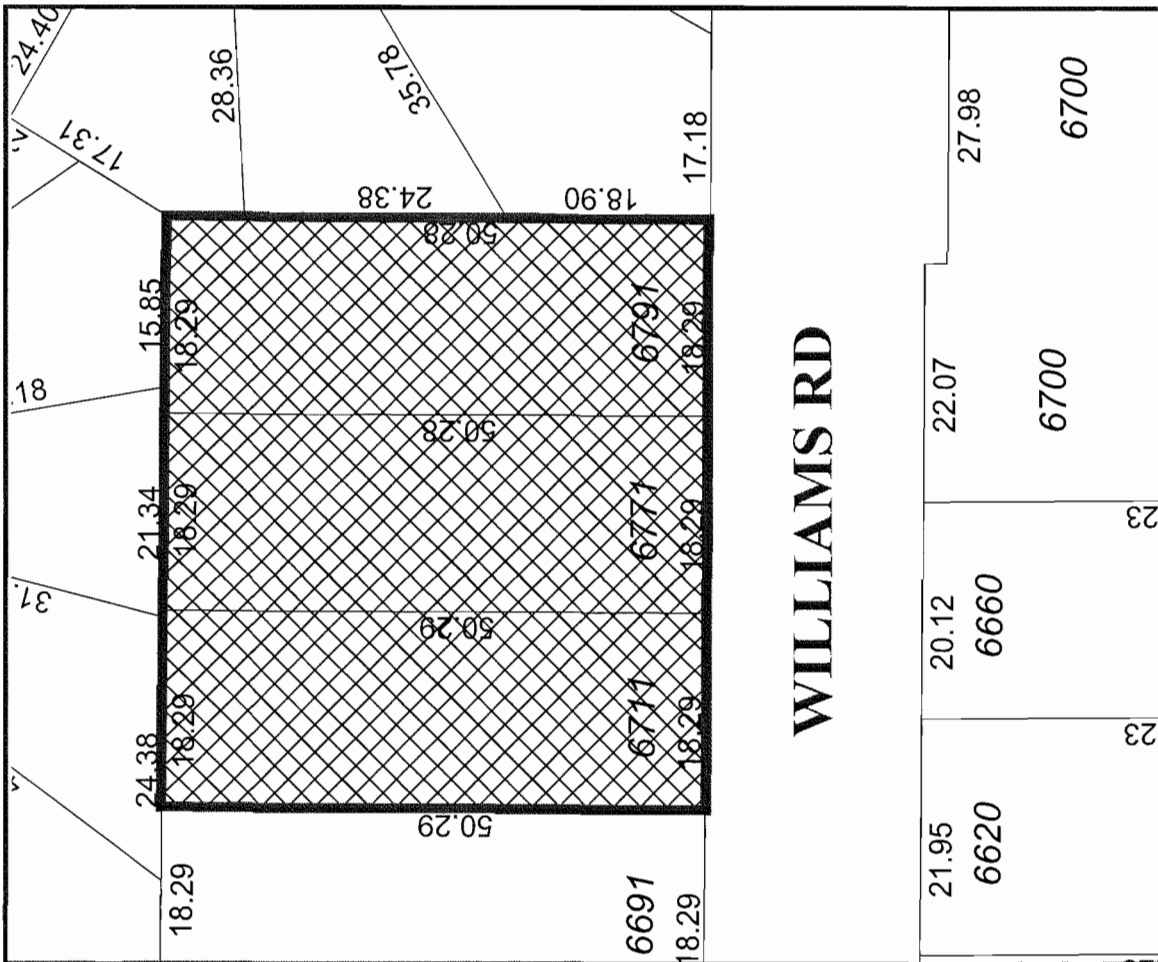
Attachment 7: Rezoning Considerations Concurrence



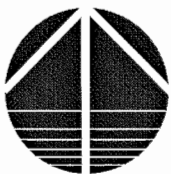
# City of Richmond

# PROPOSED REZONING

~~CNCL-196~~



WILLIAMS RD



RZ 12-598701

CNCL - 197

Original Date: 01/26/12

Amended Date:

Note: Dimensions are in METRES

**THE UNIVERSITY OF CHICAGO**

PROJECT DATA, SITTING  
TYPICAL PLANS - UN  
TYPICAL PLANS - UN  
TYPICAL ELEVATION  
TYPICAL ELEVATION  
PERSPECTIVES - BL

SEE DETENTION AGENCY

Civil Engineer

## PROJECT DE

A 14-UNIT TOWNHOUSE  
0.68 ACRE) SITE IN THE  
EXTENDING PARKING LOT

THE TARGET ZONING IS

(1) CONTRIBUTION TO THE ACCOMMODATE INDICATOR

## ONE SAMPLE.

### A SMALL CAR VARIANCE

---

THE

## Future research

LOT SIZE:  
LOT ZONING:  
USES:

25

DENSITY:

DOT COVERAGE:

## SPECIAL ADVERTISING SECTION

FRONT YARD (S)	6.0
SIDE YARD 1 (W)	3.0
SIDE YARD 2 (E)	3.0

### WARD PROJECTIONS:

PERGOLAS ETC	1.5%
BALCONIES	1.0%
BAY WINDOWS	1.0%
PERMANENT BLDG	MAX

1.000000

PARKING REQUIRED: 21 (10) MIN 21 (10) MIN

WTC SPACES	2% (1)
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18 (	3 (0
BIKE/PARKING:	
CLASS 1	
CLASS 2	

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PRIVATE OUTR		
INDOR		

LANDSCAPING:  
GARBAGE DEPOT:  
CABBAGE

## ON-SITE LOADING: MED

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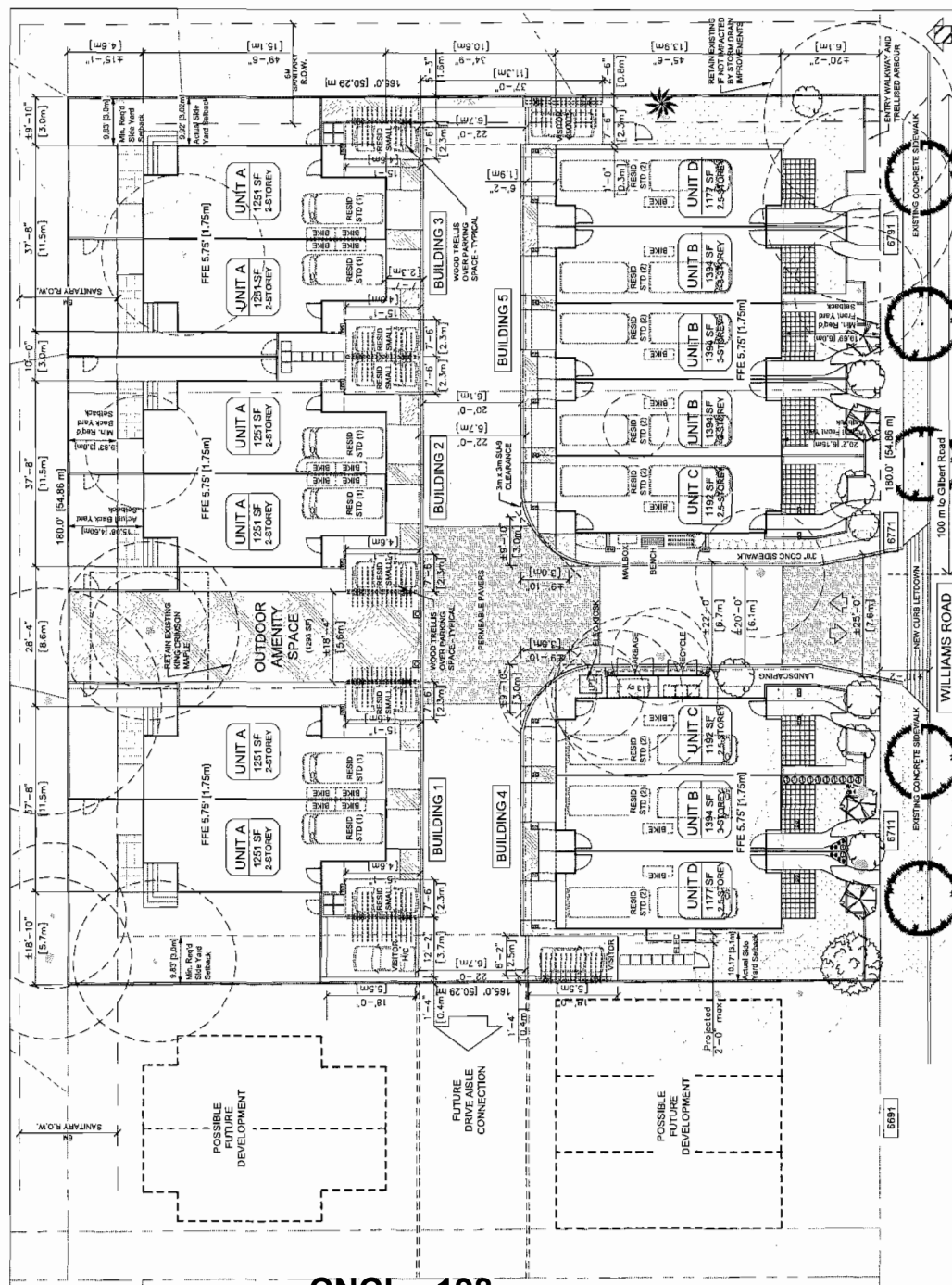
## PROPOSED 14-UNIT TOWNHOUSE DEVELOPMENT

## 6711, 6771, 6791 WILLIAMS ROAD, RICHMOND BC

86711	PACEL ID:	204-347-0561
	LEGAL:	LOT 119 SECTION 20 BLOCK 4 NORTH RANGE 6 WEST PLAN 35704
86771	PACEL ID:	201-303-043
	LEGAL:	LOT 122 SECTION 20 BLOCK 4 NORTH RANGE 6 WEST PLAN 41102
86781	PACEL ID:	206-030-669
	LEGAL:	LOT 131 SECTION 20 BLOCK 4 NORTH RANGE 6 WEST PLAN 41102

	Total	Gross Area	CEA	CAD
F				

UNITS	'N	'W	'E	'S	BY (MILES)	DATE
BUILDING 1	2	2	—	—	157/157	3/54
BUILDING 2	2	2	—	—	157/157	3/54
BUILDING 3	2	2	—	—	157/157	3/54
BUILDING 4	3	—	1	1	172/161/77/8	5/59
BUILDING 5	5	—	3	1	194/179/27/247 1739-1736	3/59
TOTAL	14	5	4	2	462/77/8	21,432

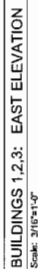


## PROPOSED SITE/PARKING PLAN

PROPOSED



<b>INTERFACE:</b>	Suite 330 1899 Gentry Road Crested Butte, CO 81624 Contact Vix 329 T 814 821 1168 F 814 821 1167 <a href="http://www.interfacestructure.com">www.interfacestructure.com</a>	Proposed 14-Unit Townhouse Development 6711 Wilshire Road, Rehoboth, B.C.	PROJECT NO. 113	SCHOOL None	DATE Nov. 25, 2011	DRAWN BY KTC/BRS	CHECKED BY KTC	SHEET TITLE BUILDINGS - 2.2: ELEVATIONS	A3.1	DRAWING
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- [illegible]



BUILDING 4 ELEVATION - NORTH (Drive Aisle)

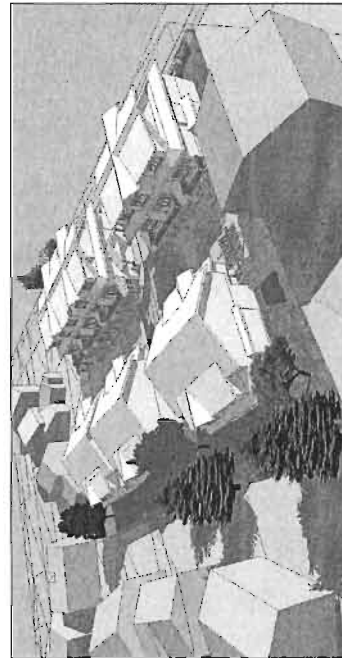
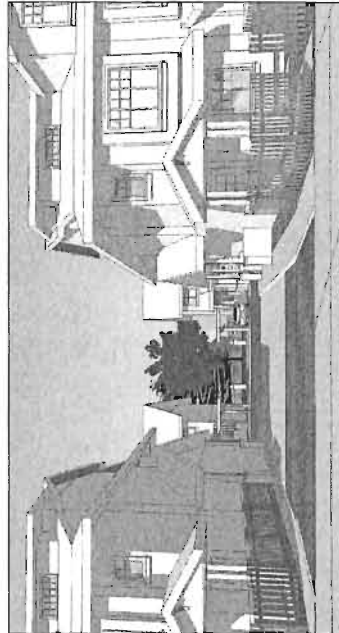
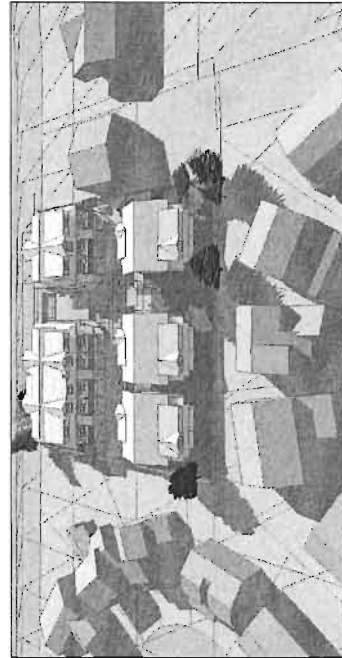
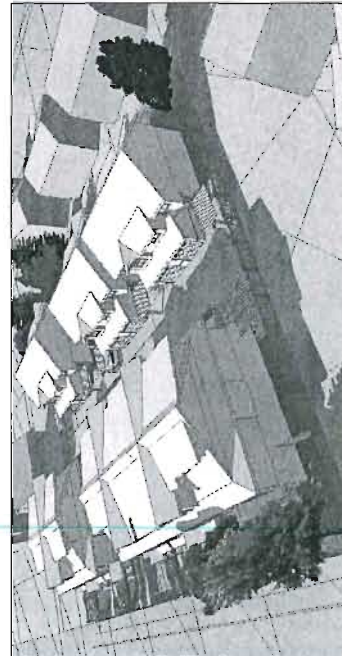
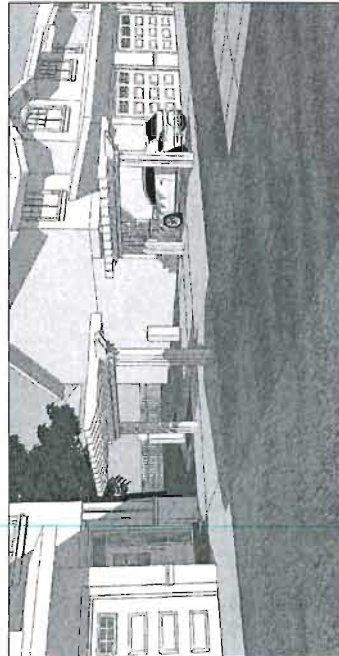
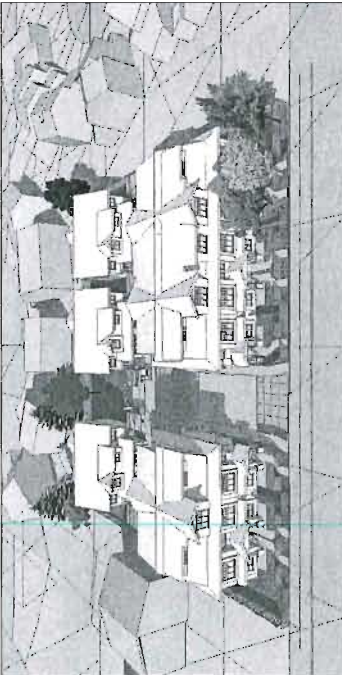


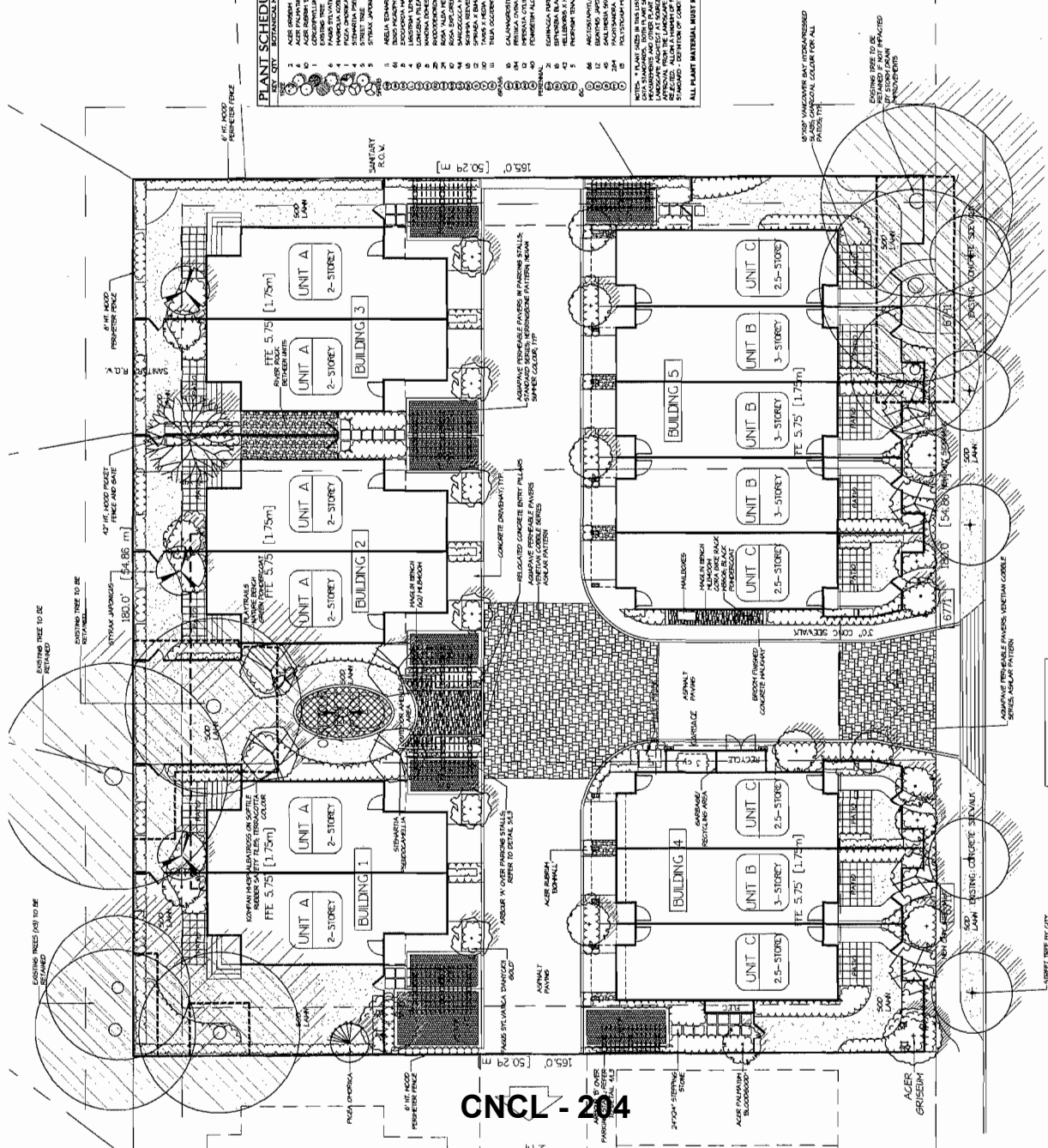
# CNCL - 202

[illegible]

**INTERFACE:**  
Suite 230  
11500 Cambie Road  
Richmond BC  
Canada V6X 2Z5  
T 604 821 1162  
F 604 821 1146  
[www.interfacearchitecture.com](http://www.interfacearchitecture.com)

PROJECT	Proposed 14 Unit Townhouse Development 8711 Wilshire Road, Rialto, B.C.
PROJECT NO.	1113
SCALE	As Shown
DATE	Nov. 25, 2011
DRAWN BY	KYC: SBH
CHECKED BY	KYC
SHEET TITLE	PERSPECTIVES - BUILDING MASSING VIEWS
DRAWING	A9.0



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**RZ 12-598701**

**Attachment 3**

Address: 6711, 6771 and 6791 Williams Road

Applicant: Interface Architecture Inc.

Planning Area(s): Blundell

	Existing	Proposed
<b>Owner:</b>	Garry West Holdings Inc.	No Change
<b>Site Size (m<sup>2</sup>):</b>	2,759.2 m <sup>2</sup>	No Change
<b>Land Uses:</b>	Single-Family Residential	Multiple-Family Residential
<b>OCP Designation:</b>	Neighbourhood Residential	No Change
<b>Area Plan Designation:</b>	N/A	No Change
<b>Lot Size Policy Designation:</b>	Single Detached (RS2/C) – not applicable for multiple-family development	No Change
<b>Zoning:</b>	Single Detached (RS1/E)	Low Density Townhouses (RTL4)
<b>Number of Units:</b>	3	14
<b>Other Designations:</b>	N/A	No Change

On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Floor Area Ratio:	Max. 0.60	0.60	none permitted
Lot Coverage – Building:	Max. 40%	35%	none
Lot Coverage – Non-porous Surfaces:	Max. 65%	65%	none
Lot Coverage – Landscaping:	Min. 25%	35%	none
Setback – Front Yard (m):	Min. 6.0 m	6.15m	none
Setback – East Side Yard (m):	Min. 3.0 m	3.0 m	none
Setback – West Side Yard (m):	Min. 3.0 m	3.1 m	none
Setback – Rear Yard (m):	Min. 3.0 m	4.6 m	none
Height (m):	Max. 12.0 m (3 storeys)	12.0 m (3 storeys) Max.	none
Lot Width:	Min. 40.0 m	54.86 m	none
Off-street Parking Spaces – Regular (R) / Visitor (V):	2 (R) and 0.2 (V) per unit	2 (R) and 0.21 (V) per unit	none
Off-street Parking Spaces – Total:	31	31	none

On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Tandem Parking Spaces:	Not permitted	16	variance required
Small Car Parking Spaces	Max. 50% x 31 stalls = 15 stalls	6	none
Handicap Parking Spaces:	1	1	none
Amenity Space – Indoor:	Min. 70 m <sup>2</sup> or Cash-in-lieu	Cash-in-lieu	none
Amenity Space – Outdoor:	Min. 6 m <sup>2</sup> x 14 units = 84 m <sup>2</sup>	120 m <sup>2</sup>	none

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

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**pmg**  
LANDSCAPE  
ARCHITECTS  
Suite C100 - 4185 88th Creek Drive  
Richmond, BC V6X 2C6  
P: 604-294-0911 F: 604-294-0022

2018

**14 UNIT TOWNHOUSE  
DEVELOPMENT**

5711, 5771, 5791 WILLIAMS RD  
RICHMOND

DATE: 22 JUL 21

SCALE: 1"=10'-0"

DESIGNER: CM

DESIGNER: CM

CHECKED: MCT

DATE: 22 JUL 21

SCALE: 1"=10'-0"

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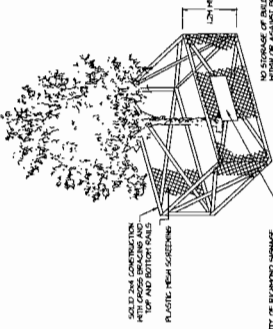
DATE: 22 JUL 21

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DESIGNER: CM

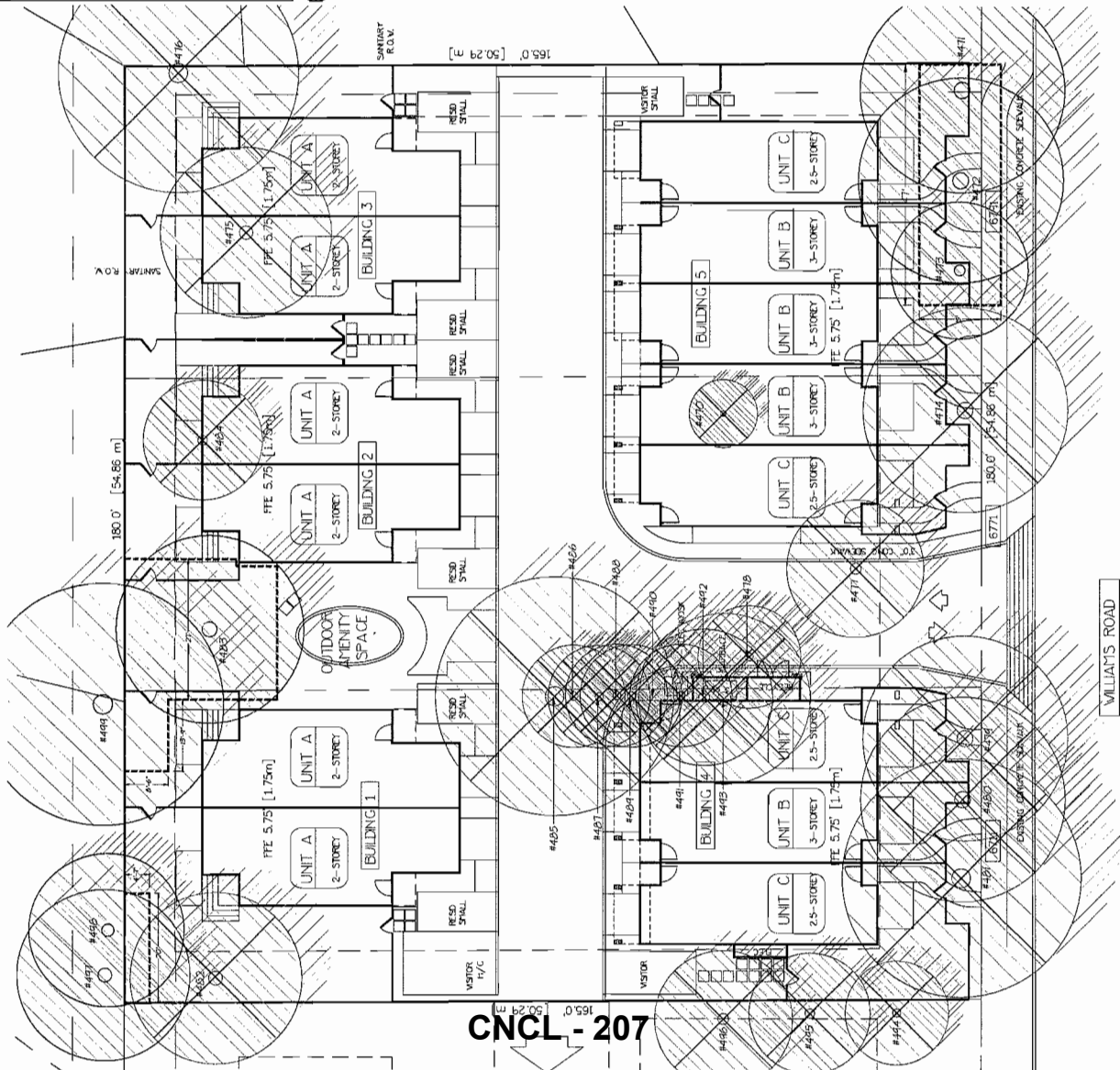
**TREE PROTECTION DISTANCE TABLE**

TRUNK DIA. IN INCHES	MINIMUM PROTECTION DISTANCE IN FEET
4"	12'
6"	15'
8"	18'
10"	21'
12"	24'
14"	27'
16"	30'
18"	33'
20"	36'
22"	39'
24"	42'
26"	45'
28"	48'
30"	51'
32"	54'
34"	57'
36"	60'
38"	63'
40"	66'
42"	69'
44"	72'
46"	75'
48"	78'
50"	81'
52"	84'
54"	87'
56"	90'
58"	93'
60"	96'
62"	99'
64"	102'
66"	105'
68"	108'
70"	111'
72"	114'
74"	117'
76"	120'
78"	123'
80"	126'
82"	129'
84"	132'
86"	135'
88"	138'
90"	141'
92"	144'
94"	147'
96"	150'
98"	153'
100"	156'



**1. TREE PROTECTION BARRIER**

- TREES TO BE REMOVED
- TREES TO BE RETAINED
- TREE PROTECTION FENCING



CNCL - 207





City of Richmond  
British Columbia, Canada

## Yarmish House

### General Information

**Type of Resource:** Building

**Common Name (if different than official name):**

**Address:** 6711 Williams Road

**Neighbourhood (Planning Area Name):** Blundell

**Construction Date:** 1923

**Current Owner:** Private

**Designated:** No



Click on the picture  
to see full image

### Statement of Significance

**Description of Site:** The house is a late Craftsman style home situated in a residential neighbourhood on Williams Road. The house has a large front yard providing a separation from the street, with a concrete wall and entry columns between the front yard and the sidewalk.

**Statement of Values:** The heritage value of the Yarmish house lies in its historical association to the Ukrainian Catholic Church in Richmond, established to serve the Ukrainian cultural community as Richmond's population continued to diversify. Church services were held in the house before the congregation was able to build a church of its own. The house speaks to a time period in Richmond when the first suburban developments were occurring during the early 20th century. The house also has aesthetic value as a good example of the late Craftsman building style, and its large front yard with mature trees speaks to the early suburban nature of the site.

**Character Defining Elements:** Key elements that define the heritage character of the site include: · The Craftsman style and design of the entire house, as illustrated by triangular eave brackets, exposed rafter ends, shed dormers, and an open verandah with twinned columns · Mature landscape features, including foundation planting and two original cherry trees located in the front yard · Early concrete block perimeter wall with decorative concrete entry columns.

### History

**History:** The house of Dr. Ivan and Mary Yarmish was host to services of the Ukrainian Catholic Church before the congregation was able to build a church of their own. Reverend James Bartman, who lived with the Yarmish family, ministered to the congregation. The church was established to serve its particular cultural group, an indication of the continued diversification of Richmond's population.

### Architectural Significance

**Architectural Style:** Late Craftsman

### Building Type:

### Name of Architect or Builder:

**Design Features:** The house exhibits many features of the Late Craftsman style, notably triangular eave brackets and exposed rafter ends. It is rectangular in plan, with a concrete foundation and symmetrical massing. The roof is a side gable with a large gable dormer at the front, with a shed dormer on either side. The roof cover is asphalt shingle, documented as being new. The cladding consists of stucco on the first floor, horizontal clapboard on the basement, and double coursed shingles on the second storey. There is a full, open front verandah at the front of the house, supported by double square columns, one side possibly having been filled in. The windows are wooden sash casement; the windows in the gable dormer have coloured glass in a multi-paned transom. The gable dormer has possibly been filled in, and has a row of

**CNCL - 208**



casement windows.

**Construction Method:** Wood frame construction.

**Landscape Significance**

**Landscape Element:** Mature trees; concrete wall

**Design Style:**

**Designer / Creator:**

**Design Attributes:** Large original cherry trees are located in the front yard of the house. An early concrete block wall with columns demarcates the front property line of the house. The house has some foundation planting of indeterminate age.

**Construction Method:**

**Integrity**

**Alterations:** A number of minor alterations have altered the appearance of the house, but appear to be reversible. These include new siding on the front facade, the filling in of the dormer balcony and the possible filling in of the east side of the verandah, a new roof installed in 1977, and alterations to the front gable bargeboard.

**Original Location:** Yes

**Condition:** The house appears to be in fair to good condition, requiring some upkeep

**Lost:** No

**Documentation**

**Evaluated By:** Denise Cook BLA, PBD (Public History)

**Date:** Sunday, September 24, 2000

**Documentation:** Inventory Sheets by Foundation Group Designs, January 1990 "Heritage Inventory Phase II" by Foundation Group Designs May 1989

# INTERFACE:

## COMMUNICATION

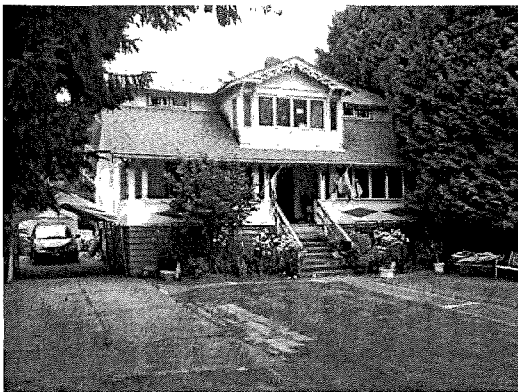
March 21, 2012 (updated July 9, 2012)

Edwin Lee  
Planning Department  
City of Richmond  
6911 No. 3 Road  
Richmond, BC V6Y 2C1

Dear Edwin:

Re: 14-Unit Townhouse Proposal: 6711 Williams Rd – Heritage Review Comments

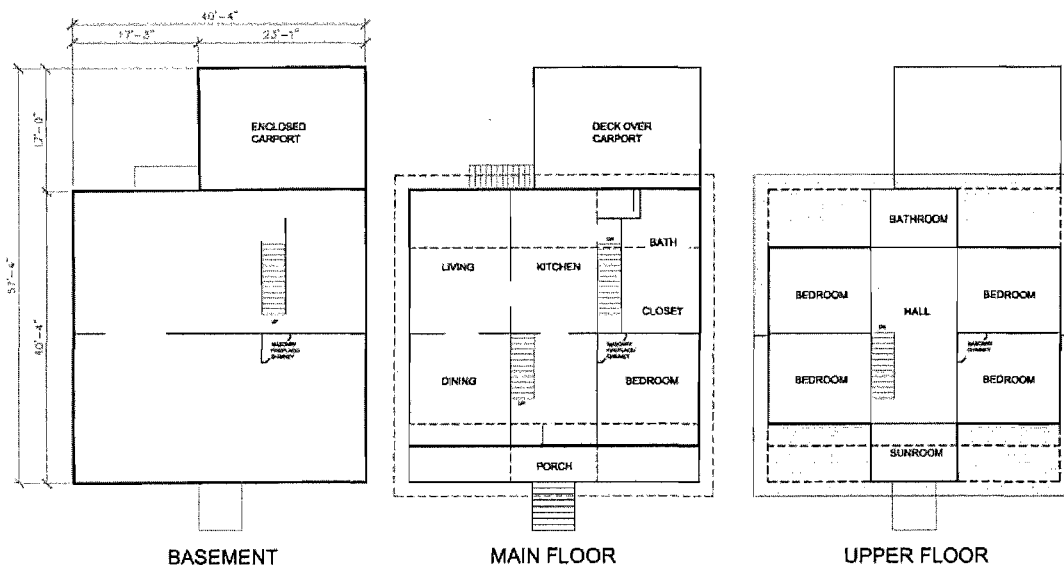
In response to the Heritage Review Comments (emailed to us March 6<sup>th</sup>), we have looked into the suggested redevelopment options for the 1923 structure. After our analysis, we conclude that the only reasonable option is to demolish the house. However, we have made contact with the local Ukrainian Catholic Church, who has expressed interest in reviewing the house and perhaps salvaging parts of it before demolition.



Front view of house



Rear view of house



# INTERFACE:

## Heritage Merit

As a building of some cultural significance, the owner would consider donating the structure for relocation offsite. However, as the house had been constructed and renovated in piecemeal fashion over the years, it is not clear which areas of the house were culturally significant over its history. Also, as described in more detail below, relocating it would not be a feasible proposition.

Architecturally, there are some apparently interesting exterior and interior details worth noting but they are few in number and not of enough significance to relocate or restore. The upper floor front dormer gable (only) has an ornamental fascia, dentiling and knee-brackets which have endured much weathering. The front parlour room window has some coloured glass inserts but is not particularly special in any way.

In the parlour, there is some interesting hand-plastering work at the ceiling: a lamp rosette and ceiling edge coving. The value in keeping or restoring these elements is dubious, and it is doubtful that they would survive any house relocation (since house framing 'flexes and creaks a lot' (owner statement)).



Hand-plastered rosette



Hand-plastered ceiling cove



Coloured glass transom panel

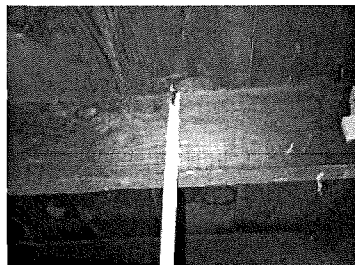
## Redevelopment options

I toured the house with the previous 30-year owner (Mike) and current owner (Jessy) on March 16<sup>th</sup>. We discussed the renovation history of the house, as well as its current physical condition.

To best of Mike's knowledge, the original house has been added to, and renovated, in various stages and at various (unknown) dates over its long history. The additions included: (i) the back half of the house, (ii) the upper floor, (iii) and the carport. The joists supporting the upper floor are 'at different heights' and the work was not 'done to code'. Main floor joists are only 2x6's. Some wall framing are '2x4's on flat'.

And there is a 3-storey masonry chimney in the center of the house (which is significant).

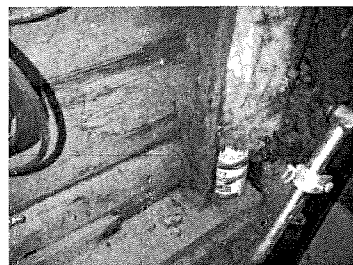
The renovation history is unclear, but 'someone' had further excavated the basement floor and replaced with a 'concrete skim coat' to create a full-height basement. This resulted in constant flooding issues together with the accompanying wet/dry rot issues. Also, the previous owner 'worked at the Eburne sawmill and brought back salvaged lumber' for various renovations. The house may not be in sound structural shape. Indeed, Mike says the house 'creaks & flexes' a lot.



2x6 Main floor joists



Masonry chimney (3 levels)



Basement fdn sill (below grade)

INTERFACE ARCHITECTURE INC.

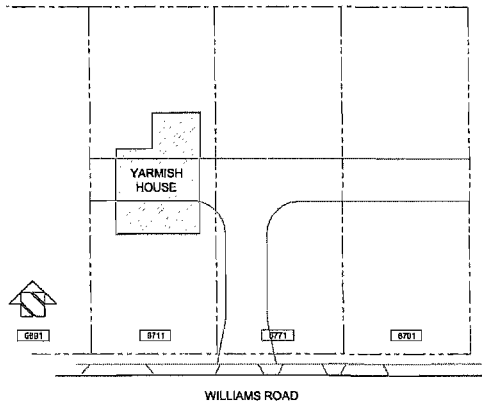
Suite 230, 11590 Cambie Road, Richmond BC Canada V6X 3Z5  
T 604 821 1162 : F 604 821 1146 : [www.interfacearchitecture.com](http://www.interfacearchitecture.com)

A MEMBER OF THE AIBC

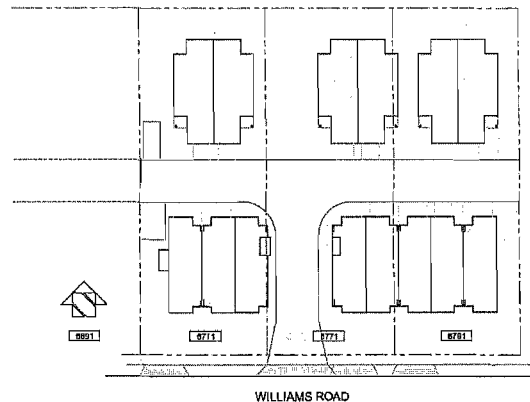
CNCL - 211

# INTERFACE:

- a) Retention on original foundations: Not viable. First, the concrete foundations likely require full replacement due to its history of ad hoc basement slab renovations. Secondly, leaving the house in the original position drastically compromises the viability of the project: (i) it also sits in the middle of the site where a double-loaded drive aisle would permit two rows of dwelling units, and (ii) it sits on the west side of the assembled 3 parcels, making potential future expansion to the three western parcels virtually impossible.



Yarmish House footprint relative to drive aisle



Proposed site plan with internal drive aisle

- b) Retention with relocation on-site: Not viable. We have discussed this with Nickel Bros. (March 16<sup>th</sup> & 19<sup>th</sup>). George Dueck emailed that the move on the same site would be at least \$30,000. Owner would also add for any demolition, construction work, and permits. Plus, the Nickel Bros. website says that 'building codes no longer allow fireplaces/chimneys to be moved with buildings'.
- c) Retention, exterior restoration and adaptive re-use: Not viable.

[Tried to contact Teresa Murphy, 604-277-5869, Heritage Committee. Then spoke with Wozny Laurie, 604-274-7748, on March 22.] He focused on the historic value of the house as a early church meeting hall and recommended that we contact the local Ukrainian Church (see below). He indicated that it was not a particularly good example of Craftsman design.



Shingle cladding at side gables



Ornamentation at front dormer



Dormer/upper floor shingle cladding

- d) Relocation within Richmond: Impossible. George Dueck (604-649-7148, Nickel Bros.) also says moving the structure offsite involves larger costs, depending on the degree of difficulty involved and distance moved. Aside from the immovability of the masonry chimney, the adjacent roads have typically low wiring and traffic signage/lights which can easily involve '50 to 100 thousand dollars' to the City to temporarily remove.

We guesstimate the height of top 2 floors with joists to be 26-ft, so that the actual transport height for the top 2 storeys, with supporting beams and trailer, will be about 30-ft. The house is 40' wide.

- e) Relocation by Nickel Bros. Movers: Impossible. On March 19<sup>th</sup>, Nickel Bros. said they would swing by to inspect the house, since they may be interested in reselling it. They have not called back so I emailed them again for his comments.

# INTERFACE:



Williams Road looking west of site



Low overhead wiring at site



Williams Road looking east

## **Contact with the Richmond Ukrainian Catholic Church**

I spoke with Father Edward Evanko June 27, 2012. His contact info:

Assumption of the Blessed Virgin Mary

Ukrainian Catholic Church

8700 Railway Avenue

Richmond BC

Tel: (604) 448-1760

He was already aware of the historical significance of the house as an early meeting place for the Church. He doubts they would want to relocate it but would love to visit the house, take pictures, and perhaps salvage some parts. The developer will arrange for this to take place at a suitable time and considering the privacy of the current tenant.

--

Per: Ken Chow, MAIBC



**Address:** 6711, 6771 and 6791 Williams Road

**File No.:** RZ12-598701

**Prior to final adoption of Zoning Amendment Bylaw 8967 , the developer is required to complete the following:**

1. Consolidation of all the lots into one development parcel (which will require the demolition of the existing dwellings).
2. Registration of a flood indemnity covenant on Title.
3. Registration of a Public Rights-of-Passage (PROP) statutory rights-of-way (ROW), and/or other legal agreements or measures, as determined to the satisfaction of the Director of Development, over the internal drive-aisle in favour of future townhouse developments to the west. Language should be included in the ROW document that the City will not be responsible for maintenance or liability within this ROW.
4. Registration of a cross-access easement agreement over the outdoor amenity space and garbage/recycling facility (design as per Development Permit for 6711, 6771 and 6791 Williams Road), in favour of the future multiple-family development at 6691 Williams Road, allowing access to/from the outdoor amenity space and garbage/recycling facility at the development site.
5. Registration of a legal agreement on Title prohibiting the conversion of the tandem parking area into habitable space.
6. City acceptance of the developer's offer to voluntarily contribute \$0.77 per buildable square foot (e.g. \$13,721.40) to the City's Public Art fund.
7. City acceptance of the developer's offer to voluntarily contribute \$2.00 per buildable square foot (e.g. \$35,640.00) to the City's affordable housing fund.
8. Contribution of \$1,000 per dwelling unit (e.g. \$14,000) in-lieu of on-site indoor amenity space.
9. Submission of a documentation report (written report and photographs) of the Yarmish House located at 6711 Williams Road. This report must be prepared by a professional heritage consultant.

Note:

- All prints should be at 8" x 10" on proper photographic paper stock. If negatives are created, original negatives should be turned over and submitted. In addition, scans from original negatives should be submitted on a CD and be created as high resolution TIF files, resolution being determined by the size of negative used. For 35 mm negatives, scans should be done at 1200 dpi. For larger negatives, scans should be done at a minimum resolution of 300dpi.
  - If digital photography is carried out (rather than the creation of photonegatives) photographs should be taken at a high resolution ("raw" or "fine" setting on most professional cameras). The original files should be submitted on a CD in the format used at the time of the picture taking. In addition, 8" x 10" prints on proper photographic paper stock should be submitted, along with a CD of high resolution TIF files generated directly from the original digital files.
  - A release of ownership of the materials to the City of Richmond is required.
10. The submission and processing of a Development Permit\* completed to a level deemed acceptable by the Director of Development.
  11. Enter into a Servicing Agreement\* for the design and construction of servicing upgrades and frontage beautification. Works include, but may not be limited to,
    - a) Upgrade the existing storm sewer along the frontage from existing manhole STMH2700 (approx. 6 m west of west property line of 6711 Williams Road) to existing manhole STMH2701 (approx. 17 east of east property line of 6791 Williams Road), with a length of approx. 78 m, to a min. 600 mm; and
    - b) Removal of the existing sidewalk, creating a 1.42m grass and treed blvd (species TBD), and pouring a new 1.5 m sidewalk along the property line.

Note:

- There is an existing fire hydrant and a small power pole that will need to be relocated into the new boulevard;

- A site analysis (sanitary) will be required on the servicing agreement drawings (for site connection only); and
- Additional hydrant(s) required to achieve minimum 75 m spacing for multiple-family areas.

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

1. Submission of a Contract entered into between the applicant and a Certified Arborist for supervision of any on-site works conducted within the tree protection zone of the trees to be retained on site and on adjacent properties. The Contract should include the scope of work to be undertaken, including: the proposed number of site monitoring inspections, and a provision for the Arborist to submit a post-construction assessment report to the City for review.
2. Submission of a Tree Survival Security to the City as part of the Landscape Letter of Credit for the four (4) protected trees to be retained on site. No Landscape Letter of Credit will be returned until the post-construction assessment report confirming the protected trees survived the construction, prepared by the Arborist, is reviewed by staff.

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

1. Approval of Rezoning Bylaw 8967.
2. Allow the Ukrainian Catholic Church to salvage materials from the Yarmish House after the documentation report is provided and reviewed by staff.

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

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

**Note:**

- \* This requires a separate application.
- Where the Director of Development deems appropriate, the preceding agreements are to be drawn not only as personal covenants of the property owner but also as covenants pursuant to Section 219 of the Land Title Act.

All agreements to be registered in the Land Title Office shall have priority over all such liens, charges and encumbrances as is considered advisable by the Director of Development. All agreements to be registered in the Land Title Office shall, unless the Director of Development determines otherwise, be fully registered in the Land Title Office prior to enactment of the appropriate bylaw.

The preceding agreements shall provide security to the City including indemnities, warranties, equitable/rent charges, letters of credit and withholding permits, as deemed necessary or advisable by the Director of Development. All agreements shall be in a form and content satisfactory to the Director of Development.

- Additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering may be required including, but not limited to, site investigation, testing, monitoring, site preparation, de-watering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.

[signed original on file]

Signed

Date

**CNCL - 215**





**Richmond Zoning Bylaw 8500  
Amendment Bylaw 8967 (RZ 12-598701)  
6711, 6771 and 6911 Williams Road**

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

1. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, is amended by repealing the existing zoning designation of the following area and by designating it **LOW DENSITY TOWNHOUSES (RTL4)**.

P.I.D. 004-347-951

Lot 110 Except:

Firstly: Part Subdivided by Plan 41102

Secondly: Part Subdivided by Plan 42946

Section 30 Block 4 North Range 6 West New Westminster District Plan 38204

P.I.D. 001-302-043

Lot 122 Section 30 Block 4 North Range 6 West New Westminster District Plan 41102

P.I.D. 005-930-669

Lot 121 Section 30 Block 4 North Range 6 West New Westminster District Plan 41102

2. This Bylaw may be cited as **“Richmond Zoning Bylaw 8500, Amendment Bylaw 8967”**.

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

OTHER REQUIREMENTS SATISFIED

ADOPTED

_____
_____
_____
_____
_____
_____



\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CORPORATE OFFICER



# City of Richmond

## Report to Committee Planning and Development Department

**To:** Planning Committee  
**From:** Wayne Craig  
Director of Development

**Date:** November 14, 2012

**File:** RZ 12-615299

**Re:** Application by Ronald Herman, Anita Herman and Tammia Bowden for Rezoning at 10251 Bird Road from Single Detached (RS1/E) to Single Detached (RS2/B)

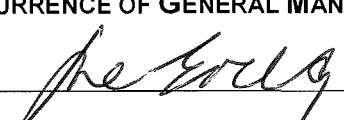
### Staff Recommendation

That Bylaw 8970, for the rezoning of 10251 Bird Road from "Single Detached (RS1/E)" to "Single Detached (RS2/B)", be introduced and given first reading.



Wayne Craig  
Director of Development

CL:kt/blg  
Att.

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

## **Staff Report**

### **Origin**

Ronald Herman, Anita Herman, and Tammia Bowden have applied to the City of Richmond for permission to rezone 10251 Bird Road from “Single Detached (RS1/E)” to “Single Detached (RS2/B)”, to permit the property to be subdivided into two (2) lots (**Attachment 1**).

### **Findings of Fact**

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

### **Surrounding Development**

The subject property is a large lot located on the north side of Bird Road, between St. Edwards Drive and Shell Road, in an existing residential neighbourhood that has undergone redevelopment to smaller lot sizes through rezoning and subdivision in recent years. Existing development immediately surrounding the site is as follows:

- To the North, is an east-west hydro line corridor and trail on a provincially-owned parcel zoned “School & Institutional Use (SI)”. Further north, there are commercial uses at the corner of St. Edwards Drive and Bridgeport Road on a lot zoned “Auto-Oriented Commercial (CA)”;
- To the East, are two (2) newer dwellings on lots zoned “Single Detached (RS1/B)” (RZ 06-330144, SD 06-330146);
- To the South, directly across Bird Road, is a series of newer dwellings on lots rezoned and subdivided to “Single Detached (RS1/B)” in the early 2000’s; and
- To the West, are two (2) dwellings on lots zoned “Single Detached (RS1/B)”, created in the early 1990’s.

### **Related Policies & Studies**

#### Official Community Plan (OCP) Designation

The subject property is located in the East Cambie Planning Area. The OCP’s Land Use Map designation for this property is “Neighbourhood Residential”. The East Cambie Area Plan’s Land Use Map designation for this property is “Residential (Single-Family Only)”. This redevelopment proposal is consistent with these designations.

#### Aircraft Noise Sensitive Development (ANSD) Policy

The ANSD Policy applies to the subject site, which is located within the “Aircraft Noise Notification Area (Area 4)”. In accordance with this Policy, all aircraft noise sensitive land uses may be considered. Prior to rezoning adoption, the applicants are required to register an aircraft noise sensitive use covenant on Title to address public awareness and to ensure aircraft noise mitigation is incorporated into dwelling design and construction.

### Lot Size Policy 5424

The subject property is located within the area covered by Lot Size Policy 5424, adopted by City Council in 1989 (**Attachment 3**). The Lot Size Policy permits properties on Bird Road to rezone and subdivide in accordance with “Single Detached (RS2/B)”. This redevelopment proposal would allow for the creation of two (2) lots, each approximately 12 m wide and approximately 685 m<sup>2</sup> in area, which is consistent with the Lot Size Policy.

### Affordable Housing Strategy

Richmond’s Affordable Housing Strategy requires a secondary suite on 50% of new lots, or a cash-in-lieu contribution of \$1.00/ft<sup>2</sup> of total building area toward the City’s Affordable Housing Reserve Fund for single-family rezoning applications.

The applicants propose to provide a legal secondary suite on one (1) of the two (2) future lots at the subject site. To ensure that the secondary suite is built to the satisfaction of the City in accordance with the City’s Affordable Housing Strategy, the applicants are required to enter into a legal agreement registered on Title, stating that no final Building Permit inspection will be granted until the secondary suite is constructed to the satisfaction of the City in accordance with the BC Building Code and the City’s Zoning Bylaw. This legal agreement is a condition of rezoning adoption. This agreement will be discharged from title (at the initiation of the applicants) on the lot where the secondary suite is not required by the Affordable Housing Strategy after the requirements are satisfied.

Should the applicants change their minds prior to rezoning adoption about the affordable housing option selected, a voluntary contribution to the City’s Affordable Housing Reserve Fund in-lieu of providing the secondary suite will be accepted. In this case, the voluntary contribution would be required to be submitted prior to rezoning adoption, and would be based on \$1.00/ft<sup>2</sup> of total building area of the single detached dwellings (i.e. \$6,927).

### Flood Management

Registration of flood indemnity covenant on Title is required prior to final adoption of the rezoning bylaw.

### **Public Input**

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

### **Staff Comments**

#### Background

Numerous similar applications to rezone and subdivide properties to the proposed “Single Detached (RS2/B)” zone have been approved within this block of Bird Road since the early 1990’s. Other lots on the north side of this block have redevelopment potential in accordance with the existing Lot Size Policy.

### Trees & Landscaping

A tree survey submitted by the applicant shows the location of:

- Four (4) bylaw-sized trees on the subject property;
- Three (3) bylaw-sized trees on city-owned property in the boulevard along Bird Road;
- Two (2) bylaw-sized trees on the adjacent lot to the west (10235 Bird Road); and
- One (1) undersized tree on the adjacent lot to the east (10271 Bird Road).

A Certified Arborist's Report was submitted by the applicant, which identifies tree species, assesses the condition of trees, and provides recommendations on tree retention and removal relative to the redevelopment proposal.

The Report recommends retention of the three (3) Maple trees on City-owned property (identified as Trees # 46, 47, 48), as well as the three (3) off-site trees on adjacent lots (identified as Trees # 1, 2, and 3). Specifications for Tree Protection Fencing are also proposed by the Arborist. The Report also recommends removal of:

- One (1) on-site tree (identified as Tree # 49) due to poor condition;
- Two (2) on-site trees (identified as Trees # 97 and 98) due to their location within the building envelope; and
- One (1) dead Birch tree on-site.

The City's Tree Preservation Coordinator has reviewed the Arborist's Report and conducted a Visual Tree Assessment (VTA). The City's Tree Preservation Coordinator concurs with the Arborist's recommendations for the removal of the dead birch tree and Tree # 49 (based on poor condition), and Trees # 97 and 98 (based on location within the building envelope and limited ability to adjust the building due to existing rights-of-ways over a significant portion of the rear yard). However, the City's Tree Preservation Coordinator recommends:

- That the specifications for Tree Protection Fencing for off-site trees must be consistent with the City's Tree Protection Information Bulletin (Bulletin TREE-03), rather than as specified in the Arborist's report.

The Tree Retention Plan is reflected in **Attachment 4**.

Tree Protection Fencing for the off-site trees identified as Trees # 46, 47, 48, 1, 2, and 3 must be installed to City standard prior to demolition of the existing dwelling and must remain in place until construction and landscaping on the future lots is completed.

Prior to final adoption of the rezoning bylaw, the applicants are required to submit a Contract with a Certified Arborist to supervise any on-site works within the Tree Protection Zones of off-site trees that encroach into the subject site. The Contract must include the proposed number of monitoring inspections at specified stages of construction, and a provision for the Arborist to submit a post-construction impact assessment report to the City for review.

Based on the 2:1 tree replacement ratio goal in the OCP, and the size requirements for replacement trees in the City's Tree Protection Bylaw, a total of eight (8) replacement trees are required to be planted and maintained on the future lots [four (4) per future lot], with the following minimum sizes:

# Replacement Trees	Min. calliper of deciduous tree	or	Min. height of coniferous tree
5	6 cm		3.5 m
2	9 cm		5 m
1	conifer tree at 5 m high (for replacement of Tree # 97)		

To ensure that the eight (8) replacement trees are planted and maintained on the future lots, the applicants are required to submit Landscaping Securities to the City prior to rezoning adoption in the amounts of:

- \$3,500 for the seven (7) standard replacement trees (\$500/tree). The City will release 100% of this security after construction and landscaping on the future lots is completed, inspections are approved, and an acceptable Arborist's post-construction impact assessment report of off-site tree protection is received;
- \$5,000 for the one (1) large coniferous replacement tree. The City will release 90% of the security after construction and landscaping on the future lots is completed, inspections are approved, and an acceptable Arborist's post-construction impact assessment report is received. The remaining 10% of the security will be released one (1) year later, subject to inspection, to ensure the tree has survived.

#### Existing Utility Right-of-Way

There is an existing 6 m wide utility right-of-way (ROW) that runs east-west through the rear portion of the subject site. The applicants have been advised that no encroachment into the ROW is permitted. This includes no building construction, planting of trees, placement of fill and non-cast-in-place retaining walls above 0.9 m (3 ft) in height.

#### Site Servicing & Vehicle Access

There are no servicing concerns with rezoning.

Vehicular access to the site at redevelopment stage will be from Bird Road.

#### Subdivision

At Subdivision stage, the applicants will be required to pay Development Cost Charges (City and GVS&DD), Engineering Improvement Charge (for future frontage improvements), School Site Acquisition Charge, Address Assignment Fee, and Servicing costs.

#### **Analysis**

The subject property is located in an established residential neighbourhood that has seen redevelopment to smaller lot sizes through rezoning and subdivision in recent years, consistent with the Lot Size Policy for this neighbourhood. This redevelopment proposal would allow for the creation of two (2) lots, each approximately 12 m wide and 685 m<sup>2</sup> in area, which is consistent with the Lot Size Policy.

**Financial Impact**

None.

**Conclusion**

This rezoning application to permit subdivision of an existing large lot into two (2) smaller lots complies with applicable policies and land use designations contained within the OCP and the Lot Size Policy, and is consistent with the established pattern of redevelopment in the surrounding area.

The list of rezoning considerations is included as **Attachment 5**, which has been agreed to be the applicants (signed concurrence is on file).

On this basis, staff recommends support for the application.

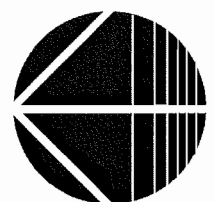


Cynthia Lussier  
Planning Technician  
(604-276-4108)

CL:kt/blg

Attachment 1: Location Map/Aerial Photo  
Attachment 2: Development Application Data Sheet  
Attachment 3: Lot Size Policy 5424  
Attachment 4: Tree Retention Plan  
Attachment 5: Rezoning Considerations Concurrence





## RZ 12-615299

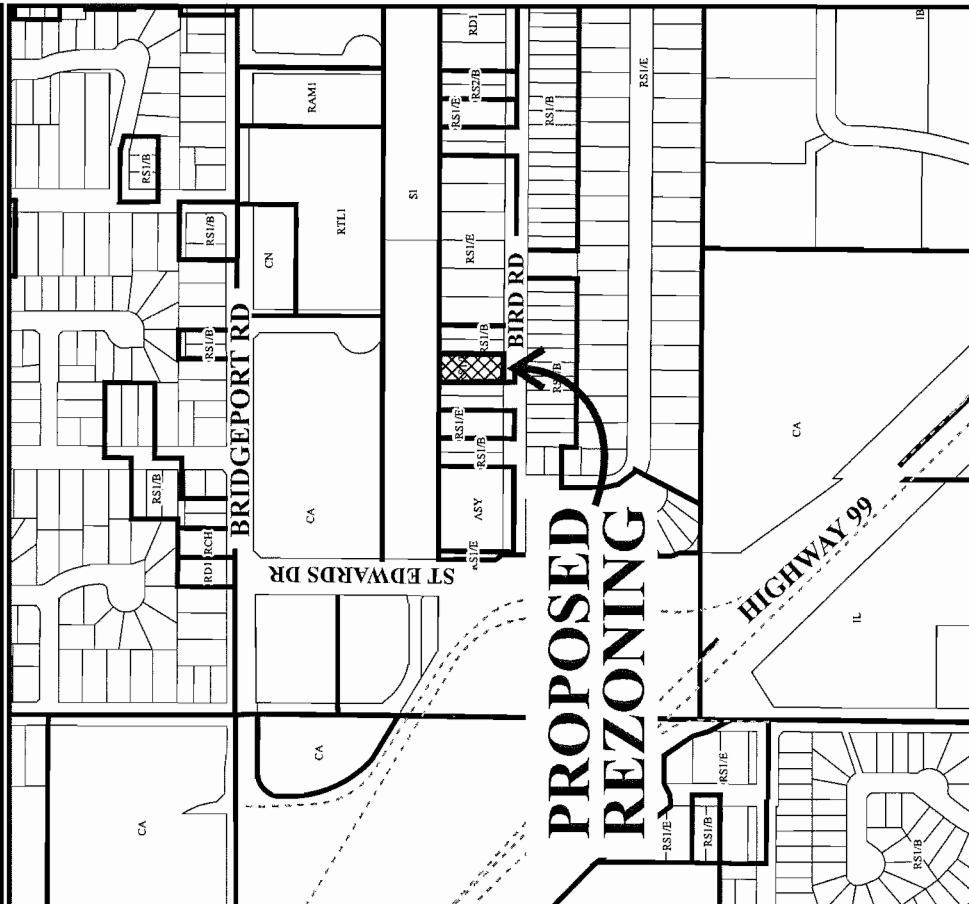
Original Date: 08/28/12

Revision Date:

Note: Dimensions are in METRES



# City of Richmond



# CNCL - 223

[illegible]



RZ 12-615299

Original Date: 08/28/12

Amended Date:

Note: Dimensions are in METRES

CNCL - 224



**RZ 12-615299**

**Attachment 2**

Address: 10251 Bird Road

Applicant: Ronald Herman, Anita Herman and Tammia Bowden

Planning Area(s): East Cambie

	Existing	Proposed
<b>Owner:</b>	Ronald Herman, Anita Herman & Tammia Bowden	To be determined
<b>Site Size (m<sup>2</sup>):</b>	1,371 m <sup>2</sup> (14,757 ft <sup>2</sup> )	West future lot - 685 m <sup>2</sup> (7,373 ft <sup>2</sup> ) East future lot - 686 m <sup>2</sup> (7,384 ft <sup>2</sup> )
<b>Land Uses:</b>	One (1) single detached dwelling	Two (2) single-family lots
<b>OCP Designation:</b>	Neighbourhood Residential	No change
<b>Area Plan Designation:</b>	Residential (Single-Family Only)	No change
<b>702 Policy Designation:</b>	Lot Size Policy 5424	No change
<b>Zoning:</b>	Single Detached (RS1/E)	Single Detached (RS2/B)

On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Floor Area Ratio:	Max. 0.55	Max. 0.55	none permitted
Lot Coverage – Building:	Max. 45%	Max. 45%	none
Lot Size (min. dimensions):	360 m <sup>2</sup>	West future lot - 685 m <sup>2</sup> East future lot - 686 m <sup>2</sup>	none
Setback – Front & Rear Yards (m):	Min. 6 m	Min. 6 m	none
Setback – Side Yard (m):	Min. 1.2 m	Min. 1.2 m	none
Height (m):	2.5 storeys	2.5 storeys	none

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



City of Richmond

## Policy Manual

Page 1 of 1

Adopted by Council: November 20, 1989

Policy 5424

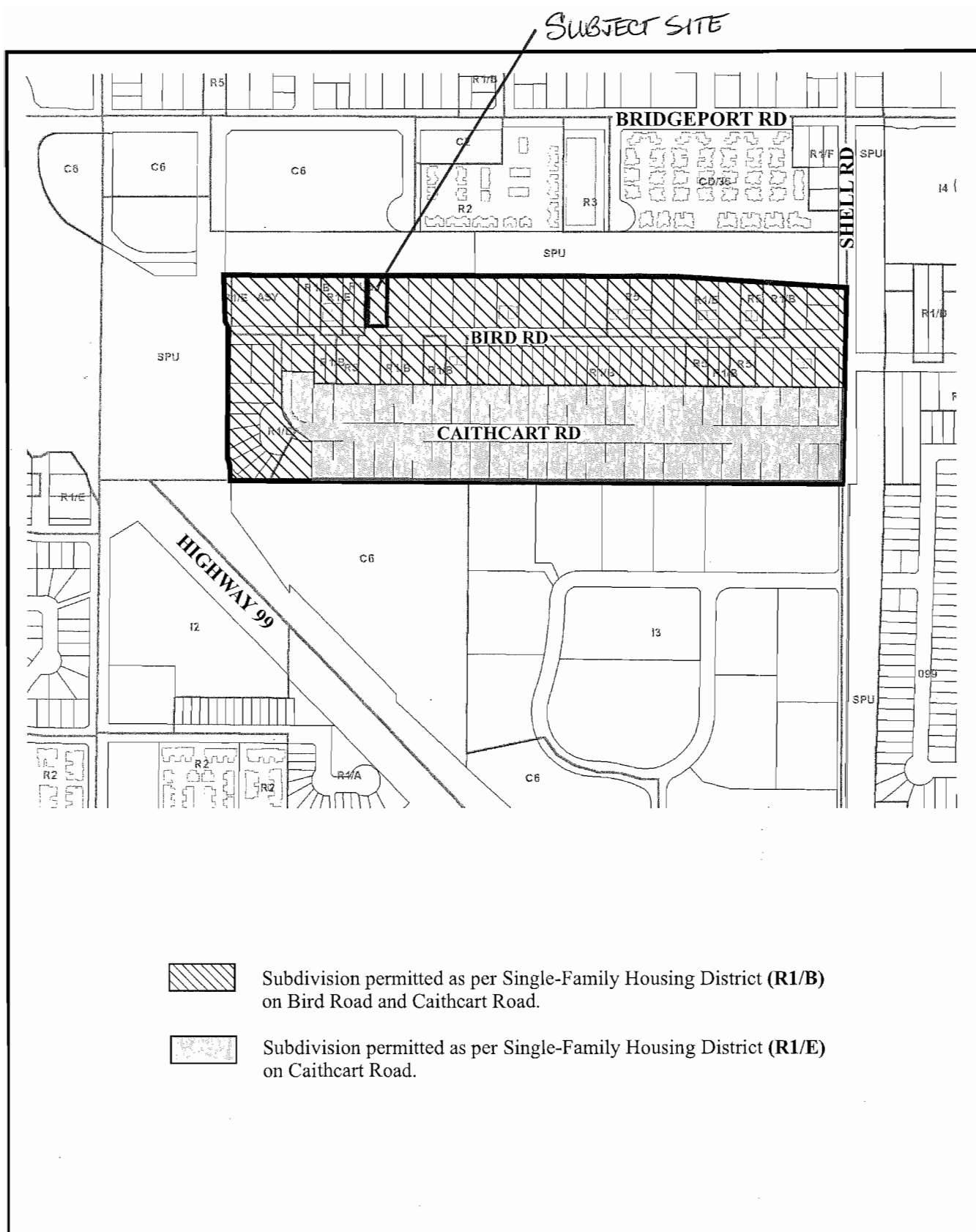
File Ref: 4045-00

SINGLE-FAMILY LOT SIZE POLICY IN QUARTER-SECTION 26-5-6

**Policy 5424:**

The following policy establishes lot sizes in Section 26-5-6, located on **Bird Road and Caithcart Avenue**:

That properties located in a portion of Section 26-5-6, be permitted to subdivide on Bird Road and at the westerly end of Caithcart Road in accordance with the provisions of Single-Family Housing District (R1/B) and be permitted to subdivide on the remainder of Caithcart Road in accordance with the provisions of Single-Family Housing District (R1/E) in Zoning and Development Bylaw 5300, and that this policy, as shown on the accompanying plan, be used to determine the disposition of future rezoning applications in this area, for a period of not less than five years, unless changed by the amending procedures contained in the Zoning and Development Bylaw.



# **POLICY 5424** **SECTION 26, 5-6**

Adopted Date: 11/20/89  
 Amended Date:

**TOPOGRAPHIC SURVEY AND PROPOSED SUBDIVISION OF LOT 36**  
**BLOCK B SECTION 26 BLOCK 5 NORTH RANGE 6 WEST**  
**NEW WESTMINSTER DISTRICT PLAN 14105**

SCALE: 1:250

#10251 BIRD ROAD,  
 RICHMOND, B.C.  
 P.I.D 009-884-467

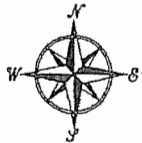
2 Off Site (#1&2) prunus  
 spp.  
 N/O existing fence.

0 5 10 20

ALL DISTANCES ARE IN METRES AND DECIMALS  
 THEREOF UNLESS OTHERWISE INDICATED

**LEGEND:**

- (c) denotes coniferous
- (d) denotes deciduous
- ⊙ denotes power pole
- ⊙ denotes round catch basin
- ⊙ denotes inspection chamber
- ⊙ denotes water valve
- TW denotes top of retaining wall
- BW denotes bottom of retaining wall



Portuguese laurel & cedar  
 hedge. 6' tall, 6' wide.

© copyright  
 J. C. Tam and Associates  
 Canada and B.C. Land Surveyor  
 115 - 8833 Odlin Crescent  
 Richmond, B.C. V6X 3Z7  
 Telephone: 214-8928  
 Fax: 214-8929  
 E-mail: office@jctam.com  
 Website: www.jctam.com  
 Job No. 4908  
 FB-MM 54-56  
 Drawn By: TH

**NOTE:**

Elevations shown are based on City of Richmond HPN  
 Benchmark network.

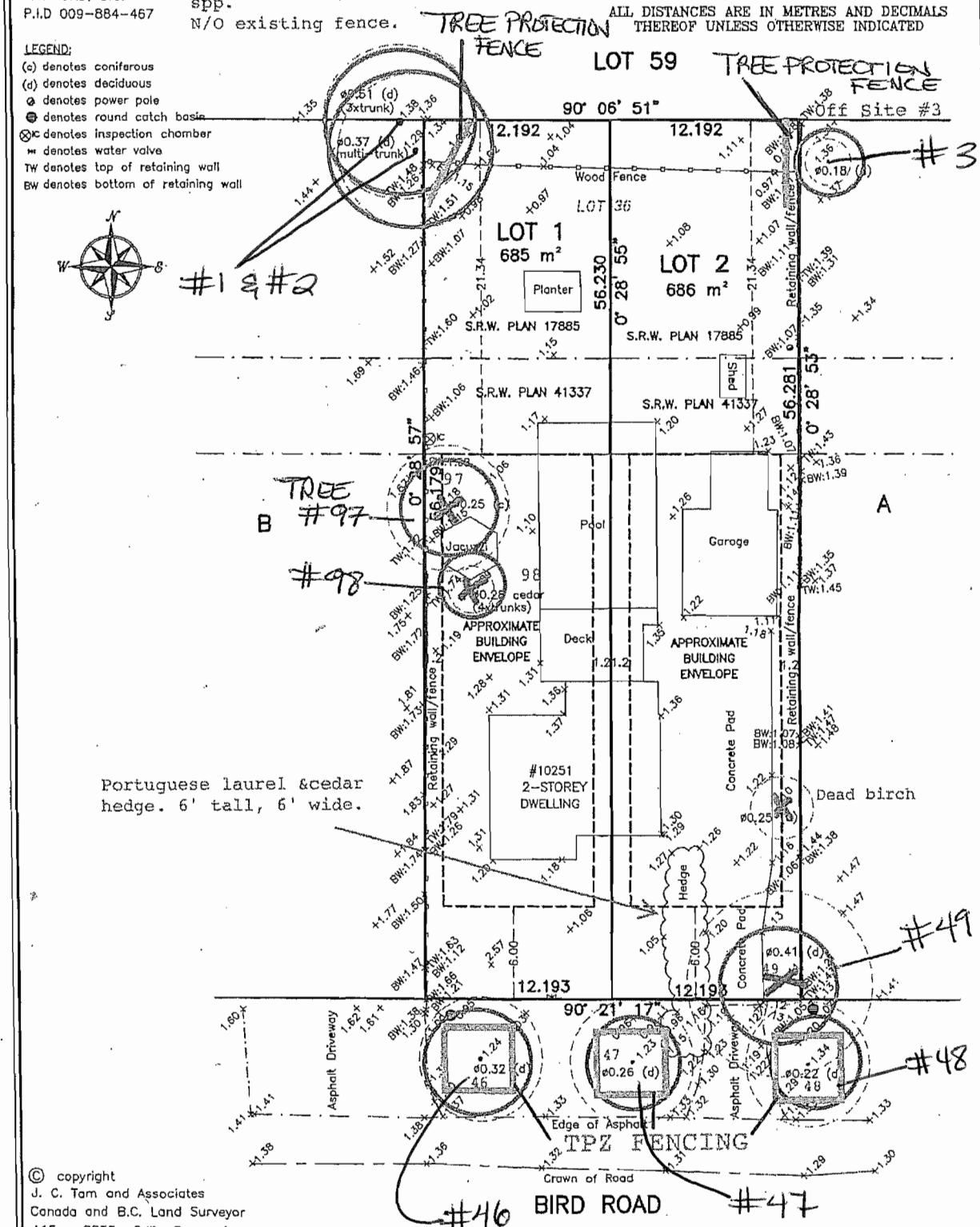
Benchmark: HPN #194; Control Monument 02H2415  
 In slab of Bath Slough North pump.stn E of No.5 Rd.  
 Elevation = **CNCL 228**

**CERTIFIED CORRECT:**  
 LOT DIMENSION ACCORDING TO  
 FIELD SURVEY.

JOHNSON C. TAM, B.C.L.S.

JUNE 11th, 2012

DWG No. 4908-TOPO





**Address:** 10251 Bird Road

**File No.:** RZ12-615299

**Prior to final adoption of Zoning Amendment Bylaw 8970, the applicants are required to complete the following:**

1. Provincial Ministry of Transportation & Infrastructure Approval.
2. Submission of a Contract entered into between the applicant and a Certified Arborist for supervision of any on-site works conducted within the tree protection zone of off-site Trees # 46, 47, 48, 1, 2, 3. The Contract must include the scope of work to be undertaken, including: the proposed number of site monitoring inspections at specified stages of construction, and a provision for the Arborist to submit a post-construction impact assessment report to the City for review.
3. Submission of Landscaping Securities to the City in the amounts of:
  - a) \$3,500 (\$500/tree) to ensure that the seven (7) standard replacement trees are planted and maintained on the future lots. The City will release 100% of this security after construction and landscaping on the future lots is completed, inspections are approved, and an acceptable Arborist's post-construction impact assessment report of off-site tree protection is received; and
  - b) \$5,000 for the one (1) large coniferous replacement tree. The City will release 90% of this security after construction and landscaping on the future lots is completed, inspections are approved, and an acceptable Arborist's post-construction impact assessment report is received. The remaining 10% of this security will be released one (1) year later, subject to inspection, to ensure the tree has survived.

Replacement trees with the following minimum sizes are required to be planted and maintained:

# Replacement Trees	Min. calliper of deciduous tree	or	Min. height of coniferous tree
5	6 cm		3.5 m
2	9 cm		5 m
1	conifer tree at 5 m high (for replacement of Tree # 97)		

If required replacement trees cannot be accommodated on-site, a cash-in-lieu contribution in the amount of \$500/tree to the City's Tree Compensation Fund for off-site planting will be accepted.

4. Registration of an aircraft noise sensitive use covenant on title.
5. Registration of a flood indemnity covenant on title.
6. Registration of a legal agreement on Title to ensure that no final Building Permit inspection is granted until a secondary suite is constructed on one (1) of the two (2) future lots, to the satisfaction of the City in accordance with the BC Building Code and the City's Zoning Bylaw.

**Note:** Should the applicant change their mind about the Affordable Housing option selected prior to final adoption of the Rezoning Bylaw, the City will accept a voluntary contribution of \$1.00 per buildable square foot of the single-family developments (i.e. \$6,927) to the City's Affordable Housing Reserve Fund in-lieu of registering the legal agreement on Title to secure a secondary suite.



**At Subdivision\* stage, the applicants must complete the following:**

- Pay Development Cost Charges (City and GVS&DD), Engineering Improvement Charge (for future frontage improvements), School Site Acquisition Charge, Address Assignment Fee, and Servicing costs.

**Prior to Demolition Permit\* issuance, the applicants must complete the following requirements:**

- Tree Protection Fencing for the off-site trees identified as Trees # 46, 47, 48, 97, 1, 2, and 3 must be installed to City standard and must remain in place until construction and landscaping on the future lots is completed.

**Prior to Building Permit\* issuance, the applicants must complete the following requirements:**

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

**Note:**

- \* This requires a separate application.
- Where the Director of Development deems appropriate, the preceding agreements are to be drawn not only as personal covenants of the property owner but also as covenants pursuant to Section 219 of the Land Title Act.

All agreements to be registered in the Land Title Office shall have priority over all such liens, charges and encumbrances as is considered advisable by the Director of Development. All agreements to be registered in the Land Title Office shall, unless the Director of Development determines otherwise, be fully registered in the Land Title Office prior to enactment of the appropriate bylaw.

The preceding agreements shall provide security to the City including indemnities, warranties, equitable/rent charges, letters of credit and withholding permits, as deemed necessary or advisable by the Director of Development. All agreements shall be in a form and content satisfactory to the Director of Development.

- Additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering may be required including, but not limited to, site investigation, testing, monitoring, site preparation, de-watering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.

(signed concurrence on file)

Signed \_\_\_\_\_

Date \_\_\_\_\_



**Richmond Zoning Bylaw 8500  
Amendment Bylaw 8970 (RZ 12-615299)  
10251 Bird Road**

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

1. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, is amended by repealing the existing zoning designation of the following area and by designating it **SINGLE DETACHED (RS2/B)**.

P.I.D. 009-884-467

Lot 36 Block B Section 26 Block 5 North Range 6 West  
New Westminster District Plan 14105

2. This Bylaw may be cited as **“Richmond Zoning Bylaw 8500, Amendment Bylaw 8970”**.

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

MINISTRY OF TRANSPORTATION &  
INFRASTRUCTURE APPROVAL

OTHER REQUIREMENTS SATISFIED

ADOPTED

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CORPORATE OFFICER







# City of Richmond

## Report to Committee Planning and Development Department

**To:** Planning Committee  
**From:** Wayne Craig  
Director of Development

**Date:** November 6, 2012

**File:** RZ 11-586280

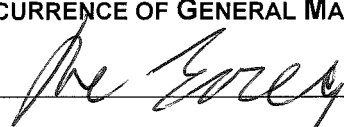
**Re:** Application by Yamamoto Architecture Inc. for Rezoning at 9431, 9451, 9471 and 9491 Williams Road from Single Detached (RS1/E) to Medium Density Townhouses (RTM2)

### Staff Recommendation

That Bylaw 8972, for the rezoning of 9431, 9451, 9471 and 9491 Williams Road from "Single Detached (RS1/E)" to "Medium Density Townhouses (RTM2)", be introduced and given first reading.

  
Wayne Craig  
Director of Development

WC:blg  
Att.

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

## **Staff Report**

### **Origin**

Yamamoto Architecture Inc. has applied to the City of Richmond for permission to rezone 9431, 9451, 9471 and 9491 Williams Road (**Attachment 1**) from Single Detached (RS1/E) to Medium Density Townhouses (RTM2) in order to permit the development of 20 townhouse units on the site (**Attachment 2**).

### **Findings of Fact**

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

### **Surrounding Development**

- To the North: Existing single-family dwellings on lots zoned Single Detached (RS1/E) fronting Pinewell Crescent;
- To the East: Existing single-family dwellings on lots zoned Single Detached (RS1/E) fronting Williams Road;
- To the South: Existing single-family dwellings on lots zoned Single Detached (RS1/E) fronting Williams Road; then James Whiteside Elementary School zoned School and Institutional Use (SI);
- To the West: Existing single-family dwellings with coach house on lots zoned Coach House (RCH), then existing single-family dwellings on lots zoned Single Detached (RS1/E), fronting Williams Road.

### **Related Policies & Studies**

#### Arterial Road Redevelopment and Lane Establishment Policies

The Arterial Road Policy is supportive of multiple-family residential developments along arterial roads. The subject site is identified for “Arterial Road Town House Development” on the Arterial Road Development Map included in the Official Community Plan (OCP) Bylaw 9000.

#### Floodplain Management Implementation Strategy

The applicant is required to comply with the Flood Plain Designation and Protection Bylaw (No. 8204). In accordance with the Flood Management Strategy, a Flood Indemnity Restrictive Covenant specifying the minimum flood construction level is required prior to rezoning bylaw adoption.

### Affordable Housing Strategy

The applicant proposes to make a cash contribution to the affordable housing reserve fund in accordance to the City's Affordable Housing Strategy. As the proposal is for townhouses, the applicant is making a cash contribution of \$2.00 per buildable square foot as per the Strategy; making the payable contribution amount of \$47,353.93.

### Public Art

The applicant has agreed to provide a voluntary contribution in the amount of \$0.75 per square foot of developable area for the development to the City's Public Art fund. The amount of the contribution would be \$17,757.72.

### **Consultation**

The applicant advised that consultation with the adjacent property owners has been undertaken. No concerns have been reported.

### **Public Input**

The applicant has forwarded confirmation that a development sign has been posted on the site. Staff have not received any telephone calls or written correspondence expressing concerns in association with the subject application.

### **Staff Comments**

#### Tree Retention and Replacement

A Tree Survey and a Certified Arborist's Report were submitted in support of the application; 43 trees were identified and assessed.

#### *Tree Retention On-site*

A 65 cm cal Deodar Cedar, a 32 cm cal Spruce, an 82 cm cal Ginko Biloba, and a 70 cm cal multi-branching Maple on site are all in good condition and are identified for retention. A Tree Survival Security will be required as part of the Landscape Letter of Credit at Development Permit stage to ensure that these trees will be protected.

#### *Tree Removal*

The City's Tree Preservation Coordinator concurred with the Arborist's recommendations to remove 31 bylaw-size trees on-site:

- 18 trees are in poor condition; either dead, dying (sparse canopy foliage), have been previously topped, or exhibit structural defects such as cavities at the main branch union and co-dominant stems with inclusions; and

- A hedgerow comprised of 13 trees is in good condition; however it is located in the middle of the development site and the existing grade of the development site is approximately 1.0 m below the crown of the road.

Based on the 2:1 tree replacement ratio goal stated in the OCP, 62 replacement trees are required. According to the Preliminary Landscape Plan (**Attachment 2**), the developer is proposing to plant 29 new trees on-site. Considering the effort made by the applicant to retain four (4) bylaw-sized trees on site, staff recommend eight (8) replacement trees be exempted. The applicant has agreed to provide a voluntary contribution of \$12,500 to the City's Tree Compensation Fund in-lieu of planting the remaining 25 replacement trees.

Should the applicant wish to begin site preparation work after third reading of the rezoning bylaw, but prior to final adoption of the rezoning bylaw, the applicant will be required to obtain a Tree Permit, install tree protection around trees to be retained, and submit the landscape security and tree compensation cash-in-lieu (i.e. \$51,000 in total) to ensure the replacement planting will be provided.

### *Neighbouring Trees*

Two (2) trees on the neighbouring property to the east at 9511 Williams Road are recommended for removal in the Arborist Report due to their existing poor condition and conflicts with new construction. The City's Tree Preservation Coordinator has no concern on the proposed removal. Prior to removal, the applicant must obtain written permission from the adjacent property owners. A separate Tree Cutting Permit and associated replacement planting/compensation will be required at Tree Cutting Permit stage. If permission from the adjacent property owners to remove these two (2) trees cannot be obtained, these two (2) trees must be retained and protected in accordance to City's standards.

### *City trees*

Five (5) trees located in the concrete sidewalk (in tree granites) are in good condition and should be retained; no tree protection barriers are required. One (1) tree located in an existing lane right-of-way (ROW) near the northwest corner of the site is situated far enough from the property line that it will not be impacted by the proposed development; no tree protection barriers are required. A Tree Preservation Plan is attached (**Attachment 4**).

### Site Servicing and Frontage Improvements

An independent review of servicing requirements (storm) has been conducted by the applicant's Engineering consultant and reviewed by the City's Engineering Department. The Capacity Analysis concludes that storm upgrades to the existing system are required. As a condition of rezoning, the developer is required to enter into a standard Servicing Agreement for the design and construction of the storm upgrades as identified in the capacity analysis (please see **Attachment 5** for details).

Prior to final adoption, the developer is required to consolidate the four (4) lots into one (1) development parcel and grant an approximately 1.0 m wide right-of-way along the entire south property line for sidewalk and boulevard upgrades. As part of the Servicing Agreement, the



developer is also required to design and construct a new sidewalk and boulevard along the entire Williams Road frontage (please see **Attachment 5** for details). The existing street trees will be retained at the current location; the tree granites will be removed.

#### Vehicle Access

One (1) driveway is proposed at the eastern edge of the site. The long-term objective is for the driveway access established on this site to be utilized by adjacent properties if they ultimately apply to redevelop into multiple-family developments. A Public Rights-of-Passage (PROP) right-of-way (ROW) will be secured as a condition of rezoning to facilitate this purpose.

#### Indoor Amenity Space

The applicant is proposing a contribution in-lieu of on-site indoor amenity space in the amount of \$21,000 as per the Official Community Plan (OCP) and Council policy.

#### Outdoor Amenity Space

Outdoor amenity space will be provided on-site and is adequately sized based on OCP guidelines. The design of the children's play area and landscape details will be refined as part of the Development Permit application.

### **Analysis**

#### Arterial Road Redevelopment Policy

The subject application was submitted in July, 2011 under the previous Arterial Road Redevelopment Policy contained in OCP Bylaw 7100. The proposal is generally in compliance with the development guidelines for multiple-family residential developments under the Arterial Road Redevelopment Policy.

The proposed height, siting and orientation of the buildings respect the massing of the existing neighbouring single-family homes. All rear units along the north property line are two (2) storeys; the end units of the street fronting building are stepped down from three-storeys to two-storeys at the west side yard and the entry driveway. The building height and massing will be controlled through the Development Permit process.

#### Development Potential of Adjacent Properties

##### *9311 and 9411 Williams Road*

These two (2) coach house lots were created under the original Lane Establishment and Arterial Road Redevelopment Policies (2001). The rezoning application (RZ 04-270504) received Final Approval in April 2006, prior to the Lane Establishment and Arterial Road Redevelopment Policies being updated (June 2006) to allow this block of Williams Road (between Garden City Road and Ash Street) to be redeveloped into multiple-family uses. There is low immediate redevelopment potential on these two (2) new homes. There is no plan to open or extend the

existing back lane. Future redevelopments of these two (2) lots into multiple-family uses must include the lane right-of-way at the back (purchase of the land from the City is required).

#### *9511 and 9531 Williams Road*

These two (2) properties are located to the east of the subject site at the corner of Ash Street and Williams Road, and have older houses on them. Staff encouraged the applicant to acquire these two (2) properties in order to increase the site layout efficiency and to avoid a smaller site redevelopment in the future. The applicant had made attempts to acquire these properties to extend the development proposal, but was unable to come to an agreement with the current owners. In order to proceed with the subject development proposal, a development concept plan for 9511 and 9531 Williams Road has been prepared and is on file.

The proposed outdoor amenity space on the subject site is expected to be enlarged and consolidated with the outdoor amenity area of the future development to the east at 9511 and 9531 Williams Road, by a coordinated design and removal of the fence in between. Registration of a cross-access agreement over the outdoor amenity area is required to achieve this arrangement.

#### Medium Density Townhouses (RTM2)

The proposed zoning Medium Density Townhouses (RTM2) with a maximum density of 0.65 FAR complies with the Low-Density Residential land use designation contained in the old Official Community Plan (OCP) and with the Neighbourhood Residential land use designation in the new OCP. The base density for arterial road redevelopments is 0.6 FAR; a higher density at 0.65 FAR is being considered for the subject site based on the following:

- The subject site is in close proximity to South Arm Community Centre and is located across from James Whiteside Elementary School;
- Preservation of four (4) large specimen trees in the front yard and back yard, including one (1) tree located within the proposed outdoor amenity area;
- Provision of storm system upgrades and frontage improvements to create safer and more pedestrian friendly streetscape;
- Provision of a voluntary contribution to the City's Public Art fund.

#### Requested Variances

The proposed development is generally consistent with the Development Permit Guidelines for multiple-family projects contained in the Official Community Plan (OCP). Based on the review of current site plan for the project, a variance to allow for a total of 20 tandem parking spaces in the 10 three-storey townhouse units is being requested. Transportation Division staff have reviewed the proposal and have no concerns. The proposed number of on-site visitor parking spaces is in compliance with the bylaw requirement. A restrictive covenant to prohibit the conversion of the garage area into habitable space is required prior to final adoption.

Design Review and Future Development Permit Considerations

A Development Permit will be required to ensure that the development at 9431, 9451, 9471 and 9491 Williams Road is sensitively integrated with adjacent developments. The rezoning conditions will not be considered satisfied until a Development Permit application is processed to a satisfactory level. In association with the Development Permit, the following issues are to be further examined:


- Guidelines for the issuance of Development Permits for multiple-family projects contained in Section 9.3 (Multiple-Family Guidelines) of the old OCP (Bylaw 7100);
- Building form and architectural character;
- Location and design of the convertible unit and other accessibility features;
- Site grade to ensure the survival of protected trees;
- Landscaping design and enhancement of the outdoor amenity area to maximize use;
- Adequate private outdoor space in each unit and the relationship between the first habitable level and the private outdoor space; and
- Opportunities to maximize permeable surface areas and articulate hard surface treatment.

**Financial Impact or Economic Impact**

None.

**Conclusion**

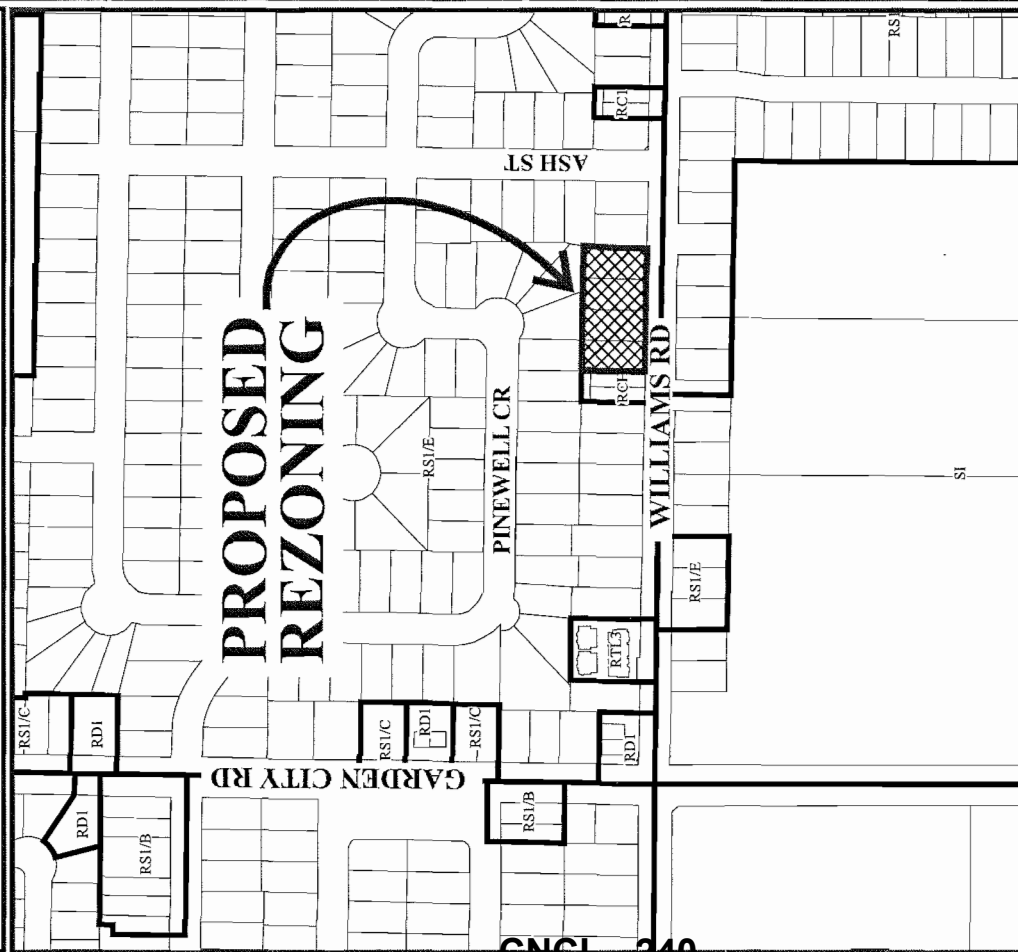
The subject application is consistent with the Official Community Plan (OCP) regarding developments along major arterial roads. Overall, the project is attractive and a good fit with the neighbourhood. Further review of the project design will be required to ensure a high quality project, and will be completed as part of the future Development Permit process. On this basis, staff recommend that the proposed rezoning be approved.



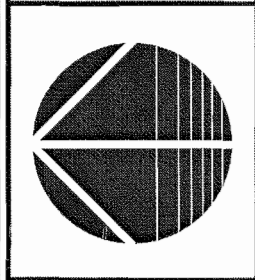
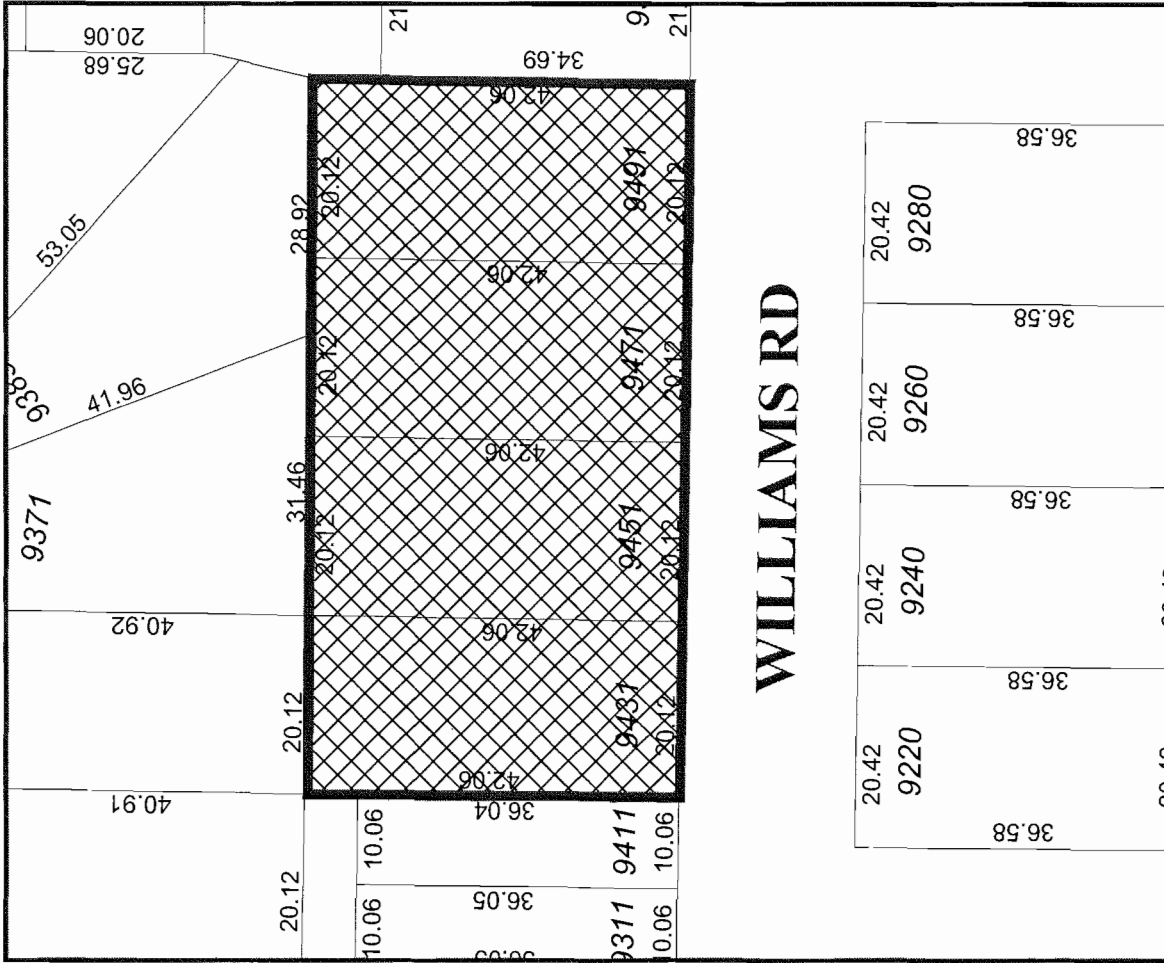
Edwin Lee  
Planner 1  
(604-276-4121)

EL:blg

Attachment 1: Location Map  
Attachment 2: Conceptual Development Plans  
Attachment 3: Development Application Data Sheet  
Attachment 4: Tree Preservation Plan  
Attachment 5: Rezoning Considerations Concurrence



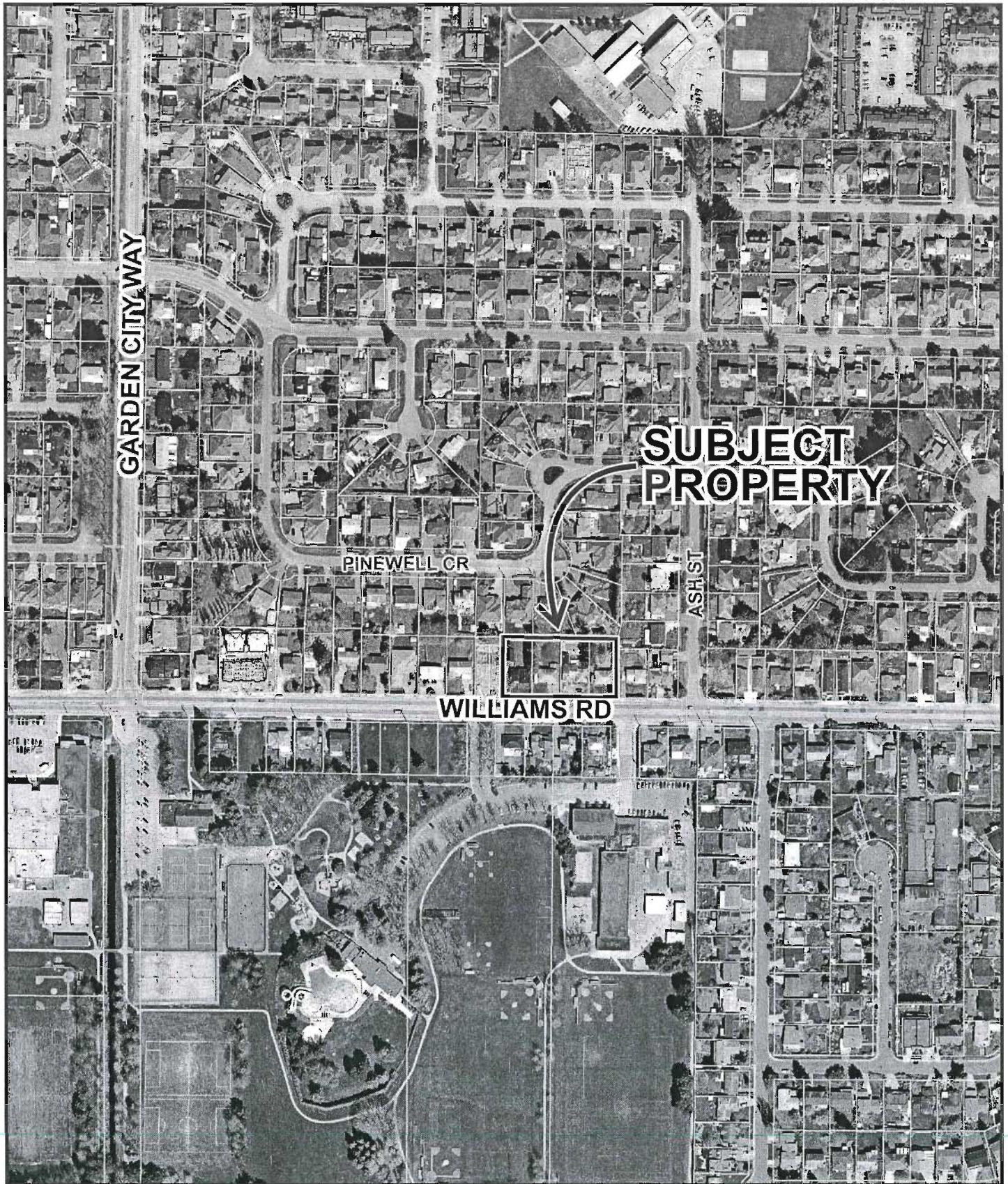
GNCL - 240



**RZ 11-586280**

Original Date: 08/08/11  
 Revision Date:  
 Note: Dimensions are in METRES





RZ 11-586280

GNCL - 241

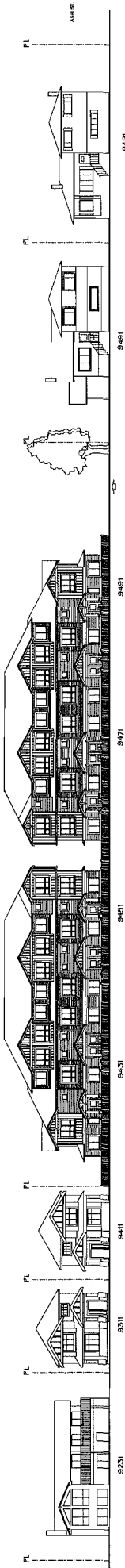
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Amended Date:

Note: Dimensions are in METRES







STREETSCAPE (WILLIAMS RD.)

SCALE: 1/16"=1'-0"

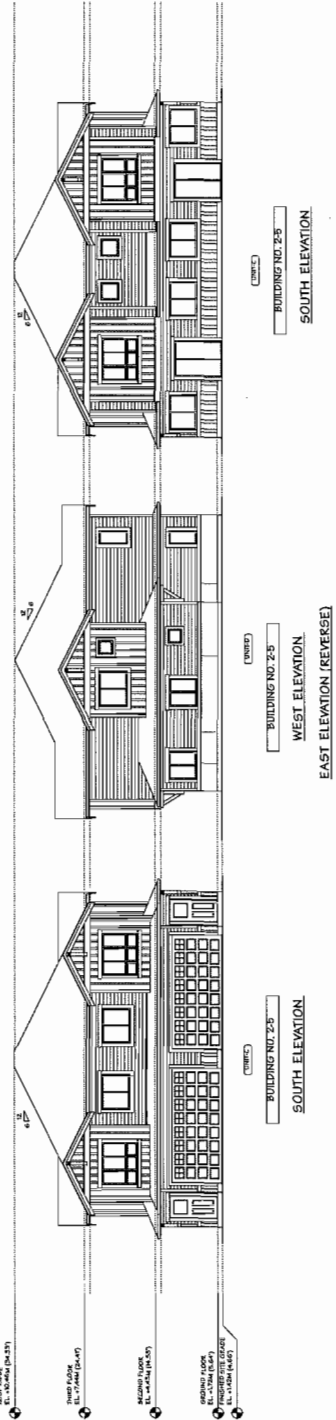
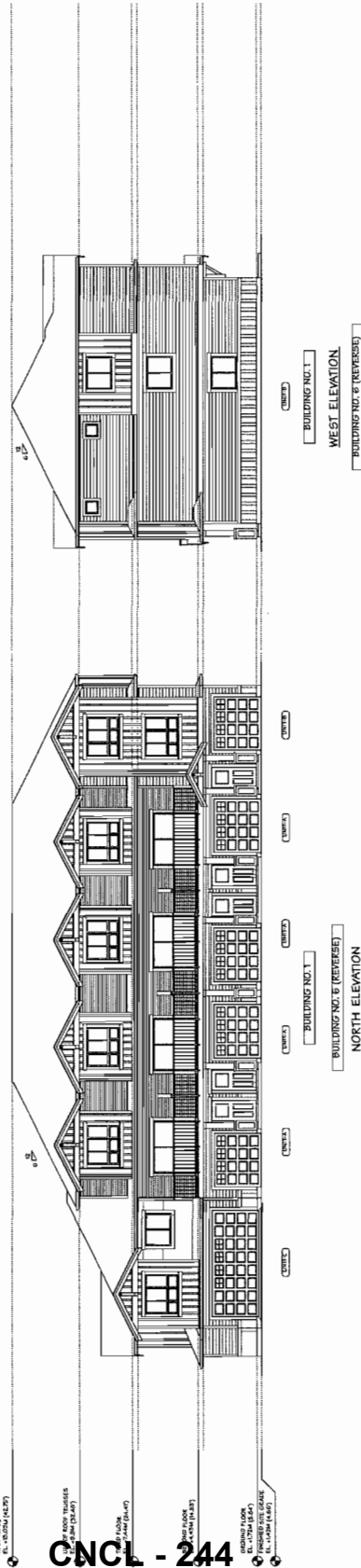
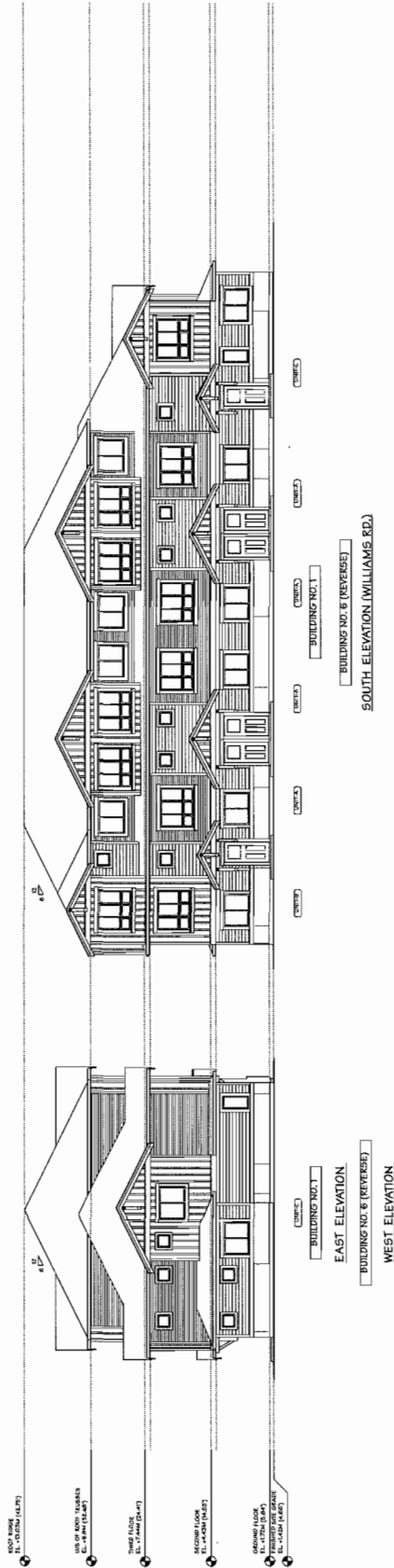
CNCL - 243

DRAWING TITLE		PROJECT	
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DATE	JAN 16, 2011	A4.0	
DESIGNED BY	SP	PROJECT NO.	
CHECKED		12-11-000000	
NOT, INC, 101, 101 WILLIAMS ROAD		PROJECT NO.	
ROCKFORD, ILL.		118	

Yamamoto  
Architecture Inc.

PLAN #4





CNCL - 244

NO.	DATE	REVISION

THIS SET OF DRAWINGS IS TO BE USED FOR THE DEVELOPMENT OF THE PROJECT ONLY. IT IS NOT TO BE USED FOR ANY OTHER PURPOSE. THE DRAWING IS THE PROPERTY OF YAMAMOTO ARCHITECTURE INC. AND SHALL REMAIN THE PROPERTY OF YAMAMOTO ARCHITECTURE INC. IF THE PROJECT IS NOT COMPLETED BY THE DATE SPECIFIED IN THE CONTRACT.

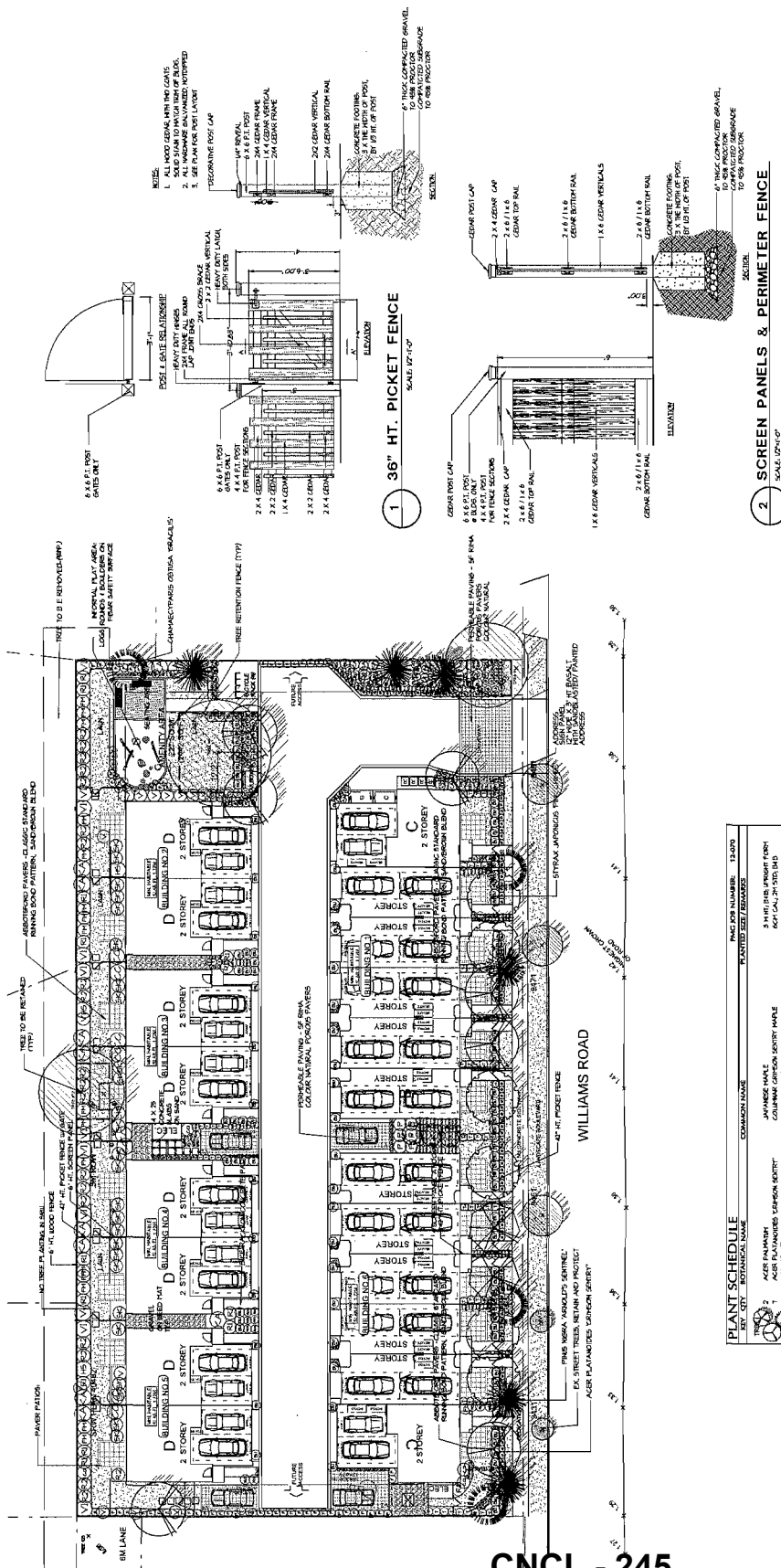
PROJECT  
TOWNHOUSE  
DEVELOPMENT

Yamamoto  
Architecture Inc.

DATE: 11-11-2020  
DRAWING TITLE  
ELEVATIONS

SCALE: 1/8" = 1'-0"  
SHEET NO.  
A4.1  
DATE: 11-11-2020  
PROJECT NO.  
11-000000  
CHECKED  
PROJECT NO.  
110

PLAN #4a



3	ENTRY SIGNAGE (CONCEPT)
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[illegible][illegible]



**RZ 11-586280**

**Attachment 3**

Address: 9431, 9451, 9471 and 9491 Williams Road

Applicant: Yamamoto Architecture Inc.

Planning Area(s): Broadmoor

	Existing	Proposed
<b>Owner:</b>	0846930 B C Ltd.	No Change
<b>Site Size (m<sup>2</sup>):</b>	3,384 m <sup>2</sup> (36,426.1 ft <sup>2</sup> )	No Change
<b>Land Uses:</b>	Single-Family Residential	Multiple-Family Residential
<b>OCP Designation:</b>	Low-Density Residential (old OCP) Neighbourhood Residential (new OCP)	No Change
<b>Area Plan Designation:</b>	N/A	No Change
<b>702 Policy Designation:</b>	N/A	No Change
<b>Zoning:</b>	Single Detached (RS1/E)	Medium-Density Townhouses (RTM2)
<b>Number of Units:</b>	4	20
<b>Other Designations:</b>	Arterial Road Policy – Multiple Family Development	No Change

On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Floor Area Ratio:	Max. 0.65	0.65 max.	none permitted
Lot Coverage – Building:	Max. 40%	40% max.	none
Lot Coverage – Non-porous Surfaces	Max. 65%	65% max.	none
Lot Coverage – Landscaping:	Min. 25%	25% min.	none
Setback – Front Yard (m):	Min. 6.0 m	6.0 m min.	none
Setback – Side Yard (East) (m):	Min. 3.0 m	3.0 m min.	none
Setback – Side Yard (West) (m):	Min. 3.0 m	3.0 m min.	none
Setback – Rear Yard (m):	Min. 3.0 m	4.5 m min.	none
Height (m):	Max. 12.0 m (3 storeys)	12.0 m (3 storeys) max.	none
Lot Size (min. dimensions):	Min. 30 m wide x 35 m deep	Approx. 80.48 m wide x 42.06 m deep	none
Off-street Parking Spaces – Resident (R) / Visitor (V):	2 (R) and 0.2 (V) per unit	2 (R) and 0.2 (V) per unit	none
Off-street Parking Spaces – Total:	44	44	none

On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Tandem Parking Spaces:	not permitted	20	variance requested
Small Car Parking Spaces	Max. 50% x 44 stalls = 22 stalls	10	none
Handicap Parking Spaces:	1	1	none
Amenity Space – Indoor:	Min. 70 m <sup>2</sup> or Cash-in-lieu	\$21,000 cash-in-lieu	none
Amenity Space – Outdoor:	Min. 6 m <sup>2</sup> x 20 units = 120 m <sup>2</sup>	227 m <sup>2</sup>	none

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

NO.	REV.	DATE	DESCRIPTION	DR.
2	1	11/20/18	NEW SET PLAN	WAS
1	1	11/06/11	REV. FINING	WAS

**CLIENT:**

1997, 1998, 1999, 2000, 2001, 2002, 2003, 2004, 2005, 2006, 2007, 2008, 2009, 2010, 2011, 2012, 2013, 2014, 2015, 2016, 2017, 2018, 2019, 2020, 2021, 2022, 2023, 2024, 2025, 2026, 2027, 2028, 2029, 2030, 2031, 2032, 2033, 2034, 2035, 2036, 2037, 2038, 2039, 2040, 2041, 2042, 2043, 2044, 2045, 2046, 2047, 2048, 2049, 2050, 2051, 2052, 2053, 2054, 2055, 2056, 2057, 2058, 2059, 2060, 2061, 2062, 2063, 2064, 2065, 2066, 2067, 2068, 2069, 2070, 2071, 2072, 2073, 2074, 2075, 2076, 2077, 2078, 2079, 2080, 2081, 2082, 2083, 2084, 2085, 2086, 2087, 2088, 2089, 2090, 2091, 2092, 2093, 2094, 2095, 2096, 2097, 2098, 2099, 2100, 2101, 2102, 2103, 2104, 2105, 2106, 2107, 2108, 2109, 2110, 2111, 2112, 2113, 2114, 2115, 2116, 2117, 2118, 2119, 2120, 2121, 2122, 2123, 2124, 2125, 2126, 2127, 2128, 2129, 2130, 2131, 2132, 2133, 2134, 2135, 2136, 2137, 2138, 2139, 2140, 2141, 2142, 2143, 2144, 2145, 2146, 2147, 2148, 2149, 2150, 2151, 2152, 2153, 2154, 2155, 2156, 2157, 2158, 2159, 2160, 2161, 2162, 2163, 2164, 2165, 2166, 2167, 2168, 2169, 2170, 2171, 2172, 2173, 2174, 2175, 2176, 2177, 2178, 2179, 2180, 2181, 2182, 2183, 2184, 2185, 2186, 2187, 2188, 2189, 2190, 2191, 2192, 2193, 2194, 2195, 2196, 2197, 2198, 2199, 2200, 2201, 2202, 2203, 2204, 2205, 2206, 2207, 2208, 2209, 2210, 2211, 2212, 2213, 2214, 2215, 2216, 2217, 2218, 2219, 2220, 2221, 2222, 2223, 2224, 2225, 2226, 2227, 2228, 2229, 2230, 2231, 2232, 2233, 2234, 2235, 2236, 2237, 2238, 2239, 2240, 2241, 2242, 2243, 2244, 2245, 2246, 2247, 2248, 2249, 2250, 2251, 2252, 2253, 2254, 2255, 2256, 2257, 2258, 2259, 2260, 2261, 2262, 2263, 2264, 2265, 2266, 2267, 2268, 2269, 2270, 2271, 2272, 2273, 2274, 2275, 2276, 2277, 2278, 2279, 2280, 2281, 2282, 2283, 2284, 2285, 2286, 2287, 2288, 2289, 2290, 2291, 2292, 2293, 2294, 2295, 2296, 2297, 2298, 2299, 2300, 2301, 2302, 2303, 2304, 2305, 2306, 2307, 2308, 2309, 2310, 2311, 2312, 2313, 2314, 2315, 2316, 2317, 2318, 2319, 2320, 2321, 2322, 2323, 2324, 2325, 2326, 2327, 2328, 2329, 2330, 2331, 2332, 2333, 2334, 2335, 2336, 2337, 2338, 2339, 2340, 2341, 2342, 2343, 2344, 2345, 2346, 2347, 2348, 2349, 2350, 2351, 2352, 2353, 2354, 2355, 2356, 2357, 2358, 2359, 2360, 2361, 2362, 2363, 2364, 2365, 2366, 2367, 2368, 2369, 2370, 2371, 2372, 2373, 2374, 2375, 2376, 2377, 2378, 2379, 2380, 2381, 2382, 2383, 2384, 2385, 2386, 2387, 2388, 2389, 2390, 2391, 2392, 2393, 2394, 2395, 2396, 2397, 2398, 2399, 2400, 2401, 2402, 2403, 2404, 2405, 2406, 2407, 2408, 2409, 2410, 2411, 2412, 2413, 2414, 2415, 2416, 2417, 2418, 2419, 2420, 2421, 2422, 2423, 2424, 2425, 2426, 2427, 2428, 2429, 2430, 2431, 2432, 2433, 2434, 2435, 2436, 2437, 2438, 2439, 2440, 2441, 2442, 2443, 2444, 2445, 2446, 2447, 2448, 2449, 2450, 2451, 2452, 2453, 2454, 2455, 2456, 2457, 2458, 2459, 2460, 2461, 2462, 2463, 2464, 2465, 2466, 2467, 2468, 2469, 2470, 2471, 2472, 2473, 2474, 2475, 2476, 2477, 2478, 2479, 2480, 2481, 2482, 2483, 2484, 2485, 2486, 2487, 2488, 2489, 2490, 2491, 2492, 2493, 2494, 2495, 2496, 2497, 2498, 2499, 2500, 2501, 2502, 2503, 2504, 2505, 2506, 2507, 2508, 2509, 2510, 2511, 2512, 2513, 2514, 2515, 2516, 2517, 2518, 2519, 2520, 2521, 2522, 2523, 2524, 2525, 2526, 2527, 2528, 2529, 2530, 2531, 2532, 2533, 2534, 2535, 2536, 2537, 2538, 2539, 2540, 2541, 2542, 2543, 2544, 2545, 2546, 2547, 2548, 2549, 2550, 2551, 2552, 2553, 2554, 2555, 2556, 2557, 2558, 2559, 2560, 2561, 2562, 2563, 2564, 2565, 2566, 2567, 2568, 2569, 2570, 2571, 2572, 2573, 2574, 2575, 2576, 2577, 2578, 2579, 2580, 2581, 2582, 2583, 2584, 2585, 2586, 2587, 2588, 2589, 2590, 2591, 2592, 2593, 2594, 2595, 2596, 2597, 2598, 2599, 2600, 2601, 2602, 2603, 2604, 2605, 2606, 2607, 2608, 2609, 2610, 2611, 2612, 2613, 2614, 2615, 2616, 2617, 2618, 2619, 2620, 2621, 2622, 2623, 2624, 2625, 2626, 2627, 2628, 2629, 2630, 2631, 2632, 2633, 2634, 2635, 2636, 2637, 2638, 2639, 2640, 2641, 2642, 2643, 2644, 2645, 2646, 2647, 2648, 2649, 2650, 2651, 2652, 2653, 2654, 2655, 2656, 2657, 2658, 2659, 2660, 2661, 2662, 2663, 2664, 2665, 2666, 2667, 2668, 2669, 2670, 2671, 2672, 2673, 2674, 2675, 2676, 2677, 2678, 26

**TOWNHOUSE DEV.**  
9431, 9451, 9471 & 9491  
WILLIAMS RD.  
RICHMOND, B.C.




# TREE MANAGEMENT PLAN

DATE: 12 OCT 18  
 SCALE: 1"=20'-0"  
 DRAWN: MIA  
 DESIGN: MM  
 CHKD: OF1

12-070



**LEGEND:**

	TREE TO BE RETAINED
	TREE TO BE REMOVED
	TREE PROTECTION ZONE

WILLIAMS ROAD

**CNCL - 248**



**Address:** 9431, 9451, 9471 and 9491 Williams Road

**File No.:** RZ11-586280

**Prior to final adoption of Zoning Amendment Bylaw 8972 , the developer is required to complete the following:**

1. Consolidation of all the lots into one development parcel (which will require the demolition of the existing dwellings).
2. Registration of a flood indemnity covenant on title.
3. The granting of an approximate 1.0 m wide statutory right-of-way along the entire south property line for sidewalk and boulevard upgrades. The exact width to be confirmed at the servicing agreement stage.
4. Registration of a Public Rights-of-Passage (PROP) statutory rights-of-way (ROW), and/or other legal agreements or measures, as determined to the satisfaction of the Director of Development, over the internal drive-aisle (design as per Development Permit for 9431, 9451, 9471 and 9491 Williams Road) in favour of future townhouse developments to the east and west. The agreement must include language should be included in the ROW document that the City will not be responsible for maintenance or liability within this ROW.
5. Registration of a cross-access easement over the outdoor amenity area (design as per Development Permit for 9431, 9451, 9471 and 9491 Williams Road) for shared use with the future development site to the east at 9511 and 9531 Williams Road. The agreement must include language to ensure that any fence installed between the outdoor amenity area of the subject site and the outdoor amenity area of the future development site to the east must be removed upon redevelopment of 9511 and 9531 Williams Road into multiple-family uses.
6. Registration of a legal agreement on title prohibiting the conversion of the tandem parking area into habitable space.
7. City acceptance of the developer's offer to voluntarily contribute \$2.00 per buildable square foot (e.g. \$47,353.93) to the City's affordable housing fund.
8. City acceptance of the developer's offer to voluntarily contribute \$0.75 per buildable square foot (e.g. \$17,757.72) to the City's public art fund.
9. City acceptance of the developer's offer to voluntarily contribute \$12,500.00 to the City's Tree Compensation Fund for the planting of 25 replacement trees within the City.
10. Submission of cash-in-lieu for the provision of dedicated indoor amenity space in the amount of \$21,000.
11. The submission and processing of a Development Permit\* completed to a level deemed acceptable by the Director of Development.
12. Enter into a Servicing Agreement\* for the design and construction of storm system upgrades and frontage improvements. Works include, but may not be limited to:
  - a) upgrade of the existing 300mm diameter storm sewer along the site frontage to 600mm diameter, between EXD01 (City manhole STMH2071 at common property line of 9511/9531 Williams Road) and the common property line of 9411/9431 Williams Road for a total length of approximately 102 m; and
  - b) a 1.5 m wide concrete sidewalk at southern property line and a minimum of 1.5 m wide landscaped boulevard fronting Williams Road.

**Note:**

- Servicing Agreement works shall include removing existing driveways fronting Williams Road and replacing them with matching curb and gutter; and
- Design should include Water, Storm & Sanitary connections for the proposed development.

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

1. Submission of a Contract entered into between the applicant and a Certified Arborist for supervision of any on-site works conducted within the tree protection zone of the trees to be retained on site and on adjacent properties. The Contract should include the scope of work to be undertaken, including: the proposed number of site monitoring inspections, and a provision for the Arborist to submit a post-construction assessment report to the City for review.
2. Submission of a Tree Survival Security to the City as part of the Landscape Letter of Credit for the four (4) protected trees to be retained on site. No Landscape Letter of Credit will be returned until the post-construction assessment report confirming the protected trees survived the construction, prepared by the Arborist, is reviewed by staff.

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

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

**Note:**

- \* This requires a separate application.
- Where the Director of Development deems appropriate, the preceding agreements are to be drawn not only as personal covenants of the property owner but also as covenants pursuant to Section 219 of the Land Title Act.

All agreements to be registered in the Land Title Office shall have priority over all such liens, charges and encumbrances as is considered advisable by the Director of Development. All agreements to be registered in the Land Title Office shall, unless the Director of Development determines otherwise, be fully registered in the Land Title Office prior to enactment of the appropriate bylaw.

The preceding agreements shall provide security to the City including indemnities, warranties, equitable/rent charges, letters of credit and withholding permits, as deemed necessary or advisable by the Director of Development. All agreements shall be in a form and content satisfactory to the Director of Development.

- Additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering may be required including, but not limited to, site investigation, testing, monitoring, site preparation, de-watering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.

[signed original on file]

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Signed

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Date





**Richmond Zoning Bylaw 8500**  
**Amendment Bylaw 8972 (RZ 11-586280)**  
**9431, 9451, 9471 and 9491 Williams Road**

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

1. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, is amended by repealing the existing zoning designation of the following area and by designating it **MEDIUM DENSITY TOWNHOUSES (RTM2)**.  
  
P.I.D. 004-874-587  
Lot 11 Block "G" Section 27 Block 4 North Range 6 West New Westminster District Plan 18110  
  
P.I.D. 004-305-817  
Lot 12 Block "G" Section 27 Block 4 North Range 6 West New Westminster District Plan 18110  
  
P.I.D. 008-835-241  
Lot 13 Block "G" Section 27 Block 4 North Range 6 West New Westminster District Plan 18110  
  
P.I.D. 004-295-056  
Lot 14 Block "G" Section 27 Block 4 North Range 6 West New Westminster District Plan 18110
2. This Bylaw may be cited as "**Richmond Zoning Bylaw 8500, Amendment Bylaw 8972**".

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

OTHER REQUIREMENTS SATISFIED

ADOPTED

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\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CORPORATE OFFICER





# City of Richmond

## Report to Committee

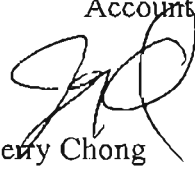
**To:** Finance Committee  
**From:** Jerry Chong  
Director, Finance  
**Re:** 2013 One Time Expenditures

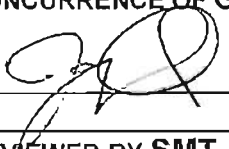


**Date:** November 16, 2012  
**File:**

### Staff Recommendation

That:

1. The committee establishes a Rate Stabilization Account with a \$3.2M transfer from the salary provision account.
2. The recommended One-time Expenditures in the amount of \$1.75M, as outlined in the attached report, be approved.
3. The One-time Expenditures be included in the City's Five Year Financial Plan (2013-2017) Bylaw.
4. Any future arising operating budget surplus be transferred into the Rate Stabilization Account.

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

REPORT CONCURRENCE	
CONCURRENCE OF GENERAL MANAGER	
 FOR A NAZARETH	
REVIEWED BY SMT SUBCOMMITTEE	INITIALS: 
REVIEWED BY CAO	INITIALS: 

## Staff Report

### Origin

The One-time Expenditure requests are typically non-recurring and one of in nature and may be funded from current or prior year's surplus. Any approved One-time Expenditure requests will be added to the 2013 Operating Budget (Budget), which requires approval in order to prepare the Five Year Financial Plan (SYFP). The City must adopt the SYFP Bylaw before May 15<sup>th</sup> of each year in accordance with Subsection 165(1) of The Community Charter.

### Analysis

The One-time Expenditures are non-recurring and one time in nature and are funded from current or prior year's surplus. The past practice was to allocate the prior year's annual surplus to fund One-time Expenditures. However the determination of the City's final surplus does not occur until late spring, therefore funding of requests for the current budget year would not occur until midway in the following year. The delay in funding budget items creates a duplication of time and effort in the budget process, causes delays in addressing important funding requests and does not provide Council opportunity to review budget items collectively under one process. Staff recommend that the process for 2013 be modified by establishing a Rate Stabilization Account (RSA) to fund these requests in the same budget year in order to ensure requests are addressed in a timely manner as part of the current budget process.

For 2013, there are 16 One-time Expenditure requests totalling \$9.1M of which 8 are recommended for total of \$1.75M. The list includes items that were not approved in the 2013 Capital Budget due to funding constraints. The Senior Management Team (SMT) conducted a thorough review of all requests, prioritized and have made recommendations for Council's consideration. Given the current economic reality and Council policy on tax increases, only the high priority requests were considered and brought forward to Council.

If any One-time Expenditure requests are approved by Council, the respective expenditure will be included in the 2013 Operating Budget and/or Capital Budget and 5 Year Financial Plan (2013-2017). There is no tax impact to the approval of any of the proposed One-time Expenditures. Table 1 shows the summary of the One-time Expenditure requests:

**Table 1 – One-time Expenditure requests Summary**

<b>Request / Review By</b>	<b># of Additional Levels Requested</b>	<b>Recommended Amount (In \$000s)</b>	<b>Not Recommended Amount (In \$000s)</b>
<b>SMT /CAO</b>	<b>16</b>	<b>1,745</b>	<b>7,355</b>

### **Establish Rate Stabilization Account**

In light of the increased demand for services from the community, the establishment of a Rate Stabilization Account (RSA) is recommended. The RSA will be funded by transferring \$3.2M from the existing salary provision account. Once the City's annual accounts for 2012 are finalized in spring of 2013, any arising surplus will be automatically transferred back to replenish the RSA. Staff recommend that this procedure, which involves the transfer of surplus be adopted on an annual basis.

The fund can be used in future years to help balance the budget in order to minimize any tax increases or to offset any one time expenditure requests.

### **2013 One-Time Expenditure Requests**

Table 2 and Table 3 provide brief descriptions of all One-time Expenditure requests from departments with recommendations and non-recommendations respectively provided by SMT. Council may change any of the recommendations or may choose to address other one-time funding needs, which are not contained in this section:

<b>Table 2: One-Time Expenditure Requests - RECOMMENDED</b>					
<b>Ref</b>	<b>Requested By</b>	<b>Description</b>	<b>Ranking</b>	<b>Requested Amt (In \$000s)</b>	<b>SMT Recommendation (in \$000s)</b>
1	Community Services	<b>Hugh Boyd Oval Retrofit</b>  Many of the amenities have not been replaced for up to 40 years and are in severe damaged conditions. Hugh Boyd Oval requires all of its timber boards replaced at it is outdoor bleachers and several other support structures in order to make it safe for use.	High	100	100
2	Community Services	<b>Conservation Plans for Heritage buildings</b>  To complete Conservation Plans for all heritage buildings owned by the City. The Richmond Museum & Heritage Strategy, adopted by Council in 2007, identified the need to develop Conservation and Maintenance Plans for all buildings. These plans outline the maintenance and preservation needs of each building and guide the work required according to the National Guidelines for the Conservation of Historic Places in Canada. Buildings included: - London Heritage Farm House - Steveston Museum - Japanese Fishermen's Benevolent Society Building - 10 buildings at Britannia - 5 buildings at Terra Nova - Branscombe House	High	75	75

3	Community Services	<p><b>Major Events Provision Fund</b></p> <p>The City has become well known for a variety of City-produced festivals and events. Without adequate funding there is a lack of ability to engage in long-term planning for Council-approved festivals and events.</p> <p>Council Term Goal 3.8 develop a 'stay-cation' appeal for the City and region envisions a city that is "vibrant and cultural". Upcoming and annual events include: Salmon Row, Tall Ships Recruitment Program, Maritime Festival, Ships to Shore and Hockey Day. In order to support events that are on the horizon and to respond to new Council driven events, the Major Events Provision Fund requires additional funding.</p>	High	400	400
4	Engineering and Public Works	<p><b>Watermania Retrofit</b></p> <p>The City completed a Secondary Structural Review Report assessment of the Watermania facility and have an ongoing condition assessment of this facility through the VFA program. These processes identified upgrades needed in areas that are either at the end of their life expectancy or have developed significant deficiencies for their intended purpose including:</p> <ul style="list-style-type: none"> <li>• Replacement of sound absorbing panels</li> <li>• Fire alarm and annunciator upgrade/replacement</li> <li>• Painting of secondary structural components (beams, columns and ceiling)</li> <li>• Replacement of slide supports</li> </ul> <p>All these components are subject to rapid deterioration in the corrosive pool environment and this work is required to keep Watermania in a safe operating condition. Beyond immediate safety risks, failure in any one of these elements can result in immediate closure of the pool.</p>	High	840	840
<b>High Priority Subtotal Total</b>				<b>1,415</b>	<b>1,415</b>
5	Finance and Corporate Services	<p><b>Museum Collections Management System</b></p> <p>Implementation of a new Museum Collections Management System to consolidate the cultural assets for Richmond Museum, Art Gallery, Steveston Museum, Britannia Heritage Shipyard, London Heritage Farm and the Media Lab. The system provides intake of donations, cataloguing artifacts, loaning artifacts, creating exhibitions, insurance tracking, collection valuation and online presentation for the public (eMuseum).</p>	Medium	100	100

6	Community Services	<p><b>Aging Infrastructure – To replace park infrastructure that has deteriorated over time:</b></p> <p>Parks Operations requires extra funds to replace aging park infrastructure that has deteriorated over time. This includes wooden walkways, fencing, surface drainage systems and playground equipment replacements.</p> <ul style="list-style-type: none"> <li>• There are 80 locations where wood planking is used as a pedestrian treatment. Over the years many of these decks have been patched and re-patched for safety but in time need to be rebuilt.</li> <li>• Surface drainage systems in Parks that were built with ceramic tile decades ago have been failing for several years. As they collapse and tree roots fill them they must be replaced with 6" perforated PVC pipe.</li> <li>• Parks maintains 55 playgrounds and some of the older playgrounds require the removal and replacement of CSA approved playground equipment.</li> </ul>	Medium	100	100
7	Finance and Corporate Services	<p><b>Tempest Municipal Ticketing Module (Including Implementation and Training)</b></p> <p>Tempest Municipal Ticketing allows staff to manage the entire process from ticket issuance through collection and, if required, adjudication and/or prosecution. Tickets for all bylaw related fines are supported including bylaw type infractions, parking offences and false alarms. Tickets can be issued, recorded and paid in real-time quickly and conveniently via Tempest's web-enabled electronic commerce solution.</p>	Medium	75	75
8	Finance and Corporate Services	<p><b>Tempest Dog Licensing Module &amp; eCommerce functionalities (Including Implementation and Training)</b></p> <p>Tempest Dog Licensing module allows staff to track dog licenses, owner information and allows for payment tracking, license generation and year end renewal of licenses. Key benefits allow for customers to renew their own dog licenses online, improved customer service by allowing multiple dogs per account and ability to issue tags directly once payment is made. Also integrates fully with Tempest Land module.</p>	Medium	55	55
<b>Medium Priority Subtotal Total</b>				<b>330</b>	<b>330</b>
<b>Recommended Grand Total</b>				<b>1,745</b>	<b>1,745</b>



**Table 3: One-Time Expenditure Requests (NOT RECOMMENDED)**

Ref	Requested By	Description	Ranking	\$ Requested Amt (in 000s)	SMT recommendation \$
9	Engineering and PW Works	<b>No. 2 Road North Pump Station Upgrade</b>  This project will increase the capacity and effectiveness of the existing No 2 Road North drainage pump station. This requirement was identified by the 2041 OCP Drainage Model. The project also addresses the stations ageing infrastructure replacement requirements as mechanical and electrical equipment are nearing the end of their useful service life.	Low	3,500	0
10	Engineering and PW Works	<b>Undergrounding – Hydro / Telus No. 3 Road</b>  This project is the continuation of the Council approved annual undergrounding / beautification 10 year program aimed at ultimately illuminating all poles, overhead electrical and communication wires within the OCP city centre area.	Low	2,000	0
11	Community Services	<b>Oval Precinct Public Art:</b>  Council endorsed the implementation of projects identified in the Richmond Oval Precinct Art Plan 2008 Update. Legacy Plaza development occurs in all 5 phases. This will complete the projects in the approved Art Plan.	Low	500	0
12	Engineering and PW Works	<b>Burkeville Drainage Improvements</b>  Burkeville's drainage system was designed using shallow ditches and small diameter road cross culverts. As the area is redeveloped ditch infills are becoming common. Ditch infills change the nature of the drainage system in a way that may cause storm water flooding. A larger drainage system is therefore needed to accommodate these changes.	Low	500	0
13	Engineering and PW Works	<b>Public Works Minor Capital - Sanitary</b>  Every year staff receives a number of complaints and requests for minor, local and contingency-type projects. The minor capital program allows staff to respond to these minor projects in a timely and cost effective manner.	Low	300	0
14	Finance and Corporate Services	<b>ICT Infrastructure Replacement – Phase II</b>  This request funds replacement of existing computer infrastructure. Much of this equipment is in excess of ten years of age, but was designed to last for only five. As well as replacing equipment, this funding will allow IT to change the way some operational services are delivered, taking advantage of technology advances.	Low	275	0

15	Engineering and PW Works	<p><b>Miscellaneous SCADA System Improvements</b></p> <p>This project involves upgrade and rehabilitation of the existing SCADA system that will improve the operation of the sanitary sewer service in the area.</p> <p>In order to effectively monitor over two hundred sites within the City, continuous upgrades need to be made to our systems so that we can rely on our SCADA to provide accurate information. This will allow the City to remain current with emerging technologies and to react appropriately to security threats.</p>	Low	250	0
16	Community Services	<p><b>Gateway Theatre Web Site Upgrade</b></p> <p>To upgrade the Gateway Theatre website to provide additional services to the community including but not limited to a calendar of events, marketing exposure for all events including community artist groups, school programs and professional groups, and incorporation of new technologies for interactive services. This project meets the guidelines for additional level funding as set out in the operating agreement.</p>	Low	30	0
<b>Total</b>				<b>7,355</b>	<b>0</b>

### Financial Impact

The One-time Expenditure requests of \$1.75M would be funded from the Rate Stabilization Account with no tax impact. This leaves a balance of \$1.45M in the Rate Stabilization Fund.

### Conclusion

A Rate Stabilization Account should be established, which can be utilized to minimize fluctuations in tax increases and/or fund one-time expenditure increases. The recommended One-time Expenditures in the amount of \$1.75M be approved and the corresponding amount be funded from the Rate Stabilization Account.



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

JC:vl





# City of Richmond

## Report to Committee

**To:** Parks, Recreation and Cultural Services  
Committee

**Date:** November 6, 2012

**From:** Mike Redpath  
Senior Manager, Parks

**File:** 06-2400-20-RAIL1/Vol  
01

**Re:** **Railway Corridor Greenway - Phase 1 Implementation Plan**

### Staff Recommendation

That the Phase 1 Implementation Plan as described in the report titled "Railway Corridor Greenway-Phase 1 Implementation Plan" dated November 6, 2012 from the Senior Manager, Parks, be approved.

Mike Redpath  
Senior Manager, Parks  
(604-247-4942)

Att: 3

REPORT CONCURRENCE			
<b>ROUTED TO:</b>	<b>CONCURRENCE</b>	<b>CONCURRENCE OF GENERAL MANAGER</b>	
Finance Division	<input checked="" type="checkbox"/>		
Transportation	<input checked="" type="checkbox"/>		
<b>REVIEWED BY SMT SUBCOMMITTEE</b>	<b>INITIALS:</b> 	<b>REVIEWED BY CAO</b> 	<b>INITIALS:</b> 

## Origin

At the March 12, 2012 Council endorsed the following recommendation:

“That the submission of the Railway Avenue Corridor Greenway pedestrian and bicycle facility improvement for cost-sharing as part of the TransLink 2012 Bicycle Infrastructure Capital Cost-Sharing Program, as described in the report, be endorsed.”

In that report, Guiding Principles for the development of the Railway Corridor Greenway were identified as well as the requirement to conduct a public engagement process.

This report relates to the achievement of the following Council 2011-2014 term goal:

7.2 Develop a plan to ensure the provision of public facilities and services keeps up with the rate of growth.

The purpose of this report is to present a summary of the public engagement process and the proposed 2013 Phase 1 implementation Plan for Railway Corridor Greenway.

## Analysis

### Background

In 2010, the City purchased the Canadian Pacific Railway (CPR) corridor adjacent to Railway Avenue between Granville Avenue and Garry Street. The goal to develop a trail/greenway for pedestrians, cyclists and other wheeled users along the 3.7 kilometre corridor was established in the original 1979 *Trails Plan* and the subsequent 2010 *Trails Strategy*. The corridor connects to existing trails on McCallan Road right-of-way adjacent to Thompson/Burnett Park and the sidewalks south of Garry Street.

The City has the opportunity to now fulfill the long-held vision of creating a major recreational, north-south greenway (approximately 5.6 kms in total) to connect the South Dyke/Steveston and Middle Arm waterfronts. The city-wide benefit is even greater when considering that the greenway will also connect into the existing Middle Arm, Terra Nova, West Dyke and Steveston trail systems creating a continuous 15 km loop (**Attachment 1**).

Within the March 12, 2012 report to Council asking for approval to submit to TransLink for cost sharing funds, the following principles were identified for the design and development of the Railway corridor:

- reference its major historic and present day transportation role;
- promote and reinforce the connections to the many neighbourhoods it crosses through;
- introduce nature and restore ecological health;
- create distinct points of interest; and
- respect its strong linear character and view corridors.

The City was successful with the application to the TransLink Bicycle Infrastructure Cost-Capital Sharing Program and received \$201,200 towards the Railway Corridor Greenway project.

Preliminary work began on the Corridor in 2011 with the clearing of invasive plants and removal of organic material within the surface of the rail bed.

### **Public Engagement Process**

The development of a plan for the Railway Corridor has, to date, incorporated public input at three distinct venues. The public engagement process began with a preliminary introduction of the project at the 2012 July 1<sup>st</sup> Salmon Festival in Steveston Park. Much interest was generated and 108 surveys were completed. The comments received were very positive and there was a general sense of excitement looking forward to the implementation of the project.

This was followed up by a focus group workshop held at Thompson Community Centre on September 18<sup>th</sup> with representatives from Thompson, West Richmond, and Steveston Community Associations; the Richmond Cycling Advisory and Heritage Advisory Committees; Steveston 20/20 Committee and Steveston Historical Society.

On October 20<sup>th</sup>, a Public Open House was held at Thompson Community Centre with approximately 200 people attending and 130 surveys completed. The Open House was advertised in the local newspapers accompanied by a news release as well an invitation was mailed out to the majority of the residents that lived directly on or across the street from the Railway corridor.

The goal of the Open House was to present and receive feedback on the proposed Phase 1 Implementation Plan, introduce a menu of program elements for future phases of development, and to provide background history on the past rail use of the corridor. A film from the City Archives of the interurban travelling along the tracks was made available for viewing. A series of information boards and a 10 foot long aerial map of the Railway Corridor were used together with a survey to generate feedback from the public (**Attachment 2**).

A total of 238 surveys were completed at both the July 1<sup>st</sup> and October 20<sup>th</sup> public open houses. In addition, another 50 comments were collected from the annotated maps and boards including comments from the Focus Group Workshop on September 20<sup>th</sup>.

The vision of an enhanced greenway along the Railway Corridor was compelling and people were genuinely interested. People could envision themselves actively using the trail with 80 % indicating that they would use the trail to walk or cycle for fitness purposes and 70% indicated that their primary destination would be parks followed by local shopping. A sampling of survey results are attached (**Attachment 3**).

## **Phase 1 Implementation Plan – *Making the Connection***

The first priority for the Railway Corridor Greenway is '*making the connection*' which is the construction of the basic trail from Granville Avenue to Garry Street; the addition of functional trail elements for safety and ease of use; and the development of a unique character and identity.

### *The Trail*

Three options were provided at the Public Open House for the layout of the trail. Of the surveys that were filled in, 80% of the public supported the recommended option of a 4.0 meter wide two-way multi-use asphalt trail predominately built on the spine of the former rail bed yet allowing for a deviation where there are significant stands of trees. This will be the only place in Richmond that will have a long continuous stretch of hard surface for recreational use. The other 20% either preferred completely separated trails or soft gravel trails due in part to a concern about potential conflicts between pedestrians and cyclists.

There are many studies that look at this issue of separation between pedestrians and cyclists with some studies indicating that it is more critical to separate a trail by direction rather than use. The recommendation for Phase 1 is to use painted lines to create a north-south separation. Cyclists who are commuting or wish to go faster can still use the on-street bike lanes. Use will be monitored on the trail and if conflicts occur then additional trails can be considered in the future.

### *Intersection Improvements*

Critical to the success of creating a safe and legible trail is the transition from the trail to the corners at each of the five major intersections. Currently, there are no sidewalks on the west side of Railway Avenue which has resulted in minimal pedestrian upgrades at the corners, e.g. no curb and gutter separating pedestrians from the driving lanes. To create safer waiting and crossing areas for trail users at the intersections a number of interim measures will be required including the creation of setback 'landing areas', some ditch infill, installation of bollards or fences, and extruded curb (as the budget allows).

The implementation of the trail and the interim improvement measures at the intersections will not affect future plans to modify the intersections to create left-turn lanes, which typically would involve minor widening to establish a left-turn lane, combined through-right turn lane plus a bike lane at the approach and sufficient width for a receiving through lane and bike lane. This work is anticipated to be phased over several years (e.g., approximately one intersection per year as budget permits) beginning in 2013/2014.

### *Revealing History and Wayfinding Signage*

Revealing the history and creating an identity/branding unique to the Railway greenway was enthusiastically supported by 92% of those surveyed. Ideas included creating a logo using an image of the interurban on signage and site furnishings as well as painting old tram timetables on the asphalt at the former tram stops. Phase 1 will include developing this logo and including it in the preliminary wayfinding signage.



### *Branscombe House Staging Area*

Branscombe House is currently being retrofitted and one of the adaptive reuses is a publicly accessible washroom that will be accessed from the exterior. This will be available for the greenway users and other potential programs such as a community garden. Branscombe is envisioned to become a stopover along the greenway by providing other amenities such as a rest area with seating and a bike servicing station to provide air for tires. Included within this phase is the perimeter landscaping around the Branscombe building which will be coordinated with the restoration of the building.

### **Future Phases – Adding other layers**

Further public consultation is required to finalize a long term vision that can be implemented over a number of years. The intent of Phase 1 is to ensure that the basic trail amenities are constructed to promote the active and safe use of the trail in 2013. Ultimately, though, the location and the width of the railway corridor allows for a variety of other recreational activities and program elements to be introduced.

A number of concepts as well as a ‘menu’ of landscape features were presented at the October 20<sup>th</sup> Open House and applied to five study areas. Each study area represented a section of the corridor between the major arterial cross roads e.g. Granville to Blundell, Blundell to Francis Road (**Attachment 2**).

### *Landscape Program Elements*

The menu of activities that could be considered for the Corridor included public art/interpretation, washrooms, bike facilities, community gardens, tree groves, seating and picnic areas, bike terrain park, light recreational features (fitness stations, small play elements), secondary trails, orchard, meadow or open grass areas, and wetland (potential storm water management feature). These features would support the guiding principles of introducing nature and ecological health, and creating distinct points of interest.

The survey results indicated that the number one priority for additional elements was seating (70%) followed by community gardens (60%) and trees (55%). While locations were suggested in the study areas, more detailed design work and consultation is required to determine the feasibility and best siting of these features.

### *Connections and Bus Stops*

Currently, there are nine bus stops on the west side of Railway Avenue between Granville Avenue and Garry Street that have minimal passenger facilities (e.g., not universally accessible, limited pedestrian connections to adjacent residential areas). Transportation has a plan to upgrade these bus stops over the next several years (e.g., two bus stops per year) to provide landing pads, and improve pathway connections to the greenway. This will also help minimize the current conflict between transit passengers and cyclists using the on-street bike lanes. Presently, transit passengers must walk in the bike lane when using the transit service. These

improvements would be eligible for 50-50 cost-sharing with TransLink. There was 90% support for improving the bus stops. Providing lighting along the paths especially at the bus stops and local neighbourhood connections was mentioned numerous times.

#### *Pedestrian/ Cyclist Priority Intersections*

As use on the Railway Corridor Greenway establishes itself, then a future consideration may include substantial upgrades to the intersections to give priority to pedestrians and cyclists. A variety of treatments including signal activation, green pavement markings, proper sidewalk curb and gutter, and relocated stop bars for cars would provide a safe, direct and clearly delineated path for cyclists and pedestrians through the intersections.

#### *Other Considerations – Reinstating the interurban tram*

A number of people discussed the idea of reinstating the interurban tram along Railway Avenue as both a transit alternative and as a tourist attraction. The bed of the former rail is being utilized as a cost savings for construction of the trail as well as the only option in a number of narrow areas. Some sections of the trail which will be constructed adjacent to the bed where there are significant trees and room available. It is believed that the cost savings realized now would justify using the current bed of the rail. The proposed trail surface will preserve the existing rail bed and will not negatively impact an option to accommodate a tram line in the future.

#### **Next Steps**

The next steps in the process of developing the plan and preparing for Phase 1 Implementation include:

- Further design detailing of the trail location, interim intersections, logo and wayfinding signage, and landscape plan for Branscombe House;
- A tree health assessment and tree replacement strategy;
- Identification of other potential funding sources e.g. Transportation has applied for a bicycle facility improvement along Railway Corridor as part of the TransLink 2013 Bicycle Infrastructure Capital Cost-Sharing (BICCS) Regional Needs Program;
- Construction of the trail in 2013; and
- Commencing with Phase 2 of the public consultation in Fall 2013 to develop a final plan that includes neighbourhood connections and other potential program elements.

#### **Financial Impact**

The total proposed project cost for Railway Avenue Greenway is \$2,500,000 sourced from Parks DCCs and the TransLink contribution as shown in the table below:

Funding Source	City Contribution Amount	External Source	Total
2011 Trails Program	100,000		100,000
2012 Trails Program	200,000		200,000
2012 Characterization Program	50,000		50,000
2012 Translink Contribution		201,200	201,200
<b>Total Amount approved by Council in prior years</b>	<b>350,000</b>	<b>201,200</b>	<b>551,200</b>
2013 Railway Avenue Greenway	2,000,000		2,000,000
<b>Total</b>	<b>2,350,000</b>	<b>201,200</b>	<b>2,551,200</b>

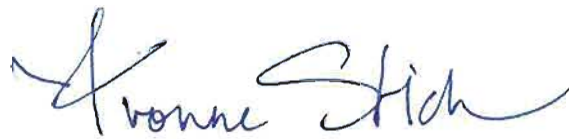
Of the \$2,500,000, \$551,200 has already been approved by Council in 2011 and 2012. \$2,000,000 has been approved as part of the 2013 Capital Budget and will be included in the 5-Year Financial Plan (2013-2017). The Operating Budget Impact for additional maintenance will be \$10,660.00 which has been approved as part of 2013 Capital Budget Submission.

### Conclusion

Railway Avenue Corridor Greenway will be a significant addition to the Richmond trails network. A public consultation process was undertaken beginning in July. There was overwhelming public support and excitement for the 3.7 kilometre greenway that will create a north-south connection between the Middle Arm and South Dyke/Steveston waterfronts. The vision of an enhanced greenway along the Railway Corridor was compelling and people were genuinely interested and saw themselves actively using it. The Phase 1 Implementation Plan will focus on '*making the connection*' which is the construction of the main trail from Granville Avenue to Garry Street; the addition of functional trail elements for safety and ease of use; landscaping around Branscombe House, and the development of a unique character and identity brand for the Railway Corridor Greenway.



Mike Redpath  
Senior Manager, Parks  
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Park Planner  
(604 233-3310)

Attachment 1	Railway Corridor Greenway Context Map	REDMS #3702606
Attachment 2	Railway Corridor Greenway Concept Boards	REDMS #3702466
Attachment 3	Railway Corridor Greenway Sampling of Survey Results	REDMS #3702436



Existing trails together with the Railway Corridor Greenway creates a 15.0 km loop

Railway Corridor Greenway (3.7 km)

**Legend**

- Proposed Greenway
- Existing & Proposed Neighborhood Connections
- Existing Trails
- Existing Trails Connector
- Existing Parks / Schools Close to Railway Greenway



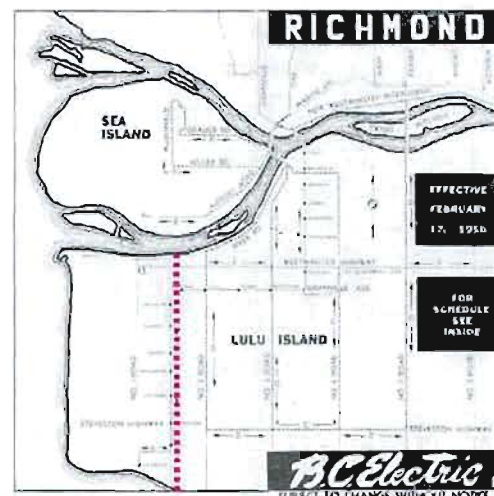
Richmond Location Map



# PROJECT BACKGROUND/PRINCIPLES

## Background - 'Rails to Trails'

- 1979** The Railway Corridor owned by Canadian Pacific Railway(CPR) was first identified in the original 1979 Richmond Trails as a desired trail connection.
- 2000** The 2010 Richmond Trail Strategy: Linking People, the Community and Nature reinforced the importance of this corridor as a critical north-south greenway linking the Middle Arm Waterfront to the Steveston Waterfront.
- 2010** The City of Richmond purchases the Railway Corridor (14.7 acres of land) from CPR for public recreational use.
- 2011** The City applies and receives TransLink funding to assist in the construction of a basic trail from Garry Street to Granville Avenue.
- 2012** July 1st at the Salmon Festival in Steveston background information and program ideas were first introduced to the public for initial feedback.  
September 18th Focus Group Workshop  
October 20th Public Open House for review and input  
November Council Report Recommendations for Phase 1 Construction
- 2013** Construction begins of the basic trail Phase 1 between Garry Street and Granville Avenue.



Connect the existing regional Middle Arm Dyke and Steveston/South Dyke Greenways



Complete a loop system that would include the regional West Dyke Trail



## Guiding Principles



The City of Richmond is facilitating public consultation and design for Railway Greenway, former site of the Interurban rail line.

Council has approved the following Guiding Principles for developing the future greenway :

### HERITAGE AND MEMORY

Incorporate the major historic and present day memories of the site

### CONNECTIONS

Promote and reinforce connections to the neighbourhoods and larger trail system

### SUSTAINABILITY AND NATURE

Introduce nature and ecological health

### CHARACTER AND LEGIBILITY

Create an interesting, distinct, accessible sense of place

### ACTIVE LIFESTYLES

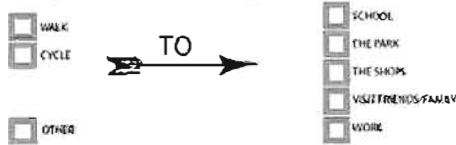
Promote commuter and recreational cycling and walking

# WHAT WE'VE HEARD SO FAR

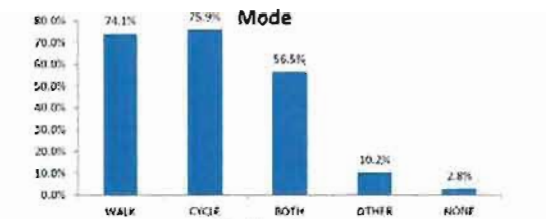
## The Greenway

The development of the Railway Avenue corridor as a Greenway for walking and cycling presents an extraordinary opportunity to develop a link to the Dyke Trails (the Middle Arm, West Dyke and Steveston) and to connect neighbourhoods to the city-wide and regional greenway system

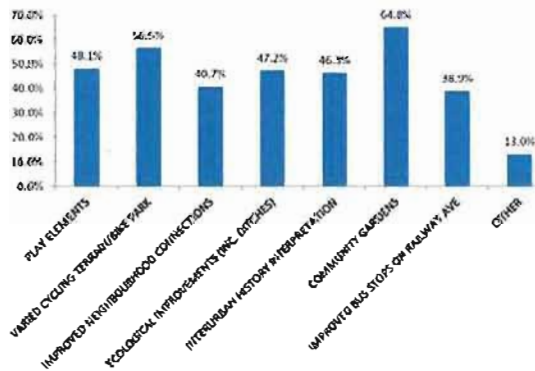
### How do you think you would use the Greenway?



(out of 108 submitted surveys)



### Greenway Elements



### Linear Park Other Comments

#### GENERAL

- please make rollerblade friendly
- flow about a canal that's big enough to accommodate narrow barges like in Europe
- maybe add a hedge between traffic and the gardens in order to protect plants and people from noise and air pollution
- other transit options i.e. At-grade rail
- light transit

#### PLANTING

- decorative planting
- put back the blackberries
- put blackberry bushes back in places
- plant something you can eat - blueberries, blackberries, crab apples, any wild fruits
- decorative planting including flowers and succulent plants (stand-alone botanical)
- community crab apple trees, fruit trees, etc berries

#### FACILITIES

- small cafe/bistro along as an intersection. Washrooms
- seating, drinking fountains, wi-fi, etc for bike tires
- drinking fountain
- dog park, off-leash dog park/areas, picnic area, benches, rest areas, water station for dogs to drink water
- picnic area w/ benches
- rest places/water (drinking)
- picnic/community gathering areas
- information signs + info

#### ACTIVITIES

- hushers
- nodes for activities - e.g. Small groups musical
- rollerblading
- off-leash dog areas
- doggie run

### Greenway Other Comments

#### CONNECTIVITY/TRANSPORTATION

- Any chance of a tram?
- Connect to Richmond Center Canada Line
- Hope this does not preclude option for future rail transit connection to Canada Line - connecting Steveston Village to downtown
- Bring back the tram or make it a trail system for leisure
- I'm not sure if I would use it at all. (house further away)

#### MODES/USE

- Scooters, Rollerblades
- It's an awesome idea and we look forward to having more options for cycling
- Pure exercise!
- Just for enjoyment/exercise

#### FEATURES

- Community garden - there is already a long waiting list for garden plots
- Horrified that all the berries were killed against the wishes of the citizens
- Potential good place to bring visitors; pause for snack/picnic break; Educational value hopefully
- Need good garbage management efforts

### The Linear Park

This corridor is wide enough that it can be more than a Greenway.

### What other elements should be included to make the Greenway more like a park?



(out of 108 submitted surveys)

### Other Comments

#### TRANSIT/CONNECTIVITY

- Need potential for transit - do not remove the rails!
- Possible to develop the greenway and former rail route into a commuter tram? To connect to Canada Line? Steveston is so isolated and moreover since the Olympics and Canada Line, Transit has let us down. A modest/sustainable transport would be welcome
- Pedestrian crossings along Railway. They should be safer
- Any improvement for getting around it for the motor
- Get the cars out and off the street as much as possible - or is very affordable and make it as convenient as possible. (bikes I assume?)
- I won't ride my bike on the road but I do use a path (dyke etc). Road is too dangerous - bike lane should not be part of road!
- Keeping the option open to restore the interurban service is great. Connections to Steveston from the Canada Line would be enhanced
- As a cyclist, I would envision (eventually):
  - A separate path for pedestrians, wheelchairs, personal mobility devices
  - A separate path for leisurely cycling - leave on road bike lanes as is
  - Signage to clearly indicate who and what should be on each path, to promote self-management of conflicts between users
  - If by-laws will apply to who may or may not use one of the paths, post that clearly
- Buses can turn right on red. Other vehicles cannot. No sign along railway avenue informing po, cyclists, and vehicles that buses can turn right on red. This is considered dangerous
- Bike trail on one side and bike lane would be great beside it with stops (resident 4110 Williams rd.)
- I like on McCallan's and near Railway. This is a great idea but would hope there's design to help keep noise from disturbing the nearby homes. Would like to see lots of trees and natural vegetation as a sound buffer
- Ecological restoration is very important to me. I'd love to see restoration of native plant species and ditch/sluice restoration and re-daylighting of streams. I would rather see that sort of heritage celebrated (ecological) than wide paved surfaces. Creating suitable habitat for local birds and animals would be educational for residents! Thanks!
- Branscombe House should be an element along the way
- Various built terrain would be excellent considering the flat Richmond terrain
- Dog park





# CONTEXT MAP

PUT A PIN  
WHERE YOU  
LIVE..



- Railway Greenway and Linear Park
- Regional Trail Connections
- Existing and Proposed Local Connections
- Crosshatch Trail
- School
- Community Centre

CNCL - 271

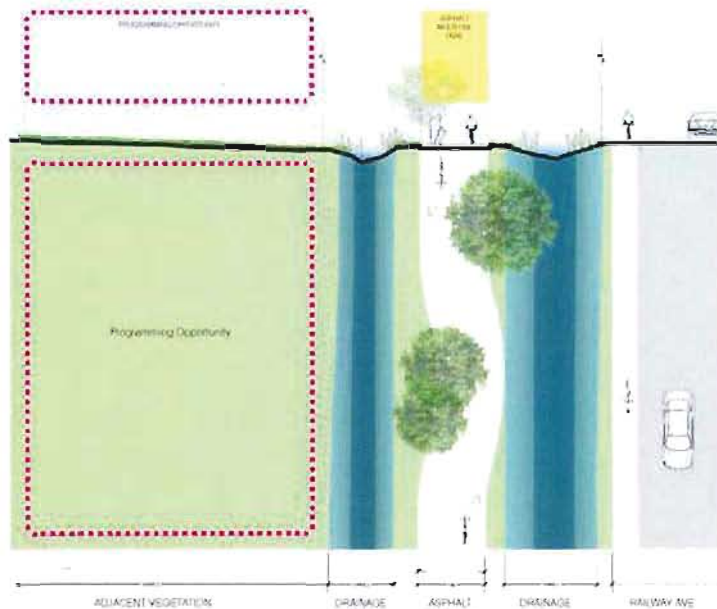


# GREENWAY - BASIC TRAIL DESIGN

## Basic Trail Layout

### Phase 1 - Making the Connection

- Construction of a trail in 2013 from Granville Avenue to Garry Street that connects with the existing trail system and the neighbourhoods.
- Addition of signage and other functional trail elements for safety, information, and ease of use.
- Development of a unique character and identity for the Greenway that reflects the historic transportation uses.



#### Description:

A 3.7 km trail will be built from Granville Avenue to Garry Street in the railway corridor. For Phase I of the Railway Greenway construction, a 4.0 m wide multi-use asphalt trail will follow the spine of the former rail bed adjacent to Railway Avenue. Since there are a number of constraints and opportunities to how the trail can be laid out, two alternatives to the basic design were considered. Analysis of the pros and cons for each alternative resulted in a decision to build the basic trail design shown.

#### Basic Trail Design - Typical Section

Scale 1:100

#### Pros

- Most cost effective
- Trail splits to retain viable existing trees
- Utilizes existing rail bed base
- Maximizes space for programming opportunities
- The multi-use trail separated by direction (N/S)
- Meandering gravel pedestrian trail may be added west of the greenway at a later phase

#### Cons

- Selective removal of existing birch trees in rail bed (arbores to evaluate all trees since this species is susceptible to birch borer disease)

#### Imagery



#### LEGEND

- Granular Pedestrian Trail
- Asphalt Bike Trail
- Asphalt Multi-Use Trail

Scale 1:2000 CNCL 272

Map continues



Map continues on right side of page



# GREENWAY - ALT. TRAIL DESIGN 1

## Trail Layout - Alternative 1



### Description:

As an alternative to the basic trail design, we explored alternatives that separate pedestrians and cyclists. Alternative 1 includes a 3.0 m wide (1.5 m each way) asphalt bike trail to follow the spine of the former rail bed and a separate 1.5 m wide gravel pedestrian trail.

### Pros

- Utilizes existing rail bed base

### Cons

- Selective removal of existing birch trees in rail bed
- Higher construction costs
- Studies show separating the greenway trail by use does not work as well as separating the trail by direction
- Difficult to merge pedestrians and cyclists at N/S intersections
- Pedestrian access to bus stops is limited

### Imagery

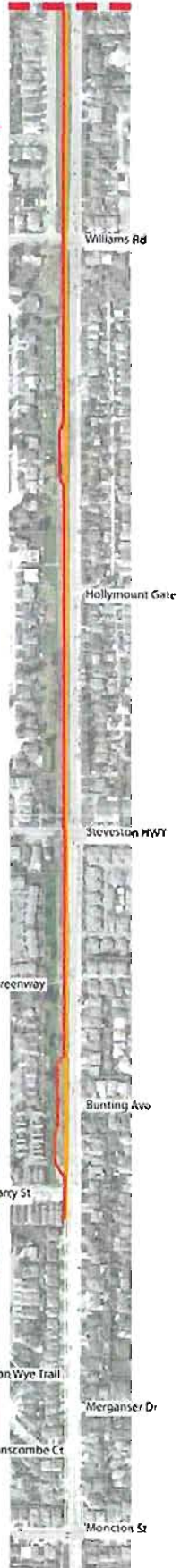


### LEGEND

- Granular Pedestrian Trail
- Asphalt Bike Trail
- Asphalt Multi-Use Trail

CNCL-273

Map continues



Map continues  
on right side of page

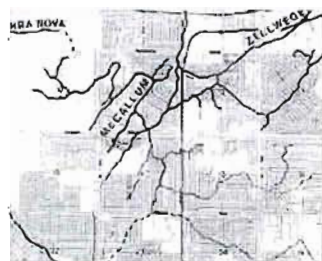


# GREENWAY - ALT. TRAIL DESIGN 2

## Trail Layout - Alternative 2



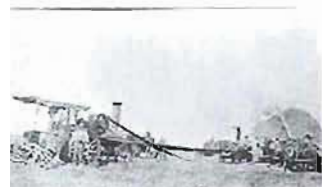




Map of McCollum Design, Richmond, 1887



Historic vegetation in West Richmond, 1954



Trenching on the Coast from 1887, CEA 1972 16 23



Railway Avenue and Williams Road 1977, CEA 1978 27 66



Branscombe house in 1903, CEA 1991 42 1



Branscombe Station in 1926, CEA 1994 42 1



Ringside Spectators, CEA 2001 5 10



Tram 1201 at Douglas, CEA



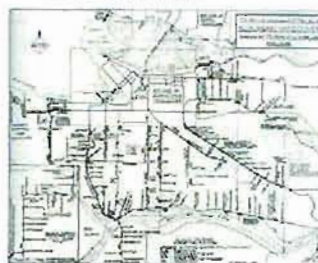
Front view of house at 11406 Railway Avenue, CEA



Ukrainian Church in 2007, CEA 2008 22 23



Dundas Road and Railway Avenue 1954, CEA 1991 11 10



Regional context of the Railway Avenue BCR corridor



McCallum Station, CEA



McCallum Subdivision, CEA

## Historical themes associated with the Railway Greenway

The BC Electric Railway has been a dominant physical feature of Railway Avenue since its construction in 1902 by the CPR.

But while Railway Avenue's heritage is most often associated with the BC Electric Railway, there are several historical themes that have shaped the cultural and physical landscape we see today.

The corridor developed generally along the historical patterns that distinguish Richmond's history: the early surveys that established the road grid, ditching and dyking to create viable farmland, and agriculture eventually giving way to suburban development.

### Physical Geography

This theme explores the geography of the Railway Avenue corridor and its environs, and the way in which this geography has contributed to the evolution of the landscape. The flat topography is typical of Richmond, and the natural vegetation of grass prairie and low shrubs made clearing for agriculture easy.

The low-lying nature of the land is illustrated by two sloughs which once permeated what is now the corridor. McCallum Slough extended as far south as Francis Road, with spawning chum salmon once found in its drainage canals. The No. 1 Road Slough was thought to have been navigable to Railway Avenue.

### Local Agriculture and Employment

This theme underscores the Railway Avenue area as being dominated by agriculture, including hay production, but including dairying, orchards, and animal husbandry, such as the Ransford milk farm.

Farming on Railway Avenue also included the Fennell Farm thoroughbred breeding farm in the 1950s. This agricultural land use is also a connection to the important social use of the BCER "Sockeye Special" to attend racing at Brighouse and Lansdowne.

While farming continued to be a primary occupation in the area for many years, workers' jobs also diversified over time. In the 1930s, '40s and '60s, carpenters, engineers, plumbers, accountants, truck drivers and machinists were all resident along Railway Avenue. It is certain that the tram played a key role in transporting Railway Avenue workers to their respective jobs.

### Infrastructure: the BC Electric Railway

This theme underscores the importance of the BCER to both the development history and community character of the Railway Avenue corridor and the City of Richmond as a whole.

The BCER was key in carrying dairy and other agricultural products from Richmond to markets in Vancouver and New Westminster, while cannery workers used the line extensively.

### Pioneers and Multiculturalism

This theme addresses the diverse nationalities that made the Railway Avenue corridor their home. Among other nationalities, the corridor had people of Chinese, Japanese, Eastern European, German descent.

In 1942, the federal government's policy of removing all persons of Japanese descent from the west coast during World War II impacted those Japanese families on Railway Avenue.

The Branscombe house, constructed between 1906 and 1908, was home to the pioneering Branscombe family, who operated a dairy farm on their property to the south and west. The house is a significant example of Richmond's early housing stock in this area, as is the Craftsman style Ransford house just north of Steveston Highway. The Yarmish family were instrumental in the construction of the Ukrainian Catholic church.

### Transformation to Suburban Development

Like the rest of Richmond, the farms along Railway Avenue began to be subdivided and transformed into suburban enclaves beginning in the 1950s, when Richmond was marketing itself as a place to live a modern life.

The first subdivision was developed on John McCallum's 200 acres at Railway Avenue and Blundell Road.

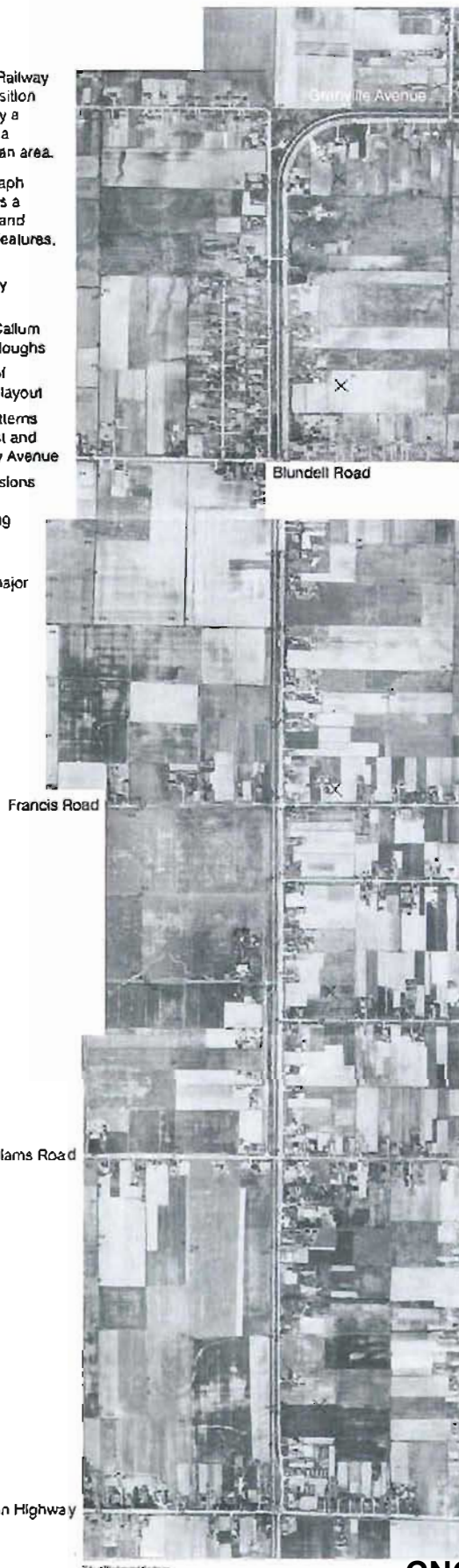


# HERITAGE SIGNIFICANCE

Post World War II, Railway Avenue was in transition from being primarily a farming corridor to a developing suburban area.

This aerial photograph from 1954 illustrates a number of cultural and natural landscape features, including:

- The BCER Railway corridor
- Traces of the McCallum and No. 1 Road sloughs
- The grid pattern of Richmond's road layout
- Farm and field patterns still stretching east and west from Railway Avenue
- Emerging subdivisions and residential development along Railway Avenue
- The clustering of development at major intersections



## Heritage values associated with the Railway Greenway

The BC Electric Railway has played a major role in the evolution and development of the City of Richmond, and is a valuable heritage resource for the city. The associated history of Railway Avenue and its evolution as a community is also important. Some identified values include:

- As part of a transportation system that operated between 1902 and the late 1950's, the BCER has historical and symbolic importance to the City of Richmond when the community's economy was dominated by fishing, canning, agriculture and sawmills, and the need to transport these products to Vancouver and the Fraser Valley.
- The electric railway played a social role in the lives of Railway Avenue residents as they traveled on the tram for work or leisure.
- Part of an important regional transportation network, the corridor is a reminder of the materials, construction techniques and the regular ordering of tracks, electrical poles and stations along the route.
- A reminder of a system which used the most current technological innovation available to power the electric trams, at a time when the use of electricity was becoming common throughout the province.

## Mapping Community Heritage

The purpose of this interactive mapping exercise is to articulate why the heritage and character of the Railway Greenway is valuable and significant to the community.

**Heritage values** are defined as the **historical, aesthetic, spiritual, social, cultural and scientific** significance or importance of a place for past, present or future generations.

Values can relate to the physical aspects of the place, such as uses, buildings, landscapes, trails, spiritual sites, or natural features.

Values can also be intangible, including stories, memories, traditions, events, language or place names.

Review the historic themes developed for the Railway Greenway. Then consider the questions below relating to the heritage value and character of the Railway Greenway.

1. What are the heritage values associated with the Railway Greenway, and why are they important to you?
2. What are some of the places, events, people or stories that are important in illustrating the Greenway's heritage?
3. What are some of the historical and current landscape features that give the Greenway its character?

Provide your responses by:

- Writing or drawing directly on the map
- Use a post-it note to record your ideas and place it on the map
- Write your thoughts and place in the box



# REVEALING HISTORY/ CREATING IDENTITY

## Tracing and revealing the interurban tram line

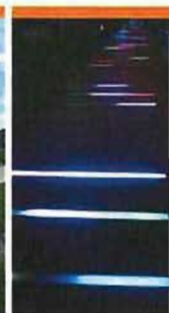
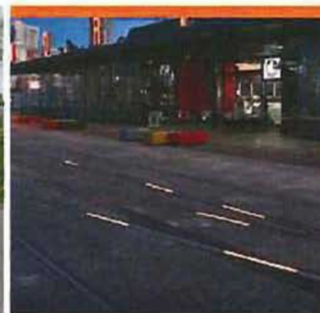
Retrofitting hydro poles w/ lighting  
Historic



Repurposing rail bed



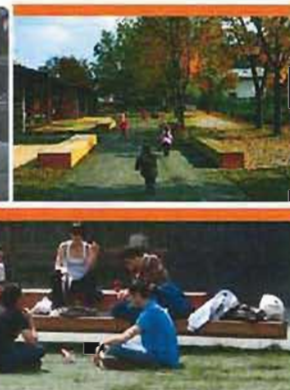
Highlight relict tram infrastructure



Tram stops reinstated as bus shelters



Train car style seating



Trestle crossings



Public art, wayfinding and interpretive info





# WAYFINDING

In order to feel like a cohesive journey and to add value to this new amenity, Railway Greenway needs a standardized system of signs which will clearly communicate where you are, which way you need to go next and what you might find when you get there.

We are proposing a consistent approach to signage throughout Railway Greenway which includes the following sign types:

## Wayfinding Signage

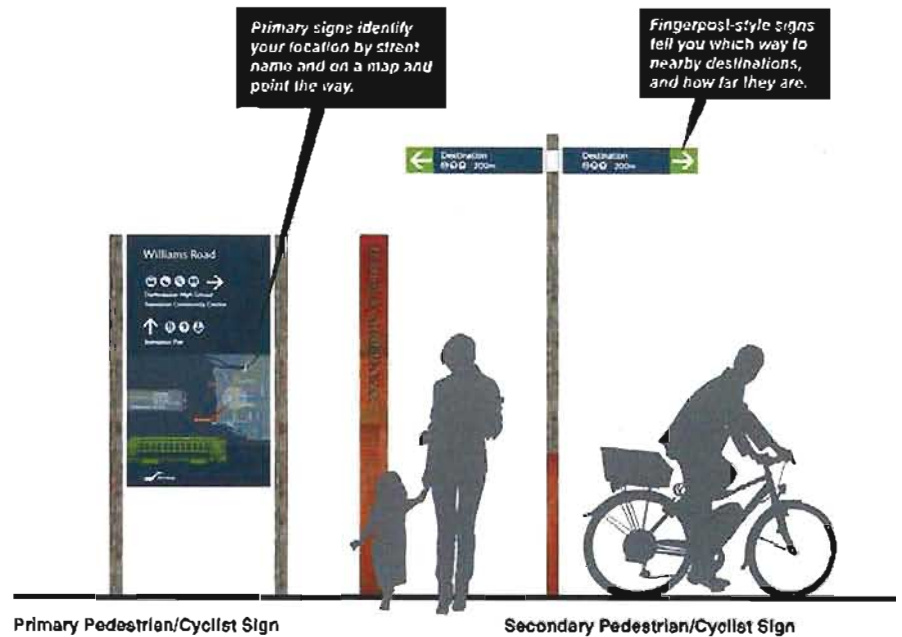
Greenway users need wayfinding information in a system of progressive disclosure. This means that you get the information you need to make the choice at hand—left, right, or continue on?—but not be overwhelmed by too much information at once. These sign types are proposed:

### Primary Pedestrian/Cyclist Sign

- Identify Railway Greenway
- directions and distances to nearby key destinations
- diagrammatic orientation map linking to South Dyke Trail, among other bike routes

### Secondary Pedestrian/Cyclist Sign

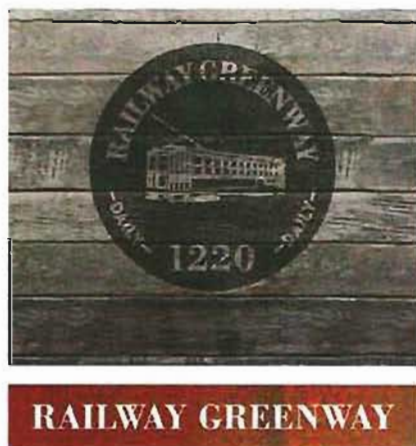
- directional fingerposts with icons for amenities
- distance indicator



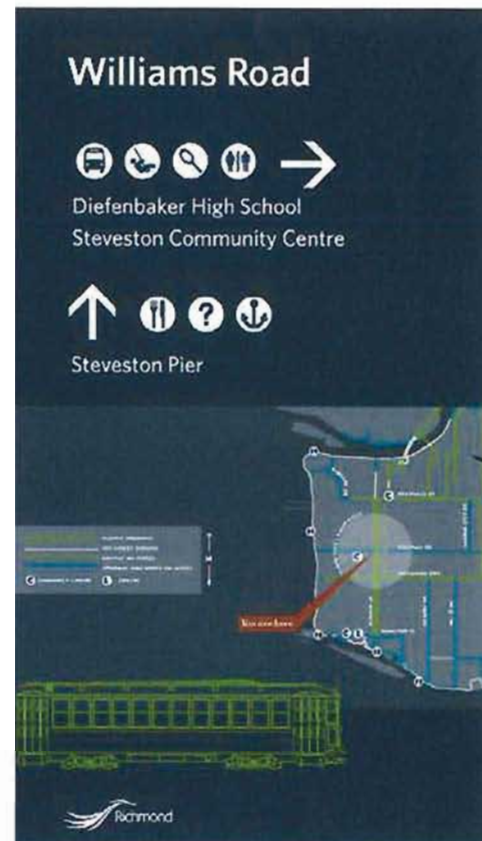
### Concept Studies for Icon & Colour Palette



### Materials Palette showing Bridge Decking with Icon, Corsten Steel Cutout



This is a series of options and studies for identity markers using icons of railway history. Unique identifiers add meaning and value to an amenity such as Railway Greenway.



## Interpretive & Identification Signage

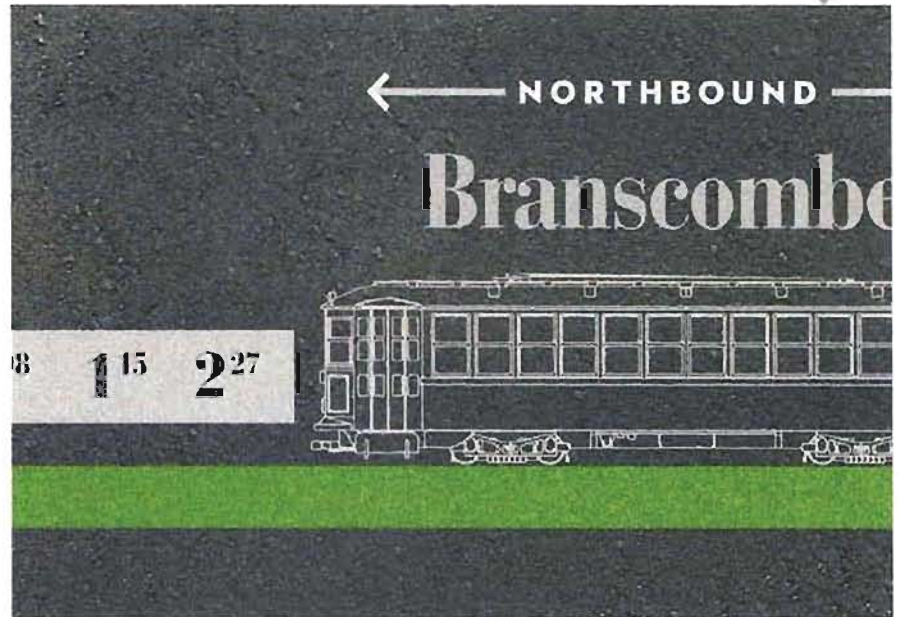
In addition to simple wayfinding, Railway Greenway signage can convey a unique identity for this corridor and tell stories of historical interest. We propose an combination of identity and interpretive signage incorporated into the landscape and architectural design of the greenway:

### Ground Plane Graphics

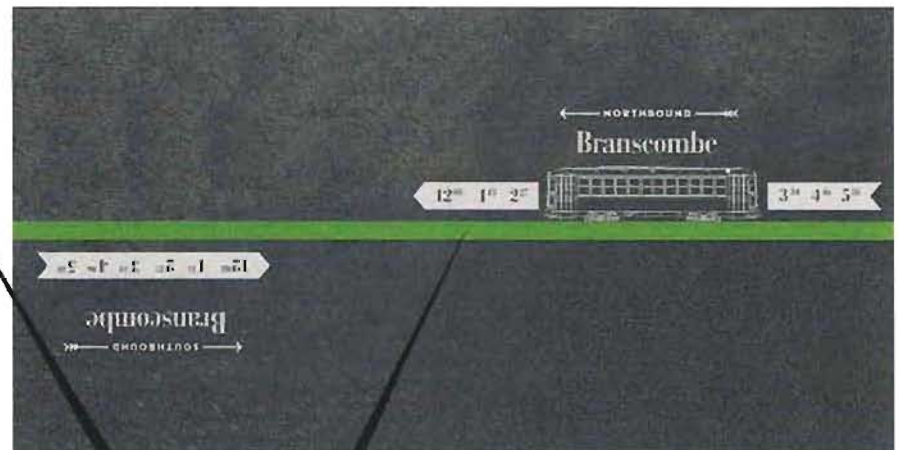
- markers on asphalt indicate historical tram stops
- Identity Icon embedded in paving and on wooden bridges

### Interpretive Signage

- text, photos and/or graphics telling a specific story or memory of that station stop (NOT SHOWN)



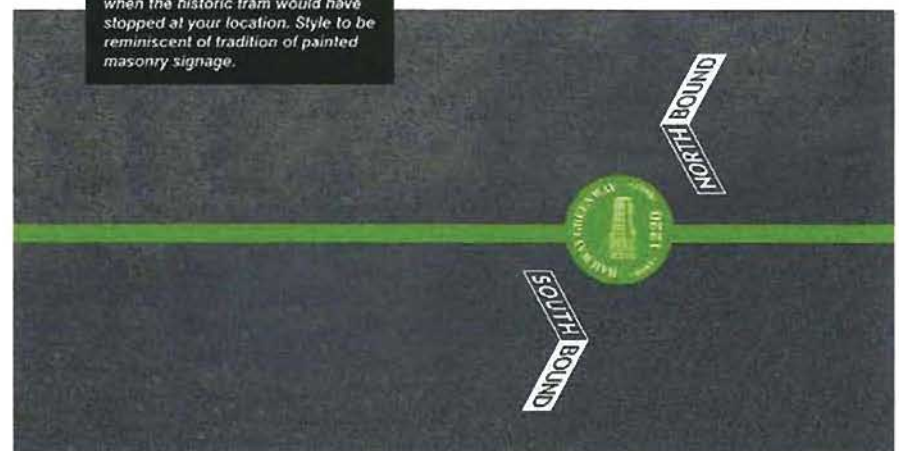
Ground Plane Graphics — Historical Station Marker (Detail)



Storytelling information layer says when the historic tram would have stopped at your location. Style to be reminiscent of tradition of painted masonry signage.



Historic-flavour markers to re-inforce the directional nature of the two sides of the greenway median line.



Ground plane Graphics — Directional Reminders & Route Identifier



## Future Phases: Adding the extra layers

The location and width of the railway corridor allows for a variety of other recreational activities and program elements to occur.

These other 'layers' will require further community input and future budgets.

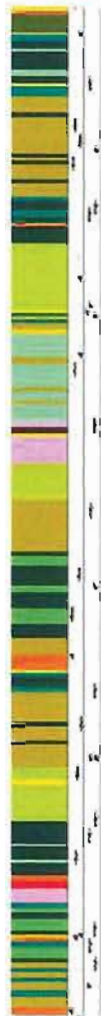
However, if the community determines some of these program elements are a priority then they may be added to Phase 1 as the budget allows.

Social, Active and Ecological Program Options:



## How can we arrange the activity along the corridor?

### Disperse



The DISPERSE Concept suggests to arrange activities and ecological features along the corridor in a scattered way.

#### PROS:

Each neighbourhood along the corridor would have local access to a variety of programs.

#### CONS:

Activities and landscape types along the corridor may be too small to create strong identities. Memorable moments along the greenway will be at a small, local scale.

### Define



The DEFINE Concept suggests that activity is arranged in large clusters of specific elements.

#### PROS:

Elements along the corridor will be large and distinctive, creating memorable places with defined identities. This is in keeping with the regional scale of the Railway Corridor.

#### CONS:

Collecting all of a specific program in one place may emphasize the regional over the local and require users to travel longer distances to access specific activities, such as community gardens.



# ECOLOGICAL IMPROVEMENT

## Stormwater Management

Stormwater Conveyance / Detention



Learning and Experiencing



Stormwater Storage



## Native Planting



## Invasive Species Strategy



## Wildlife Enhancement



## Integrate Existing Trees



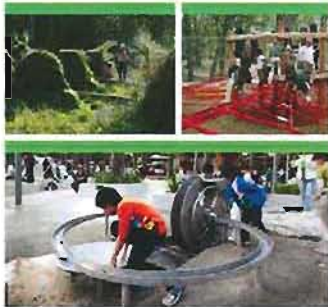
CNCL - 281



# PROGRAM

## Active

### Play features



### Dog park



### Bike terrain park



### Health and wellness



## Passive

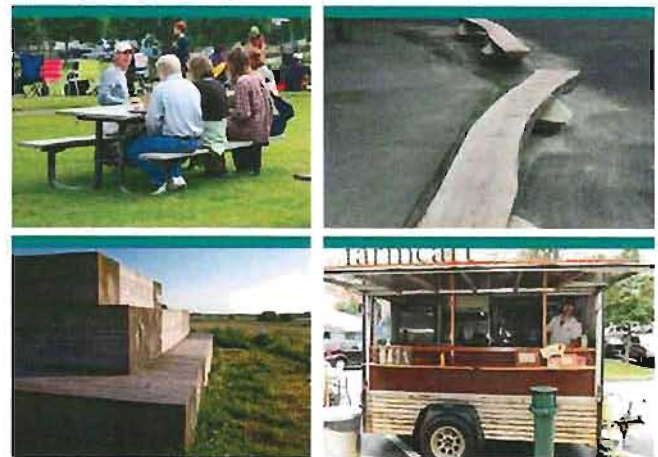
### Community garden



### Urban orchard



### Seating and gathering

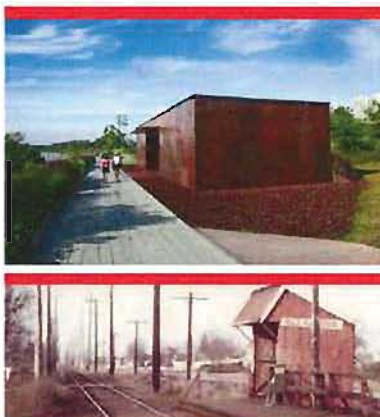


## Everyday / Events



## Facilities

### Washrooms



### Seating



### Fountains



### Bus shelters



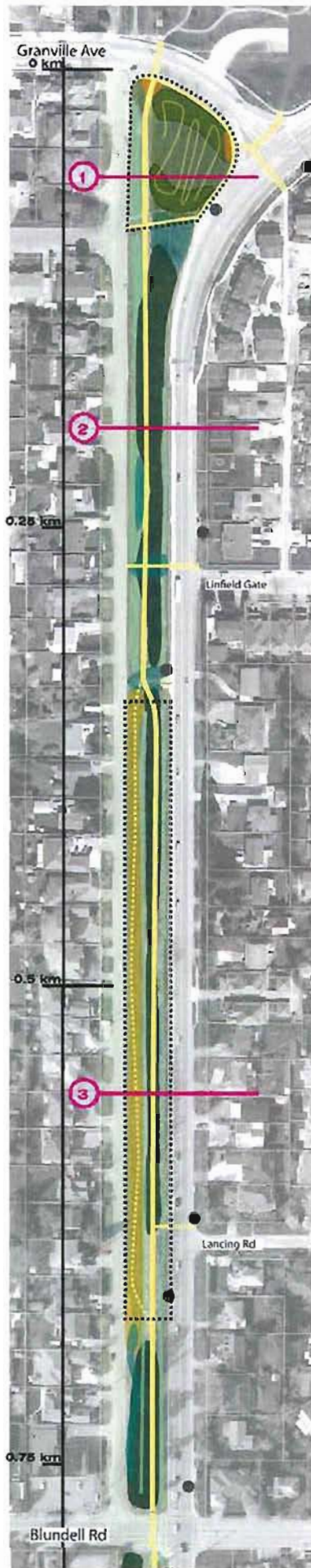
### Bike stations



GNCL - 282



# STUDY AREA ONE - Granville to Blundell



Suggested program:

Bike  
Terrain



Art /  
Signage



Seating

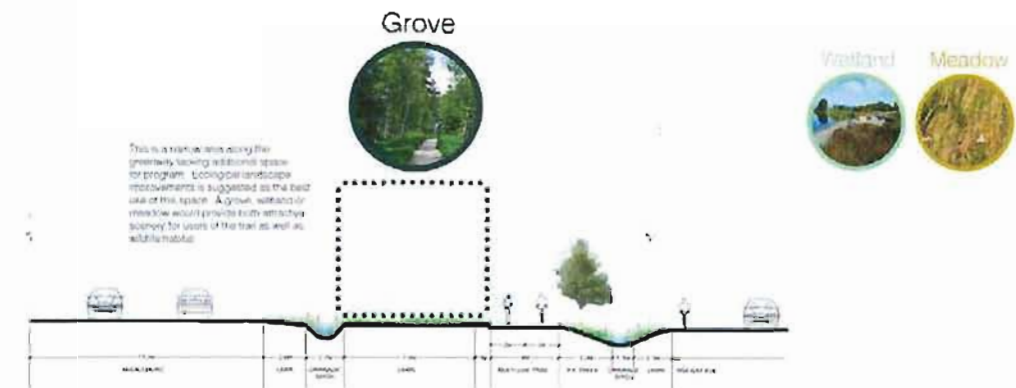


Other program possibilities:

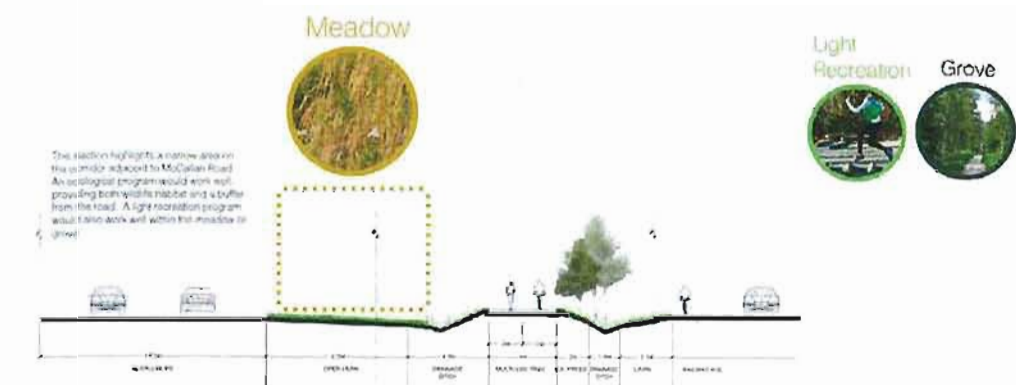


This unique area, surrounded by roadways, is a large space compared to the rest of the greenway. Located adjacent to Thompson Community Centre, an active use such as a bike terrain park would be a good fit since the site is already busy and would complement the active program at the Community Centre. With sight lines from Granville Ave and Railway Ave, there is an opportunity for a prominent piece of public art to act as a beacon and gateway to the endorsed greenway.

1 Section  
Scale 1:100



2 Section  
Scale 1:100



3 Section  
Scale 1:100

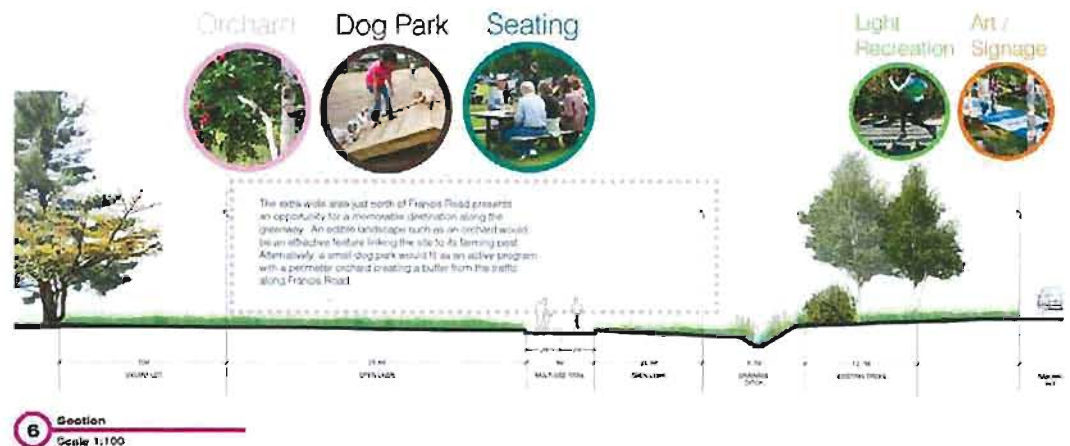
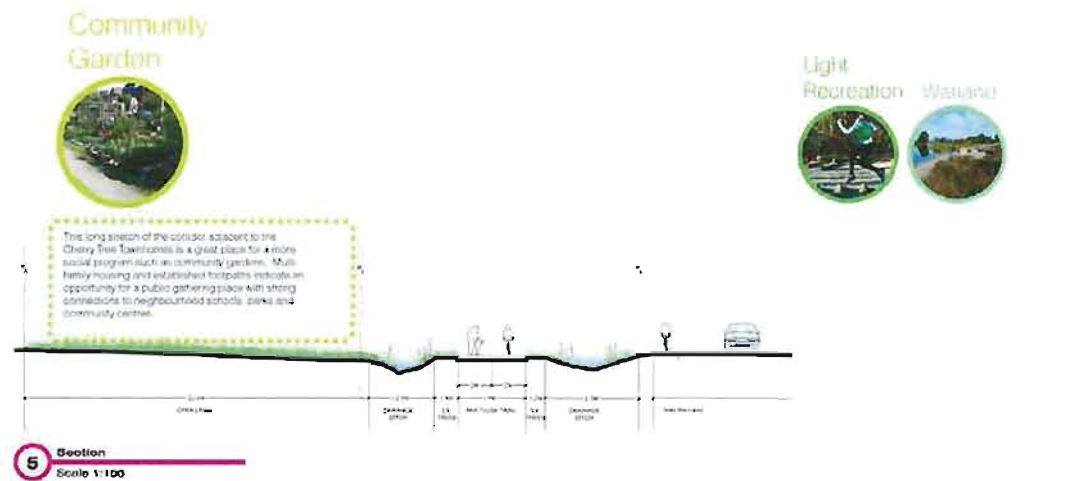
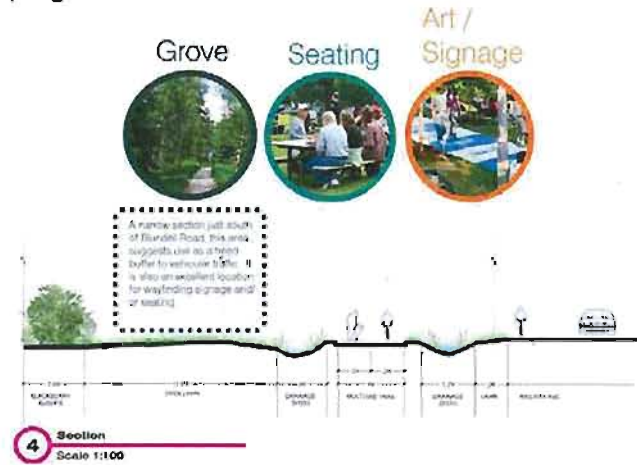
CNCL - 283



# STUDY AREA TWO - Blundell to Francis

Suggested program:

Other program possibilities:



CNCL - 284





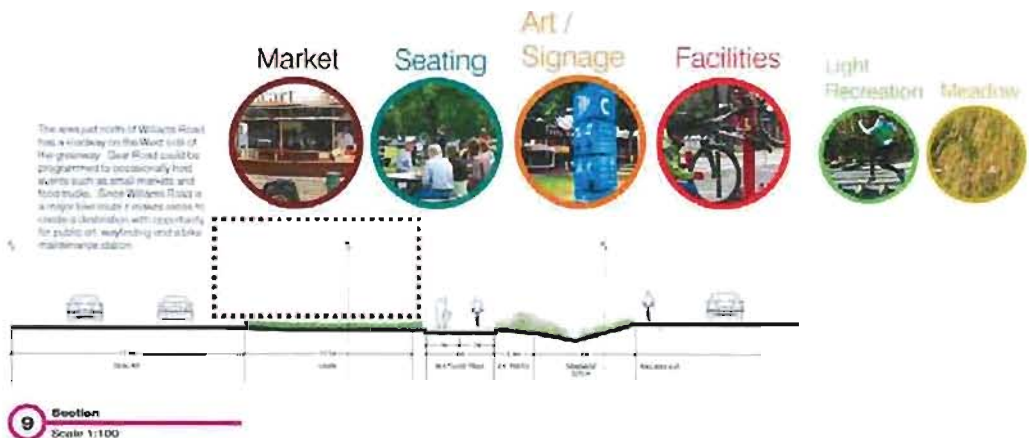
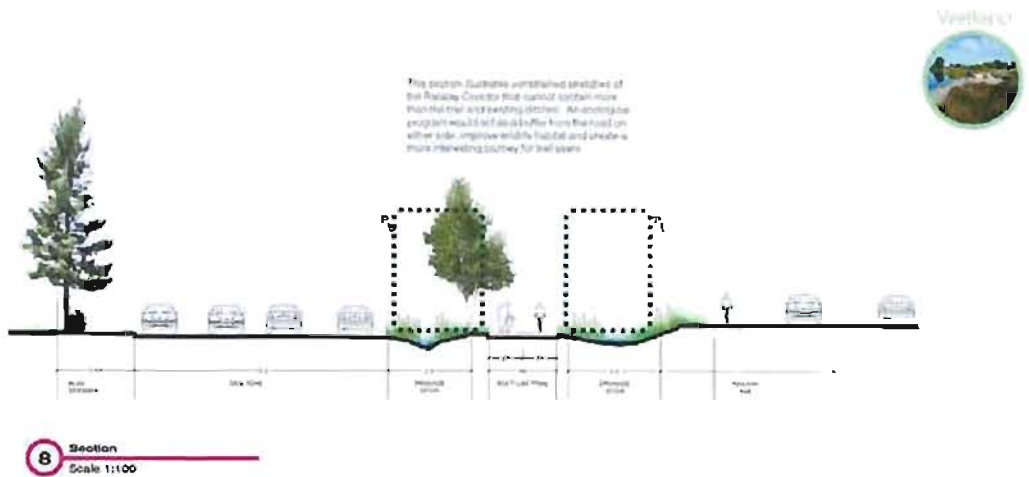
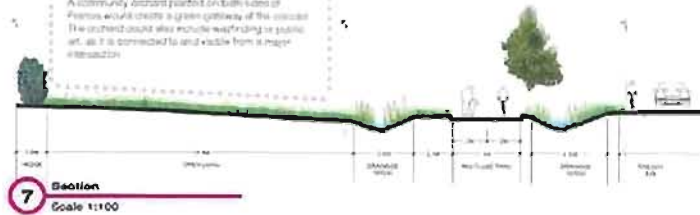
# STUDY AREA THREE - Francis to Williams

Suggested program:



A community orchard planted on both sides of Francis would create a green gateway of the corridor. The orchard could also include wayfinding or public art, as it is connected to and visible from a major intersection.

Other program possibilities:



CNCL - 285





# STUDY AREA FOUR - Williams to Steveston HWY

Suggested program:

Grove

Seating

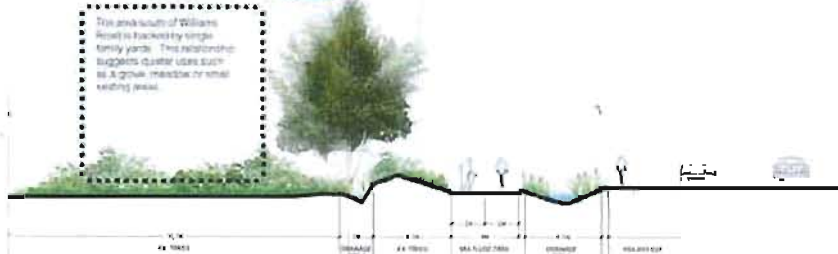
Other program possibilities:

Meadow

Light Recreation



This area south of Williams Road is backed by single family yards. This relationship suggests cluster uses such as a grove, meadow or small seating areas.



10 Section  
Scale 1:100

Community Garden

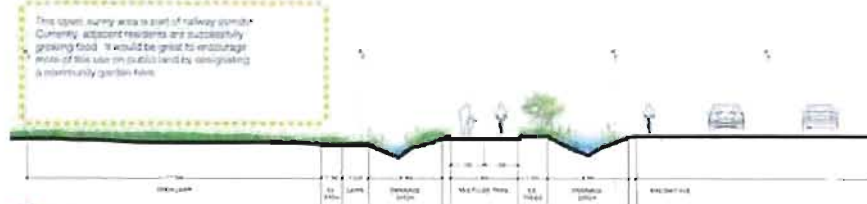


Light Recreation

Meadow



This open sunny area is part of railway corridor. Currently, adjacent residents are successfully growing food. It would be great to encourage more of this use on public land by designating a community garden here.



11 Section  
Scale 1:100

Facilities

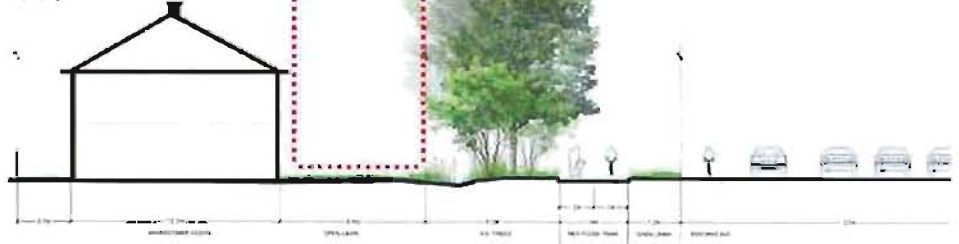
Art / Signage

Seating

Light Recreation



Shawcrist House is a significant historic building and may be a destination on the Greenway. This location also provides a separate accessible public washroom and may also house other facilities such as a drinking fountain or bike repair station. The possibilities for heritage interpretation through signage and public art are many.



12 Section  
Scale 1:100

CNCL - 286

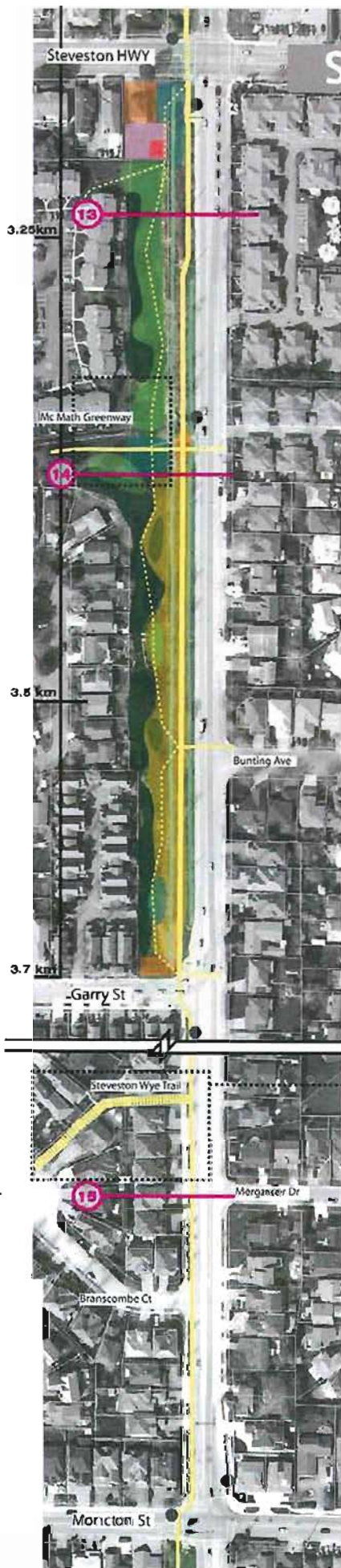




# STUDY AREA FIVE - Steveston HWY to Moncton

Suggested program:

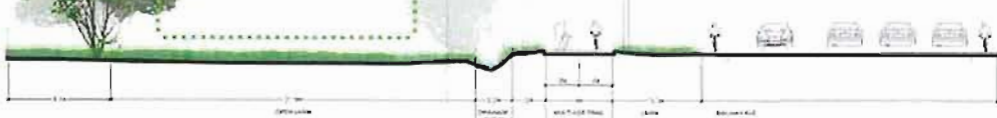
Other program possibilities:



Light  
Recreation



A busy wide lawn area exists between Steveston Highway and the McMath Greenway. This area is well connected to the neighbourhood and may be programmed for light recreation such as fitness stations, ping pong, lawn bowls, etc.



13 Section  
Scale 1:100

Meadow

Grove



Light  
Recreation

Seating

Art /  
Signage



The connection to the Midtown Greenway should be a well defined node along the route. This is an opportunity for wayfinding signage as well as existing place and active parklike programming.



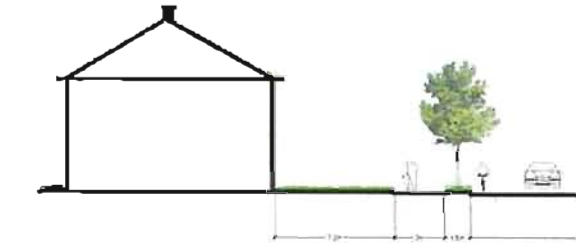
14 Section  
Scale 1:100

Community  
Garden

Dog Park



An existing shared pedestrian and cyclist trail that follows the old railway through Steveston Park to the corner of No. 1 Road and Moncton Street. A train building is currently under construction that will house the information kiosk #1000. This trail is a rich of the main infrastructure and an important connector from the Railway Greenway to the Steveston Community Centre and near train building.



15 Section  
Scale 1:100

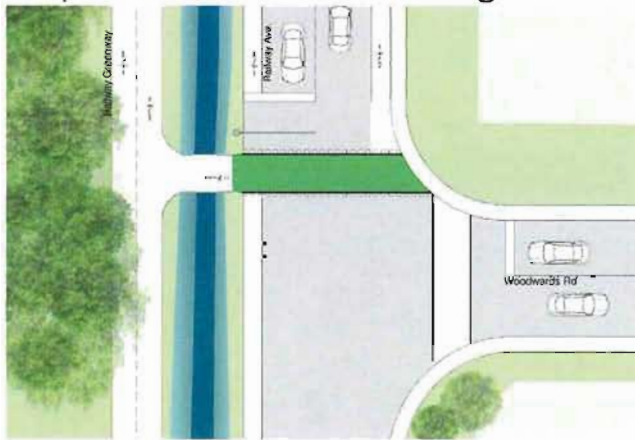
Between Garry Street and Moncton there is no longer a rail bed for the greenway. The greenway will continue and connect to the Britannia Heritage Shipyard and the Riverfront. Beyond this will either transfer to the line on the roadway or use the existing entry wide (intended to continue south).





# INTERSECTIONS AND CROSSINGS

## Proposed East-West Crossing



### Existing crossing at Woodward Rd and Railway Ave:

- no signal at crossing
- on west side, pedestrians land on Railway Ave bike lane



### Proposed signalled crossing:

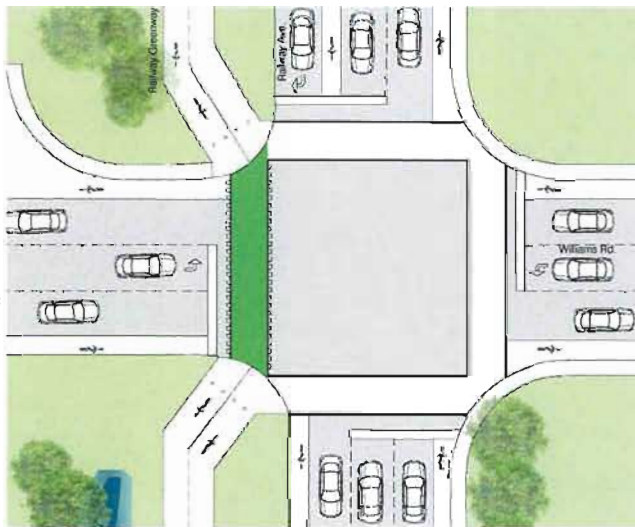


Button controlled signal at appropriate height for cyclists.



Signal at crossing to stop vehicular traffic.

## Proposed N-S Intersection - Interim Condition



### Existing crossing at Williams Rd and Railway Ave:

- designed for pedestrians
- no connection to proposed greenway

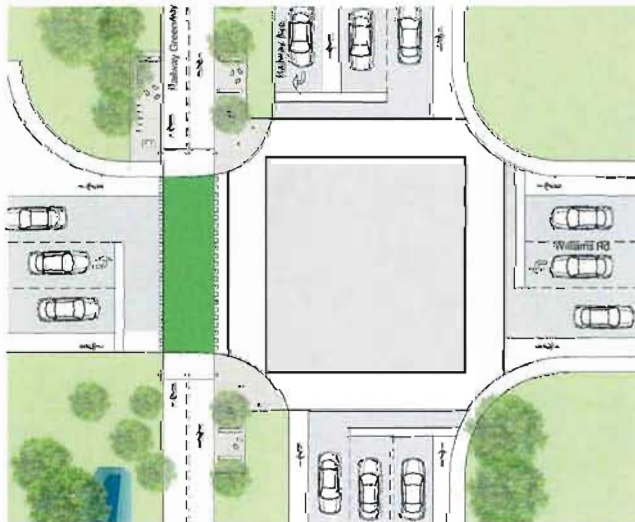


### Proposed signalled crossing:



Temporarily paint and mark existing crossing with "elephant's feet" indicating the crossing is shared for pedestrians and cyclists.

## Proposed N-S Intersection - Future Condition



As funding allows, construct a shared crossing that allows greenway cyclists and pedestrians to cross the road directly from the greenway



Button signal at appropriate height for cyclists.



Bollards or markings to make cyclists and pedestrians aware of street crossing.

Future construction may also include small plazas at intersection corners with:



Bike Parking

Public Art

Bike Stations

Seating

### Typical Plan

Scale 1:150

GNGL-288

0 5 10 15 m

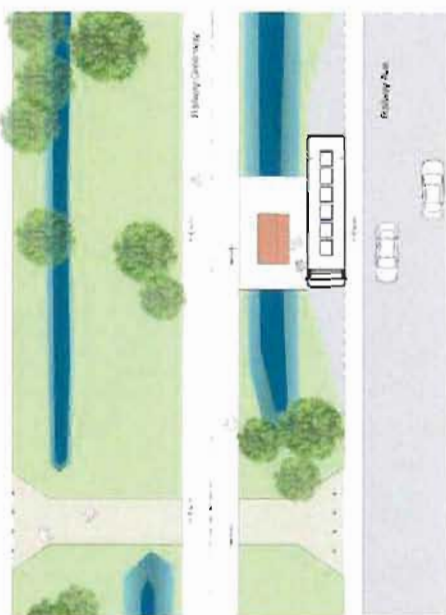
Granville Ave  
Linfield Gate  
Landing Rd  
Blundell Rd  
Colbeck Rd  
Francis Rd  
Maple Rd  
Woodwards Rd  
Williams Rd  
Hollymead Gate  
Staverton Hwy  
Bunting Ave  
Garry St  
Mendon St

LEGEND  
Major Intersection  
Crossing

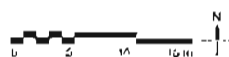


# BUS STOPS AND SHELTERS

## Proposed Improved Bus Stops on Railway Ave



Typical Plan  
Scale 1:150



### Proposed bus stops:



Bus stops have shelter for weather protection and are accessible to all



Bus shelters may take on a similar form and character reminiscent of the historic tram stops with direct connections to the proposed Greenway

### Existing bus stops on Railway Avenue:

- no shelter for transit users
- bus pulls into bike lane to pick up passengers
- stops are not accessible



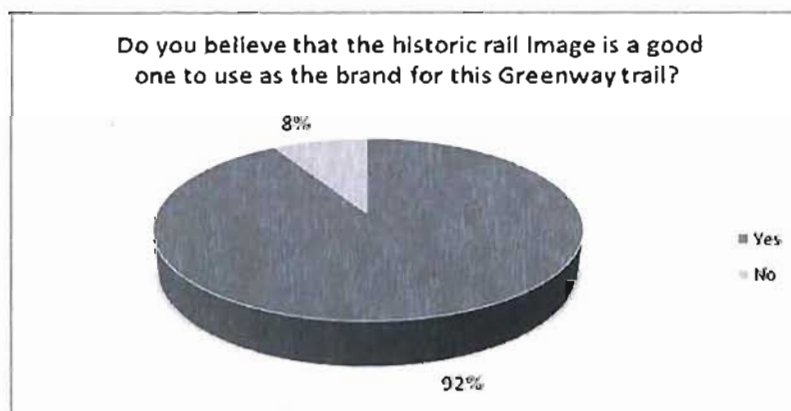
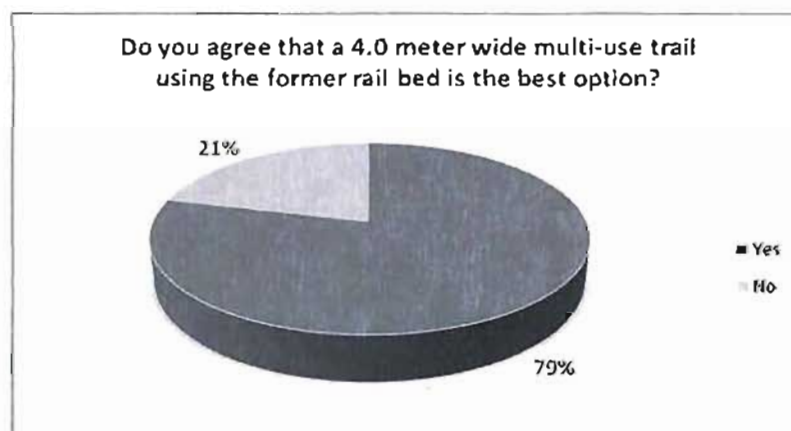
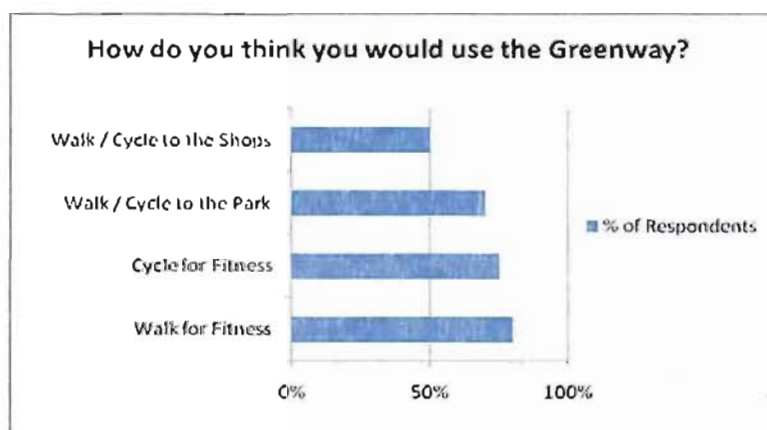
Bus bay is extended to allow safe passage for cyclists on Railway Ave bike lane.

LEGEND  
Bus Stop

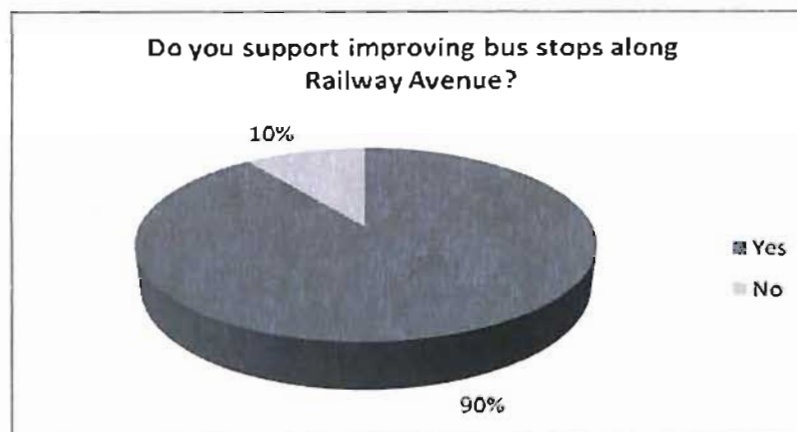
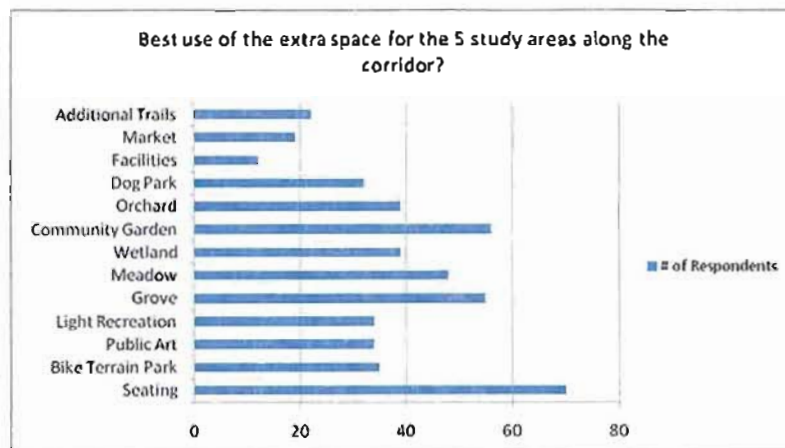
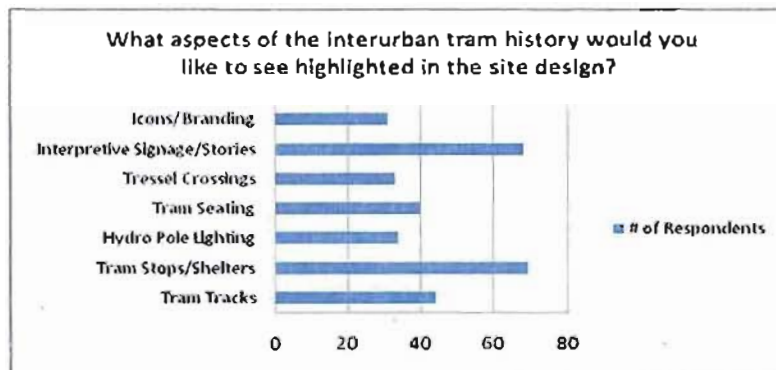
Railway Corridor Greenway  
July 1 and October 20, 2012  
Public Open House Survey Results

A total of 238 surveys were completed at both the July 1<sup>st</sup> and October 20<sup>th</sup> public open houses. In addition, another 50 comments were collected from the annotated maps and boards including the Focus Group Workshop on September 20<sup>th</sup>.

The following pages summarize key survey results and comments made at these three public engagement venues.



Railway Corridor Greenway  
July 1 and October 20, 2012  
Public Open House Survey Results



Railway Corridor Greenway  
A Sampling of Comments

**Do you agree that a 4.0 meter wide multi-use trail using the former rail bed is the best option?**

- Should be wider.
- Full width of existing right of way; use basic trail design with rest areas and some meandering of trail.
- I prefer alternate trail design 2 where the pedestrian trail is separate from the cyclist trail. But yes, using the former rail bed is a good idea.
- Cover the drainage ditches - more area to play with - less bugs and rats.
- Not enough running room, walking room; cycle - lots already; really wider please.

**Do you believe that the historic rail image is a good one to use as the brand for this Greenway trail?**

- Graphic design looks classy.
- Past is interesting, but think about the future as well.

**What aspects of the interurban tram history would you like to see highlighted in the site design?**

- Very good signage; display ideas; integrate history with heritage bus stops.
- Lots of historical stories & signs & photos/local art.
- Wonderful for tourists.
- Mini-tram for kids as a playground option (like mini-boat on River Rd., W.E. Corridor).
- Tram era benches and other street furniture.
- Whatever is fine but keep maintenance of adjacent green space in mind.
- All would be interesting, but give a contemporary twist to these historic features; avoid replicas.
- Bring back the tram.

**Best use of the extra space for the 5 study areas along the corridor?**

- Branscombe House Gardens, Apple Orchard (water available), see sales @ Branscombe.
- Keep green space. No dog or bike park. Long standing issue with dog residue.
- Dog park only if fenced in. Terrain park full length of greenway for x mountain biking.
- Washrooms; park areas (playground).
- Allow asphalt for bikers & runners.
- Bring back the blackberries. The community enjoyed these for years.
- Adult fitness 50+ outdoor stations near Burnett Sec. In the big triangle space; Community garden; Water fountains; washrooms.
- Restore Branscombe House - tea house, snack bar, museum.
- Why not a couple of croquet pitches where space will allow; will vendors be allowed to sell their food or wares?



## Railway Corridor Greenway A Sampling of Comments

### General Comments

- Drinking fountains & washrooms; parking for visitors & cyclists.
- Try to integrate existing trees - make track winding.
- If wetland is incorporated, please don't restrict dogs! Dog owners are one of the few groups who actually stop along walks and talk to each other.
- Foot bridges east/west; remove small drainage ditch - is there a need for two?
- Use existing trees especially the birch.
- If the Bike Park were placed across from Burnett School in the "triangle" I am pretty sure the Association would help fund this.
- Whatever is done to pave the trail, don't put gravel, pebbles or small rocks.
- Every bus stop should have a good shelter.
- The Railway Avenue ditch is needed and ok.
- It's an awesome idea and we look forward to having more options for cycling!
- Pure exercise!
- Please make rollerblade friendly.
- How about a canal that's big enough to accommodate narrow barges like in Europe.
- Plant something you can eat - blueberries, blackberries, crab apples, any wild fruits.

### Facilities

- Seating, drinking fountains, Wi-Fi, air for bike tires.
- I live on McCallan near Railway. This is a great idea but would hope there's design to help keep noise from disturbing the nearby homes. Would like to see lots of trees and natural vegetation as a sound buffer.
- Ecological restoration is very important to me. I'd love to see restoration of native plant species and ditch/slough restoration and re-daylighting of streams. I would rather see that sort of heritage celebrated (ecological) than wide paved surfaces. Creating suitable habitat for local birds and animals would be educational for residents. Thanks!
- Branscombe House should be an element along the way.
- Varied bike terrain would be excellent considering the flat Richmond terrain.
- I think it's a good idea because I don't feel safe riding my bike next to the buses.
- This is a great opportunity for safely getting from north dyke to Steveston.
- Great idea!
- Great endeavour! Thanks. Get on with it!





**Solid Waste & Recycling Regulation Bylaw No. 6803,  
Amendment Bylaw No. 8976**

The Council of the City of Richmond enacts as follows:

1. The **Solid Waste and Recycling Regulation Bylaw No. 6803**, as amended, is further amended by deleting the opening paragraph of section 1.6.1 and substituting the following:

“1.6.1 Notwithstanding the definitions of **garbage** or the provisions of section 1.1, the City will not arrange for the collection and disposal of, and no person may place, the following materials out for collection under Part One of this bylaw (except, if applicable, a **large item** in accordance with section 1.8):”

2. The **Solid Waste and Recycling Regulation Bylaw No. 6803**, as amended, is further amended by adding the following after subsection 1.7.1:

**“1.8 Large Item Pick-Up Service**

- 1.8.1 The **City**, subject to subsections 1.8.2 to 1.8.5, will arrange for the pick-up of a maximum of four (4) **large items** per calendar year from:

- (a) a **single-family dwelling** or a unit in a **duplex dwelling** that receives **City garbage** collection service; and
- (b) a unit in a **townhouse development** that receives **City garbage** or **City blue box recycling** service,

and every **owner** of a property referred to in subsection 1.8.1(a) and (b) above must pay the **large item** pick-up fee specified in Schedule A, which is attached and forms a part of this bylaw.

- 1.8.2 The **large item** pick-up service established pursuant to section 1.8.1 shall be only for **large items** that were used at the **single-family dwelling, duplex dwelling** or **townhouse development** where the **large item** is placed for pick-up.
- 1.8.3 The maximum of four (4) **large items** per calendar year per eligible **single-family dwelling**, unit in a **duplex dwelling** and unit in a **townhouse development** may be disposed of at the same time or on different occasions. If in any calendar year, an eligible dwelling unit does not dispose of four (4) **large items**, that eligible dwelling unit may not carry forward the collection of the remaining item or items into a future calendar year.

1.8.4 **Large items** will be picked up from an eligible **single-family dwelling**, unit in a **duplex dwelling** and unit in a **townhouse development** on that dwelling unit's **collection day**, provided:

- (a) the **occupier** contacts, by 5:00pm on the Thursday prior to the **collection day**, the person designated by the **City** to administer the **large item** pick-up service;
- (b) the **large item** is placed in the manner required by subsection 8.1.1(b)(i), (ii) and (iii); and
- (c) if the **large item** is a refrigerator, freezer, icebox or other container that is equipped with a latch or locking device, the doors of such **large item** are removed and placed beside the **large item**.

1.8.5 By no later than 9:00 p.m. on **collection day**, an **occupier** must remove from public view a **large item** placed out for pick-up if the **large item** is:

- (a) tagged as being inappropriate or unacceptable, in the sole discretion of the **City**;
- (d) placed for pick-up without the **occupier** contacting, by 5:00pm on the Thursday prior to the **collection day**, the person designated by the **City** to administer the **large item** pick-up service; or
- (b) missed for any reason.

3. The **Solid Waste and Recycling Regulation Bylaw No. 6803**, as amended, is further amended by deleting subsection 2.1.1(b) and substituting the following:

“(b) arrange for the collection and disposal of **yard and garden trimmings** and **food waste** from all **single-family dwellings**, each unit in a **duplex dwelling**, and each unit in a **townhouse development** that receives **City garbage** or **City blue box recycling** service;”

4. The **Solid Waste and Recycling Regulation Bylaw No. 6803**, as amended, is further amended by deleting section 2.5 in its entirety and substituting the following:

**“2.5 Preparation of Yard and Garden Trimmings and Food Waste for Collection**

2.5.1 An **occupier** of a **single-family dwelling** or a unit in a **duplex dwelling** to which **garbage** collection service is provided and an **occupier** of a unit in a **townhouse development** to which **City garbage** or **City blue box recycling** service is provided, may place for collection on **collection day**:

- (a) **yard and garden trimmings**, provided that such materials are:

- (i) securely tied in a bundle, provided the bundle is less than: (A) 1 metre (39 inches) in length; (B) 0.6 metres (24 inches) in width; (C) 0.3 metres (12 inches) in height; and (D) 20 kilograms (44 pounds) in weight; or
  - (ii) placed entirely within a **compostable paper bag** which meets the criteria set-out in paragraphs 2.5.1(b)(ii)(E), (F), (G) and (H); and
- (b) **yard and garden trimmings** together with **food waste**, provided such materials are placed entirely within:
- (i) a **yard/food waste cart**; or
  - (ii) a container which meets the following criteria:
    - (A) is made of rigid metal or plastic with a watertight, removable lid;
    - (B) is marked clearly and visibly with a “FOOD SCRAPS AND YARD TRIMMINGS” label provided by the **City**, or such other label designated or provided by the City for such purpose;
    - (C) is used solely to hold **yard and garden trimmings** and/or **food waste**;
    - (D) has a shape and opening which permits emptying with minimum effort;
    - (E) has handles or handling devices which permit lifting and emptying safely by one person;
    - (F) is strong enough to withstand normal handling and lifting;
    - (G) does not exceed a gross weight of 20 kilograms (44 lbs) when full;
    - (H) is properly closed or sealed; and
    - (I) has a capacity not more than 80 litres (2.82 cubic feet) and a diameter of not more than 0.6 metres (24 inches).

2.5.2 A person must not place or permit to be placed plastic bags, including biodegradable plastic bags, or bags which contain plastic, including paper bags lined or commingled with plastic a **yard/food waste container**.

- 2.5.3 The **City** will provide one (1) **yard/food waste cart** to each **single-family dwelling** and each unit in a **duplex dwelling** to which **garbage** collection service is provided, and each unit in a **townhouse development** to which **City garbage** or **City blue box recycling** service is provided.
- 2.5.4 Every **occupier** of a dwelling unit that receives a **yard/food waste cart** from the **City** must keep such **yard/food waste cart** in a clean and sanitary condition and use reasonable care and attention when opening or moving a **yard/food waste cart**.
- 2.5.5 Every **occupier** of a dwelling unit who requests a replacement of a **yard/food waste cart** provided by the **City** must pay the **yard/food waste cart** replacement fee specified in Schedule B, which is attached and forms a part of this bylaw.
- 2.5.6 All **yard/food waste carts** provided by the **City** to a dwelling unit remain the sole property of the **City** and the **City** may, at any time, collect or request the return of a **yard/food waste cart**.
- 2.5.7 No person shall damage, tamper with or vandalize a **yard/food waste cart**, or place materials other than **yard and garden trimmings** and **food waste** in a **yard/food waste cart**.”
5. The **Solid Waste and Recycling Regulation Bylaw No. 6803**, as amended, is further amended at section 15.1 by deleting the definition of **OWNER** and substituting the following:
- “**OWNER** means those persons defined as “owner” under the *Community Charter*.”
6. The **Solid Waste and Recycling Regulation Bylaw No. 6803**, as amended, is further amended at section 15.1 by deleting the definition of **YARD/FOOD WASTE CONTAINER** and substituting the following:
- “**YARD/FOOD WASTE CONTAINER** means a bundle referred to in subsection 2.5.1(a)(i), a **compostable paper bag** referred to in subsection 2.5.1(a)(ii), **yard/food waste cart**, or a container referred to in subsection 2.5.1(b)(ii).”
7. The **Solid Waste and Recycling Regulation Bylaw No. 6803**, as amended, is further amended at section 15.1 by adding the following definition in alphabetical order:
- “**LARGE ITEM** means furniture, appliances, small household goods (provided they are boxed or bundled in a reasonable size), barbeques (provided lava rock briquettes or equivalent, and propane tanks are removed), outdoor furniture, weight training equipment, electric lawnmowers, mattresses, and similar items approved



for pick-up by the **General Manager of Engineering & Public Works**, but does not include:

- (a) a vehicle or part of a vehicle;
- (b) tree stumps;
- (c) carpet or pieces of carpet;
- (d) lumber, demolition or home renovation materials;
- (e) hazardous waste;
- (f) propane tanks;
- (g) tires;
- (h) gas lawnmowers; or
- (i) other items excluded by the **General Manager of Engineering & Public Works**.

**YARD/FOOD WASTE  
CART**

means a wheeled cart provided by the **City** for the disposal and collection of **yard and garden trimmings and food waste.**"

8. The **Solid Waste and Recycling Regulation Bylaw No. 6803**, as amended, is further amended by deleting Schedules A through D and substituting the schedules attached to and forming part of this Bylaw.
9. Sections 1, 2, 3, 4, 6 and 7 of this bylaw come into force and effect on June 3, 2013, and the remaining sections come into force and effect on January 1, 2013
10. This Bylaw is cited as "**Solid Waste & Recycling Regulation Bylaw No. 6803, Amendment Bylaw No. 8976**".

FIRST READING

NOV 26 2012

SECOND READING

NOV 26 2012

THIRD READING

NOV 26 2012

ADOPTED

CITY OF RICHMOND
APPROVED for content by originating dept.

APPROVED for legality by Solicitor


\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CORPORATE OFFICER

**BYLAW YEAR:****2013****SCHEDULE A to BYLAW NO. 6803**

<b>FEES FOR CITY GARBAGE COLLECTION SERVICE</b>		
Annual City garbage collection service fee for each single-family dwelling, each unit in a duplex dwelling, and each unit in a townhouse development	\$	117.77
Fee for each excess garbage container tag	\$	2.00
Large item pick up fee <sup>1</sup>	\$	4.45 <sup>1</sup>

**SCHEDULE B to BYLAW NO. 6803**

<b>FEES FOR CITY RECYCLING SERVICE</b>		
Annual City recycling service fee:		
(a) for residential properties, which receive blue box service (per unit)	\$	44.28
(b) for multi-family dwellings or townhouse developments which receive centralized collection service (per unit)	\$	30.45
Annual recycling service fee:		
(a) for yard and garden trimmings and food waste from single-family dwellings and from each unit in a duplex dwelling (per unit) <sup>1</sup>	\$	86.11 <sup>1</sup>
(b) for yard and garden trimmings and food waste from townhome dwellings that receive City garbage or blue box service (per unit) <sup>1</sup>	\$	26.67 <sup>1</sup>
Fee for yard/food waste cart replacement (per cart)	\$	25.00
City recycling service fee for the Recycling Depot:		
		\$20.00 per cubic yard for the second and each subsequent cubic yard
(a) (i) for yard and garden trimmings from residential properties		
(ii) for recyclable material from residential properties		\$0
(b) for yard and garden trimmings from non-residential properties		\$20.00 per cubic yard
(c) for recycling materials from non-residential properties		\$0
Annual City recycling service fee for non-residential properties	\$	1.90

**SCHEDULE C to BYLAW 6803**

<b>FEES FOR CITY LITTER COLLECTION SERVICE</b>		
Annual City litter collection service fee for both residential properties and non-residential properties	\$	26.72

<sup>1</sup>Fees shown are pro-rated based on June 2013 implementation of expanded yard/food waste collection program and are not reflective of total annual charges in future years.







**Drainage, Dyke and Sanitary Sewer System Bylaw No. 7551,  
Amendment Bylaw No. 8977**

The Council of the City of Richmond enacts as follows:

1. The **Drainage, Dyke and Sanitary Sewer System Bylaw No. 7551**, as amended, is further amended at Part Two by deleting section 2.1.2 and substituting the following:  
  
2.1.2 Every **property owner** whose property has been connected to the **City drainage system** must pay the **drainage system** infrastructure replacement fee of \$122.57 per property for the period January 1 to December 31 of each year.
2. The **Drainage, Dyke and Sanitary Sewer System Bylaw No. 7551**, as amended, is further amended by deleting Schedule B in its entirety and substituting the schedule attached to and forming part of this Bylaw.
3. This Bylaw comes into force and effect on January 1, 2013.
4. This Bylaw is cited as "**Drainage, Dyke And Sanitary Sewer System Bylaw No. 7551, Amendment Bylaw No. 8977**".

FIRST READING

NOV 26 2012

SECOND READING

NOV 26 2012

THIRD READING

NOV 26 2012

ADOPTED



\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CORPORATE OFFICER

**Schedule to Bylaw 8977****SCHEDULE B to BYLAW NO. 7551****SANITARY SEWER USER FEES****1. FLAT RATES FOR NON-METERED PROPERTIES**

(a) Residential Dwellings	Annual Fee Per Unit
(i) One-Family Dwelling or Two-Family Dwelling with $\frac{3}{4}$ -inch water service	\$ 428.20
(i) One-Family Dwelling or Two-Family Dwelling with 1-inch or greater water service	See metered rates
(iii) Multiple-Family Dwellings of less than 4 storeys in height	\$ 391.79
(iv) Multiple-Family Dwellings 4 or more storeys in height	\$ 326.31
(b) Public School (per classroom)	\$ 396.81
(c) Shops and Offices	\$ 335.10

**2. RATES FOR METERED PROPERTIES**

Regular rate per cubic metre of water delivered to the property:	\$ 1.0319
Underground leak rate per cubic metre of water exceeding <b>average amount</b> (as defined in Section 2.3A.2(a)):	\$ 0.8255

**3. RATES FOR COMMERCIAL, INDUSTRIAL, INSTITUTIONAL AND AGRICULTURAL**

Minimum charge in any quarter of a year:	\$ 82.16
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**SCHEDULE B to BYLAW NO. 7551****SANITARY SEWER USER FEES****4. CONSTRUCTION PERIOD – PER DWELLING UNIT**

Month (2013)	Single-Family Dwellings & Each Unit in a Duplex Dwelling  (Rate per unit)	Start Bill Year	Multiple- Family Dwelling (less than 4 storeys in height)  (Rate per unit)	Start Bill Year	Multiple- Family Dwelling (4 or more storeys in height)  (Rate per unit)	Start Bill Year
January	\$ 428	2014	\$ 392	2014	\$ 685	2015
February	\$ 393	2014	\$ 790	2015	\$ 658	2015
March	\$ 357	2014	\$ 757	2015	\$ 631	2015
April	\$ 321	2014	\$ 725	2015	\$ 604	2015
May	\$ 285	2014	\$ 692	2015	\$ 576	2015
June	\$ 250	2014	\$ 660	2015	\$ 549	2015
July	\$ 214	2014	\$ 627	2015	\$ 522	2015
August	\$ 646	2015	\$ 594	2015	\$ 495	2016
September	\$ 607	2015	\$ 562	2015	\$ 468	2016
October	\$ 567	2015	\$ 529	2015	\$ 441	2016
November	\$ 528	2015	\$ 496	2015	\$ 413	2016
December	\$ 489	2015	\$ 464	2015	\$ 386	2016





**Waterworks and Water Rates Bylaw No. 5637,  
Amendment Bylaw No. 8978**

The Council of the City of Richmond enacts as follows:

1. The **Waterworks and Water Rates Bylaw No. 5637**, as amended, is further amended by deleting Schedules A through G and substituting the schedules attached to and forming part of this Bylaw.
2. This Bylaw comes into force and effect on January 1, 2013.
3. This Bylaw is cited as "**Waterworks And Water Rates Bylaw No. 5637, Amendment Bylaw No. 8978**".

FIRST READING

NOV 26 2012


SECOND READING

NOV 26 2012

THIRD READING

NOV 26 2012

ADOPTED

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

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CORPORATE OFFICER

**SCHEDULE “A” to BYLAW NO. 5637****BYLAW YEAR - 2013****FLAT RATES FOR RESIDENTIAL, AGRICULTURAL, AND  
INSTITUTIONAL PURPOSES ONLY**

A.	Residential Dwellings per unit	
	Dwellings with 20 mm ( $\frac{3}{4}$ ”) water service	\$642.16
	Dwellings with 25mm (1”) water service or greater	See Metered Rates – Schedule B
	Townhouse	\$525.68
	Apartment	\$338.74
B.	Stable or Barn per unit	\$129.39
C.	Field Supply – each trough or water receptacle or tap	\$80.88
D.	Public Schools for each pupil based on registration January 1 <sup>st</sup>	\$7.66

**SCHEDULE "B" to BYLAW NO. 5637****BYLAW YEAR – 2013****METERED RATES**

(Page 1 of 2)

**METERED COMMERCIAL, INDUSTRIAL AND INSTITUTIONAL PROPERTIES  
AND MULTIPLE-FAMILY AND STRATA TITLED PROPERTIES****1. RATES**

All consumption per cubic metre:	\$1.1976
Minimum charge in any 3-month period:	\$110.00
Undetected leak rate per cubic metre (per section 25B of this bylaw):	\$0.6727

**2. RENTS FOR EACH METER**Rent per **water meter** for each 3-month period:

For a 16mm (5/8") meter	\$11.50
For a 20mm (3/4") meter	\$14.65
For a 25mm (1") meter	\$16.20
For a 32mm (1 ¼" ) meter	\$28.25
For a 40mm (1 ½" ) meter	\$28.25
For a 50mm (2") meter	\$32.00

**COMPOUND TYPE**

75mm (3")	\$108.00
100mm (4")	\$165.00
150mm (6")	\$275.00

**TURBINE TYPE**

50mm (2")	\$63.50
75mm (3")	\$81.50
100mm (4")	\$118.00
150mm (6")	\$225.50
200mm (8")	\$293.00

**FIRE LINE TYPE**

100mm (4")	\$283.75
150mm (6")	\$383.00
200mm (8")	\$497.25
250mm (10")	\$662.00

**SCHEDULE "B" to BYLAW NO. 5637****BYLAW YEAR – 2013****METERED RATES****(Page 2 of 2)****METERED RESIDENTIAL PROPERTIES****1. RATES**

All consumption per cubic metre:	\$1.1976
Minimum charge in any 3-month period:	\$20.00
Underground leak rate per cubic metre (per section 25B of this bylaw):	\$0.6727

**2. MAINTENANCE CHARGE FOR EACH METER**

Maintenance charge for <b>water meter</b> with connection up to 50mm (2") for each 3-month period:	\$10.00*
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\*For residential properties with a connection greater than 50mm (2"),  
the commercial and industrial properties rental rates apply.



**SCHEDULE "C" to BYLAW NO. 5637****BYLAW YEAR - 2013****METERED RATES****FARMS****1. RATES**

All consumption per cubic metre: \$1.1976

Minimum charge per 3-month period\*:

For 1<sup>st</sup> quarter billing (January – March inclusive) for 90m<sup>3</sup> or less \$110.00

For 2<sup>nd</sup> quarter billing (April – June inclusive) for 95m<sup>3</sup> or less \$110.00

For 3<sup>rd</sup> quarter billing (July – September inclusive) for 140m<sup>3</sup> or less \$110.00

For 4<sup>th</sup> quarter billing (October - December inclusive) for 90m<sup>3</sup> or less \$110.00

\*No minimum charge applies where there is no dwelling on the property.

**2. MAINTENANCE CHARGE FOR EACH METER**

Maintenance charge for meter up to 25mm (1") for each 3-month period \$10.00\*

\*Applies only to properties with no dwelling.

**SCHEDULE "D" to BYLAW 5637****BYLAW YEAR - 2013****1. WATER CONNECTION CHARGE**

<b>Single-Family, Multi-Family, Industrial, Commercial Water Connection Size</b>	<b>Connection Charge</b>	
	<b>Tie In Charge</b>	<b>Price Per Metre of Service Pipe</b>
25mm (1") diameter	\$2,550	\$175.00
40mm (1 ½") diameter	\$3,500	\$175.00
50mm (2") diameter	\$3,650	\$175.00
100mm (4") diameter	\$6,900	\$350.00
150mm (6") diameter	\$7,100	\$350.00
200mm (8") diameter	\$7,300	\$350.00
larger than 200mm (8") diameter	by estimate	by estimate

**2. DESIGN PLAN PREPARED BY CITY**

Design plan prepared by City [s. 2(d)]                      \$1,000 each

**3. WATER METER INSTALLATION FEE**

Install water meter [s. 3A(a)]                                      \$1,000 each

**SCHEDULE "E" to BYLAW 5637****BYLAW YEAR - 2013****CONSTRUCTION PERIOD WATER CONSUMPTION RATES –  
RESIDENTIAL**

<b>MONTH (2013)</b>	<b>SINGLE- FAMILY DWELLINGS &amp; EACH UNIT IN A DUPLEX DWELLING (rate per unit)</b>	<b>START BILL YEAR</b>	<b>MULTI-FAMILY APARTMENT LESS THAN 4 STOREYS (rate per unit)</b>	<b>START BILL YEAR</b>	<b>MULTI- FAMILY APARTMENT 4 STOREYS &amp; UP (rate per unit)</b>	<b>START BILL YEAR</b>
January	\$ 642	2014	\$ 526	2014	\$ 711	2015
February	\$ 589	2014	\$ 1,060	2015	\$ 683	2015
March	\$ 535	2014	\$ 1,016	2015	\$ 655	2015
April	\$ 482	2014	\$ 973	2015	\$ 627	2015
May	\$ 428	2014	\$ 929	2015	\$ 598	2015
June	\$ 375	2014	\$ 885	2015	\$ 570	2015
July	\$ 321	2014	\$ 841	2015	\$ 542	2015
August	\$ 969	2015	\$ 797	2015	\$ 514	2016
September	\$ 910	2015	\$ 753	2015	\$ 486	2016
October	\$ 851	2015	\$ 710	2015	\$ 457	2016
November	\$ 792	2015	\$ 666	2015	\$ 429	2016
December	\$ 733	2015	\$ 622	2015	\$ 401	2016

**CONSTRUCTION PERIOD WATER CONSUMPTION RATES –  
COMMERCIAL AND INDUSTRIAL**

<b>Water Connection Size</b>	<b>Consumption Charge</b>
20mm (3/4") diameter	\$135
25mm (1") diameter	\$270
40mm (1 1/2") diameter	\$675
50mm (2") diameter	\$1,690

**SCHEDULE "F" to BYLAW 5637****BYLAW YEAR - 2013****MISCELLANEOUS CHARGES**

1.	For an inaccessible meter as set out in Section 7	\$160 per quarter
2.	For each turn on or turn off	\$95
3.	For each non-emergency service call outside regular hours	Actual Cost
4.	Fee for testing a water meter	\$350
5.	Water Service Disconnections:	
	(a) when the service pipe is temporarily disconnected at the property line for later use as service to a new building	\$165
	(b) when the service pipe is not needed for a future development and must be permanently disconnected at the watermain, up to and including 50mm	\$1,100
	(c) if the service pipe is larger than 50mm	Actual Cost
6.	Trouble Shooting on Private Property	Actual Cost
7.	Fire flow tests of a watermain:	
	First test	\$250
	Subsequent test	\$150
8.	Locate or repair of curb stop service box or meter box	Actual Cost
9.	Toilet rebate per replacement	\$100
10.	Fee for water meter verification request	\$50

**SCHEDULE “G” to BYLAW 5637****BYLAW YEAR - 2013****RATES FOR VANCOUVER INTERNATIONAL AIRPORT AUTHORITY (YVR)**

Applicable rate is \$0.6727 per cubic meter of water consumed, plus the following amounts:

- YVR’s share of future water infrastructure capital replacement calculated at \$0.3372 per m<sup>3</sup>
- 50% of the actual cost of operations and maintenance activities on water infrastructure shared by the **City** and YVR, as shown outlined in red on the plan attached as Schedule H
- 100% of the actual cost of operations and maintenance activities on water infrastructure serving only YVR, as shown outlined in red on the plan attached as Schedule H
- 100% of the actual cost of operations and maintenance activities on a section of 1064 m water main, as shown outlined in green on the plan attached as Schedule H from the date of completion of the Canada Line public transportation line for a period of 5 years. After the 5 year period has expired, costs for this section will be equally shared between the **City** and YVR
- 76 m<sup>3</sup> of water per annum at rate of \$0.6727 per cubic meter for water used annually for testing and flushing of the tank cooling system at Storage Tank Farm TF2 (in lieu of metering the 200 mm diameter water connection to this facility)

(Note: water infrastructure includes water mains, pressure reducing valve stations, valves, hydrants, sponge vaults and appurtenances)