



City Council

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

**Monday, March 12, 2018
7:00 p.m.**

Pg. # ITEM

MINUTES

1. *Motion to:*

- (1) *adopt the minutes of the Regular Council meeting held on February 26, 2018 (distributed previously); and*
- (2) *receive for information the Metro Vancouver 'Board in Brief' dated February 23, 2018.*

CNCL-13



AGENDA ADDITIONS & DELETIONS

COMMITTEE OF THE WHOLE

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



Note: Item No. 14 – *Final Affordable Housing Strategy 2017-2027* is **not** related to the proposed Temporary Modular Housing project.

3. Delegations from the floor on Agenda items.

PLEASE NOTE THAT FOR LEGAL REASONS, DELEGATIONS ARE NOT PERMITTED ON ZONING OR OCP AMENDMENT BYLAWS WHICH ARE TO BE ADOPTED OR ON DEVELOPMENT PERMITS/DEVELOPMENT VARIANCE PERMITS – ITEM NO. 18.

4. *Motion to rise and report.*



RATIFICATION OF COMMITTEE ACTION

CONSENT AGENDA

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

CONSENT AGENDA HIGHLIGHTS

- Receipt of Committee minutes
- Moorage at Steveston Harbour
- Tree, Bench and Picnic Table Dedication Program
- Capstan Village Public Art Plan
- Richmond Public Art Program 2017 Annual Report and Public Art Advisory Committee 2018 Work Plan
- Application to Amend Liquor- Primary Liquor Licence – The Richmond Inn Hotel Ltd., Doing Business as: Harold's Bistro & Bar – 7551 Westminster Highway
- Application for a New Liquor Primary Liquor Licence – Club Versante Management Ltd, Doing Business as: Club Versante, 8400 West Road, Unit 101
- Revenue Anticipation Borrowing (2018) Bylaw No. 9831
- Final Affordable Housing Strategy 2017-2027
- Agricultural Advisory Committee 2017 Annual Report and 2018 Work Program

5. *Motion to adopt Items No. 6 through No. 15 by general consent.*



Consent
Agenda
Item

6. COMMITTEE MINUTES

That the minutes of:

- CNCL-24 (1) the **Parks, Recreation and Cultural Services Committee** meeting held on February 27, 2018;
- CNCL-32 (2) the **General Purposes Committee** meeting held on March 5, 2018;
- CNCL-40 (3) the **Finance Committee** meeting held on March 5, 2018; and
- CNCL-43 (4) the **Planning Committee** meeting held on March 6, 2018;
- be received for information.*



Consent
Agenda
Item

7. MOORAGE AT STEVESTON HARBOUR

(File Ref. No. 06-2345-20-ILAN1) (REDMS No. 5677600 v.13)

CNCL-50

See Page CNCL-50 for full report

PARKS, RECREATION AND CULTURAL SERVICES COMMITTEE
RECOMMENDATION

- (1) *That the staff report titled “Moorage at Steveston Harbour”, dated February 6, 2018, from the General Manager, Community Services, be received for information; and*
- (2) *That staff forward the Britannia Shipyards business plan to the Steveston Historic Sites Building Committee for review.*



Consent
Agenda
Item

8. TREE, BENCH AND PICNIC TABLE DEDICATION PROGRAM

(File Ref. No. 11-7200-30-ADON1) (REDMS No. 5690948 v.18)

CNCL-62

See Page CNCL-62 for full report

PARKS, RECREATION AND CULTURAL SERVICES COMMITTEE
RECOMMENDATION

- (1) *That Policy 7019 “Tree, Bench and Picnic Table” be amended as proposed in Attachment 1 of the staff report titled “Tree, Bench and Picnic Table Dedication,” dated February 19, 2018, from the General Manager, Community Services; and*

- (2) *That Fee Schedule 7019.01 “Tree, Bench and Picnic Table” be updated to reflect 2018 operating and maintenance costs for the Tree, Bench and Picnic Table Dedication program as detailed in the staff report titled “Tree, Bench and Picnic Table Dedication,” dated February 19, 2018, from the General Manager, Community Services.*



Consent
Agenda
Item

9. **CAPSTAN VILLAGE PUBLIC ART PLAN**
(File Ref. No. 11-7000-00) (REDMS No. 5699193 v.5)

CNCL-85

See Page CNCL-85 for full report

PARKS, RECREATION AND CULTURAL SERVICES COMMITTEE
RECOMMENDATION

That the staff report titled “Capstan Village Public Art Plan,” dated January 23, 2018, from the Director, Arts Culture and Heritage Services, developed as a guide for the placement of public art in Capstan Village, be approved.



Consent
Agenda
Item

10. **RICHMOND PUBLIC ART PROGRAM 2017 ANNUAL REPORT AND PUBLIC ART ADVISORY COMMITTEE 2018 WORK PLAN**
(File Ref. No. 01-0100-30-RPAR1-01) (REDMS No. 5728425 v.2)

CNCL-113

See Page CNCL-113 for full report

PARKS, RECREATION AND CULTURAL SERVICES COMMITTEE
RECOMMENDATION

That the Richmond Public Art Advisory Committee 2018 Work Plan, as presented in the report titled “Richmond Public Art Program 2017 Annual Report and Public Art Advisory Committee 2018 Work Plan,” dated February 8, 2018, from the Director, Arts, Culture and Heritage Services, be approved.



11. APPLICATION TO AMEND LIQUOR- PRIMARY LIQUOR LICENCE - THE RICHMOND INN HOTEL LTD., DOING BUSINESS AS: HAROLD'S BISTRO & BAR - 7551 WESTMINSTER HWY

(File Ref. No. 12-8275-30-001) (REDMS No. 5750775 v. 2)

CNCL-140

See Page CNCL-140 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

- (1) *That the application from The Richmond Inn Hotel Ltd., operating as Harold's Bistro & Bar, for an amendment to increase their hours of liquor service under Liquor Primary Liquor Licence No. 164307, from (existing hours):*

11:00 AM to 1:00 AM, Monday to Thursday;

11:45 AM to 1:45 AM, Friday and Saturday; and

11:00 AM to Midnight, Sunday;

To (proposed hours):

9:00 AM to 1:00 AM, Monday to Thursday;

9:00 AM to 1:45 AM, Friday and Saturday; and

9:00 AM to Midnight, Sunday;

be supported and that a letter be sent to the Liquor Control and Licensing Branch advising that:

- (a) *Council supports the amendment for an increase in liquor service hours as the increase will not have a significant impact on the community; and*
- (b) *The total person capacity at 132 persons indoor and 54 persons patio is unchanged;*
- (2) *That a letter be sent to Liquor Control and Licensing Branch advising that:*
- (a) *Council supports the applicant's proposed increase of liquor service hours with conditions as listed above;*
- (b) *The total person capacity of 132 persons indoor and 54 persons patio is acknowledged;*
- (c) *Council's comments on the prescribed criteria (Section 71 of the Liquor Control and Licensing Regulations) are as follows:*
- (i) *The potential for additional noise and traffic in the area was considered;*
- (ii) *The impact on the community was assessed through a community consultation process; and*

- (iii) *Given that there has been no history of non-compliance with the operation, the amendment to permit extended hours of liquor service under the Liquor Primary Liquor Licence should not change the establishment such that it is operated contrary to its primary purpose;*
- (d) *As the operation of a licenced establishment may affect nearby residents, businesses and property owners, the impact assessment was conducted through the City's community consultation process as follows;*
 - (i) *Residents, businesses and property owners within a 50 meter radius of the subject property were notified by letter. The letter provided information on the application with instructions on how to submit comments or concerns; and*
 - (ii) *Signage was posted at the subject property and three public notices were published in a local newspaper. The signage and public notice provided information on the application with instructions on how comments or concerns could be submitted;*
- (e) *Council's comments and recommendations respecting the view of the residents, businesses and property owners are as follows:*
 - (i) *The community consultation process was completed within 90 days of the application process; and*
 - (ii) *The community consultation process resulted in no comments or views submitted from residents, businesses and property owners;*
- (f) *Council recommends the approval of the permanent change to hours for the licence for the reasons that the additional proposed hours is acceptable to the majority of the residents, businesses and property owners in the area and the community.*



12. **APPLICATION FOR A NEW LIQUOR PRIMARY LIQUOR LICENCE - CLUB VERSANTE MANAGEMENT LTD, DOING BUSINESS AS: CLUB VERSANTE, 8400 WEST ROAD, UNIT 101**
(File Ref. No. 12-8275-30-001) (REDMS No. 5749216)

CNCL-146

See Page CNCL-146 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

- (1) *That the application from Club Versante Management Ltd., doing business as, Club Versante, for a new Liquor Primary Liquor Licence to operate a private club establishment, at premises located at 8400 West Road Unit 101, with liquor service, be supported for:*
- (a) *A new Liquor Primary Liquor Licence with primary business focus of entertainment, specifically a private club with total person capacity of 90 persons;*
 - (b) *Family Food Service to permit minors in all licenced areas until 10:00PM when accompanied by a parent or guardian; and*
 - (c) *Liquor service hours for Monday to Sunday, from 9:00 AM to 2:00AM;*
- (2) *That a letter be sent to Liquor Control and Licensing Branch advising that:*
- (a) *Council supports the applicant's new Liquor Primary Liquor Licence application and the hours of liquor service with the conditions as listed above;*
 - (b) *The total person capacity set at 90 persons is acknowledged;*
 - (c) *Council's comments on the prescribed criteria (Section 71 of the Liquor Control and Licencing Regulations) are as follows:*
 - (i) *The impact of additional noise and traffic in the area of the establishment was considered;*
 - (ii) *The potential impact on the community was assessed through a community consultation process; and*
 - (iii) *Given that this is a new business, there is no history of non-compliance with this establishment;*
 - (d) *As the operation of a licenced establishment may affect nearby residents, businesses and property owners, the City gathered the views of the community through a community consultation process as follows:*

- (i) *Residents, businesses and property owners within a 50 meter radius of the establishment were notified by letter. The letter provided information on the application with instructions on how to submit comments or concerns; and*
- (ii) *Signage was posted at the subject property and three public notices were published in a local newspaper. The signage and public notice provided information on the application with instructions on how to submit comments and concerns;*
- (e) *Council's comments on the general impact of the views of residents, businesses and property owners are as follows:*
 - (i) *The community consultation process was completed within 90 days of the application process; and*
 - (ii) *The community consultation process did not generate any comments and views of residents, businesses and property owners;*
- (f) *Council recommends the approval of the licence application for the reasons that this new application for a Liquor Primary Licence is acceptable to the majority of the residents, businesses and property owners in the area and community.*



Consent
Agenda
Item

13. **REVENUE ANTICIPATION BORROWING (2018) BYLAW NO. 9831**
(File Ref. No. 03-0900-01) (REDMS No. 5727142 v.3)

CNCL-152

[See Page CNCL-152 for full report](#)

FINANCE COMMITTEE RECOMMENDATION

That the Revenue Anticipation Borrowing (2018) Bylaw No. 9831 be introduced and given first, second and third readings.



Consent
Agenda
Item

14. **FINAL AFFORDABLE HOUSING STRATEGY 2017-2027**
(File Ref. No. 08-4057-01) (REDMS No. 5748976 v. 14)

CNCL-156

[See Page CNCL-156 for full report](#)

PLANNING COMMITTEE RECOMMENDATION

- (1) *That the final Affordable Housing Strategy 2017-2027 and companion documents, as outlined in the report titled “Final Affordable Housing Strategy 2017-2027” dated February 15, 2018 from the Manager, Community Social Development, be adopted;*

- (2) *That the staff report be referred to the Council/School Board Liaison Committee; and*
- (3) *That copies of the staff report, along with advocacy information to senior levels of government be sent to Richmond Members of Parliament and Members of the Legislative Assembly.*



Consent
Agenda
Item

15. **AGRICULTURAL ADVISORY COMMITTEE 2017 ANNUAL REPORT AND 2018 WORK PROGRAM**

(File Ref. No. 01-0100-30-ACEN1-01) (REDMS No. 5733493)

CNCL-334

See Page CNCL-334 for full report

PLANNING COMMITTEE RECOMMENDATION

- (1) *That the staff report titled “Agricultural Advisory Committee 2017 Annual Report and 2018 Work Program” dated February 16, 2018 from the Manager, Policy Planning be received for information; and*
- (2) *That the Agricultural Advisory Committee 2018 Work Program, as presented in this staff report, be approved.*



CONSIDERATION OF MATTERS REMOVED FROM THE
CONSENT AGENDA

PARKS, RECREATION AND CULTURAL SERVICES
COMMITTEE

Councillor Harold Steves, Chair

16. **WEST CAMBIE NEIGHBOURHOOD PARK MASTER PLAN AND
PUBLIC ART CAPITAL PROJECT**

(File Ref. No. 06-2345-20-WCAM1) (REDMS No. 5703728 v.9)

CNCL-342

See Page CNCL-342 for full report

PARKS, RECREATION AND CULTURAL SERVICES COMMITTEE
RECOMMENDATION

Opposed: Cllr. Day

- (1) *That the West Cambie Neighbourhood Park Master Plan, as detailed in the staff report titled “West Cambie Neighbourhood Park Master Plan and Public Art Capital Project,” dated February 6, 2018, from the General Manager, Community Services, and the Director of Arts, Culture and Heritage Services be approved;*
- (2) *That the concept proposal for the proposed public artwork for the West Cambie Neighbourhood Park, titled “Pergola Garden,” by the artist team Polymétis Projects, as detailed in the staff report titled “West Cambie Neighbourhood Park Master Plan and Public Art Capital Project,” dated February 6, 2018, from the General Manager, Community Services, and the Director of Arts, Culture and Heritage Services, be endorsed;*
- (3) *That the West Cambie Neighbourhood Park Public Art Project for \$725,000 be approved and included in the 2018 Capital Budget; and*
- (4) *That the City’s 5-Year Financial Plan (2018–2022) be amended to include the \$725,000 for the West Cambie Neighbourhood Park Public Art Project funded by the Public Art Reserve.*



GENERAL PURPOSES COMMITTEE

Mayor Malcolm D. Brodie, Chair

17. **PROPOSED PLAN FOR MAJOR EVENTS AND PROGRAMS IN 2018 AND 2019**

(File Ref. No. 11-7400-01) (REDMS No. 5749845 v. 6)

CNCL-380

See Page CNCL-380 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

Opposed: Cllr. McNulty

- (1) *That \$28,000 be approved for the 2018 Garden City Lands Farmer’s Market to be funded from the Rate Stabilization Account;*
- (2) *That \$1,158,000 be approved to support the following events and programs for 2019: Children’s Arts Festival, Cherry Blossom Festival, Doors Open, Richmond Canada Day in Steveston, Richmond Maritime Festival, Garden City Lands Farmer’s Market, Richmond World Festival, City-wide event marketing program and City branded assets, funded by the Rate Stabilization Account;*

- (3) *That \$100,000 be approved to support the expansion of the Richmond Maritime Festival to include Imperial Landing, contingent on staff securing large Navy vessels for the event, funded by the Rate Stabilization Account;*
- (4) *That \$75,000 be approved for a 2019 Neighbourhood Celebration Grant Program funded by the Rate Stabilization Account;*
- (5) *That \$200,000 be approved for the 2019 Video Series: History of Richmond project, funded by the Rate Stabilization Account and shown in the Museum budget in the future; and*
- (6) *That the 5 Year Financial Plan (2018-2022) be amended accordingly.*



PUBLIC ANNOUNCEMENTS AND EVENTS

NEW BUSINESS

BYLAWS FOR ADOPTION

CNCL-389 Richmond Zoning Bylaw No. 8500, Amendment **Bylaw No. 9627**
(3760/3780 Blundell Road, RZ 15-712886)
Opposed at 1st Reading – None.
Opposed at 2nd/3rd Readings – None.



CNCL-391 Richmond Zoning Bylaw No. 8500, Amendment **Bylaw No. 9705**
(5071 Steveston Highway, RZ 16-734445)
Opposed at 1st Reading – None.
Opposed at 2nd/3rd Readings – None.



Council Agenda – Monday, March 12, 2018

Pg. # ITEM

CNCL-393 Consolidated 5 Year Financial Plan (2018-2022) **Bylaw No. 9800**
Opposed at 1st/2nd/3rd Readings – None.

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DEVELOPMENT PERMIT PANEL

18. RECOMMENDATION

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

CNCL-399 (1) *That the minutes of the Development Permit Panel meetings held on **January 31, 2018** and **February 28, 2018**, and the **Chair's report** for the Development Permit Panel meeting held on September 13, 2017, be received for information; and*

CNCL-410 (2) *That the recommendation of the Panel to authorize the issuance of a Development Permit (DP 17-763780) for the property at 5071 Steveston Highway be endorsed, and the Permit so issued.*

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ADJOURNMENT

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For Metro Vancouver meetings on Friday, February 23, 2018

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

Metro Vancouver Regional District

Appointment of the 2018 Local Government Treaty Table Representatives to the Katzie and Tsleil-Waututh Treaty Negotiations **APPROVED**

The Board made the following appointments:

- Councillor Barbara Steele, Surrey, local government treaty table representative to the Katzie negotiations for 2018
- Councillor Mary-Ann Booth, West Vancouver, local government treaty table representative to the Tsleil-Waututh negotiations for 2018

Appointment of Metro Vancouver's 2018 Representative to the UBCM Indigenous Relations Committee **APPROVED**

The Board appointed Director Barbara Steele, Chair of Metro Vancouver's Aboriginal Relations Committee to the Union of British Columbia Municipalities' (UBCM) Indigenous Relations Committee for 2018.

Appointment of an Observer to the Fraser Valley Aboriginal Relations Committee Meetings for 2018 **APPROVED**

The Board appointed Councillor Bonita Zarillo, City of Coquitlam, as the Metro Vancouver Aboriginal Relations Committee observer to the Fraser Valley Aboriginal Relations Committee meetings for 2018.

Metro Vancouver's Representation at the 2018 National Aboriginal Day and Related Events **APPROVED**

The Board approved Metro Vancouver's representation at the 2018 National Aboriginal Day event. Participation is consistent with the Aboriginal Relations Committee's terms of reference as well as the Board's plans and strategies.

Quarterly Report on Reconciliation Activities**RECEIVED**

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

**Metro Vancouver 2040: Shaping our Future Land Use Designation Amendment
Request from the City of Surrey – Hazelmere****APPROVED**

On October 23, 2017 the City of Surrey submitted a request to Metro Vancouver to amend the Metro 2040 land use designation map to accommodate a development proposal known as Hazelmere. The City proposed to create a 23.7 hectare (58.6 acre) non-contiguous expansion of the Metro 2040 Urban Containment Boundary, and to redesignate the component lands from Metro 2040 Rural to General Urban. The proposed amendment would allow for the development of a 145-lot urban single family residential subdivision, averaging a quarter-acre lot size, and extend the GVS&DD Fraser Sewerage Area to service the residential development into lands with a Rural regional land use designation.

In response to the City of Surrey's request to amend the regional land use designation for the Hazelmere site from Rural to General Urban and to extend the Urban Containment Boundary, the Board initiated the Metro 2040 minor amendment process and directed staff to prepare a bylaw to amend Metro 2040.

**Follow Up to the Final Report on the North Shore Corridor Study Pilot: Marine -
Main Frequent Transit Corridor****RECEIVED**

This report provides an overview of a recent multi-stakeholder study of potential transit service level options for the Marine-Main corridor. As a result of the consultant's analysis, the technical evaluation indicated that service with a blend of characteristics from B-Line Plus and BRT-Light was the best fit for the corridor given planning considerations, costs, and projected ridership demand.

The Board received the report for information and will send a letter to North Shore municipalities, TransLink, and the Squamish First Nation encouraging continued collaboration and consideration of early opportunities to phase in elements of a Bus Rapid Transit-Light service level along the Marine-Main corridor through B-Line implementation.

**Shaping our Communities Engagement Initiative: Attitudes towards Agricultural
and Industrial Land Use Survey Results****RECEIVED**

The Board received for information a report that conveys the results of the "Attitudes towards Agricultural and Industrial Land Use Survey," and has an update on the additional analysis conducted on the results of the "Shaping our Communities Engagement Initiative – Results of the Regional Survey on Residents Perspectives on What Makes Neighbourhoods Great."

In 2017, two surveys were conducted as part of the Shaping our Communities Engagement Initiative. The first was on the topic of perceptions towards neighbourhood characteristics and transportation; results of this survey were presented to the Regional Planning Committee in July of 2017. The second survey was about public values towards, and awareness of, agricultural and industrial land use issues.

These survey results will be used to inform Metro Vancouver communication efforts and may be leveraged into future initiatives to educate the public about the benefits of protecting the supply of agricultural and industrial lands and the importance of the policies of Metro 2040. This report also contains a short update on the results of the first survey.

Agricultural Advisory Committee Terms of Reference – 2018 Update

APPROVED

The Board endorsed the updates to the Agricultural Advisory Committee Terms of Reference as described in the report. Several revisions to the AAC Terms of Reference are required to provide clarification on the terms of membership and overall management of the Committee.

2018 Regional District Sustainability Innovation Fund Applications

APPROVED

The Board approved the allocation from the Regional District Sustainability Innovation Fund for the following projects:

- **LumiAir: Lighting your path to Clean Air:** \$140,000 over two years starting in 2018. The purpose of the LumiAIR project is to develop a display that attracts the interest and engages the public in air quality, and use interactions to inform the public of air quality in their community in an innovative and engaging way.
- **AirAware: Air Quality and Citizen Science:** \$95,000 over two years starting in 2018. The purpose of the AirAware project is to conduct air quality monitoring using “next generation” air quality monitors by engaging the public (“citizen science” community) and partners, such as municipalities, health authorities and researchers, in their operation and deployment.

Visual Air Quality Management in the Lower Fraser Valley

RECEIVED

The Board received an update on visual air quality initiatives and a status report for the Lower Fraser Valley Visual Air Quality Pilot Project for the period 2015 to 2017, prepared by the inter-agency BC Visibility Coordinating Committee.

The Integrated Air Quality and Greenhouse Gas Management Plan provides direction to implement a visual air quality pilot project. This work has been led by the BC Visibility Coordinating Committee, co-chaired by Metro Vancouver, and took a collaborative approach between air quality and health agencies in the Lower Fraser Valley. The Lower Fraser Valley Visual Air Quality Pilot Project is now nearing

completion and has built on the strengths and existing initiatives from each agency and will create a framework through which an evidence-based visual air quality management program could be developed.

It is anticipated that recommendations from the BCVCC for visual air quality management in the Lower Fraser Valley will be presented to the Board in a future report and that actions to develop a visual air quality management program for Metro Vancouver could be considered in future updates to the regional air quality management plan.

Provincial School Tax Implications for Small Business

RECEIVED

The Board received for information the report dated February 7, 2018, titled “Provincial School Tax implications for Small Business” and will write a letter to the Province of British Columbia requesting that it set variable non-residential school tax rates by school district, with lower rates in areas with higher assessed values, as is done currently for residential school tax rates, to achieve an equitable alignment of non-residential school tax revenue and school expenditures across school districts.

Regional Prosperity Initiative (RPI) Update

RECEIVED

The Board received for information a report with an update on the progress of the Regional Prosperity Initiative (RPI). Next steps include the development of a business plan, securing funding from the provincial and federal governments and a set of founding investors, and incorporation as a not-for-profit society under the BC Societies Act. A proposal for incorporation will be presented to the Finance and Intergovernment Committee and MVRD Board for its consideration and approval.

Fraser Basin Council – Contribution Agreement

APPROVED

The Board approved a three-year Contribution Agreement with the Fraser Basin Council for an annual amount of \$300,000 for the term January 1, 2018 to December 31, 2020.

FBC is a charitable, non-profit organization that exists to advance sustainability within the Fraser Basin, including Metro Vancouver, and throughout British Columbia. FBC works by promoting and facilitating collaborative action among all orders of government, First Nations, the private sector and the public on a variety of sustainability initiatives.

National Zero Waste Council 2017 Update**RECEIVED**

This report provides an update on the 2017 activities and initiatives of the National Zero Waste Council.

The National Zero Waste Council was founded in 2013 in Metro Vancouver, in collaboration with the Federation of Canadian Municipalities, as a leadership initiative bringing together governments, businesses and non-governmental organizations to advance a waste prevention agenda in Canada. The National Zero Waste Council undertook an ambitious work plan for 2017 to advance a waste prevention agenda in Canada. This involved supporting four active working groups involved in advancing changes in product design and packaging, circular economy, reducing food waste and construction, renovation and demolition.

Delegations Received at Committee February 2018**RECEIVED**

The Board received for information a report containing summaries of submissions received from the following delegates:

Regional Planning Committee:

- Mike Clay, Mayor, and Tim Savoie, City Manager, City of Port Moody
- Gary Pooni, President, and Blaire Chisholm, Vice President, BrookPooni
- Robin Silvester, President and CEO, Port of Vancouver
- Maggie Koka, Branch Manager, Aplin Martin, and Chief Harley Chappell, Semiahmoo First Nation
- Myles Lamont, TerraFauna Wildlife Consulting, Inc.

Climate Action Committee:

- Jack Saddler, Professor, Faculty of Forestry, University of British Columbia

City of White Rock – “Metro Vancouver Regional District Security Issuing Bylaw No. 1258, 2018”**APPROVED**

The MVRD Board gave consent to authorize a borrowing request from the City of White Rock in the amount of \$2,274,850 for Water Treatment Facility Design and Construction for inclusion in the Spring 2018 MFA long term debt issue.

The Board approved a bylaw to enter into an Agreement respecting financing between the Metro Vancouver Regional District and the Municipal Finance Authority of British Columbia. The Bylaw will be forwarded to the Inspector of Municipalities for Certificate of Approval.

As set out in the Community Charter, the MVRD must adopt a security issuing bylaw in order to enable the City of White Rock to proceed with their borrowing request. In light of the joint and several liability of all member municipality debt, the review of borrowing requests is prudent given the role of the Regional District.

**Metro Vancouver 2040: Shaping our Future Land Use Designation Amendment
Request from the City of Port Moody – Flavelle Mill Site**

APPROVED

On September 18, 2017, the City of Port Moody requested an amendment to Metro 2040 to amend the regional land use designation of the Flavelle site from Industrial to General Urban and remove the Special Study Area overlay for the site.

The Board initiated the Metro 2040 minor amendment process and directed staff to prepare a bylaw to amend Metro 2040, in response to the City of Port Moody's request.

Metro Vancouver Regional District - Parks

Regional Parks 2018 – 2022 Financial Plan - Rental House Program

RECEIVED

This report provides information on the additional \$190,000 budget allocation in the Regional Parks 2018-2022 Financial Plan to support the Regional Parks Rental House Program.

In October 2017, the Regional Parks Committee and Board requested staff to provide additional information on the Regional Parks Rental House Program. Regional Parks acquires buildings, including houses, through property acquisition, and when the land is not immediately required for park use, the houses are rented. Metro Vancouver is transitioning the management of the Rental House Program from staff within the MVHC to Regional Parks, beginning in 2018. The approved 2018 budget supports contracted property management services, maintenance and repair oversight, as well as the deconstruction or demolition of two rental houses in regional parks.

Deas Island Regional Park - Bat Monitoring

RECEIVED

This report provides the Regional Parks Committee and the MVRD Board with an update on bat monitoring at Deas Island Regional Park.

The 2017 Bat Monitoring Program at Deas Island Regional Park provided baseline information that will be used to assess bat colony population trends and inform resource management. No evidence of white-nose syndrome was found in the colony. The program forged new partnerships with the South Coast Bat Conservation Society, University of British Columbia and Provincial experts. The project also engaged 28 people in 340 hours of citizen science volunteer work at the park. Monitoring will continue in 2018. Park staff are also exploring opportunities to support and enhance bat habitat through the creation of new

ponds and habitat areas to support bat feeding. The bat colony is highlighted with interpretive displays and programs at the annual Starry Night event. Permanent interpretive signage is also being considered for the site.

Regional Parks Service Amendment Bylaw No. 1260

APPROVED

The Board approved an amending bylaw for the withdrawal of the City of Abbotsford as a participant in the MVRD Regional Parks Service.

The Board gave first, second and third readings to the amending bylaw and directed staff to seek consent of at least 2/3 of the participants to amend the service area to remove Abbotsford as a participant in the regional park function, and following that, to forward the amending bylaw to the Inspector of Municipalities for approval.

Metro Vancouver Regional District Disposition of Eastern Portion of Aldergrove Regional Park Bylaw No. 1261, 2018

APPROVED

Aldergrove Regional Park straddles the border between the Township of Langley and the City of Abbotsford. In connection with the City of Abbotsford withdrawing from MVRD's Regional Parks Service, MVRD wishes to transfer for nominal value the eastern portion (approx. 127 ha) of Aldergrove Regional Park to the City of Abbotsford, free of any dedication to the public for the purpose of a park.

Metro Vancouver, the City of Abbotsford and the FVRD are working cooperatively to bring forward a new agreement in March that will recommend an interim arrangement between the parties with respect to the operation of the eastern portion of Aldergrove Regional Park.

The Board:

- Gave first, second and third readings to Metro Vancouver Regional District Disposition of Eastern Portion of Aldergrove Regional Park Bylaw
- Directed staff to carry out an alternative approval process to obtain elector approval for the Bylaw pursuant to section 269 of the Local Government Act;
- Established the deadline for receiving elector responses as April 6, 2018;
- Established elector response forms in the form attached to the report;
- Determined that the total number of electors of the area to which the approval process applies is 1,715,196; and
- Directed staff to report the results of the alternative elector approval process to the Board and, if approval has been obtained, bring the Bylaw forward for adoption by the Board.

Greater Vancouver Sewage and Drainage District

2018 Liquid Waste Sustainability Innovation Fund Applications

APPROVED

The Board approved the allocation from the Liquid Waste Sustainability Innovation Fund for the following projects:

- Capture of wastewater contaminants of concern and beneficial use of residuals: \$450,000 over three years starting in 2018. The purpose of this project is to test methods of transforming wastewater solids into a valuable product that can capture contaminants from wastewater that are common in household products, and that may cause harm to fish and other aquatic life.
- Intelligent Water Systems – Making Use of Sensors and Big Data Analytics: \$200,000 over two years starting in 2018.

2017 Multi-Family Waste Composition Study Findings

RECEIVED

The Board received for information a report with an updated estimate of waste composition, disposal rates and recycling rates for the multifamily sector.

Based on the 100 samples analyzed in this study, multi-family residents dispose of 212 kg per capita of garbage, recycle 82 kg per capita of paper, containers and glass, and recycle 35 kg per capita of organic material. Organics in multi-family garbage has decreased 20% from 100 kg per capita in 2013 to 80 kg per capita in 2017. Of all organics generated by buildings in this study, 64% was disposed of in the garbage, and 36% was placed in the appropriate organics receptacle.

Award of Contract from RFP No. 17-082 Contingency Disposal Services – Standing Offer Agreements and Approval of Contract Extensions for the Interim Contingency Disposal of Municipal Solid Waste

APPROVED

The amount of waste that can be managed in the Metro Vancouver/City of Vancouver disposal system is restricted based on the capacity of the Waste-to-Energy Facility and the Vancouver Landfill. Metro Vancouver initiated two procurement processes in 2017 to provide contingency disposal: an initial RFP for interim services and a request for standing offers for three-year agreements. Two proposals were received for both procurement processes.

The Board authorized:

- A contract extension to Waste Management of Canada Corporation of up to \$1,500,000;
- A contract extension to Republic Services of British Columbia, Inc. of up to \$1,500,000;
- Award of a standing offer contract to Waste Management Disposal Services of Oregon Incorporated at a value of up to \$25,000,000 (exclusive of taxes) over a three-year term;

- Award of a standing offer contract to Republic Services of British Columbia, Inc. at a value of up to \$21,000,000 (exclusive of taxes) over a three-year term.

Contribution Agreement – Recycling Council of British Columbia

APPROVED

The Recycling Council of British Columbia is a non-profit organization that provides BC residents with information about the recycling and safe disposal options available in their communities, through the Recycling Hotline and website.

The Board approved a three-year contribution agreement, effective January 1, 2018 to December 31, 2020, with the Recycling Council of British Columbia for an amount of \$65,000 in 2018, \$66,500 in 2019, and \$68,000 in 2020.

Regional Single-Use Item Reduction Strategy Research and Consultation

APPROVED

The Board agreed to start consultations on a regional single-use item reduction strategy.

In October 2017, the Board agreed to proceed with work to determine regional actions to reduce waste from single-use items. Further research and stakeholder consultation are planned throughout 2018 to develop a regional single-use item reduction strategy.

Significant reduction of single-use items across the region will require a suite of actions, including possible educational, behavioral change and regulatory components over the shorter and longer terms. Staff anticipate reporting back to the Board on a regional strategy for consideration in late 2018 or early 2019.

Creation of GVS&DD's Sewerage and Drainage Areas Boundaries Bylaw, No. 310, 2018

APPROVED

Under Section 31 of the Greater Vancouver Sewerage and Drainage Act, the GVS&DD may establish or amend the boundaries of the sewerage and drainage areas required to carry out its objectives.

The Board approved a Bylaw to fix the boundaries of the sewerage and drainage areas in specific areas of the region. The bylaw may be amended by the Board from time to time, and a copy of the plans are filed with the Land Title and Survey Authority of BC.

**GVS&DD's Sewerage and Drainage Areas Boundaries Amending Bylaw No. 311,
2018 – Fraser Sewerage Area – 7672 Progress Way, Delta****APPROVED**

In response to a request from the City of Delta, the Board amended the Fraser Sewerage Area to include the property located at 7672 Progress Way. On November 24, 2017, the MVRD Board resolved that the request was consistent with the provisions of Metro 2040. GVS&DD analysis has shown there is a negligible impact on the regional sewerage system and there are no financial impacts to the GVS&DD.

Generator Levy Proposed Revisions and Regulatory Framework Update**APPROVED**

On November 23, 2017, the Board approved a new Generator Levy, effective January 1, 2018.

Some stakeholders expressed concern that applying the Generator Levy to mixed municipal solid waste delivered to a qualified private facility that recovers resources or produces fuel from the mixed municipal solid waste could create a barrier to the potential future development of such facilities. Currently, if mixed municipal solid waste is delivered to a licensed private facility, the hauler is required to pay the Generator Levy to Metro Vancouver. Residual waste from the private facility may also be subject to the Generator Levy if the residual is delivered to a Regional Facility because the Generator Levy is a component of the overall Tipping Fee.

The Board approved amending the Greater Vancouver Sewerage and Drainage District Tipping Fee and Solid Waste Disposal Regulation Bylaw No. 306, 2017 to ensure the Generator Levy is paid only once for municipal solid waste from residential and commercial/institutional sources delivered to a private facility licensed by Metro Vancouver that recovers resources or produces fuel from that waste. This includes Metro Vancouver providing a rebate for residual waste from a qualified private facility delivered to a regional facility.

Development Cost Charge Rate Amending Bylaw No. 305, 2017 Adoption**APPROVED**

In 2014, the Board initiated a complete review of its Development Cost Charge (DCC) program, which included updating the program policy framework and the proposed growth project requirements. The review resulted in recommendations for adjustments to the DCC rates, which had not changed in almost 20 years. The new rates as calculated represent the best estimate to properly finance the growth capital program.

The Board passed and finally adopted a bylaw to update the Development Cost Charge program policy framework. Greater Vancouver Sewerage and Drainage District Development Cost Charge Amending Bylaw No. 305, 2017.

The Board had previously given three readings to the bylaw and it was subsequently forwarded to the Inspector of Municipalities for approval. The certificate of Statutory Approval was signed on February 16, 2018.

Greater Vancouver Water District

2018 Water Sustainability Innovation Fund Applications

APPROVED

The Board approved the allocation from the Water Sustainability Innovation Fund for the following projects:

- Residential Indoor and Outdoor End Uses of Water: \$380,000 over two years starting in 2019. The Residential Indoor and Outdoor End Uses of Water Study seeks to provide a detailed understanding of how water is used indoors by each fixture and appliance. Additionally, it seeks to provide a detailed analysis of outdoor water use, particularly the frequency and quantity of water applied to lawns and gardens.
- Greywater Reuse and Rainwater Harvesting Demonstration: \$350,000 over two years starting in 2019. This project seeks to investigate the feasibility of reusing greywater and rainwater harvesting systems through demonstration-scale trials installed in selected buildings within the region. While greywater reuse and rainwater harvesting treatment systems are available from specialized manufacturers, this project will focus on navigating regulatory requirements and operational challenges.

Watershed Education Program Update

RECEIVED

The Board received an update of 2017 activities associated with the Watershed Education Program.

Watershed Education Programs reach over 5,000 residents of Metro Vancouver annually with the aim of providing all citizens with the opportunity to see where their water comes from, understand the value of this resource, recognize their connection to it, develop a sense of pride and confidence in the water supply and become champions for sustainability.

Tour participants and educators are asked for feedback following their Watershed experience. The majority of respondents rate the tours as extremely effective at capturing their interests. They say that their perspective on their water supply changed, and that they would use water differently in the future.



Parks, Recreation and Cultural Services Committee

Date: Tuesday, February 27, 2018

Place: Anderson Room
Richmond City Hall

Present: Councillor Harold Steves, Chair
Councillor Ken Johnston
Councillor Carol Day
Councillor Bill McNulty

Absent: Councillor Linda McPhail

Also Present: Councillor Alexa Loo

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 January 30, 2018, be adopted as circulated.

CARRIED

NEXT COMMITTEE MEETING DATE

March 27, 2018, (tentative date) at 4:00 p.m. in the Anderson Room

PRESENTATION

1. Jamie Esko, Manager, Parks Planning, Design and Construction, with the aid of a PowerPoint presentation (copy on file, City Clerk's Office) provided the following information:
 - in September 2017, Richmond was invited to attend the 11th International Garden Festival in Zhengzhou;

Parks, Recreation & Cultural Services Committee
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- during a tour of Zhengzhou it was noted that the financial centre was constructed in a short time to support the airport economy zone;
- the city of Zhengzhou has a population of nine million people and is the capital of Henan Province;
- an intricate network of cycling and pedestrian corridors line the major routes in Zhengzhou;
- 74 cities from China and 11 international cities were invited to attend the exposition;
- following the exposition, the Garden will become a public park;
- the Richmond garden component has many design elements, such as water to represent the Fraser River, geometric shapes to evoke the grid of both city and agricultural patterns characteristic of Richmond, and panels of images of Richmond and Vancouver to give visitors a greater understanding of local landmarks and landscapes;
- international visitors were invited on a tour of historical cities, such as Dengfeng, home of Shaolin Buddhism and Kung Fu, and the temple where it is believed that Shaolin Buddhism began;
- Kaifeng, once the capital of China, is renowned for its Chrysanthemum Festival; and
- the Chrysanthemum Festival site is a park that projects out into a lake, crowned by a historic temple.

Ms. Esko then noted that the relationship between the City and Zhengzhou will move to the next phase. As a result, she noted that 1,600 square metres of Aberdeen Park will be developed into the Zhengzhou garden according to concepts provided by the Chinese Society of Landscape and Architecture and the Chinese Association of Parks. She then advised that the design is based on a Zen Buddhist garden philosophy and will include water features and a pavilion and will encourage quiet contemplation. Ms. Esko noted that plants and materials similar and native to the Henan Province will be incorporated into the garden. She then advised that the Zhengzhou garden will be constructed once detailed design and cost estimates have been completed by the City and is anticipated to open in 2019.

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Tuesday, February 27, 2018

COMMUNITY SERVICES DIVISION

2. MOORAGE AT STEVESTON HARBOUR

(File Ref. No. 06-2345-20-ILAN1) (REDMS No. 5677600 v.13)

Marie Fenwick, Manager, Museum and Heritage Services, advised that the draft business plan for the Britannia Shipyards has been received and is currently with the Britannia Heritage Shipyard Society for comments.

In reply to queries from Committee, Serena Lusk, General Manager, Community Services, advised that the business plan was forwarded to the Britannia Heritage Shipyard Society to seek community input and consultation prior to presenting it to Council.

In reply to a query from Committee, Jane Fernyhough, Director, Arts, Culture and Heritage Services, advised that a report is forthcoming on the Phoenix Gillnet Loft.

Ms. Lusk noted that a memorandum will be provided to Committee with information on contracts for the Britannia Heritage Shipyard Society and Steveston Historical Society.

Discussion took place with regard to the Britannia Shipyards business plan and Committee requested that the plan be forwarded to the Steveston Historic Sites Building Committee for review.

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

It was moved and seconded

- (1) *That the staff report titled "Moorage at Steveston Harbour", dated February 6, 2018, from the General Manager, Community Services, be received for information; and*
- (2) *That staff forward the Britannia Shipyards business plan to the Steveston Historic Sites Building Committee for review.*

CARRIED

3. TREE, BENCH AND PICNIC TABLE DEDICATION PROGRAM

(File Ref. No. 11-7200-30-ADON1) (REDMS No. 5690948 v.18)

In reply to queries from Committee, Paul Brar, Manager, Parks Programs, advised that the renewal fee for a bench or table ensures replacement should they be in disrepair. Mr. Brar noted that should the bench or table be in good condition, restoration would be delayed until necessary, however the renewal fee would still be collected for future repairs. .

Ted deCrom, Manager, Parks Operations, advised that staff conduct an inventory review annually to ensure that all parks furniture is in proper condition.

3.

Parks, Recreation & Cultural Services Committee
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Mr. Brar noted that many new benches are being added around the City and that staff make an effort to include as many as possible to fit with park designs.

In reply to a query from Committee, Elizabeth Ayers, Manager, Community Services Planning and Projects, advised that memorial benches indoors, has not been considered thus far as there is higher usage of the equipment thereby resulting in more frequent replacement.; however noted that staff can examine the matter.

Mr. Brar advised that four memorial plaques may be placed on a picnic table; however picnic tables are not as popular a location as benches. He noted that other municipalities only incorporate up to two plaques on each table or bench, therefore the City of Richmond only recommends two plaques per location.

It was moved and seconded

- (1) *That Policy 7019 "Tree, Bench and Picnic Table" be amended as proposed in Attachment 1 of the staff report titled "Tree, Bench and Picnic Table Dedication," dated February 19, 2018, from the General Manager, Community Services; and*
- (2) *That Fee Schedule 7019.01 "Tree, Bench and Picnic Table" be updated to reflect 2018 operating and maintenance costs for the Tree, Bench and Picnic Table Dedication program as detailed in the staff report titled "Tree, Bench and Picnic Table Dedication," dated February 19, 2018, from the General Manager, Community Services.*

CARRIED

4. GARDEN CITY LANDS PROJECT UPDATE

(File Ref. No. 06-2345-20-GCIT1) (REDMS No. 5736429 v.3)

With the aid of a visual presentation, Alexander Kurnicki, Research Planner 2, noted that the work completed in 2017 will allow for the recreational and agricultural use of the land and as a result, active use of the site can begin this year. He advised that Kwantlen Polytechnic University (KPU) will begin farming in Spring 2018 and stated that all activities underway have been approved by the Agricultural Land Commission (ALC) and is consistent with their guidelines and policies.

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In reply to queries from Committee, Mr. Kurnicki advised that all water in the pond is only being filled with precipitation. He noted that (i) the soil that was imported in 2017 to the site is not contaminated, (ii) a soil amendment plan developed and created by McTavish Resource and Management Consultants Ltd. has been submitted to the ALC, (iii) the ALC has reviewed the plan and is supportive of implementing it, (iv) a cover crop was planted and it has germinated, and (v) compost, manure, and peat will be added to the soil to improve the quality of the soil to be consistent with the approved McTavish plan.

In reply to further queries from Committee, Mr. Kurnicki advised that staff are confident (i) with McTavish Resource and Management Consultants Ltd.'s assessment of the site, and (ii) that the soil as described in the report can be amended to meet the appropriate criteria.

Ms. Lusk advised that any other non-farm use permits for the site will go through the City's development applications process.

It was moved and seconded

That the staff report titled "Garden City Lands Project Update," dated February 14, 2018, from the General Manager, Community Services be received for information.

CARRIED

5. WEST CAMBIE NEIGHBOURHOOD PARK MASTER PLAN AND PUBLIC ART CAPITAL PROJECT

(File Ref. No. 06-2345-20-WCAM1) (REDMS No. 5703728 v.9)

Ms. Esko, with the aid of a visual presentation, provided an overview of the West Cambie Neighbourhood Park Master Plan, noting that it incorporates some of the existing features of the current park. She advised that a public consultation was conducted with the surrounding neighbourhood and constructive feedback was received. Ms. Esko highlighted that the park will feature a gathering area, an amphitheatre, and public art. She also noted that pedestrian and cycling routes in the park. She advised that there will be lots of children's play and natural play areas as well as a fenced off -leash dog area. Ms. Esko then noted that many trees and shrubs will be planted to ensure habitats for a range of species as well as a meadow for pastoral landscape. She then advised that there is an opportunity for future expansion of the Alexandra District Energy Utility building and the Geoexchange field.

Photographs of pergolas at the Getty Museum in Los Angeles were distributed (attached to and forming part of these Minutes as Schedule 1) and discussion ensued on the pergola structure for the West Cambie Neighbourhood Park. It was noted that laminated veneer lumber may not be sustainable.

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In reply to queries from committee, Eric Fiss, Public Art Planner, advised that the design team identified laminated veneer lumber as a sustainable product for the pergola garden structure. He advised that staff can continue to work with the design team to ensure the most sustainable products are used for longevity.

Discussion took place on Part (3) of the staff recommendation, and it was noted that it would be valuable to reference the funding source for the West Cambie Neighbourhood Park Public Art Project as the project will be funded from funds from previous private development public art contributions for the West Cambie Alexandra Neighbourhood.

It was moved and seconded

- (1) *That the West Cambie Neighbourhood Park Master Plan, as detailed in the staff report titled "West Cambie Neighbourhood Park Master Plan and Public Art Capital Project," dated February 6, 2018, from the General Manager, Community Services, and the Director of Arts, Culture and Heritage Services be approved;*
- (2) *That the concept proposal for the proposed public artwork for the West Cambie Neighbourhood Park, titled "Pergola Garden," by the artist team Polymétis Projects, as detailed in the staff report titled "West Cambie Neighbourhood Park Master Plan and Public Art Capital Project," dated February 6, 2018, from the General Manager, Community Services, and the Director of Arts, Culture and Heritage Services, be endorsed;*
- (3) *That the West Cambie Neighbourhood Park Public Art Project for \$725,000 be approved and included in the 2018 Capital Budget; and*
- (4) *That the City's 5-Year Financial Plan (2018–2022) be amended to include the \$725,000 for the West Cambie Neighbourhood Park Public Art Project funded by the Public Art Reserve.*

CARRIED

Opposed: Cllr. Day

6. CAPSTAN VILLAGE PUBLIC ART PLAN

(File Ref. No. 11-7000-00) (REDMS No. 5699193 v.5)

It was moved and seconded

That the staff report titled "Capstan Village Public Art Plan," dated January 23, 2018, from the Director, Arts Culture and Heritage Services, developed as a guide for the placement of public art in Capstan Village, be approved.

CARRIED

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**7. RICHMOND PUBLIC ART PROGRAM 2017 ANNUAL REPORT AND
PUBLIC ART ADVISORY COMMITTEE 2018 WORK PLAN**

(File Ref. No. 01-0100-30-RPAR1-01) (REDMS No. 5728425 v.2)

It was moved and seconded

That the Richmond Public Art Advisory Committee 2018 Work Plan, as presented in the report titled "Richmond Public Art Program 2017 Annual Report and Public Art Advisory Committee 2018 Work Plan," dated February 8, 2018, from the Director, Arts, Culture and Heritage Services, be approved.

CARRIED

8. MANAGER'S REPORT

(i) Erase Bullying Day

David Ince, Manager, Community Recreation Services, advised that February 28, 2018 is Erase Bullying Day. He noted that City staff and the Richmond School District have collaborated and put on poster and video contests. Mr. Ince then advised that there are opportunities around the city to participate in bullying prevention activities and that staff and instructors will be wearing pink.

(ii) Staff Introduction

Ms. Esko introduced Kevin Fraser, Park Planner, noting that he has a master's degree in Urban Planning and Landscape Architecture.

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (4:53 p.m.).

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the Parks, Recreation and Cultural Services Committee of the Council of the City of Richmond held on Tuesday, February 27, 2018.

Councillor Harold Steves
Chair

Sarah Kurian
Legislative Services Coordinator



Pergolas at Getty Museum in Los Angeles California



General Purposes Committee

Date: Monday, March 5, 2018

Place: Anderson Room
Richmond City Hall

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

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

AGENDA DELETIONS

It was moved and seconded

That Item 3, "Animal Shelter Guiding Principles, Program, and Service Levels" be deleted from the agenda.

CARRIED

MINUTES

It was moved and seconded

That the minutes of the meeting of the General Purposes Committee held on February 19, 2018, be adopted as circulated.

CARRIED

General Purposes Committee

Monday, March 5, 2018

COMMUNITY SAFETY DIVISION

1. **APPLICATION TO AMEND LIQUOR- PRIMARY LIQUOR LICENCE - THE RICHMOND INN HOTEL LTD., DOING BUSINESS AS: HAROLD'S BISTRO & BAR - 7551 WESTMINSTER HWY**

(File Ref. No. 12-8275-30-001) (REDMS No. 5750775 v. 2)

In response to a question from Committee, Carli Edwards, Acting Senior Manager, Community Safety Policy & Programs and Licencing, noted that the earlier hours of operation would be intended for special events.

It was moved and seconded

- (1) *That the application from The Richmond Inn Hotel Ltd., operating as Harold's Bistro & Bar, for an amendment to increase their hours of liquor service under Liquor Primary Liquor Licence No. 164307, from (existing hours):*

11:00 AM to 1:00 AM, Monday to Thursday;

11:45 AM to 1:45 AM, Friday and Saturday; and

11:00 AM to Midnight, Sunday;

To (proposed hours):

9:00 AM to 1:00 AM, Monday to Thursday;

9:00 AM to 1:45 AM, Friday and Saturday; and

9:00 AM to Midnight, Sunday;

be supported and that a letter be sent to the Liquor Control and Licensing Branch advising that:

- (a) *Council supports the amendment for an increase in liquor service hours as the increase will not have a significant impact on the community; and*
- (b) *The total person capacity at 132 persons indoor and 54 persons patio is unchanged;*
- (2) *That a letter be sent to Liquor Control and Licensing Branch advising that:*
- (a) *Council supports the applicant's proposed increase of liquor service hours with conditions as listed above;*
- (b) *The total person capacity of 132 persons indoor and 54 persons patio is acknowledged;*
- (c) *Council's comments on the prescribed criteria (Section 71 of the Liquor Control and Licensing Regulations) are as follows:*

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- (i) *The potential for additional noise and traffic in the area was considered;*
 - (ii) *The impact on the community was assessed through a community consultation process; and*
 - (iii) *Given that there has been no history of non-compliance with the operation, the amendment to permit extended hours of liquor service under the Liquor Primary Liquor Licence should not change the establishment such that it is operated contrary to its primary purpose;*
- (d) *As the operation of a licenced establishment may affect nearby residents, businesses and property owners, the impact assessment was conducted through the City's community consultation process as follows;*
 - (i) *Residents, businesses and property owners within a 50 meter radius of the subject property were notified by letter. The letter provided information on the application with instructions on how to submit comments or concerns; and*
 - (ii) *Signage was posted at the subject property and three public notices were published in a local newspaper. The signage and public notice provided information on the application with instructions on how comments or concerns could be submitted;*
- (e) *Council's comments and recommendations respecting the view of the residents, businesses and property owners are as follows:*
 - (i) *The community consultation process was completed within 90 days of the application process; and*
 - (ii) *The community consultation process resulted in no comments or views submitted from residents, businesses and property owners;*
- (f) *Council recommends the approval of the permanent change to hours for the licence for the reasons that the additional proposed hours is acceptable to the majority of the residents, businesses and property owners in the area and the community.*

CARRIED

General Purposes Committee
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2. APPLICATION FOR A NEW LIQUOR PRIMARY LIQUOR LICENCE - CLUB VERSANTE MANAGEMENT LTD, DOING BUSINESS AS: CLUB VERSANTE, 8400 WEST ROAD, UNIT 101

(File Ref. No. 12-8275-30-001) (REDMS No. 5749216)

It was moved and seconded

- (1) That the application from Club Versante Management Ltd., doing business as, Club Versante, for a new Liquor Primary Liquor Licence to operate a private club establishment, at premises located at 8400 West Road Unit 101, with liquor service, be supported for:*
 - (a) A new Liquor Primary Liquor Licence with primary business focus of entertainment, specifically a private club with total person capacity of 90 persons;*
 - (b) Family Food Service to permit minors in all licenced areas until 10:00PM when accompanied by a parent or guardian; and*
 - (c) Liquor service hours for Monday to Sunday, from 9:00 AM to 2:00AM;*
- (2) That a letter be sent to Liquor Control and Licensing Branch advising that:*
 - (a) Council supports the applicant's new Liquor Primary Liquor Licence application and the hours of liquor service with the conditions as listed above;*
 - (b) The total person capacity set at 90 persons is acknowledged;*
 - (c) Council's comments on the prescribed criteria (Section 71 of the Liquor Control and Licencing Regulations) are as follows:*
 - (i) The impact of additional noise and traffic in the area of the establishment was considered;*
 - (ii) The potential impact on the community was assessed through a community consultation process; and*
 - (iii) Given that this is a new business, there is no history of non-compliance with this establishment;*
 - (d) As the operation of a licenced establishment may affect nearby residents, businesses and property owners, the City gathered the views of the community through a community consultation process as follows:*
 - (i) Residents, businesses and property owners within a 50 meter radius of the establishment were notified by letter. The letter provided information on the application with instructions on how to submit comments or concerns; and*

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- (ii) Signage was posted at the subject property and three public notices were published in a local newspaper. The signage and public notice provided information on the application with instructions on how to submit comments and concerns;*
- (e) Council's comments on the general impact of the views of residents, businesses and property owners are as follows:*
 - (i) The community consultation process was completed within 90 days of the application process; and*
 - (ii) The community consultation process did not generate any comments and views of residents, businesses and property owners;*
- (f) Council recommends the approval of the licence application for the reasons that this new application for a Liquor Primary Licence is acceptable to the majority of the residents, businesses and property owners in the area and community.*

CARRIED

COMMUNITY SERVICES DIVISION

3. ANIMAL SHELTER GUIDING PRINCIPLES, PROGRAM, AND SERVICE LEVELS

(File Ref. No. 06-2055-20-012) (REDMS No. 5678629 v. 17)

Please see Page 1 for action on this matter.

4. PROPOSED PLAN FOR MAJOR EVENTS AND PROGRAMS IN 2018 AND 2019

(File Ref. No. 11-7400-01) (REDMS No. 5749845 v. 6)

In response to queries from Committee, Bryan Tasaka, Manager, Major Events and Film, provided the following information:

- the total amount for the Maritime Festival would be \$300,000 with the base amount of \$200,000 should staff secure large navy vessels, an additional amount of \$100,000 would be required;
- the proposed budget for the Maritime Festival is based on feedback from last year's event;
- the plan is to integrate the celebration of Richmond's 140th anniversary of incorporation at all major events and programs for 2019;
- the Maritime Festival would remain at Britannia and be expanded to include Imperial Landing;

5.

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- staff plan to distribute the Video Series through social media and the City's website and will develop a promotional plan for its release;
- the Cherry Blossom Festival is being planned at Garry Point for 2018 at the recommendation of the organizer from last year; and
- the proposed Garden City Lands Farmer's Market is to be held August 11th this year to accommodate the farmer's schedules and allow for better weather.

Discussion ensued on the Garden City Lands Farmer's Market and the 2019 Video Series and it was suggested that staff provide further information on dates for the 2018 major events.

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

It was moved and seconded

- (1) *That \$28,000 be approved for the 2018 Garden City Lands Farmer's Market to be funded from the Rate Stabilization Account;*
- (2) *That \$1,158,000 be approved to support the following events and programs for 2019: Children's Arts Festival, Cherry Blossom Festival, Doors Open, Richmond Canada Day in Steveston, Richmond Maritime Festival, Garden City Lands Farmer's Market, Richmond World Festival, City-wide event marketing program and City branded assets, funded by the Rate Stabilization Account;*
- (3) *That \$100,000 be approved to support the expansion of the Richmond Maritime Festival to include Imperial Landing, contingent on staff securing large Navy vessels for the event, funded by the Rate stabilization Account;*
- (4) *That \$75,000 be approved for a 2019 Neighbourhood Celebration Grant Program funded by the Rate Stabilization Account;*
- (5) *That \$200,000 be approved for the 2019 Video Series: History of Richmond project, funded by the Rate Stabilization Account and shown in the Museum budget in the future; and*
- (6) *That the 5 Year Financial Plan (2018-2022) be amended accordingly.*

CARRIED

Opposed: Cllr. McNulty

5. MINORU PARK VISION PLAN

(File Ref. No. 06-2345-20-MINO1) (REDMS No. 5642162 v. 26)

Jamie Esko, Manager, Parks Planning, Design and Construction and Miriam Plishka, Park Planner, presented a video (copy on file, City Clerk's Office) detailing the Minoru Park Vision Plan and highlighted the future vision for the area.

6.

General Purposes Committee

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In response to questions from Committee, staff noted that (i) city-wide parks are complimentary to neighbourhood parks as they serve their local areas within 400 metres while also offering special programs and facilities for all residents, (ii) the Minoru Park Vision Plan encompasses amenities for all ages and includes improving the circulation network and adding more seating areas and bathrooms, (iii) the Richmond Cricket Club has approximately 100 members and staff will work with them to find another suitable location for the cricket pitch, (iv) there is no formal policy on including picnic areas in parks however, staff received positive feedback about including it in Minoru Park, (v) the proposal for the lakes is to reconstruct them but retain a similar size, and (vi) the existing parkade would require reconstruction to add any additional space.

Discussion took place regarding (i) cyclists on pathways in Minoru Park, (ii) short and long-term parking options, (iii) the maintenance of green space in the park, (iv) the reconstruction of the lakes, (v) the needs of sports clubs in the city, and (vi) the potential impact of future residential development around the park.

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

It was moved and seconded

That the Minoru Park Vision Plan be referred back to staff to provide more information on:

- (1) *alternative locations for the cricket pitch;*
- (2) *the options of green space versus a civic facility with integrated parking in the special study area;*
- (3) *more options about parking in general around the park;*
- (4) *a wider study on the reconstruction of the lakes from a health, environmental, and aesthetic point of view;*
- (5) *options for cyclists in and around the park;*
- (6) *further explanation and study on the shade grove area; and*
- (7) *planning options that would enhance the park through parking and access.*

CARRIED

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (5:28 p.m.).

CARRIED

General Purposes Committee
Monday, March 5, 2018

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, March 5, 2018.

Mayor Malcolm D. Brodie
Chair

Amanda Welby
Legislative Services Coordinator



Finance Committee

Date: Monday, March 5, 2018

Place: Anderson Room
Richmond City Hall

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

Call to Order: The Chair called the meeting to order at 5:29 p.m.

MINUTES

It was moved and seconded

That the minutes of the meeting of the Finance Committee held on February 5, 2018, be adopted as circulated.

CARRIED

Councillor Au left the meeting (5:30 p.m.).

FINANCE AND CORPORATE SERVICES DIVISION

1. **2017 INVESTMENT REPORT**
(File Ref. No. 03-0900-01) (REDMS No. 5741266)

It was moved and seconded

That the report titled 2017 Investment Report dated February 7, 2018 from the Director, Finance be received for information.

CARRIED

Finance Committee
Monday, March 5, 2018

2. **REVENUE ANTICIPATION BORROWING (2018) BYLAW NO. 9831**
(File Ref. No. 03-0900-01) (REDMS No. 5727142 v.3)

It was moved and seconded

That the Revenue Anticipation Borrowing (2018) Bylaw No. 9831 be introduced and given first, second and third readings.

CARRIED

3. **ONLINE CREDIT CARD TAX AND UTILITY PAYMENTS (1-YEAR STATISTICS)**

(File Ref. No. 03-0900-01) (REDMS No. 5369161)

It was moved and seconded

That the report titled Online Credit Card Tax and Utility Payments (1-Year Statistics) dated February 5, 2018 from the Director, Finance be received for information.

CARRIED

Councillor Au returned to the meeting (5:32 p.m.).

COMMUNITY SERVICES DIVISION

4. **GARDEN CITY LANDS PROJECT TIPPING FEES REVENUES**

(File Ref. No. 06-2345-20-GCIT1) (REDMS No. 5749602 v.9)

In response to questions from Committee, Alex Kurnicki, Research Planner 2 noted that (i) staff have been working closely with Agricultural Land Commission (ALC) staff and are in compliance with their approvals, (ii) staff continue to monitor market rates and stay current with pricing, (iii) fill is being utilized to mitigate low level contaminants and to follow best management practices as the current soil is peat based, (iv) testing results are provided on the fill soil to ensure it is not contaminated, and (v) staff worked with ALC staff to develop a plan to raise the level of soil on the Kwantlen Polytechnic University (KPU) site from fair to good with the addition of nutrients and organics at appropriately sourced sites, and at the oversight of McTavish Resource and Management Consultants Ltd.

Discussion took place regarding the oversight of the consultant and the effectiveness of soil importation. As a result of the discussion, the following **referral motion** was introduced:

It was moved and seconded

That the report be referred back to staff for more information on:

- (1) *the remediation program and soil program going forward; and*
- (2) *the appropriate consultant to be used.*

CARRIED

2.

Finance Committee
Monday, March 5, 2018

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (5:45 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, March 5, 2018.

Mayor Malcolm D. Brodie
Chair

Amanda Welby
Legislative Services Coordinator



Planning Committee

Date: Tuesday, March 6, 2018

Place: Anderson Room
Richmond City Hall

Present: Councillor Linda McPhail, Chair
Councillor Bill McNulty
Councillor Chak Au
Councillor Alexa Loo
Councillor Harold Steves

Also Present: Councillor Carol Day

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

MINUTES

It was moved and seconded

That the minutes of the meeting of the Planning Committee held on February 20, 2018, be adopted as circulated.

CARRIED

NEXT COMMITTEE MEETING DATE

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

COMMUNITY SERVICES DIVISION

1. **FINAL AFFORDABLE HOUSING STRATEGY 2017-2027**

(File Ref. No. 08-4057-01) (REDMS No. 5748976 v. 14)

Joyce Rautenberg, Affordable Housing Coordinator presented the Final Affordable Housing Strategy, noting that public feedback was received through online surveys and open houses and respondents expressed support for the Strategy with particular focus on the short-term actions. She added that staff are continuing work on reviewing the affordable housing policies and will provide updates when appropriate.

In reply to queries from Committee, staff noted that (i) staff are monitoring how rezoning and demolitions impact the availability of secondary suites and will provide information to Council at a future date, (ii) secondary suites are permitted in all single family and townhouse zones and staff are preparing a report regarding secondary suites in duplexes, and (iii) secondary suites are required to have a separate heating system from the primary dwelling.

Discussion ensued with regard to (i) advocating to senior levels of government to provide information related to vacant properties and foreign ownership of properties, (ii) utilizing micro suites as an affordable housing option, (iii) utilizing the Special Development Circumstances and Value Transfer funding model on housing projects, (iv) exploring funding partnerships with senior levels of government, and (v) reviewing policies on adult-only strata.

De Whalen, representing the Richmond Poverty Response Committee, expressed support for the Affordable Housing Strategy, and raised concern on the insufficient affordable housing supply. She encouraged the City to consider options to increase affordable housing for seniors and seek more support from the Province.

John Roston, 12262 Ewen Avenue, referenced his submission, (attached to and forming part of these minutes as Schedule 1) and expressed that affordable housing be focused on units for families. Also, he suggested that a new type of condominium building be created where vacant condominium units would be rented out and revenue shared amongst property owners.

In reply to queries from Committee, staff noted that types of rental agreements and options to dedicate zones to rental property can be explored.

It was moved and seconded

(1) That the final Affordable Housing Strategy 2017-2027 and companion documents, as outlined in the report titled "Final Affordable Housing Strategy 2017-2027" dated February 15, 2018 from the Manager, Community Social Development, be adopted;

2.

Planning Committee
Tuesday, March 6, 2018

- (2) *That the staff report be referred to the Council/School Board Liaison Committee; and*
- (3) *That copies of the staff report, along with advocacy information to senior levels of government be sent to Richmond Members of Parliament and Members of the Legislative Assembly.*

CARRIED

PLANNING AND DEVELOPMENT DIVISION

2. AGRICULTURAL ADVISORY COMMITTEE 2017 ANNUAL REPORT AND 2018 WORK PROGRAM

(File Ref. No. 01-0100-30-ACEN1-01) (REDMS No. 5733493)

In response to queries from Committee staff noted that the Agricultural Advisory Committee (AAC) has been involved in reviewing Agricultural Land Commission (ALC) related development applications and exploring programs such as farm tours to promote agricultural viability. It was further noted that the AAC has worked on identifying potential community partnerships and supports local farming groups such as the Young Agrarians.

Mr. Roston referenced his submission (attached to and forming part of these minutes as Schedule 1) and expressed concern that (i) a special stakeholders meeting on proposed changes to the City's Agricultural (AG1) zone excluded community groups such as Richmond FarmWatch, (ii) members of the AAC may be in conflict of interest due to their ownership of farmland, and (iii) there are instances where farm property owners are reportedly not extending utility connections beyond the farm home plate.

In reply to queries from Committee, Barry Konkin, Manager, Policy Planning, noted that Council directed staff to proceed with the consultation process on proposed changes to agricultural zones, adding that Richmond FarmWatch was involved in the consultation process and attended public information sessions hosted by the City. He further noted that the City is willing to assist in the matching of potential farmers with farm property owners.

Todd May, Co-Chair, AAC, thanked Council for their support and remarked that the AAC would support land matching initiatives for potential farmers.

Committee commended the AAC for their work in the community.

It was moved and seconded

- (1) *That the staff report titled "Agricultural Advisory Committee 2017 Annual Report and 2018 Work Program" dated February 16, 2018 from the Manager, Policy Planning be received for information; and*

Planning Committee
Tuesday, March 6, 2018

- (2) *That the Agricultural Advisory Committee 2018 Work Program, as presented in this staff report, be approved.*

CARRIED

3. **MANAGER'S REPORT**

(i) *Agricultural Land Reserve Non-Farm Use Applications*

Mr. Konkin noted that the ALC has advised that inquiries for non-farm use will no longer be handled by ALC staff. Formal non-farm use applications must be submitted and will be considered by the ALC Executive. Staff anticipate an increase in non-farm use applications that will require review by Planning Committee and Council. He added that staff have the capacity to accommodate the anticipated increase in non-farm use applications and that staff will work the AAC as part of the review of the applications.

(ii) *Agricultural Farm Home Plate Interpretation*

James Cooper, Manager, Plan Review, noted that staff issued a bulletin clarifying that the farm home plate must be rectangular in shape and must be located adjacent to the front property line or riparian management area line and contiguously with one side of the property line. Also, he noted that applicants may submit variances to the farm home plate and that staff will work the AAC to review if the proposed variances maximize the farm's viability.

In reply to queries from Committee, staff noted that the bulletin can be distributed to Council and that staff can work with the AAC to explore policies that would encourage extending the utility connections to the farming area.

ADJOURNMENT

It was moved and seconded
That the meeting adjourn (4:53 p.m.).

CARRIED

Planning Committee
Tuesday, March 6, 2018

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, March 6, 2018.

Councillor Linda McPhail
Chair

Evangel Biason
Legislative Services Coordinator

Subject: FW: Planning Committee, March 6, 2018.

----- Original message -----

From: "John Roston, Mr" <john.roston@mcgill.ca>
Date: 2018-03-06 12:28 PM (GMT-08:00)
To: "McPhail,Linda" <LMcPhail@richmond.ca>
Subject: Planning Committee, March 6, 2018.

Dear Councillor McPhail,

I will be attending the Planning Committee meeting today and with your permission would like to speak briefly on both the Affordable Housing Strategy and the Agricultural Advisory Committee annual report. I will read out the comments below.

John

john.roston@mcgill.ca
John Roston
12262 Ewen Avenue
Richmond, BC V7E 6S8
Phone: 604-274-2726
Fax: 604-241-4254

Re: Affordable Housing Strategy

A major component of the affordable housing strategy should be increasing the total number of family friendly units available for rent, not just the LEMR units, so that increased supply will lead to lower rents. There has to be a change from building what investors want to building what Richmond families need. We also have to change investors who buy units and leave them empty from part of the problem to part of the solution.

More Multi-Bedroom Units

Condo developers currently have no incentive to build mostly multi-bedroom units needed by young families when they can make a lot more money faster by selling the smaller units that are most attractive to investors. The developer could be given fast track permit approvals for buildings where at least 50% of the units are a decent size with two bedrooms and at least an additional 25% of the units have three bedrooms or more.

New Type of Condo Building Structure

Many condo units remain empty because the owners, especially foreign ones, see renting as too much of a hassle. A new type of condo building could be created with bylaws specifying that the condo owner must agree when purchasing a unit that the condo building manager is responsible for renting out, at market rates, all units not occupied by the owner, or a close relative of the owner. The city could also make use of the same building manager to rent out the affordable housing units at lower cost than finding a separate affordable housing manager.

This condo building structure can be made attractive to condo investors by having all rent revenue in the building go into a common fund, from which all expenses are deducted, and the investors then share in the profits according to the size of their unit. No owner gets preferential treatment. It doesn't matter to an owner if his or her unit is temporarily vacant, or the unit next door has a higher rent, because all revenue and expense is shared by all the owners.

Re: Agricultural Advisory Committee 2017 AAC Annual Report
Attachment 1, Page PLN-188, second item "City Policy Initiatives"

“Received information on the proposed changes to the City's AG1 (Agriculture) zone on establishing limits to residential development. This included a special stakeholders meeting with members of the AAC, RFI and the Richmond Farmland Owners Association.”

I note that the stakeholders meeting did not include members of Richmond FarmWatch or other group representing the interests of Richmond citizens who certainly have a stake in the preservation of Richmond farmland for future generations. There are Richmond FarmWatch members who are owners of ALR properties and whose views do not coincide with those of the Richmond Farmland Owners Association.

There is also the question as to whether any of the members of the AAC were in a conflict of interest due to their ownership of farmland and the maximum house size influence on the value of that farmland. If yes, then the Committee had the option of saying that due to conflicts of interest, it was not able to provide a recommendation as to maximum house size.

There is no question that the AAC does valuable work, but it's important that its work schedule for 2018 include a review of its policies on consulting widely and conflicts of interest to ensure that it continues to be an independent advisory group and doesn't morph into a lobby group for special interests.





City of Richmond

Report to Committee

To: Parks, Recreation and Cultural Services
Committee

Date: February 6, 2018

From: Serena Lusk
General Manager, Community Services

File: 06-2345-20-ILAN1/Vol
01

Re: **Moorage at Steveston Harbour**

Staff Recommendation

That the staff report titled "Moorage at Steveston Harbour", dated February 6, 2018, from the General Manager, Community Services, be received for information.

Serena Lusk
General Manager, Community Services
(604-233-3344)

Att. 5

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

Staff Report

Origin

At the November 28, 2017, Parks, Recreation and Cultural Services (PRCS) Committee meeting, staff discussion occurred regarding moorage at Steveston Harbour as follows:

(i) *Moorage at Steveston Harbour*

The Chair distributed various renderings of piers along the Steveston waterfront (attached to and forming part of these Minutes as Schedule 1) and referenced the discussion that took place at the October 2017 Parks, Recreation and Cultural Services Committee meeting regarding a 300-foot floating dock along the Steveston waterfront.

As a result, staff received the following referral:

That:

- (1) staff examine costs for sheet piling beside the Imperial Landing Pier;*
- (2) staff examine costs for replacing the Gillnet Pier, including piles for a 300-foot float at Phoenix Gillnet Loft; and*
- (3) staff examine costs for piles for a 300-foot at Phoenix Gillnet Loft; and report back.*

The purpose of this report is in response to the above referrals, and to present the scope of work required and estimated costs of each for Council's consideration.

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

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

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

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

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

- 6.1. Safe and sustainable infrastructure.*
- 6.2. Infrastructure is reflective of and keeping pace with community need.*

This report is responsive to Council's adopted Steveston Waterfront Strategy vision of:

A world-class, internationally recognized maritime waterfront that respects the past and lives the future. The Steveston Waterfront area, with its working fishing harbor, historic village centre, active street life, festivals, and beautiful riverfront setting, will be a unique and popular place to live, work, and play and a key visitor destination for the region.

Analysis

Background

Since 2002, there have been numerous referrals and proposals to investigate potential opportunities at Imperial Landing, Britannia Heritage Shipyards, and the City-owned water covered Lot H, located outside the dike at Imperial Landing. Many of these proposals were considered to be unfeasible due to high costs, environmental issues, permit challenges, legal implications, and logistical considerations.

Future Floating Dock at Garry Point Park

At the November 14, 2017, Council meeting, Council approved the following:

"That Option 1: New 600 foot Breakwater Floating Dock as described in the staff report titled "2017 Garry Point Park Legacy Pier and Floating Dock," dated October 4, 2017, from the Interim Director, Parks and Recreation, be selected to provide staff direction regarding future advanced planning, detailed design and Capital submissions and that the installation of a 300-foot permanent float on the City-owned waterlot portion, a 300-foot temporary float on the provincial waterlot portion and a removable section in between the permanent and temporary floats be included within the Option 1 concept."

A capital submission for this project is expected in 2019. The reference in the referral for a 300-foot temporary float to be removable suggests the potential to relocate this structure to another location, when required. This report presents concepts on how a future temporary 300-foot float from Garry Point could be utilized for special events, on a seasonal basis at the Britannia Shipyards, or as an extension to the Gillnet Pier.

Further consideration of the logistics involved with transporting these floats between Garry Point and the Phoenix Cannery or Britannia Shipyards waterfront would be required. The most recent transportation and set up costs during the "King of the Sea" – Kaiwo Maru event from May 3 to 8, 2017, were approximately \$80,000. This included dismantling and reconnecting the gangways, electrical, water, and approach floats, as well as the contract for the crane barge, pilot and tug boats required for each move. If the intention is to move the floats on an annual basis, the transportation and set up costs would need to be considered as part of the City's ongoing operational budget.

Referral Response

1. Sheet Piling Beside the Imperial Landing Pier

Sheet pile wall conceptual estimate: \$1.5M – \$2M

Construction of a sheet pile wall along a portion of the north property line of the City-owned water covered Lot H could provide the potential for additional moorage space, provided the City receives approval from the Ministry for the use of their water lot to construct additional floating docks. Prior to 2002, as part of the former B.C. Packer's waterfront infrastructure, there were two floating docks (approximately 5m wide x 60m long) located along this stretch of Imperial Landing, supporting the moorage of fishing vessels for the canneries. These two finger docks were situated parallel to a concrete pier along the west side of the water lot (Attachment 1).

Through the years, both the age and decay of the timber structures, the erosion of the foreshore, and the sedimentation carried down the Fraser River took its toll on these structures. The floating docks and piles had to be removed, and concrete rip-rap was placed along this stretch of dike to minimize further erosion. Consequently, sediment has now accumulated to the point that moorage is no longer possible in this area, unless significant dredging is completed.

Based on comments from the November 27, 2017, PRCS Committee meeting, to recreate a moorage opportunity similar to what previously existed, a sheet pile wall constructed along a portion of Lot H (approximately 125 lineal metres) could provide the necessary stabilization of the foreshore (Attachment 2). This would allow dredging to be done as close to the dike as possible, with depths as deep as the secondary navigational channel, which is approximately -3.5 to -4.0 metres.

The recent sheet pile wall construction occurring at the Steveston Harbour Authority's operations serves as a guide to the estimated costs for the sheet pile wall, along with conceptual estimates provided by a Marine Engineering Consultant in 2012. The estimated costs range from \$10,000 to \$15,000 per lineal metre of sheet pile wall, depending on the size, material, and structural engineering of the wall required. Additional geotechnical, environmental, and marine structural engineering investigation would be required to confirm the size, layout, and type of wall for this location.

Should Council wish to consider reinstating what previously existed as shown in Attachment 1, this will require the reconstruction of the "finger docks," the piles to secure them, and dredging of the subject area.

Costs associated with the reconstruction of the finger docks and dredging operations are not included in this report. A comprehensive engineering, environmental, and permitting investigation are required to determine an order of magnitude costs for these items.

2. Replacing the Gillnet Pier, including piles for a 300-foot float at Phoenix Gillnet Loft

Conceptual estimates for a new pier \$1M – \$1.5M

Conceptual estimates for piles to secure the future 300'-0 temporary float \$150K

Estimated costs for the transport of the future floating dock would be \$80,000 per round trip.

Estimates for a new approach access structure to the pier is to be determined (i.e., as part of the Phoenix Net Loft building reconstruction or as a separate piled foundation structure).

The Gillnet Pier previously connected the old Can Loft Cannery buildings to the Gillnet Loft, now known as the Phoenix Net Loft, accommodated a series of fishing vessels along the stretch of timber piers and docks (Attachment 3). The Can Loft Cannery buildings and piers no longer exist, only the decaying remnants of the Gillnet Pier's piled foundation and frame remain at the site.

The Gillnet Pier was previously accessed from the Phoenix Net Loft. In 2010, the building's apron collapsed into the river, the Gillnet Pier footprint is no longer accessible from any building, or land access.

In order to reconstruct the Gillnet Pier and to accommodate the future 300'-0 temporary float from Garry Point, the scope of work would involve the following (Attachment 4):

- Construction of a new piled foundation pier, approximately 160'-0 in length x 16'-0 in width;
- The installation of six new piles to secure the 300'-0 temporary float; and
- Construction of a new approach to access the Gillnet Pier, for example, a pier structure or a new building apron connected to the Phoenix Net Loft.

Estimates to reconstruct a new pier along the old foot print range from \$400 per square foot to over \$700 per square foot, depending on the type of materials, size, and the architectural features desired for the structure. Steel piles are recommended for the piers' foundation and deck frame as it would typically last much longer than timber materials, however, it could cost twice as much as timber piles.

3. Cost for piles for a future 300'-0 float at Phoenix Gillnet Loft

Conceptual estimate to install new piles to secure the future 300-0 temporary float \$150K

Estimated costs for the transport of the future floating dock would be \$80,000 per round trip.

Should Council wish to see the installation of new piles for a future 300'-0 float at Phoenix Net Loft to host special events and to increase moorage capacity at Britannia Heritage Shipyards, it is recommended to place the future float as an extension to the existing 600'-0 floats already

available on site (Attachment 5). This would expand the moorage opportunities for the annual Maritime events at Britannia on a temporary basis, when the floats are not located at Garry Point.

To have a separate stand-alone float directly connected to the Phoenix Net loft, a new approach access would be required, similar to the concepts above available for the Gillnet Pier connections.

The following table summarizes the three costs explored in this report:

Table 1

	Description	Cost
1	Sheet Piling Beside the Imperial Landing Pier.	\$1.5M to \$2M
2	Replacing the Gillnet Pier, including piles for a 300-foot float at Phoenix Gillnet Loft. Cost for piles for a future 300'-0 float. Cost for transporting the future 300'-0 float.	\$1M to \$1.5M \$150K +\$80,000 per round trip
3	Cost for piles for a future 300'-0 float at Phoenix Gillnet Loft. Cost for transporting the future 300'-0 float.	\$150K + \$80,000 per round trip

Next Steps

Further environmental, structural, logistical, and marine engineering investigation are required for all three concepts presented in this report. A detailed design, along with permit applications, would need to be submitted for review by Provincial and Federal agencies.

The Ministry of Forests, Lands, and Natural Resources Operations (FLNRO) review and evaluation process will likely take well over a year for any proposed works on the water. This estimate is based on the current timeline for approval of the Steveston Channel Dredging Phase 2, and the Hollybridge Pier construction applications.

Financial Impact

None.

Conclusion

This staff report is in response to a referral from the November 28, 2017, PRCS to investigate opportunities for additional moorage in Steveston Harbour. Three concepts have been presented based on the referral. The first focuses on Imperial Landing and the potential to recreate useable moorage space by installing a sheet pile wall along a portion of the foreshore. The other two concepts provide options for recreating the Gillnet Pier, and the potential to relocate the future 300'-0 temporary float from Garry Point into Steveston Harbour for extended moorage space.

Depending on Council's intention regarding the scheduling and the number of times the future 300'-0 long temporary float is to be moved from Garry Point into Steveston Harbour, an ongoing

February 6, 2018

- 7 -

operational budget impact of \$80,000 to transport the floating dock would also need to be considered.

Should Council wish to proceed with any of the concepts, further engineering, permits, and environmental investigation would be required for a detailed design estimate for future construction and consideration, as part of the Capital budget process.

In addition, community need and operational considerations would need to be reviewed in detail.



Marcus Liu
Parks Project Technologist
(604-233-3313)

- Att. 1: Imperial Landing Aerial Photo 1999
2: Proposed sheet piling beside the Imperial Landing Pier
3: PRCS Referral - Schedule 1 Attachment (Drawing dated July 21, 2001)
4: Replacing the Gillnet Pier, including piles for a 300-foot float at Phoenix Gillnet Loft
5: New Piles for a future 300'-0 long floating dock

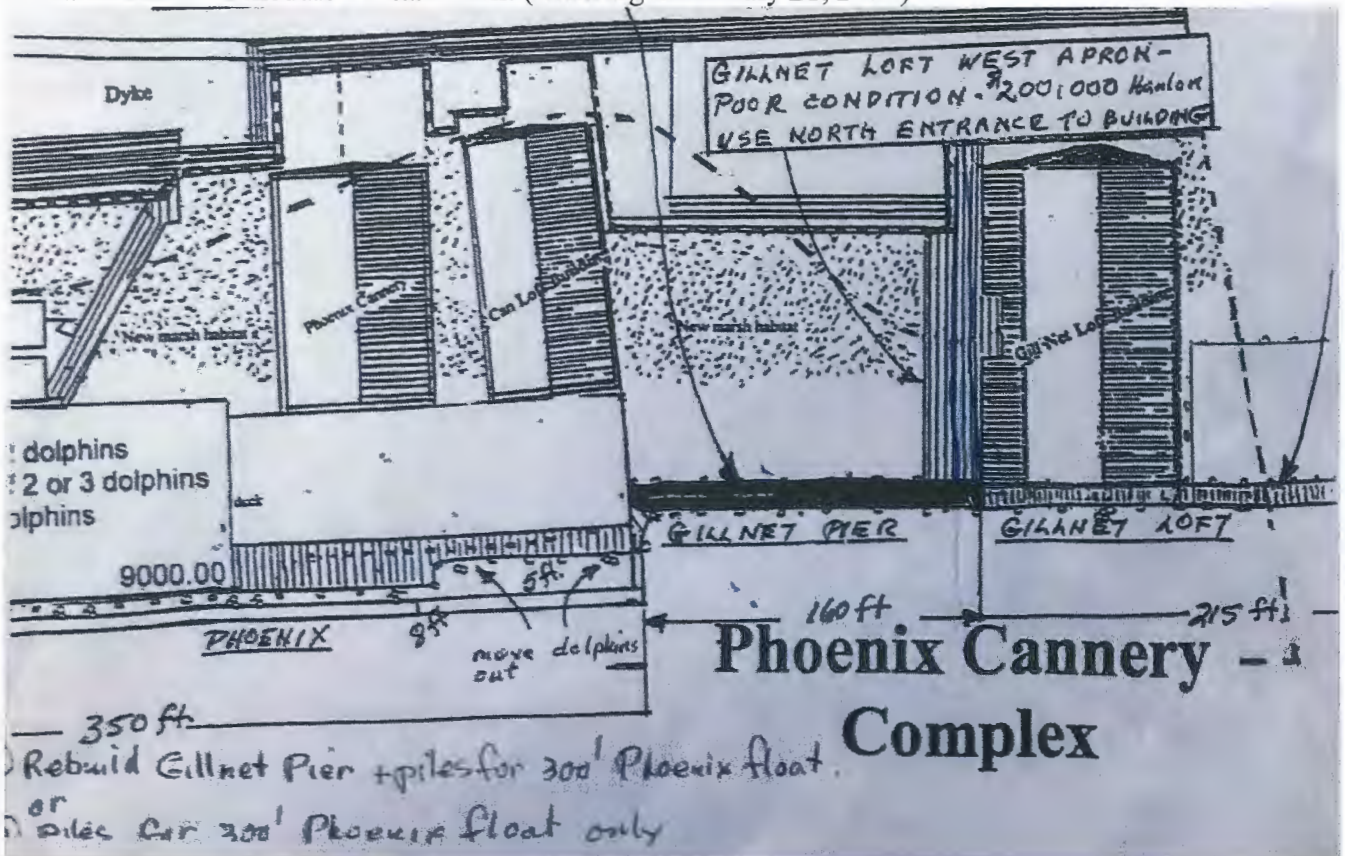
Imperial Landing Aerial Photo 1999



Proposed sheet piling beside the Imperial Landing Pier



PRCS Referral - Schedule 1 Attachment (Drawing dated July 21, 2001)



Gillnet Pier (2013 Photo)



Replacing the Gillnet Pier, including piles for a 300-foot float at Phoenix Gillnet Loft



2016 Aerial Photo

New Piles for a future 300'-0 long floating dock





City of Richmond

Report to Committee

To: Parks, Recreation and Cultural Services Committee
From: Serena Lusk
General Manager, Community Services
Date: February 19, 2018
File: 11-7200-30-
ADON1/2018-Vol 01
Re: Tree, Bench and Picnic Table Dedication Program

Staff Recommendation

1. That Policy 7019 "Tree, Bench and Picnic Table" be amended as proposed in Attachment 1 of the staff report titled "Tree, Bench and Picnic Table Dedication," dated February 19, 2018, from the General Manager, Community Services; and
2. That Fee Schedule 7019.01 "Tree, Bench and Picnic Table" be updated to reflect 2018 operating and maintenance costs for the Tree, Bench and Picnic Table Dedication program as detailed in the staff report titled "Tree, Bench and Picnic Table Dedication," dated February 19, 2018, from the General Manager, Community Services.

Serena Lusk
General Manager, Community Services
(604-233-3344)

Att. 5

REPORT CONCURRENCE		
ROUTED TO: Arts, Culture & Heritage	CONCURRENCE <input checked="" type="checkbox"/>	CONCURRENCE OF GENERAL MANAGER
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: AS	APPROVED BY CAO

Staff Report

Origin

The City of Richmond's Tree, Bench, and Picnic Table Dedication program was introduced in February, 1991. This program facilitates the dedication or memorialization of individuals through plaques placed on park benches and picnic tables or through the planting of trees in select parks and trails.

Following a program review in March 2003, the original Policy 7004 "Tree and Bench Donation" was repealed and replaced with Policy 7019 "Tree, Bench, and Picnic Table" (Attachment 1). This new policy included an updated fee structure for the program to account for maintenance and replacement costs, and established a 10 year term associated with each bench and picnic table dedication. The term length and detailed fees were captured in Fee Schedule 7019.01 (Attachment 2).

The purpose of this report is to seek approval to update Policy 7019 (Attachment 3) as well as the dedication fees identified in the accompanying Fee Schedule 7019.01 (Attachment 4) to accurately reflect current costs.

This report also addresses the following referral made at the October 24, 2017, Parks, Recreation and Cultural Services Committee meeting:

That staff examine (i) options to increase memorial plaques, (ii) options to incorporate memorial recognition in public art, and (iii) funding options for dedications to be in place in perpetuity with a single donation and report back.

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

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

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

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

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

7.1. *Relevant and effective budget processes and policies.*

Analysis

The City of Richmond's Tree, Bench, and Picnic Table Dedication program facilitates the recognition of individuals through plaques placed on park benches and picnic tables or through the planting of trees in select parks and trails. A program review has recently been conducted to identify best practices and to ensure long-term sustainability and community access to the program.

No changes are being proposed to the Tree Dedication program as it operates on a full cost recovery model and has sufficient capacity to meet current demands. The focus of this report is on Bench and Picnic Table Dedications.

Proposed Update to Policy 7019 and Fee Schedule 7019.01

As a result of the program review, staff recommend an update to Policy 7019 "Tree, Bench and Picnic Table" and accompanying Fee Schedule 7019.01. The proposed amendments to the policy are minor updates to provide a more accurate description of the program.

The proposed amendments to Fee Schedule 7019.01 update the fees to accurately reflect current costs. The current fees have been in place since 2003 and do not reflect increases in the labour and material costs to install and maintain benches and picnic tables. In a review of 26 municipalities, Richmond's fees for bench and picnic table dedications were among the lowest.

The existing Fee Schedule for benches and picnic tables and the proposed changes for 2018 are identified in the tables below.

Table 1 – Existing Fee Schedule (2003)

Existing Fee Schedule (2003)					
Item	Manufacture Cost	Installation Fee	10 Year Maintenance	Plaque	Total Cost
Bench	\$1,000	\$500	\$500 (\$50/yr)	\$0	\$2,000
Picnic Table	\$1,600	\$500	\$500 (\$50/yr)	\$0	\$2,800

Table 2 – Proposed Fee Schedule (2018)

Proposed Fee Schedule (2018)					
Item	Manufacture Cost	Installation Fee	10 Year Maintenance	Plaque	Total Cost
Bench	\$1,200	\$800	\$1,000 (\$100/yr)	\$500	\$3,500
Picnic Table	\$1,700	\$800	\$1,000 (\$100/yr)	\$500	\$4,000

The current practice is for dedicators to source their own plaques, at their own cost, and to meet specifications provided by the Parks Department. The result is an added step for the customer, which is often a source of frustration, as well as inconsistency in the appearance of plaques throughout the City. To enhance customer service and achieve a standardized appearance of plaques, staff propose to include the cost of one plaque in the dedication fee.

The proposed update to the fee schedule for bench and picnic table dedications would bring the City in line with the fees and charges of other Metro Vancouver municipalities.

Initiation of Renewals

Policy 7019 introduced a 10-year term for the dedication of benches and picnic tables. Those who donated prior to the policy update in 2003 were notified of the 10-year dedication period. As the 10-year dedication term has passed for many donors, a renewal process is required, as per the policy.

There are currently 584 benches and 99 picnic tables in the parks furniture system of which 496 have dedications. The 10-year sunset date has now passed for 343 participants of the program. These donors need to be contacted to renew their park bench or picnic table dedication for an additional 10 years.

The Proposed Renewal Fee Schedule (2018) below will be offered to donors who wish to renew their dedication. This cost does not include a charge for a plaque as it assumes that the pre-existing plaque(s) will transfer over to the dedication renewal. If a plaque requires replacement, the donor will incur the cost of \$500 per plaque for manufacturing and installation.

Table 3 – Proposed Renewal Fee Schedule (2018)

Proposed Renewal Fee Schedule (2018)					
Item	Manufacture Cost	Installation/Admin	Maintenance	Plaque	Total
Bench	\$1,200	\$800	\$1,000 (\$100/yr)	\$0	\$3,000
Picnic Table	\$1,700	\$800	\$1,000 (\$100/yr)	\$0	\$3,500

The renewal process will begin following the confirmation of the 2018 Fee Schedule for the Tree, Bench and Picnic Table Program. All donors whose 10-year term has passed will be contacted to determine if they would like to renew their dedication for another 10 years. If a donor chooses not to renew, the plaque(s) will be returned and the location will be made available to the public, with priority given to individuals on waiting lists. If a response is not received, extensive efforts will be made to contact dedicators or family members. In cases of financial hardship, staff will work with individuals and families to find workable solutions to continue their dedications.

It is anticipated that a number of park benches and picnic tables will become available for new dedications as a result of non-renewals, providing opportunities for individuals on waiting lists.

Options to Increase Memorial Plaques

The dedication fee includes the cost of one memorial plaque to be produced and installed. The installation of a second plaque is permissible under Policy 7019, which can be used to memorialize another family member or loved one. The cost of a second plaque is not included in the dedication fee and is an added cost of \$500. A second plaque can be added to a bench or picnic table at any time within the dedication period.

It is not recommended to increase the number of dedication plaques beyond two per bench or picnic table. It would impact the aesthetic appearance of the City's benches and picnic tables, and lead to an inconsistency look of park furniture across the City's parks and trail system.

Sharing of Dedicated Benches or Picnic Tables

Staff recommend providing opportunities for the sharing of benches or picnic tables for dedications. This option involves the dedication of a bench or picnic table to two different people from two different donors.

The sharing of spaces increases program capacity, particularly in popular waterfront parks and trails where there are currently wait lists. It also provides opportunities to participate in the program at a lower cost. The proposed fee schedule for the sharing of dedicated benches and picnic tables is outlined in the table below. The fees are per dedication, with a maximum of two per bench or picnic table.

Table 4 – Proposed Fee Schedule for Sharing a Dedicated Bench or Picnic Table (2018)

Proposed Fee Schedule for Sharing a Dedicated Bench or Picnic Table (2018)					
Item	Manufacture Cost	Installation/Admin	Maintenance	Plaque	Total
Bench	\$600	\$400	\$500 (\$50/yr)	\$500	\$2,000
Picnic Table	\$850	\$400	\$500 (\$50/yr)	\$500	\$2,250

In order for the sharing of dedicated benches and picnic tables to effectively work, it is best for the two dedications to occur at the same time and have congruent dedication periods. This streamlines the initial installation and the 10-year renewal process. Staff will work to match up donors interested in the sharing option wherever possible. Donors will be limited to one plaque each as the maximum number of plaques permissible per bench or picnic table is two in total.

Funding Options for Dedications in Perpetuity

As part of the program review and best practices scan, different funding options for the dedication program were examined. New Westminster and Central Park, New York City were the only municipalities found to permit dedications in perpetuity; the costs are identified in the table below:

Table 5 – Fees for Dedications in Perpetuity in Other Cities

Fees for Dedications In Perpetuity in Other Cities	
City	Fees
New Westminster	Bench \$2,800 / Table \$5,488
Central Park, NYC	Bench \$10,000

New York City manages its dedications in perpetuity through an endowment fund; the principal amount of the donation is invested, and the annual dividends are partly reinvested and used to cover maintenance costs. The endowment funds ensure funds are available for upkeep and maintenance of the dedication in perpetuity program. Prior to January 2018, Vancouver also allowed dedications in perpetuity through an endowment fund, which has now been discontinued. The endowment fund will continue to fund past dedications, however new applications are no longer accepted. New Westminster charges a one-time fee for its dedication program. The feedback regarding the one-time fee is there are challenges in funding maintenance costs. It is anticipated that the City would incur similar funding and administration impacts should it implement a one-time fee for park bench and picnic table dedications.

Another challenge experienced by these municipalities are large waitlists for park benches and picnic tables. Dedications made in perpetuity restrict opportunities for turnover, which is necessary for the program to remain accessible. Program saturation is the driving reason behind the City of Vancouver's decision to discontinue in perpetuity dedications. Dedicating a bench or picnic table is a meaningful and popular way to commemorate a loved one, particularly in the immediate time period following a loss. The 10-year renewal term allows those who would like to continue funding a dedication an opportunity to do so, or to exit out of the program, thereby providing an opportunity for others.

To ensure this limited resource is accessible to as many community members as possible, and to ensure the program is sustainably funded, it is not recommended for the City to implement dedications in perpetuity with respect to the tree, bench and picnic table program.

Program Expansion

2018 will see the completion of new park spaces, all of which will provide expanded opportunities for bench and picnic table dedication for community members. These include:

- Aberdeen Park;
- Tait Waterfront Park;
- West Cambie Park;
- West Cambie Greenway; and
- Rivergreen Waterfront Park.

In these new parks, a total of 39 park benches and 24 picnic tables will become available for dedication. When combined with the 187 existing benches and picnic tables that are currently without dedication, along with the expected turnover created in the renewal process, it is felt that the program's capacity will satisfy existing demands.

Options to Incorporate Memorial Recognition in Public Art

The Richmond Public Art Program Policy 8703 (Attachment 5) provides opportunities for memorial recognition in public art through the Public Art Donations Program (Section 5.4). Examples of public artworks created through this program in recognition of individuals and groups include:

- Steveston Fishermen's Memorial (1996). A giant fisherman's needle is the centre point of the stone compass rose engraved with the names of local fisherman lost at sea;
- Japanese-Canadian Fishermen's Memorial Wind (2002). Dedicated to the pioneering Japanese fishermen, and the generations that followed, for their contributions to the fishing industry and British Columbia;
- Minoru Horse (2009). A gift from the Maureen and Milan Ilich Foundation;
- Steveston's Legacy (2009). A tribute to Steveston's fishing industry workers;
- Volleyball Player (2012). Donated by the Family of Narinder Mander; and
- Nikkei Elders Memorial (In progress). A memorial for Canadians of Japanese descent.

The Public Art Program continues to seek opportunities to receive donations and gifts of artworks in memoriam.

Financial Impact

In 2018, it is estimated that approximately \$500,000 in revenue will be generated from the renewal process and new dedications, and added to the Tree, Bench and Picnic Table Reserve Fund. Approximately half of this revenue will be transferred to the Parks – General Programs operating account to fund the immediate refurbishing or manufacturing of dedication benches and picnic tables, plaque costs for new dedications, administration and installation fees. The remainder will fund ongoing maintenance of the dedications for a 10-year period.

Conclusion

The City of Richmond's Tree, Bench and Picnic Table Dedication program remains a popular opportunity for community members to recognize loved ones, while simultaneously contributing to the enhancement of Richmond's parks and open space system. The proposed updates to the program will allow for increased opportunities for individuals to become involved, as well as the necessary means for the City to sustain the program.



Paul Brar
Manager, Parks Programs
(604-244-1275)

- Att. 1: Proposed Policy 7019 – Tree, Bench and Picnic Table Dedication (red-lined)
2: Proposed Fee Schedule 7019.01 – Tree, Bench and Picnic Table Dedication (red-lined)
3: Proposed Policy 7019 – Tree, Bench and Picnic Table Dedication (clean)
4: Proposed Fee Schedule 7019.01 – Tree, Bench and Picnic Table Dedication (clean)
5: Policy 8703 – Public Art Program



Page 1	of 2	Tree, Bench and Picnic Table <u>Dedication</u>	Policy 7019
Approved by Council: April 14, 2003			

POLICY 7019:

It is Council policy that:

1. The cost of the purchase and planting of the tree shall be charged to the ~~donor~~dedicator. This is to be based on the average cost for purchase and installation by City forces of a seven-centimetre calliper tree, subject to annual review.
2. The City shall have final approval of the tree type and planting location. All requests for special tree species/varieties or particular planting areas shall be accommodated, whenever possible. Higher costs incurred by these requests shall be charged to the ~~donor~~dedicator. The cost of the purchase, installation and maintenance of the bench shall be charged to the donor. This is to be based on the average cost for purchase, installation and maintenance by City forces of a standard city bench for a 10-year period. City staff will review and adjust costs annually. The maintenance funding is placed into a tree, bench, and picnic table reserve account. ~~perpetual care reserve account for the purpose of supporting the bench program.~~
3. The City shall include the tree in its normal schedule of care or maintenance.
- 2-4. The cost of the purchase, installation and maintenance of the bench or picnic table shall be charged to the dedicator. This is to be based on the average cost for purchase, installation and maintenance by City forces of a standard City bench or picnic table for a 10-year period. City staff will review costs annually and will adjust accordingly. The maintenance funding is placed into a tree, bench, and picnic table reserve account.
- 3-5. City Staff will acknowledge the bench or picnic table dedication ~~donation~~ for a period of 10 years from the date of installation.
- 4-6. Donors-Dedicators will have the opportunity to continue their sponsorship of the bench or picnic table after the 10 year ~~donation-dedication~~ period by paying the current fee for replacement of the bench or picnic table. If the ~~donor-dedicator~~ is not interested in continuing the ~~donation-dedication~~ or cannot be contacted (within six months of the 10-year term expiring), the bench plaque will be removed ~~and/or a new donor will have the opportunity for sponsorship at the site and the site will become available for a new dedication.~~ It will be the responsibility of the donor to keep their contact information current with the City of Richmond.
5. ~~Existing benches will be grandfathered for 10 years from the date of this policy approval. Should any of these benches be in the need of replacement, the city will be responsible for that cost.~~
- 6-7. The City shall have final approval of the location and style of the bench or picnic table.
- 7-8. The City shall have final approval of plaque size, style, and wording. A maximum of two plaques per bench is permitted.



Page 2 of 2	Tree, Bench and Picnic Table <u>Dedication</u>	Policy 7019
	Approved by Council: April 14, 2003	

- ~~8. The City shall include the tree in its normal schedule of care or maintenance and shall replace when possible~~
9. The tree, bench and picnic table and ~~bench~~ shall become City property. Staff reserves the right to relocate or remove the tree ~~or~~, bench, or picnic table whenever necessary. A reasonable effort shall be made to notify the ~~donor~~ dedicator if their tree ~~or~~, bench, or picnic table is affected.
10. A tree ~~and~~, bench, and picnic table dedication ~~donation~~ account shall be established for those unable to purchase a whole tree, ~~or~~ bench, or picnic table, but who wish to contribute funds. No plaques shall be permitted in this case, but City recognition of some type shall be considered.
11. A City record will be established to record all commemorative trees and contributions.
12. Placement of memorial wreaths, flowers or other items or any modifications to the tree, bench or picnic table will not be permitted.



City of
Richmond

Policy Manual Administrative Procedure

Page 1 of 2	Tree, Bench and Picnic Table <u>Dedication</u>	Fee Schedule 7019.01
	Approved by Council: April 14, 2003	

FEE SCHEDULE 7019.01:

Tree, Bench and Picnic Table ~~Donation~~ Dedication Charges Schedule

Effective ~~April 2003~~ February 2018, the following ~~donation~~ fee schedule will apply for City of Richmond Tree, Bench and Picnic Table ~~Donations~~ Dedications:

- Donations Dedication fees will be levied so as to recover all or a portion of overall operating costs.

 - To ensure the ~~donor-dedicator~~ pays all or a portion of the direct operating costs for tree, bench and picnic table installation and 10 years guaranteed maintenance.
 - All rates and charges will be adjusted to accommodate the changes in operating and maintenance costs and tree, bench and picnic table acquisition costs.
- The General Manager, Community Services or designate will have the authority to waive or reduce fees and alter fees for services for promotional purposes and to quickly establish fees for experimental services.
 - To permit the General Manager, Community Services or designate to make allowances for unusual circumstances.
 - Unusual ~~donation-dedication~~ requests for tree, bench or picnic table installations where a higher cost is involved will be considered on an individual basis, taking in to account the true cost of acquisition and installation, and maintenance costs.
- Donation Dedication Classifications fees are as follows:

Item	Includes	<u>2003-2018</u> Rate
Trees	Each donation-dedication will recover the full cost of tree acquisition, site preparation, and planting of the tree to City of Richmond standards.	Full cost recovery.
Benches	This donation-dedication amount will include the cost of bench manufacturing, site preparation, plaque <u>production and</u> installation, and 10 years guaranteed maintenance.	\$2000.00 <u>\$3,500.00</u>
Picnic Tables	This dedication amount will include the cost of picnic table manufacturing, site preparation, plaque <u>production and</u> installation, and 10 years guaranteed	\$2800.00 <u>\$4,000.00</u>



maintenance.

4. Renewal fees for a 10-year dedication period are as follows:

<u>Item</u>	<u>Includes</u>	<u>2018 Rate</u>
<u>Trees</u>	<u>Not applicable.</u>	<u>Not applicable.</u>
<u>Benches</u>	<u>The renewal amount will include the cost of bench refurbishing or manufacturing, installation and 10 years guaranteed maintenance.</u>	<u>\$3,000.00</u>
<u>Picnic Tables</u>	<u>The renewal amount will include the cost of picnic table refurbishing or manufacturing, installation and 10 years guaranteed maintenance.</u>	<u>\$3,500.00</u>

5. Dedication fees for sharing a bench or picnic table are as follows:

<u>Item</u>	<u>Includes</u>	<u>2018 Rate</u>
<u>Trees</u>	<u>Not applicable.</u>	<u>Not applicable.</u>
<u>Benches</u>	<u>The dedication fee will include the cost of bench manufacturing or refurbishing, site preparation, plaque production and installation and 10 years guaranteed maintenance.</u>	<u>\$2,000.00</u>
<u>Picnic Tables</u>	<u>The dedication fee will include the cost of picnic table manufacturing or refurbishing, site preparation, plaque production and installation, and 10 years guaranteed maintenance.</u>	<u>\$2,250.00</u>



Page 1 of 1	Tree, Bench and Picnic Table Dedication	Policy 7019
	Adopted by Council: April 14, 2003	

POLICY 7019:

It is Council policy that:

1. The cost of the purchase and planting of the tree shall be charged to the dedicator. This is to be based on the average cost for purchase and installation by City forces of a seven-centimetre calliper tree, subject to annual review.
2. The City shall have final approval of the tree type and planting location. All requests for special tree species/varieties or particular planting areas shall be accommodated, whenever possible. Higher costs incurred by these requests shall be charged to the dedicator.
3. The City shall include the tree in its normal schedule of care or maintenance.
4. The cost of the purchase, installation and maintenance of the bench or picnic table shall be charged to the dedicator. This is to be based on the average cost for purchase, installation and maintenance by City forces of a standard City bench or picnic table for a 10-year period. City staff will review costs annually and will adjust accordingly. The maintenance funding is placed into a tree, bench, table care (or maintenance) reserve account for the purpose of supporting the bench and picnic table program.
5. City Staff will acknowledge the bench or picnic table dedication for a period of 10 years from the date of installation.
6. Dedicators will have the opportunity to continue their sponsorship of the bench or picnic table after the 10-year dedication period by paying the current fee for replacement of the bench or picnic table. If the dedicator is not interested in continuing the dedication or cannot be contacted (within six months of the 10-year term expiring), the plaque will be removed and the site will become available for a new dedication. It will be the responsibility of the dedicator to keep their contact information current with the City of Richmond.
7. The City shall have final approval of the location and style of the bench or picnic table.
8. The City shall have final approval of plaque size, style, and wording. A maximum of two plaques per bench is permitted
9. The tree, bench, and picnic table shall become City property. Staff reserves the right to relocate or remove the tree, bench or picnic table whenever necessary. A reasonable effort shall be made to notify the dedicator if their tree, bench or picnic table is affected.
10. A tree, bench and picnic table dedication account shall be established for those unable to purchase a whole tree, bench or picnic table, but who wish to contribute funds. No plaques shall be permitted in this case, but City recognition of some type shall be considered.
11. A City record will be established to record all commemorative trees and contributions.
12. Placement of memorial wreaths, flowers or other items or any modifications to the tree, bench or picnic table will not be permitted.



Administrative Procedure

Page 1 of 2	Tree, Bench and Picnic Table Dedication	Fee Schedule 7019.01
	Approved by Council: April 14, 2003	

FEE SCHEDULE 7019.01:

Tree, Bench and Picnic Table Dedication Charges Schedule

Effective February 2018, the following fee schedule will apply for City of Richmond Tree, Bench and Picnic Table Dedications:

1. Dedication fees will be levied so as to recover all or a portion of overall operating costs.
 - To ensure the dedicator pays all or a portion of the direct operating costs for tree, bench and picnic table installation and 10 years guaranteed maintenance.
 - All rates and charges will be adjusted to accommodate the changes in operating and maintenance costs and tree, bench and picnic table acquisition costs.
2. The General Manager, Community Services or designate will have the authority to waive or reduce fees and alter fees for services for promotional purposes and to quickly establish fees for experimental services.
 - To permit the General Manager, Community Services or designate to make allowances for unusual circumstances.
 - Unusual dedication requests for tree, bench or picnic table installations where a higher cost is involved will be considered on an individual basis, taking in to account the true cost of acquisition and installation, and maintenance costs.
3. Dedication fees are as follows:

Item	Includes	2018 Rate
Trees	Each dedication will recover the full cost of tree acquisition, site preparation, and planting of the tree to City of Richmond standards.	Full cost recovery.
Benches	This dedication amount will include the cost of bench manufacturing, site preparation, plaque production and installation, and 10 years guaranteed maintenance.	\$3,500.00
Picnic Tables	This dedication amount will include the cost of picnic table manufacturing, site preparation, plaque production and installation, and 10 years guaranteed maintenance.	\$4,000.00



4. Renewal rates for a 10-year dedication period are as follows:

Item	Includes	2018 Rate
Trees	Not applicable.	Not applicable.
Benches	The renewal amount will include the cost of bench refurbishing or manufacturing, installation and 10 years guaranteed maintenance.	\$3,000.00
Picnic Tables	The renewal amount will include the cost of picnic table refurbishing or manufacturing, installation and 10 years guaranteed maintenance.	\$3,500.00

5. Dedication fees for sharing a bench or picnic table are as follows:

Item	Includes	2018 Rate
Trees	Not applicable.	Not applicable.
Benches	The dedication fee will include the cost of bench manufacturing or refurbishing, site preparation, plaque production and installation and 10 years guaranteed maintenance.	\$2,000.00
Picnic Tables	The dedication fee will include the cost of picnic table manufacturing or refurbishing, site preparation, plaque production and installation, and 10 years guaranteed maintenance.	\$2,250.00



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	Adopted by Council: July 27, 2010	

POLICY 8703:

RICHMOND PUBLIC ART PROGRAM

1. APPLICATION AND INTENT

- 1.1 **Public art** is defined as artwork in the public realm, which is accessible physically or visually to the public and possesses aesthetic qualities. Public Realm includes the places and spaces, such as building facades, parks, public open spaces and streets, which provide physical or visual access to the general public.
- 1.2 **Public Art Program:** Public art animates the built and natural environment with meaning, contributing to a vibrant city in which to live and visit. By placing artwork in our everyday environment, the Public Art Program sparks community participation in the building of our public spaces, offers public access to ideas generated by contemporary art, celebrates community history, identity, achievements and aspirations, encourages citizens to take pride in community cultural expression and creates a forum to address relevant themes and issues of interest and concern to Richmond's citizens.

2. PROGRAM GOALS

- 2.1 The Public Art Program strives to:
 - a) **Spark community participation** in the building of our public spaces, encouraging citizens to take pride in public cultural expression;
 - b) **Provide leadership in public art planning** through civic, private developer, community and other public interest initiatives to develop the City's cultural uniqueness, profile and support of the arts;
 - c) **Complement and/or develop the character of Richmond's diverse neighbourhoods** to create distinctive public spaces, which enhance the sense of community, place and civic pride;
 - d) **Increase public awareness**, understanding, and enjoyment of the arts in everyday life, and provide equitable and accessible opportunities for Richmond's diverse community to experience public art;
 - e) **Encourage public dialogue** about art and issues of interest and concern to Richmond residents; and
 - f) **Encourage public art projects that work towards achieving a more sustainable community**, environmentally, economically, socially and culturally.



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3. PROGRAM OBJECTIVES

- 3.1 The objectives of the Public Art Program are:
- a) **Increase opportunities for the community and artists** to participate in the design of the public realm;
 - b) **Develop original site-specific works of art** in order to contribute to cultural vibrancy;
 - c) **Select art through an arms'-length process** incorporating professional advice and community input that ensures the quality of art and its relevance to the community and site;
 - d) **Ensure that a public and transparent** process is maintained to develop and accept public art;
 - e) **Enter into partnerships** with private and public organizations to further public art in the City; and,
 - f) **Ensure that public art, and the environs of that art, are maintained** in a manner that will allow for continued public access to, and enjoyment of, these artworks in appropriate settings.
- 3.2 The Public Art Program will maintain a continuous, consistent and affordable funding mechanism to support the City's commitment to public art.

4. ADMINISTRATIVE PROCEDURES

- 4.1 Council approval is required for all public art plans and projects on City controlled property.
- 4.2 The City will develop administrative procedures relating to the management of projects, including: selection processes, developer contributions, donation and de-accession guidelines, site considerations, documentation and maintenance (the "Public Art Program Administrative Procedures Manual").
- 4.3 The City will maintain a Public Art Program Reserve to hold public art allocations from both public and private sources for capital expenses.
- 4.4 The City will maintain a Public Art Program Operating Provision to hold public art allocations from private sources for operating expenses relating to the administration of the Public Art Program.



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5. CIVIC PUBLIC ART PROGRAM

5.1 General

- 5.1.1 The City's policy is to provide leadership in public art by incorporating public art, at the planning stages, into the development or renovation of civic infrastructure, buildings, parks and bridges, and to encourage collaboration between the Public Art Advisory Committee, City staff, artists, engineers, design professionals and the community to enrich such projects.
- 5.1.2 The priority for civic public art projects will be to fully integrate the artwork into the planning, design and construction of civic works and to select and commission an artist to work as a member of the project consultant design team, in order to maximize opportunities for artistic expression and minimize material and construction costs.

5.2 Project Identification

- 5.2.1 The City will identify and prioritise specific areas within the City and types of capital projects appropriate for the inclusion of public art. Applicable projects include:
- a) New building construction;
 - b) Major additions or renovations to existing buildings;
 - c) Park development projects;
 - d) Environmental programs; and
 - e) New engineering structures.
- 5.2.2 Projects appropriate for consideration should:
- a) Have a high degree of prominence, public use and/or public realm impact;
 - b) Achieve or enhance project objectives or other City objectives (e.g. beautification, liveability, multiculturalism, sustainability, cultural or environmental interpretations);
 - c) Promote opportunities for meaningful community participation; and/or
 - d) Complement existing public artworks or public amenities in the local area, and/or fulfil a need identified in that community.



5.2.3 The City will undertake artist-initiated public art projects from time to time. Artists will be invited to submit proposals for concepts and locations of their own choosing, and may be asked to respond to a specific topic of community interest or importance.

5.3 Funding

5.3.1 Each year, the City will commit an amount of funds equivalent to a minimum of 1% of each Capital Project Budget, to the planning, design, fabrication and installation of public art, provided that:

- a) Capital projects for equipment and land acquisition are exempt;
- b) Infrastructure utilities projects - water supply and sewerage - which are funded solely from restricted sources, are exempt; and
- c) For eligible projects, allocations are based on the construction costs of capital projects, and exclude soft costs (i.e., administration, professional and legal fees, furnishings, and permit fees).

5.4 Donations and/or Gifts of Artwork(s)

5.4.1 Private donations or gifts of artworks may be accepted into the City's public art collection, provided that:

- a) The artworks are assessed on their artistic, environmental, cultural, historical and social merits before being accepted into the City's public art inventory;
- b) A suitable site can be identified; and
- c) Funds are made available for the ongoing maintenance and conservation of the artwork.

5.5 Purchase Pre-Existing Artwork

5.5.1 The City may add to its public art inventory by purchasing pre-existing works of art from time to time.

5.6 De-accession

5.6.1 De-accession is defined as any actions or set of procedures that result in the cessation by the City of its ownership and possession of works of art installed in public places, through sale, exchange, gift or any other means.

5.6.2 Provided that the de-accession of the artwork is not contrary to the terms on which it was received by the City, the City may de-accession artworks from the City's inventory when necessary:

- a) Through a considered public review and assessment process;



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- b) If the de-accession of the artwork is evaluated on a case by case basis; and
- c) If the de-accession of the artwork is endorsed by Council.

6. PRIVATE DEVELOPMENT PUBLIC ART PROGRAM

6.1 General

The City's policy is to encourage the private sector to support the integration of public artworks in the community during the rezoning and development permit processes, and the collaboration of artists, design professionals and the community in the design of that art.

6.2 Project Identification

6.2.1 Applicable projects include new building construction, major additions or renovations to existing buildings, as follows:

- a) For residential uses containing 10 or more units; and
- b) For non-residential uses with a total floor area of 2,000 m² (21,530 ft²) or greater.

6.2.2 The following uses or occupancies of all or part of a development or building are exempt from contributing to the Public Art Program:

- a) Community Amenity Space, Community Care Facility, Congregate Housing, Child Care, Health Services, Education and related uses as defined under the Richmond Zoning Bylaw, as amended from time to time;
- b) Purpose-built non-market rental and subsidized social housing projects and/or units secured through the City's Affordable Housing Strategy; and

6.2.3 Public art should be sited in locations that meet the following criteria:

- a) Visibility and accessibility (as appropriate to the art work) for pedestrians and/or motorists;
- b) Proximity to high pedestrian activity areas, e.g. active retail areas, transit stops (especially those serving high ridership routes), places of public gathering, public open spaces and recognized pedestrian routes;
- c) Opportunities to expand on existing or future public artworks as part of an existing or proposed multi-artwork public art plan; and/or
- d) Places of special heritage or community significance.



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6.3 Funding

6.3.1 The public art contribution rate for private sector public art projects is an amount equivalent to a minimum value of 0.5% of the estimated total project construction cost:

- a) Contributions are based on construction costs and exclude soft costs (i.e., administration, professional and legal fees, furnishings, development cost charges, and permit fees);
- b) For the purpose of calculating public art contributions for private development, only floor areas that make up the calculation of density as set out under the Richmond Zoning Bylaw, as amended from time to time, are included;
- c) Floor areas for uses set-out under 6.2.2, above, are excluded; and
- d) This contribution funds the planning, design, fabrication and installation of public art.

6.3.2 The City will issue guidelines for calculating the public art contribution based on building types and annual Consumer Price Index adjustments.

6.3.3 The public art contribution rate will be reviewed periodically by Council.

6.3.4 For public art project contributions that are less than \$40,000, a cash contribution is to be made to the City's Public Art Reserve, for city-wide public art programs.

6.3.5 For public art contributions over \$40,000, the developer may choose one of the following three options:

- a) A monetary contribution to the City's Public Art Program Reserve; or
- b) The developer may provide public artwork of a value equal to the public art contribution for the project, provided the artwork complies with this Public Art Program Policy and the Public Art Program Administrative Procedures Manual; or
- c) The developer may negotiate a split of its contribution between both i) a monetary contribution to the Public Art Program Reserve; and ii) provision of artwork, provided the combined value of the monetary contribution and the artwork is equal to or greater than the project's public art contribution.

6.3.6 Where the developer chooses to provide artwork, either on their development site or on a City controlled property:

- a) A minimum of 85% of the public art contribution will be allocated to the creation of the artwork;



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	Adopted by Council: July 27, 2010	

- b) Where the City manages the public art selection process, 15% of the developer's public art contribution will be dedicated to the City's Public Art Program Operating Provision to support and sustain the management, administration and promotion of the Public Art Program;
- c) Where the developer engages an independent Public Art Consultant to manage the public art selection process, 5% of the developer's public art contribution will be dedicated to the City's Public Art Program operating budget and Operating Provision to support and sustain the management, administration and promotion of the Public Art Program and a maximum of 10% of the public art budget may be directed towards the consultant fees;
- d) Where located on City controlled land, the artwork will become the property of the City;
- e) Where located on private land, the artwork must remain accessible at no cost to the public and be maintained in good repair for the life of the development, and not be removed or relocated except with the prior written consent of the City; and
- f) In the event the artwork is damaged beyond repair, or becomes ineffective for reasons other than the owner's failure to maintain it, or in the event the work becomes an unreasonable burden to maintain, application to allow its removal or relocation may be made to the City.

6.3.8 The following are ineligible expense items for the private sector public art contributions:

- a) Maintenance costs for artwork(s);
- b) Artwork not provided in accordance with the City's Public Art Program; and
- c) Costs not directly related to selecting, designing, fabricating or installing the artwork(s).

7. COMMUNITY PUBLIC ART PROGRAM

7.1 General

7.1.1 The Richmond Community Public Art Program supports art projects between community groups and artists of all disciplines. Artists and communities working collaboratively can explore issues, ideas and concerns, voice community identity, express historical and cultural spirit and create dialogue through art.



Page 8 of 9	Public Art Program	Policy 8703
	Adopted by Council: July 27, 2010	

7.1.2 The end product need not be a permanent work of art but should leave a legacy for the general public. The project could include:

- a. A public event such as an exhibition, performance, play, concert, reading or dance; or
- b. Documentary artworks such as books and videos; or
- c. Electronic media.

7.2 Project Identification

7.2.1 Projects proposed must be publicly accessible and located or performed on public property such as City-owned or controlled parks, boulevards, and buildings. Sites owned or controlled by the Federal or Provincial governments will also be considered.

7.2.2 Projects should demonstrate the support of the local community and document significant community involvement of a sizable number of people.

7.2.3 Projects should demonstrate the capacity to be undertaken and completed within an approved time frame.

7.3 Funding

7.3.1 Community public art projects will be funded in part or in whole from the Public Art Program Reserve.

7.3.2 Community partners should investigate or provide matching funds where possible, or contribute an equivalent amount through time/participation, labour, materials or contributions in-kind.

7.3.3 The final artwork, if any, will become the property of the City, unless the City agrees otherwise

8. PUBLIC ART ADVISORY COMMITTEE

8.1 Mandate

8.1.2 The "Richmond Public Art Advisory Committee" is a Council-appointed volunteer advisory committee that provides input on public art policy, planning, education and promotion.

8.2 Role

8.2.1 The Committee provides informed comment to City Council through staff on the implementation of the Public Art Program through civic, private development and community public art initiatives.



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- 8.2.2 The Committee acts as a resource on public art to City Council, staff, residents and developers of land and projects within the City of Richmond.
- 8.2.3 The Committee's terms of reference are outlined in the *Richmond Public Art Advisory Committee Terms of Reference*.



City of Richmond

Report to Committee

To: Parks, Recreation and Cultural Services
Committee

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

Re: **Capstan Village Public Art Plan**

Date: January 23, 2018

File: 11-7000-00/Vol 01

Staff Recommendation

That the staff report titled "Capstan Village Public Art Plan," dated January 23, 2018, from the Director, Arts Culture and Heritage Services, developed as a guide for the placement of public art in Capstan Village, be approved.

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

Att. 1

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Parks Planning	<input checked="" type="checkbox"/>	
Transportation	<input checked="" type="checkbox"/>	
Development Applications	<input checked="" type="checkbox"/>	
Sustainability	<input checked="" type="checkbox"/>	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: CS	APPROVED BY CAO

Staff Report

Origin

On October 11, 2011, Council approved the City Centre Area Public Art Plan as a guide for the placement of public art in the City Centre. The following locations have been identified as opportunities for locating significant artworks:

- within each of the six “urban villages” in the City Centre
- along waterfront trails
- along the enhanced No. 3 Road and Canada Line urban environment
- at major gateways to the City Centre

The Capstan Village Public Art Plan (Attachment 1) supplements Richmond’s City Centre Public Art Plan, and should be read as a companion document. The Capstan Village Public Art Plan is the latest addition to the Richmond Public Art Plans, which include:

- Richmond Oval Art Plan: Flow, Flight, Fusion
- City Centre Public Art Plan: Honouring Yesterday, Celebrating Today and Building Tomorrow
- Alexandra Neighbourhood Public Art Plan: Connecting Ecology, Infrastructure and History
- Minoru Precinct Public Art Plan

This report presents the Capstan Village Public Art Plan for Council’s consideration.

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

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

2.1. *Strong neighbourhoods.*

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

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

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

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

3.2. *A strong emphasis on physical and urban design.*

This report supports Council's 2014-2018 Term Goal #8 Supportive Economic Development Environment:

Review, develop and implement plans, policies, programs and practices to increase business and visitor appeal and promote local economic growth and resiliency.

8.1. Richmond's policies, programs, and processes are business-friendly.

Analysis

The Capstan Village Public Art Plan includes an overview of Capstan Village, and its historical, environmental and planning context. It includes a thematic framework for public art, guiding principles, site opportunities, budget, and implementation strategy.

The themes and opportunities for the Plan were developed by a team composed of members from various departments within the City. The overarching theme, "A Waterfront Arts District: Geography, History and Culture," was chosen to guide the selection and placement of public art within the emerging Arts District neighbourhood. Artists are encouraged to consider the connection to the geography and ecology of Richmond, connections to the area's agricultural and industrial past, and intercultural connections between the new residents of the area.

A Capstan Village Statement of Significance report was commissioned by heritage consultant Denise Cook, in preparation for developing the Capstan Village Public Art Plan. The report analyzes the historical context and changes which have occurred at Capstan Village over time. The report is a useful tool in understanding the heritage value and significant components of Capstan Village, and is available as a resource for artists and design professionals developing public art projects in Capstan Village.

Prominent features and opportunities within Capstan Village include:

- Capstan Village Transportation Hub, including a future Canada Line Station at Capstan Village and transit plaza
- Parks and Trails, including the connected system of trails and parks which provide opportunities for the integration of public art with pedestrian linkages and bike trails
- Waterfront along the Fraser River encompassing systems of ecology, commerce and recreation to support the continuing development of the waterfront dyke trail and park system
- Village Centre focused around the intersection of No. 3 Road and Capstan Way, with mixed-use residential and commercial development, artist live/work studios and arts and community facilities
- New City facilities, including the proposed City Centre Community Centre North and the Early Childhood Development Hub

An implementation strategy is provided to identify a range of scales and appropriate budgets for artworks. Public art funding is primarily received from voluntary public art contributions through the development application process. These contributions support public art projects integrated

with specific developments in the Capstan area, while a portion of the funds contributed will be held in the City's Public Art Reserve for artworks to be integrated with public land within Capstan Village under the direction of the City.

The Richmond Public Art Advisory Committee (RPAAC) has reviewed the Plan and their recommendations have been incorporated into its development. RPAAC recommends its adoption.

Financial Impact

None.

Conclusion

Public art plays a key role in providing identity to place. Artworks in a variety of scales, on complementary themes, help to achieve a connected community. The Capstan Village Public Art Plan will serve as a guide for the placement of public art in Capstan Village, and promote the area's planned vision as a "Waterfront Arts District."



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

Att. 1: Capstan Village Public Art Plan

Capstan Village Public Art Plan



Acknowledgements

Richmond City Council:

Mayor Malcolm Brodie	Councillor Chak Kwong Au
Councillor Derek Dang	Councillor Linda McPhail*
Councillor Bill McNulty	Councillor Carol Day
Councillor Harold Steves	Councillor Alexa Loo
Councillor Ken Johnston	

*Public Art Advisory Committee Council Liaison

Richmond Public Art Advisory Committee:

Jennifer Heine, Chair	Samantha Kim Herrera
Glen Andersen	Shawne MacIntyre
Mackenzie Biggar	Hal Owens
Rebecca Lin	Sheng Zhao
Vicki Lingle	

Staff:

Jane Fernyhough, Director, Arts, Culture and Heritage Services
Jamie Esko, Manager, Parks Planning, Design and Construction
Liesl Jauk, Manager, Arts Services
Eric Fiss, Public Art Planner
Elisa Yon, Public Art Project Coordinator
Christine Corris-Wingfield, Public Art Assistant
Kimberley Armour, Environmental Coordinator
Suzanne Carter-Huffman, Senior Planner/Urban Design
Fred Lin, P.Eng., PTOE, Senior Transportation Engineer

Heritage Planning Consultant:

Denise Cook

Sponsors:

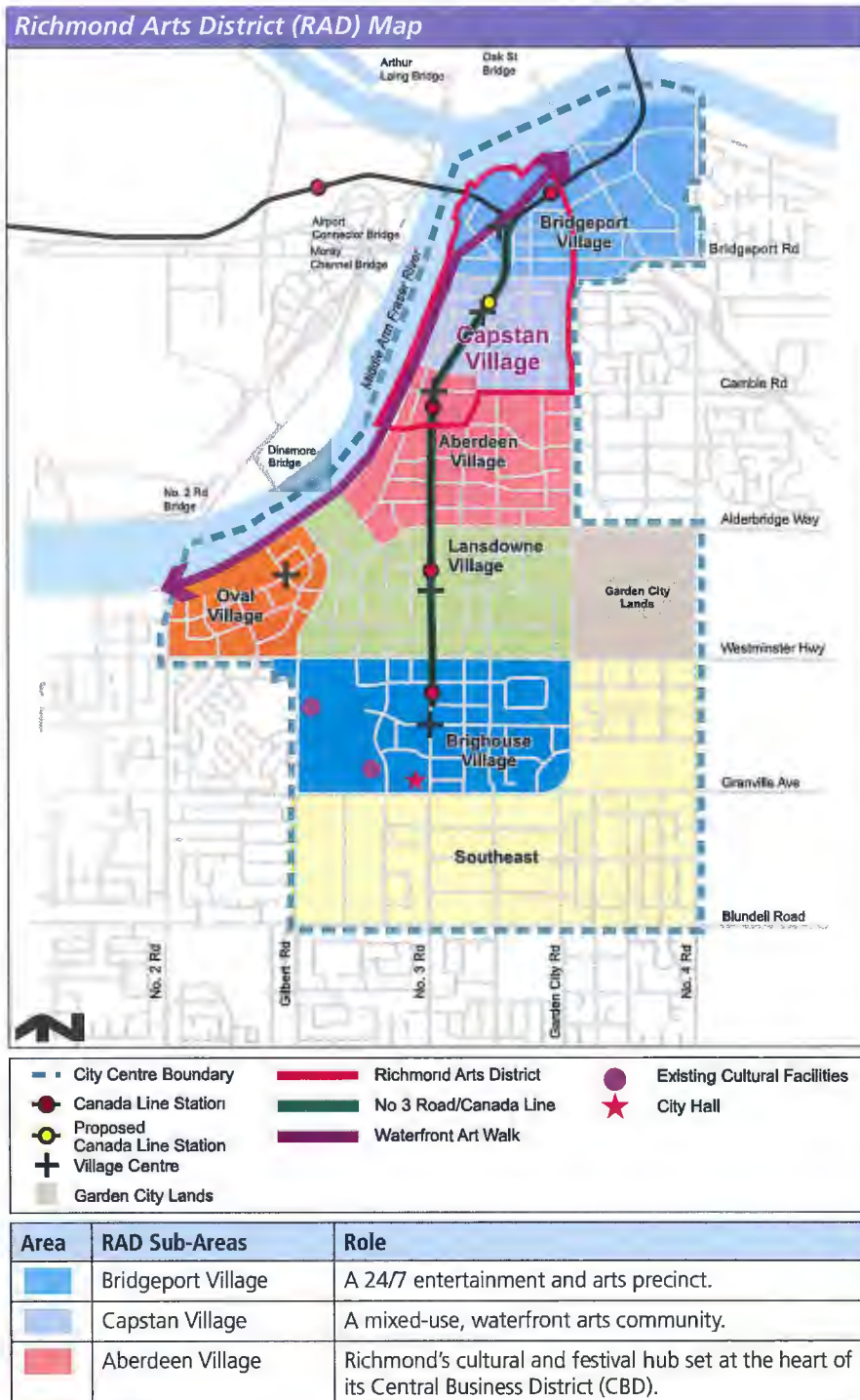
The Richmond Public Art Program graciously acknowledges the public art contributions provided by private developers involved in the building of the new Capstan Village neighbourhood:

Concord Pacific Development
Minglian Holdings Ltd.
Pinnacle International
Polygon Development Ltd.
Yuanheng Holdings Ltd.



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INTRODUCTION

Capstan Village is a growing and developing residential waterfront community, with the capacity to be transformed into a vibrant and active mixed-use Arts District for the City of Richmond. It is located within the traditional territory historically occupied by the Coast Salish peoples, whose ancestors have lived in the Fraser River estuary for thousands of years.

While agriculture dominated the early land uses by settlers in the area, industrial uses gradually became more prevalent in the 1950s, including fishing, canning and boat building, resulting in the mix of uses and remnant agricultural, residential and industrial landscapes seen today. Capstan Village is in transition from these industrial and auto-oriented commercial uses to a pedestrian and transit-oriented residential neighbourhood, including arts facilities and artist live/work studios.

The *Capstan Village Public Art Plan* offers a long-term guide for development partners, public art consultants, design consultants, artists and community members to realize engaging public art that is well-integrated in a meaningful way. Included are recommendations for temporary and permanent artworks for building and open space development.



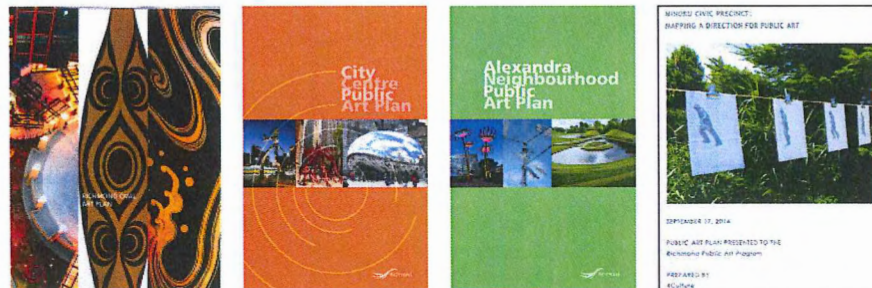
CIVIC PUBLIC ART PLANS

The *Capstan Village Public Art Plan* supplements Richmond's *City Centre Public Art Plan* and should be read as a companion document. The *City Centre Public Art Plan* identifies a wide range of opportunities for the City Centre over the coming years. "Richmond: Yesterday, Today and Tomorrow" has been identified as the overarching public art theme for the six City Centre urban villages, within which artists will design their work. This framework offers context to create continuity and synergy, while allowing room for artistic expression and diverse projects.

The Richmond City Centre Area Plan identifies arts, culture and heritage as core values, integral to quality of life, health and wellbeing, social cohesion and economic development. The Public Art Program plays a key role in supporting and encouraging these City Centre objectives with public art works that shape, animate and enrich the public realm and contribute to the artistic foundation and cultural landscape of the City.

The Public Art Program Policy, adopted by Council on July 27, 2010, sets a goal for public art to complement and develop the character of Richmond's diverse neighbourhoods to create distinctive public spaces, which enhance the sense of community, place and civic pride.

Supplementing the city-wide policies of the Public Art Program, area-specific public art plans provide additional direction concerning the themes and opportunities unique to each individual community. The *Capstan Village Public Art Plan* is the latest addition to Richmond's family area specific of Richmond Public Art Plans, which include *City Centre Public Art Plan: Honouring Yesterday, Celebrating Today and Building Tomorrow*; *Richmond Oval Art Plan: Flow, Flight, Fusion*; *Alexandra Neighbourhood Public Art Plan: Connecting Ecology, Infrastructure and History* and the *Minoru Precinct Public Art Plan*.







THEMATIC FRAMEWORK

A Waterfront Arts District: Geography, History and Culture

To the north of Capstan Village, the Richmond Arts District includes portions of Bridgeport Village envisioned as a non-residential, 24/7 entertainment and arts precinct. South of Capstan Village is the Arts District portion of Aberdeen Village, a commercial district known as the “Golden Village” for its high concentration of shopping centres and restaurants.

The Capstan area is designated as a zone for medium to high-density mixed residential and commercial use, housing artist live/work studios and gallery spaces. In keeping with the City Centre Area Plan’s vision for Capstan Village and the Richmond Arts District, the thematic framework celebrates the area’s unique location as a waterfront community, building on the themes of the City Centre Public Art Plan: “Honouring Yesterday, Celebrating Today and Building Tomorrow.”

The theme of “A Waterfront Arts District: Geography, History and Culture” is a way of exploring, through art, Capstan Village’s physical, historical and cultural place in Richmond and its connection to adjacent City Centre Villages and neighbouring communities. Artists will be encouraged to develop works within this broad thematic framework, which allow for diverse artistic expression and practice.

Arts and Geography

Over geological eras, the Capstan Village Waterfront Arts District has been transformed from flood plain to marsh, mud and silt over thousands of years after the retreat of the last glaciers. Humans also contributed to the alteration of the land: river diking and drainage, necessary for the advancement of agriculture and industry, created distinct boundaries between estuary and upland areas and significantly altered the natural landscape, as well as the overall ecology and geography of the area. Linear land patterns, ditches and fence lines are still evident today.

Care for the natural environment, including ecological restoration and preservation of the Fraser River, are important city-wide initiatives and concerns. Through the Ecological Network Management Strategy, the City seeks to connect, protect and restore natural and semi-natural areas. Public art can promote and foster environmental stewardship and awareness in consideration of the unique geography and ecology of the Capstan area.





Arts and History

Ancestors of the Coast Salish peoples occupied the Fraser River estuary for thousands of years. Identifying as a fishing people, the Coast Salish remain closely aligned with the Fraser River today. Early pioneer settlement began in the 1860s with the development of dairy and vegetable farms in the area surrounding the intersection of Cambie and River Roads.

The establishment of the Provincial Cannery in 1896 was the start of early industrial activity along the Fraser. The riverfront provided essential transportation access for people as well as goods and services to larger markets making way for the development of thriving canning, lumber, milling and agricultural related industries. The establishment of the Canadian Pacific Railway, running along the edge of the river, further contributed to this increase of industrial and commercial activity. By the 1960s, the Capstan area boasted a wide range of industry and light manufacturing plants.

Public art that responds to the agricultural and industrial heritage of the Capstan area can contribute to a sense of place and foster civic pride with artworks that will facilitate dialogue and interest among residents and visitors. Permanent and temporary works including festivals, programs and events centred on Capstan's history can also strengthen the role of community foundations, foster connections and contribute to an active arts district.

Arts and Culture

Art can interpret the unique heritage and culture of Capstan Village for future generations. Early human occupation of the Fraser River Delta dates back thousands of years, when a complex society of Coast Salish peoples used the area for fishing, seasonal food gathering and temporary settlements. Central to Coast Salish culture is the interrelationship between the physical and spiritual realms, as expressed in their languages, oral histories and art forms. Coast Salish art and culture is also expressed through sacred ceremonies, dance and weavings. The Fraser River plays an integral role in local culture and everyday life that continues to this day.

The first Europeans to settle in the Capstan area were attracted to the rich fertile soils for farming. Chinese settlers also leased farmland and by the 1920s there were a substantial number of Chinese market farmers. These landowners first appeared on Richmond's voters lists in 1949. People of Chinese, Japanese and Indigenous decent worked in sawmills, canneries and other industrial enterprises located along the Fraser.

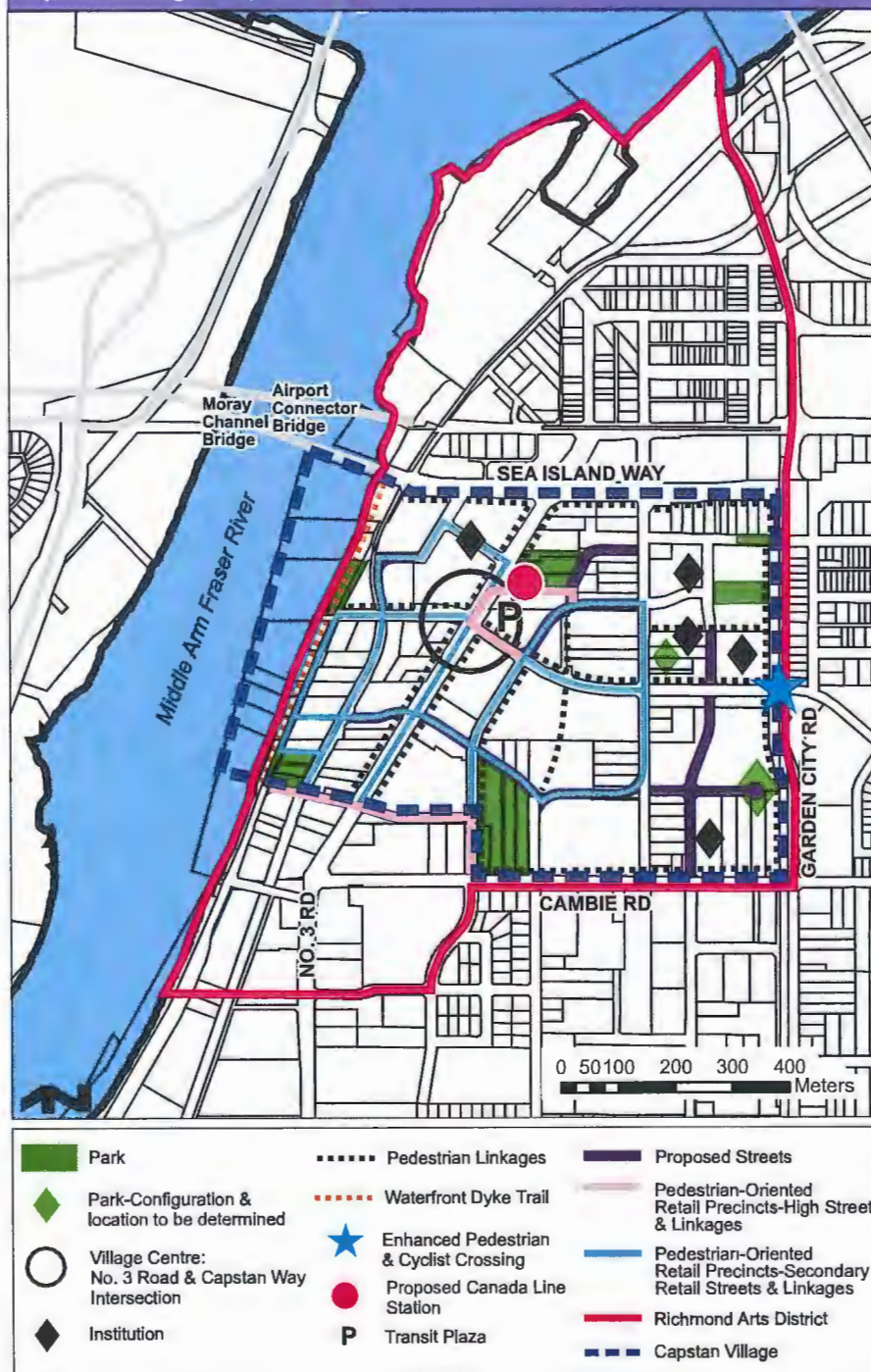
Today, Capstan Village is characterized by an ethnically diverse and growing population contributing to the cultural fabric of this growing city.

The City of Richmond is committed to improving the quality of life for all its citizens, and Capstan's cultural heritage invites expression in the development of public art. Public art in a variety of forms including performance, events and festivals will inspire participation and dialogue, as well as enrich broad community connectivity essential for a healthy City.





Capstan Village Map (2031)





OPPORTUNITIES

Achieving a Waterfront Arts District

Capstan Village is undergoing tremendous urban growth and renewal with many mixed-used developments. The area is poised to become the Arts District for the City of Richmond, offering a mix of townhouses, apartments and float homes along with commercial development and community facilities. The area will also include a wide range of work-from-home options suitable for artists and other creative professionals. The growth of the creative economy augmented by an active and dynamic arts community is expected to strengthen the community's economic development attracting visitors, business and investment.

Through the interconnection of open spaces, neighbourhood parks and pedestrian pathways, the waterfront greenway and the village centre provide many opportunities for public art that encourages and inspires creativity, community connectivity and healthy living.

While it is typical for public art to be integrated with a specific building project owned and maintained by the building owner, the network of public open space in Capstan Village presents an opportunity to situate public art throughout the public realm. Flexibility should be exercised to support the integration of public art with a new development where it supports the overall vision of engaging the whole community and encouraging tourism and points of interest.

Some of the public art may not be permanent. Artwork may include temporary installations as well as performances and programming with community activities, events and festivals.

Capstan Village Transportation Hub

Capstan Village is envisioned as an accessible and transit-oriented community in close proximity to community amenities. The interconnected transportation network features the Canada Line rapid transit system, No. 3 Road multi-modal corridor, Sea Island Way and Bridgeport Road connectors to the Vancouver International Airport, numerous pedestrian and cycle pathways and the Middle Arm of the Fraser River. The Village is also connected to Highway 99 providing easy access to the regional transportation network. Capstan Village will foster an enriching public realm experience for residents, commuters, workers and visitors.

The future Canada Line station at Capstan Village will offer opportunities for artworks to support way-finding and to establish an identity for this important transportation hub. Further, the acquisition of a signature work for the Village Plaza will support a seamless integration between the future Canada Line station and the public realm. Projects that engage the Canada Line station will require consultation with TransLink and their affiliated partners.

The perimeter edges of Capstan provide opportunities for landmark public artworks that speak to the spirit and character of Capstan Village and its significance as the arts and cultural precinct for the City. Gateway artworks help to direct visitors to the arts district and waterfront amenities and contribute to civic pride.

Pedestrian-scaled and functional artworks encourage discovery and exploration, generating interest and an active, engaged community. Public art integrated with the transportation network will include street furnishings, bus shelters, urban realm lighting, street medians, boulevards, utility kiosks and sidewalk and road surface treatments to promote principles of sustainable and accessible transportation.

Artwork sited along the pedestrian, cyclist and vehicular routes will enhance the overall street experience for the public and further encourage the development of local economies and tourism.

Budget Estimate: \$30,000 for smaller works to \$100,000–\$500,000 per large-scale artworks





Parks and Trails

Richmond is committed to preserving and sustaining the city-wide system of natural areas and ecosystems on public and private lands. These areas support habitat for birds and wildlife, including migratory shorebirds and waterfowl. The lower Fraser River Estuary provides both migratory and rearing habitat for salmon. The protection and enhancement of these areas enriches the health and livability of our communities and provides access to nature within our increasingly urban neighbourhoods.

Public art situated and integrated with neighbourhood parks, greenways and pedestrian pathways can support and foster an interesting, lively and interconnected public realm. The scale and types of artworks that are to be considered for the parks and trails include large scaled place-making works and smaller works to be discovered along the trails. Temporary works, artists-in-residencies and annual sculptural exhibitions may also be considered. Consideration should be given to supporting projects by interdisciplinary teams of artists, landscape architects and biologists to promote an understanding of the ecology of the area.

Budget Estimate: \$30,000 for smaller works to \$200,000 per larger artworks



Waterfront

Systems of ecology, commerce and tourism will continue to define and strengthen Richmond's relationship to the Fraser River. Public art can activate these three narratives to engage and shape one another as a means for exploring meanings, histories and innovative uses of the waterfront.

Artworks situated along the waterfront will make connections between ecology and history, revealing and contributing to identity, conservation and place-making. Some will become landmarks, while others will be dedicated to engaging the public in the continuing development of the waterfront dyke trail and park system.

Artists working closely with community stakeholders and with key design team consultants for new development and with will contribute to creating a working relationship that supports art and culture. Together, important goals and aspirations will be identified to ensure that public art is successfully integrated into the waterfront as it is redeveloped.

Budget Estimate: \$100,000–\$200,000 per artwork



Village Centre

The Capstan Village Centre has public art opportunities for permanent and temporary works as well as festivals that showcase diverse art practices. Artwork that grows out of an artist-led consultation and collaboration process with community partners, City staff and private partners can offer a unique and compelling portrait of a place and its people.

In a newly developed area inhabited by new residents and, often, recent immigrants, artist residency opportunities that work with and within institutions, parks or organizations can serve as effective platforms for artists to be community facilitators, connectors and educators that foster greater appreciation for the arts and artists and help to build social cohesion. By providing hands-on opportunities for self-expression by local residents, community-based artists can engage with the public, building relationships over weeks or months. Visual, literary and performing arts all lend themselves to this form of practice.

Further opportunities exist to engage the public include artist talks, open house artist studio tours and temporary performance-based artworks.

Budget Estimate: \$10,000–\$30,000 for community engagement artworks to \$100,000–\$300,000 per larger artwork

IMPLEMENTATION

Development partners, public art consultants, design consultants, artists and other community stakeholders are encouraged to explore a range of approaches in creating public artworks that will contribute to shaping, animating and enriching the public realm and community identity. Opportunities for public art may include large-scale permanent sculptures, integrated design team collaborations, temporary art installations, socially engaged arts practices and a wide diversity of form and media. It will be important to assess the vision and intent of each public art opportunity to develop goals and objectives with specific selection criteria before engaging an artist.

Public art funding is received from voluntary public art contributions through the development application process. These contributions support public art projects integrated with specific developments in the Capstan area. A portion of the funds contributed will be held in the City's Public Art Reserve for artworks to be integrated with community facilities and institutions and with public land within Capstan Village, including the waterfront, Village Centre and neighbourhood parks, pedestrian sidewalks, bikeways and streets as identified in this Plan, under the direction of the City.

The City Centre Public Art Plan provides additional details on budgets for the range of public art opportunities.



CONCLUSION

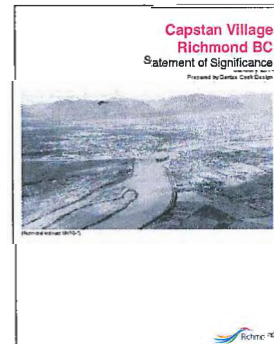
The *Capstan Village Public Art Plan* provides a framework for the consideration of compelling and engaging public art that will contribute meaning and vibrancy to this area.

The Capstan Village's history and cultural heritage provide a foundation for innovative public art that speaks to the area's diverse and multi-cultural audience. "A Waterfront Arts District: Geography, History and Culture" offers a thematic framework to be explored by artists in the creation of public art that includes permanent and temporary installations, events and artist residencies.

Public art will play a vital role in the well-being of residents and support the growth and development of a dynamic and sustainable urban community. Activating and transforming public space, public art will provide a welcoming context for creativity and community participation, creating memorable places and instilling civic pride.

RESOURCES

City Centre Public Art Plan
City Centre Area Plan
Richmond Arts Strategy 2012-2017
Capstan Village Statement of Significance,
January 2015
Ecological Network Management
Strategy, 2015



CONTACTS

Visit our website

richmond.ca/publicart

More information

Richmond Public Art Program
Arts, Culture and Heritage Services
publicart@richmond.ca
Tel: 604-247-4612

PHOTO CREDITS

- Cover **Left** Lawrence Paul Yuxweluptun, *Ovoidism*, Vancouver, 2016, photo: unaccredited, The Ubysey
- Cover **Middle** Ren Jun, *Water #10 Vertical*, Richmond, 2010, photo: D. Fairchild
- Cover **Right** Yayoi Kusama, *Ascension of Polka Dots on Trees*, Marseille, France, 2013, photo: Yayoi Kasuma
- P. iii Juame Plensa, *Wonderland*, Calgary, 2012, photo: Kevin Schafer / Alamy Stock Photo
- P. 1 Mia Weinberg, *Site Unseen*, Richmond, 2016
- P. 2 **Top** Douglas Coupland, *Digital Orca*, Vancouver, 2009, photo: Douglas Coupland
- P. 2 **Middle** Liz Magor, *LightShed*, Vancouver, 2004, photo: Jimmy Jeony
- P. 2 **Bottom** John Gerrard, *Solar Reserve (Tonapah, Nevada)*, New York City, 2014, photo: Iñaki Vinaixa, Courtesy of Lincoln Center and Public Art Fund, NY
- P. 4 **Top Left** Donna Dodson and Andy Moelein (Myth Makers), *The Sentinel*, Audubon Centre, Maine, 2013, photo: June LaCombe
- P. 4 **Top Right** Art in Public Spaces, *Dandelions*, Istanbul, Turkey, 2016, photo: Art in Public Spaces
- P. 4 **Bottom** Fish on Parade, Galway Arts Festival, Galway, UK, 2007, photo: Peter Clarke
- P. 5 Antony Gormley, *Exposure*, Lelystad, Netherlands, 2010, photo: Hennie Bothberg
- P. 6 **Figure 1** Middle arm of Fraser River [ca. 1926], photo: George Allen Aerial Photographs, City of Richmond Archives, photograph #1985 166 1
- P. 6 **Bottom** Art Studio, *From Here to There*, High Trestle Bridge, Madrid, Iowa, USA, 2011, photo: Art Studio
- P. 7 Marianne Nicholson, *This Land is a Person*, North Vancouver, 2012, photo: unaccredited, City of North Vancouver
- P. 8 Susan Point, *A Timeless Circle*, Whistler, 2016, photo: Mike Crane
- P. 9 **Top** Trans Am Totem, Marcus Bowcott, Vancouver, 2015, photo: Janet McDonald
- P. 9 **Bottom** Ai Wei Wei, *Forever Bicycles*, Austin, Texas, 2014, photo: City of Richmond
- P. 11 Derek Root, *Sail Wall*, Richmond, 2016, photo: City of Richmond
- P. 13 **Top** The Spadina Group Associates and Bruce McLean, Finch West Station, Toronto, 2017, photo: Chris Bateman
- P. 13 **Middle** Warren Langley, *Aspire*, Sydney, Australia, 2010, photo: Richard Glover
- P. 13 **Bottom** David Pearl, Highway 407 Station, Toronto, 2017, photo: Chris Bateman
- P. 14 Orly Genger, *Red, Yellow and Blue*, New York City, 2013, photo: unaccredited, Madison Square Park Conservancy
- P. 15 **Left** Rob Mulholland, *One Flock*, Paradise Creek, Nature Park, Portsmouth, Virginia, 2016, photo: Rob Mulholland
- P. 15 **Right** Turenscape Design Institute, *Link the City to Nature*, Tianjin, China, 2010, photo: Turenscape Design Institute
- P. 16 Raymond Boisjoly, *A Distance Transformed*, Richmond, 2017, photo: City of Richmond
- P. 17 *Prismatica for Luminothérapie*, Roland Rom Colthoff, 2014, photo: unaccredited, Canadian Interiors

City of Richmond

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www.richmond.ca



City of Richmond

Report to Committee

To: Parks, Recreation and Cultural Services Committee
From: Jane Fernyhough
Director, Arts, Culture and Heritage Services
Date: February 8, 2018
File: 01-0100-30-RPAR1-01/2018-Vol 01
Re: **Richmond Public Art Program 2017 Annual Report and Public Art Advisory Committee 2018 Work Plan**

Staff Recommendation

That the Richmond Public Art Advisory Committee 2018 Work Plan, as presented in the report titled "Richmond Public Art Program 2017 Annual Report and Public Art Advisory Committee 2018 Work Plan," dated February 8, 2018, from the Director, Arts, Culture and Heritage Services, be approved.

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

Att. 2

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

Staff Report

Origin

On July 27, 2010, Council approved the updated Richmond Public Art Program Policy 8703 and Terms of Reference for the Richmond Public Art Advisory Committee (RPAAC). The RPAAC provides advice and acts as a resource to City Council and staff on the City's Public Art Program.

This report presents the Richmond Public Art Program 2017 Annual Report to Council for information and the proposed RPAAC 2018 Work Plan for approval.

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

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

2.1. *Strong neighbourhoods.*

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

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

Analysis

Richmond Public Art Program

The Public Art Program plays a key role in shaping, animating and enriching the public realm, instilling civic pride and contributing to community identity. Artwork placed in the public realm has the power to engage the public, celebrate culture, broaden the diversity of arts experiences and opportunities, serve as an educational resource to expand public awareness and understanding of the arts, stimulate conversations, strengthen and support the arts community and inspire creativity.

Since Council's adoption of the Public Art Program Policy in 1997, the Public Art Program's collection has grown to a total of 210 works of public art, with 152 works currently on display around Richmond. Documentation of public art that is no longer on display is archived on the Public Art Program website.

Public art adds value to public and private development, enriching the public realm for residents and visitors to Richmond and advances Richmond's standing as a model for high quality urban development. The City provides leadership in integrating public art with major civic facilities as well as small scale public infrastructure. The private sector has demonstrated that an investment in public art enhances their reputations as progressive city builders, while creating a liveable and desirable place to live and work. The Community Public Art Program engages members of the

community in art making, discussions and public events. The Public Art Education Program provides learning opportunities for both the general public and professional artists.

Richmond Public Art Program 2017 Annual Report

The Richmond Public Art Program 2017 Annual Report (Attachment 1) presents the key activities and achievements of the City's Public Art Program through the civic, community, private development, donation and educational programs in 2017. A summary of the 2017 Annual Report is noted below:

- Richmond Canada 150 Public Art Program: the painting *Arrival of the S.V. Titania* by noted marine artist John Horton was commissioned and installed for public display at City Hall. A mural based on the painting was painted on the south facade of the Steveston Hotel.
- Additional projects commissioned through the Richmond Canada 150 Public Art Program included *Fluvial Fan* and *Fraser Giant*, at City Hall. *Meander*, a set of 20 artist-designed benches, will be installed in 2018.
- Civic Public Art Program: five public artworks were installed at City facilities, parks and streets.
- Manhole Covers Program: artist-designed storm and sanitary sewer access covers were installed throughout Richmond and the selection process is underway for two new designs to commemorate Richmond Canada 150.
- City Utility Cabinet Wrap Program: three utility cabinets located at Steveston Museum were given artist-designed wraps. Artwork has been selected for the Garry Point environmental recycling units, to be installed in 2018.
- Community Public Art Program: one community engagement project was completed and a second project is in the final documentation stage.
- Donations: one donated artwork was installed.
- Conservation and maintenance: repairs were made to three artworks.
- Private Development Public Art Program: three new works were installed at Cadence at 7468 Lansdowne Road, Steveston Flats at 11971 3rd Avenue and with the Concord Gardens ARTS units at 3240-3340 Sexsmith Road and 8800-8960 Patterson Road.
- No. 3 Road Art Columns: works by seven local artists were featured at the columns located at Aberdeen and Lansdowne Canada Line Stations.
- Pianos on the Street: the program was expanded in 2017 to include five locations.
- Culture Days: two public art bus tours were fully subscribed. The weekend also featured the unveiling of the mural *Arrival of the S.V. Titania*.

- Education and Promotion Program: Two professional development workshops for artists were presented. Two neighbourhood public art brochures were updated to include recently installed works.

Richmond Public Art Advisory Committee 2017 Highlights

In 2017, the Richmond Public Art Advisory Committee (RPAAC) provided informed advice to staff and Council on a range of projects. Highlights of the 2017 Work Plan included:

- monthly meetings: eight monthly meetings with high attendance;
- participation in educational opportunities and public events, such as the annual RPAAC Public Art Bus Tour in July;
- reviews and makes recommendations on public art project plans: reviewed eight Private Development Public Art Plans and received updates on Advisory Design Panel reviews;
- providing input to staff: reviewed 11 Civic Artist Calls, including the Canada 150 Public Art Program;
- reviews and makes recommendations to Council: provided recommendations to Council on seven staff reports; and
- advises on policies: reviewed the policy for public art on private lands.

Richmond Public Art Advisory Committee 2018 Work Plan

The Richmond Public Art Advisory Committee 2018 Work Plan (Attachment 2) outlines the proposed work tasks for the volunteer committee in 2018. As a Council appointed Advisory Committee, RPAAC advises on all aspects of public art policy, planning, education and promotion, including the allocation of funds from the City's designated Public Art Reserve. Highlights of the 2018 Work Plan are noted below:

- Raise awareness and understanding of the importance of public art in the City through advocacy, promotion and participation in educational opportunities and public events.
- Advise on strategies, policies and programs to achieve excellence in art in the public realm including researching best practices and advising on opportunities for artists.
- Propose and support City programs, initiatives and events that advance public art in the City including Lulu Series: Art in the City speaker series, Doors Open Richmond and Culture Days.
- Review and submit recommendations to Council on public art project plans developed by City staff and private development public art consultants.
- Provide input to staff in the development of an annual Public Art Program report to Council, including an RPAAC annual work plan.

New initiatives include advising staff on development of a mobile-friendly public art app and improving communications with strata councils for maintenance of artworks on private property.

Financial Impact

None.

Conclusion

Public art animates the built and natural environment with meaning, contributing to a vibrant city in which to live and visit. The Richmond Public Art Program 2017 Annual Report and proposed Public Art Advisory Committee 2018 Work Plan demonstrate a high level of professionalism, volunteerism and commitment to quality public art in Richmond.

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

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

- Att. 1: Richmond Public Art Program 2017 Annual Report
2: Richmond Public Art Advisory Committee 2018 Work Plan

City of Richmond

Public Art Program 2017 Annual Report

Arts, Culture and Heritage Services

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Richmond Public Art Program 2017 Annual Report

Richmond Public Art Program To-date:

210	Total number of artworks
147	Permanent artwork installations
58	Temporary installations (46 no longer on display)
25	New works of art installed in 2017 (including 10 temporary Art Column pieces and 15 permanent artworks)
152	Total number of permanent and temporary artworks currently on display

Introduction

The Richmond Public Art Program provides a means for including art in creating a culturally rich environment in a vibrant, healthy and sustainable city. Public art is incorporated into civic and private development projects to spark community participation and civic pride in the building of our public spaces. In addition to permanent and temporary artworks, the Public Art Program offers a stimulating program of educational and community engagement events to increase public awareness of the arts and encourage public dialogue about art and issues of interest and concern to Richmond residents.

In 2017, public art projects featured the celebration of Richmond Canada 150 with commissions of legacy art works and a mural in Steveston, as well as the integration of new works of art into public spaces. The year also saw local artist-designed utility cabinet wraps, community-engaged art projects, unique streetscape art experiences including the Art Columns exhibits at the Canada line stations, Pianos on the Street and seven new works on private developments.

Cover: *Untitled (Salmon)*, Desiree Pattersen, 2017

2017 Public Art Projects

Richmond Canada 150 Public Art Program

On November 28, 2016, Council endorsed the Richmond Canada 150 Celebrations Public Art Plan, as the guiding plan for public art opportunities in support of Canada 150 celebrations and major event programming.

In 2017, the Public Art program celebrated Canada's 150 Anniversary of Confederation with two new legacy art works at City Hall, a mural in Steveston and public art projects to animate public places including artist-designed modular seating and a temporary native plant display and programming, *Our Home and Native Bloom*.

Arrival of S.V. Titania

A new artwork by eminent marine painter John M. Horton was unveiled at City Hall on Tuesday, May 23, 2017. The painting was commissioned in honor of Richmond Canada 150 and depicts the sailing vessel *Titania's* arrival in Steveston harbour in 1889. It was a meaningful occasion in Richmond's history as it marked the first time a Europe-bound vessel had docked in Steveston to receive the first direct shipment of canned salmon at Britannia Wharf.



John Horton with painting, *Arrival of S.V. Titania*

Canada 150 Mural, *Arrival of S.V. Titania Mural*

The Richmond Canada 150 Mural *Arrival of S.V. Titania* by Dean and Christina Lauzé is located on an exterior wall of the Steveston Hotel, 12111 Third Avenue. Commissioned in honour of the 150th anniversary of Canada's confederation in 2017, the mural is based on the oil painting of the same title by John M. Horton on display at City Hall.



Mural, *Arrival of S.V. Titania*, Dean and Christina Lauzé

Fraser Giant

Fraser Giant by Henry Lau and David Geary is located at Richmond City Hall South Plaza on Granville Avenue. The artwork symbolically depicts a 22-foot long 150-year-old sturgeon as a metaphor for the Fraser River in celebration of the region's maritime heritage. Created in acknowledgement of Canada's 150th anniversary of confederation, the sculpture is also a symbol of longevity, resilience and hope for the City of Richmond.



Fraser Giant, Henry Lau and David Geary

Fluvial Fan

Fluvial Fan by Nicole Alden, Patrick Beech, Genevieve Depelteau, John Musil and Allison Tweedie was a pop-up garden installation activating City Hall plaza. The artwork was composed of more than 4,700 plants with species native to British Columbia and designed by landscape architecture students from the University of British Columbia. The floral design depicts a fluvial fan at the mouth of a river with floral islands that symbolically represent Richmond's 17 islands and the landforms that have been shaped over time by the Fraser River.



Fluvial Fan, Nicole Alden, Patrick Beech, Genevieve Depelteau, John Musil and Allison Tweedie



Our Home and Native Bloom

Our Home and Native Bloom

The *Fluvial Fan* installation was part of *Our Home and Native Bloom*, an interdepartmental project and collaboration between Public Art, Engineering Sustainability, Parks Services and Major Events. The project incorporated weekly educational artist talks, workshops and Music in the Plaza programming from June 7 to July 8. A Musqueam welcome was presented by Terry Point on June 7 to launch *Our Home and Native Bloom*. The exhibition ended with a public plant sale on July 9 and 10.

- June 7: **TALK + TOUR: Native Edible and Medicinal Plants** with Métis Herbalist, Lori Snyder. Participants learned about native edible and medicinal plants through a tour of *Fluvial Fan*, a pop-up garden in Richmond City Hall Plaza.
- June 14: **TALK: *Fluvial Fan* and Native Species** with Nicole Alden, Genevieve Depelteau, John Musil and Miriam Plishka. Students presented a talk about the inspiration and design concept for the floral installation *Fluvial Fan*. This talk was followed with a presentation by Miriam Plishka, Park Planner from the City of Richmond, on current park projects that include extensive native planting and the resulting benefits for the city.
- June 21: **TALK: Our Home and Native Bumblebees** with artist Lori Weidenhammer. This talk covered the benefits of planting native flowers in home gardens for wild bees, especially local bumblebees.
- June 28: **WORKSHOP: The Art of Ikebana** with Judie Glick, Vancouver Ikebana Association. In this workshop, participants learned the Japanese art of arranging local plant materials and created their own small arrangement to take home.
- July 7: **WORKSHOP: The Weaving Wagon** with artist Sharon Kallis. A pop-up studio and cartage system was presented by environmental artist Sharon Kallis for a workshop on rope-making using invasive plant materials.



Our Home and Native Bloom Poster

Additional Canada 150 Civic Public Art projects launched in 2017 and scheduled for installation in 2018–2019 include *Meander* and *Canada 150 Sewer Access Covers*.

Canada 150 Modular Seating

Meander

Meander by Becki Chan and Milos Begovic was commissioned for the Richmond Canada 150 artist-designed modular seating competition. The set of 20 bright blue portable benches was inspired by the

Fraser River and are designed to be used in a variety of seating configurations for public spaces across Richmond, including audience seating and informal gathering spaces. They are easily portable and can be used for major events such as Richmond World Festival and Canada Day in Steveston. The modular seating will launch in spring 2018.



Meander rendering, Becki Chan and Milos Begovic

Richmond Canada 150 Storm and Sanitary Access Cover Artist Call

A national competition was launched in fall 2017 to solicit design proposals for two new sets of sewer access covers. Two artists or artist teams will be selected from over 100 submissions and the new covers are projected to be installed in late fall 2018.



Access Covers, Jeff Porter

Civic Public Art Program

In 2017, five new public art works were commissioned by the City and installed at community centres, parks, civic buildings and along city sidewalks. These included:

to be distinct and to hold together

The new artwork for Fire Hall No. 3 at 9680 Cambie Road, *to be distinct and to hold together* by Daniel Laskarin, is comprised of three interlocked triangular panels standing on a raised circular platform near the northeast corner of the building. The three-sided tetrahedral form symbolizes a unique partnership between Richmond Fire-Rescue, Ambulance Services and its relationship to the community it serves. The work stands near the sidewalk, providing easy public access and inviting an interactive engagement—the ability to push the work is slowly discovered by those who use the area.



to be distinct and to hold together, Daniel Laskarin

Apiary Almanac

The temporary painted art installation, *Apiary Almanac*, by Hapa Collaborative has been installed on Lansdowne Road between Cedarbridge Way and Minoru Boulevard. *Apiary Almanac* references the honey bee and the fruits of their labour. Honey produced in every colony is as distinct as the place it comes from; its flavour profile changes from place to place depending on the surrounding vegetation,

and can even differ from year to year depending on the season. Honey is created from the distinct elements of a neighbourhood (via nectar), which is collected, distilled, and mixed together to produce a uniquely sweet expression of time and place.

This installation interprets an aspirational blooming calendar, drawing colour from a palate of foraging material hoped to eventually be on site. The form and geometry subtly reference the honeycomb, creating a playful and vibrant installation.



Apiary Almanac, Hapa Collaborative

Underwater

Underwater by Vancouver-based artist Andrea Sirois has been installed on the Oval Village District Energy Utility building located at 7011 River Parkway. The artwork completely wraps the geothermal energy facility that is operated by Corix Utilities Inc. *Underwater* tells a visual story that echoes the theme of water as energy. Its photographic images depict water flowing around the building's exterior, symbolizing the energy that is literally flowing below.



Underwater, Andrea Sirois

Urban Weave

Richard Tetrault's *Urban Weave* is a public artwork integrated into the south façade of the Storeys building at 8111 Granville Avenue. The sequence of routed, powder coated aluminum panels incorporates script-like drawn images that reflect the building's purpose and geographic context. The imagery is inspired by key words that underscore the aspirations of the resident non-profit organizations, including "diversity," "respect" and "dignity." Other narrative elements reference Richmond's natural heritage and a landscape in transition.



Urban Weave, Richard Tetrault

In addition, several civic public art projects were commissioned in 2017, and are scheduled for installation in 2018–2019. They include:

- *Richmond Fire Fighter* by Nathan Scott, Fire Hall No. 1
- *Errant Rain Cloud* by Gordon Hicks and Germaine Koh, Minoru Centre for Active Living
- *Four Types of Water Revealed* by Germaine Koh, No. 2 Road Drainage Pump Station
- *Entries and Arrivals*, Minoru Centre for Active Living
- *West Cambie Neighbourhood Park Integrated Landscape*
- *Gilbert Road Greenway*
- *Steveston Nikkei Memorial*



Richmond Fire Fighter, Nathan Scott

City Utility Cabinet Wrap Program

The Public Art Program has partnered with Engineering and Public Works, Parks, Transportation, Environmental Programs and Heritage Services to beautify new and existing utility boxes through the City. In 2017, 30 artists were selected for the 2017–2019 Art Wrap Artist Roster in order to commission selected artists for wrapping utility boxes as the boxes are identified. In 2017, three utility boxes were wrapped at the Steveston Town Square Park at the Steveston Museum.

Magnolias and Bamboo

Magnolias and Bamboo are three art wraps by artist Anita Lee and are located behind the Steveston Museum and the adjacent Town Square Park at 3811 Moncton Street. *Magnolias* can be viewed from inside the Steveston Japanese Fishermen's Benevolent Society Building. Anita Lee describes her approach to her art as a contemporary blend of guóhuà, the ancient traditional Chinese painting on scrolls, and Western art which captures her interpretation of raw unadulterated natural beauty.



Magnolias, Anita Lee



Bamboo, Anita Lee

Two additional public art wrap projects were commissioned in 2017, and are scheduled for installation in 2018–2019. These include:

- **Environmental Bins**
The Public Art program partnered with Engineering and Public Works, Waste Reduction and Recycling to select artists for new environmental recycling units for Garry Point Park. Three artists were selected and their

designs are expected to be installed by fall of 2018. The images for the recycling units are responsive to the site and reflect on themes of history, ecology and sustainability.



The Fraser Connection, Tasli Shaw



Untitled (Salmon), Desiree Pattersen



Deeply Rooted, April Lacheur

- **Arts Centre Art Truck Art Wrap**

The Richmond Arts Centre partnered with the Public Art Program to select a local artist, Emily Shepperd, to design an art wrap for the Art Truck. The dynamic design will raise the profile of the vehicle in public and assist in the promotion of the Arts Centre and the role of the Art Truck for outreach programming. In the spring of 2018, the Richmond Arts Centre will reveal a new branding slogan to be incorporated into the design of the Art Truck.



Art Truck Wrap Proposal, Emily Shepperd

Private Development Public Art Program

Through the development applications process, private developers continued to provide high quality public art to enrich the public realm. In 2017, the following projects were completed:

Sail Wall

Sail Wall by Derek Root is integrated into the façade of the Cressey Cadence Development located at 7468 Lansdowne Road. Researching within the City of Richmond Archives, the artist found early 20th century photographs of sailing dinghies that were used to transport fish from larger boats along the waterways to Lulu Island. The triangular shape of the dinghy sail was adapted, elongated and arranged as a repeated motif. The bright colour and rhythmical composition signal a spirit of optimism and happiness.



Sail Wall, Derek Root

A Distance Transformed

A Distance Transformed by artist Raymond Boisjoly is located in front of the new ARTS units (affordable housing for artists) at Concord Gardens, Phase I, 3240–3340 Sexsmith Road and 8800–8960 Patterson Road. *A Distance Transformed* is a text based series of artworks, intentionally presented in a format that can be interpreted as unclear or pixelated. The text communicates the complexity of “site” in relation to ongoing changes to the urban environment as well as to the wider world. While the casual passerby may find something meaningful in their encounter with this text, others who negotiate the neighbourhood on a regular basis will find alternate meanings.



A Distance Transformed, Raymond Boisjoly

Untitled [Relief]

Untitled [Relief] by Leonhard Epp is an artwork comprised of eight large-scale panel reliefs located at Steveston Flats Development, 11971 Third Avenue. In 1978, the former building at this site, Gulf & Fraser Credit Union, was built incorporating these relief panels portraying the commercial fishery history of Steveston Village. The Steveston Flats Development Corporation has carefully restored and incorporated the Epp reliefs into the new building design which can be viewed from Chatham Street and Third Avenue as well as in the lobby of the mixed-use commercial and residential development.



Untitled [Relief], Leonhard Epp

Several private development public art projects were commissioned in 2017, and are scheduled for installation in 2018–2019. These include:

- *We Three* by Dan Bergeron, Capstan Neighbourhood Park Playground, Pinnacle (with transfer of ownership to the City)
- *Volo* by Michael Nicoll Yahgulanaas, Park Residences at Minoru
- *Wall Screen* by Metz & Chew, Alfa, 8151 Anderson Road
- *Glass Gardens Phase 3* by Joel Berman, The Gardens, Townline

Community Public Art Program

2017 Engaging Community and Public Art Pilot Program

On January 9, 2017, Council endorsed the 2017 Engaging Community and Public Art Pilot Program. The art projects approved and commissioned in this program for 2017 were as follows:

- *SP'ART, bringing people together through sport and art* was a year-long artist residency community project for artist Pierre Leichner at Thompson Community Centre, 5151 Granville Avenue. The artist engaged children, youth, adults and seniors as part of the regular programming at the community centre, presenting and leading workshops such as "Abstract Bocce Ball" on Family Day, "Tree Weaving" with pre-school children and turning used ping pong rackets into self-portraits with seniors. The artist has documented the projects at: www.leichner.ca/SpART



SP'ART, Pierre Leichner

- *Minoru Seniors Legacy Stories, looking back, looking forward* was an artist residency community project by artist Catrina Megumi Longmuir at Minoru Place Activity Centre, 7660 Minoru Gate. The project celebrates the history of Minoru Seniors Society, from its



humble beginnings at the Murdoch Centre to the opening of the new Seniors Centre at the Minoru Centre for Active Living in 2018. The artist presented talks, conducted interviews and led workshops in digital storytelling, working with members of the Minoru Seniors Society. A final artist talk and presentation of the artist film will be presented to coincide with the opening of the new facility in 2018. The artist has documented the project at: minorulegacystories.wordpress.com

MINORU SENIORS LEGACY STORIES Looking Back, Looking Forward



Minoru Seniors Legacy Stories, looking back, looking forward, Catrina Megumi Longmuir

Pianos on the Street 2017

The fourth annual Richmond Pianos on the Street program saw five open-air publicly accessible pianos painted by high school students at Steveston-London and Cambie High Schools, a community group and a community-engaged professional artist. The pianos were installed in outdoor locations at Britannia Shipyards National Historic Site, Terra Nova Rural Park, Richmond Cultural Centre, Cambie Community Centre, King George Park and the Nature Park. The Pianos on the Street Program is co-sponsored by Pacey's Pianos and provides free public access to pianos in unexpected open air locations across the city.



Pianos on the Street 2017

After the success of the Engaging Community and Public Art Pilot Program, the Public Art program identified five additional community engagement opportunities with City recreational and cultural facilities and has partnered with Hamilton Community Centre, Minoru Arenas, Britannia Shipyards National Historic Site and City Centre Community Centre. In 2017, Council approved these artist-led community projects which are expected to be completed in 2018.

Unique Projects

No. 3 Road Art Columns

Exhibition 11: *Growing and Rising*

In 2017, in collaboration with the 2017 Capture Photography Festival, Art Column Exhibit 11: *Growing and Rising*, highlighted the ongoing relationship between the natural landscapes of Richmond and the City's rapidly growing built environment through the photographic expressive images of artists Michael Love, Paulo Majano, Annie Briard, Jeff Downer, Christina Dixon, Woojae Kim and Patryk Stasieczek.



Fragments of the Chandelier, Jeff Downer



Unnotable Landscapes, Christina Dixon and Woojae Kim,



Terra Nova, Michael Love

Capture Photography Festival

The Fraser, Living River

In collaboration with the Richmond Art Gallery, *The Fraser, Living River* by Michael Bednar was a photography installation featured in the 2017 Capture Photography Festival. Located on the Richmond Art Gallery windows facing Minoru Boulevard, the large-scale photographs depicted the local historical and ecological significance of the Fraser River and specifically in Richmond, demonstrating the river's significance to numerous local industries whose operations line its banks.



The Fraser, Living River, Michael Bednar

Public Art Donation Program

The Gathering

On May 13, 2017, the artwork, *The Gathering*, by artist Rhonda Weppler, was unveiled at a public picnic at Branscombe House, 4900 Steveston Highway. The artwork is in the form of a life-sized picnic basket that is overflowing with 60 life-sized sculptures of small food items cast in bronze directly from sculptures created by Richmond residents that attended free art-based activity workshops as part of the preceding year's Branscombe House Artist Rendering proposal.



The Gathering, Rhonda Weppler

Conservation and Maintenance Program

Wild Salmon City

In 2002, *Wild Salmon City* was a fundraiser organized by the BC Steelhead Society. Four of the artist-designed painted fibreglass salmon were donated by the Steelhead Society to the Richmond Cultural Centre where they have been displayed in the Rotunda and the Richmond Public Library. In 2017, the two Library art pieces, *Salmon Enchanted*

Evening by Michael Tickner and *Untitled* by Johnny Maynard Jr., were refurbished and relocated to the lobby at Watermania, 14300 Entertainment Boulevard.

Soo-Gee-Ghet

During BC Cultural Week 1993, the totem pole *Soo Gee Ghet*, designed by Victor H. Reece (1946–2010), was carved as a project with the Richmond Carvers Society (RCS). It was completed under the artist's direction and was donated to the Richmond Cultural Centre. The totem pole was raised on May 12, 1994 and in 2017 the Public Art Program accepted the art piece into the Public Art Registry.

Centered on the theme of sharing, *Soo Gee Ghet* is a story about a father passing his knowledge and experience to his son. The story focuses on the role of adults as protectors and providers of direction to the next generation.

To prolong the longevity of the totem pole, the work was cleaned and treated with a wood preservative. It also had minor cracks restored before being coated with a water repellent and fitted with a copper cap to deflect water. Additionally the lawn area around the footing of the totem pole was upgraded with a gravel base to reduce the impact of wet weather.

On Tuesday, October 10, 2017, a public ceremony was led by the late artist's wife, Sharon Brass, to provide a blessing for the conservator and his work.



Soo Gee Ghet blessing ceremony with Sharon Brass

Steveston's Legacy

Popular for photos with visitors and residents, *Steveston's Legacy* by Norm Williams, located at the Gulf of Georgia Cannery, 12138 Fourth Avenue, was identified for conservation. Repairs and regular maintenance were conducted on the piece, including replacement of the damaged net knitting needle and the addition of cast bronze floats in the mending bench.



Steveston's Legacy, Norm Williams

Public Art Education and Engagement Program

Brochures

Guidance for Artists Applying to Public Art Calls

This document to assist artists in applying for public art opportunities was created as a downloadable brochure available from the Richmond Public Art Call to Artists webpage. The brochure explains the common types of artist calls and reviews the public art program, processes and requirements of artists. Printed copies are also available upon request.



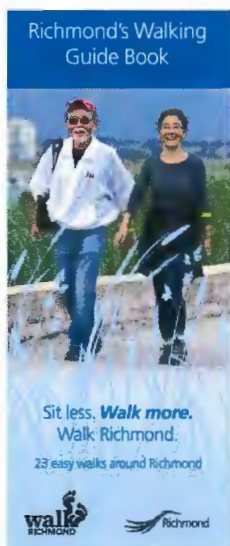
Brochure: *Guidance for Artists Applying to Public Art Calls*

Alexandra Neighbourhood Public Art

The network of public open space in the Alexandra neighbourhood provides opportunities for public art to play a role in connecting the community. Alexandra neighbourhood is an emerging vibrant neighbourhood where more than 11 public art works have recently been installed and in 2018/2019 will see public art integrated into the new West Cambie Park. The new Alexandra Neighbourhood Public Art brochure allows those working in the community and residents to understand the history, ecology and sustainable infrastructure in the area through public art in their neighbourhood.



Brochure: *Alexandra Neighbourhood Public Art*



Walk Richmond Volunteer Walk Leader Public Art Training Workshop

In 2017, a collaboration with Walk Richmond resulted in interpretative walking tours incorporating information about the public artworks as part of the walks.

Children's Festival

Do-it-Yourself Art Banner Container Workshop

The City of Richmond's

Public Art Program was pleased to support the 2017 Children's Arts Festival with the contribution of a free Do-it-Yourself Art Banner Container workshop using previously-exhibited vinyl artist panels from the No.3 Road Art Column exhibitions. The workshop was designed and led by artist and facilitator Jen Hiebert and attracted approximately 300 participants.

Culture Days

During Culture Days, September 31–October 1, 2017, the Public Art Program supported various activities showcasing arts and culture in Richmond, as follows:

Unveiling of Canada 150 Mural, *Arrival of S.V. Titania*

On Sunday, October 1, 2017, His Worship Mayor Malcolm Brodie hosted an official unveiling of the Steveston Canada 150 mural *Arrival of the S.V. Titania*, by Dean Lauzé and Christina Lauzé at the Steveston Hotel, 12111 Third Avenue. Members of Council and the artists were in attendance for the unveiling along with a large audience celebrating the event.



Mayor and Council with artists at Unveiling of Canada 150 Mural *Arrival of S.V. Titania*, Dean and Christina Lauzé

Public Art Bus Tours

Participants of all ages joined Public Art Planner Eric Fiss for two fully subscribed bus tours exploring some of Richmond's newest artworks in the City Centre and Steveston Village.

Three Piece Band

Three Piece Band by Elisa Yon and Elias Kirby was installed in the Cultural Centre Plaza, 7700 Minoru Gate, for Culture Days 2017. A participatory sculpture composed of a piano bench, drummer's throne and musician's chair, the work invited buskers and other performing artists to use as an open stage. The installation was originally commissioned by the City of Vancouver, VIVA Vancouver Program and was on temporary loan for the Culture Days weekend.



Three Piece Band, Elisa Yon and Elias Kirby

Art At Work

In partnership with the Canadian Artists Representation/Front des artistes canadiens (CARFAC) and the Richmond Art Gallery, Art at Work workshops and events provided artists with the knowledge and skills required for pursuing a professional arts practice in the fields of public art, visual art and community arts.

In 2017, the following free workshops were presented:

- **Taxes for Artists:** This three-hour workshop was led by Jessica Somers, CPA, CGA from Cordova Street Consulting and provided artists with an introduction to tax considerations for self-employment income, taxation of grant income, GST and PST sales tax issues, bookkeeping and record retention. Participants learned basic tax issues for artists and gained an understanding of Canadian income tax, sales tax issues and bookkeeping best practices. Twenty attendees from Richmond and the Greater Vancouver Area participated in the workshop at the Cultural Centre.
- **How to Apply to Public Art Calls: Guidance and Tips:** This workshop was led by Elisa Yon, Public Art Project Coordinator. The workshop offered participants practical exercises on how to prepare strong applications for public art commissions. By focusing on examples of past artist calls, participants learned practical strategies to help them prepare professional applications for future public art Requests for Proposals (RFPs) and Requests for Qualifications (RFQs). Fifteen participants attended.



Art at Work session and logo

Website

Promotion of the Public Art Registry

Richmond's Public Art registry of more than 200 artworks can be browsed online at www.richmond.ca/publicart. In 2017, the Public Art Program renamed the Public Art "Collection" to "Registry" to include the listing of some works not previously included. The registry provides residents and visitors a more comprehensive listing of public art works throughout the community on both private and public property.

Acknowledgements

Richmond City Council

Mayor Malcolm Brodie
Councillor Derek Dang
Councillor Bill McNulty
Councillor Harold Steves
Councillor Ken Johnston
Councillor Chak Kwong Au
Councillor Linda McPhail *
Councillor Carol Day
Councillor Alexa Loo

* Council Liaison to Public Art Advisory Committee

2017 RPAAC Members:

Jennifer Heine, *Chair*
Mackenzie Biggar, *Vice Chair*
Hall Owens
Shawne MacIntyre
Rebecca Lin
Samantha Kim Herrera
Sheng Zhao
Vicki Lingle

Public Art Advisory Committee

The Richmond Public Art Advisory Committee (RPAAC) is a Council-appointed voluntary advisory committee that provides input on public art policy, planning, education and promotion. At monthly Committee meetings, members received presentations on new civic, private development and community project proposals and provided feedback and recommendations. Updates on discussions on public art for upcoming development were provided by the Committee's appointee to the Advisory Design Panel, Sheng Zhao.

In 2017, five new members joined the Committee: Mackenzie Biggar, Rebecca Lin, Samantha Kim Herrera and Vicki Lingle to fill vacancies by retiring members Aderyn Davies, Sandra Cohen, Chris Charlebois, Simone Guo and Victoria Padilla.

An aerial photograph of a coastal region. A large, green, hilly area occupies the upper left and center. To the right and bottom, there is a body of water, likely a bay or inlet, with some smaller land parcels visible. The overall image has a grainy, high-contrast appearance.

City of Richmond
6911 No. 3 Road, Richmond, BC V6Y 2C1
Telephone: 604-276-4000
www.richmond.ca
CNCL - 135

Richmond Public Art Advisory Committee 2018 Work Plan

Council Term Goals 2014–2018

This Work Plan supports the mandate of the Public Art Advisory Committee as outlined in its terms of reference, to “provide advice and act as a resource to City Council and staff on the City’s Public Art Program and propose and support activities that benefit and advance public art in the City”.

The Work Plan supports the following Council Term Goal # 2: A Vibrant, Active and Connected City:

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

- 2.1. *Strong neighbourhoods.*
- 2.3. *Outstanding places, programs and services that support active living, wellness and a sense of belonging.*
- 2.4. *Vibrant arts, culture and heritage opportunities.*

This Work Plan supports Council’s 2014-2018 Term Goal #3 A Well-Planned Community:

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

- 3.2. *A strong emphasis on physical and urban design.*

2018 Proposed Budget

RPAAC is requesting an operating budget of \$5,000 for 2018. This will cover costs incurred by meetings, forums, educational and promotional materials and consultant fees (should these be required) associated with the implementation of the 2018 Work Plan.

2018 RPAAC Work Plan

The RPAAC 2018 Work Plan is based on the Terms of Reference for the Committee and is proposed as follows:

RPAAC 2018 Work Plan				
Strategy/Initiative	RPAAC Actions/Steps	Expected Outcome of RPAAC Actions	Indicator of RPAAC Success	Stakeholders
1. Raise awareness and understanding of the importance of public art in the City				
a. Involve the public in the selection process for public art.	Encourage community members to participate on public art selection panels through an open call for volunteers	Richmond residents are involved in civic and community cultural life	Community support of the public art selection process	Community Centre Associations, Richmond Arts Coalition (RAC), Richmond Artist Guild (RAG), Richmond Art Gallery Association (RAGA) and others

RPAAC 2018 Work Plan				
Strategy/Initiative	RPAAC Actions/Steps	Expected Outcome of RPAAC Actions	Indicator of RPAAC Success	Stakeholders
b. Engage communities with individualized neighbourhood art plans	<i>Develop Public Art Plans for Steveston Waterfront Neighbourhood by Summer 2018</i>	<i>Greater awareness of public art in Richmond communities</i>	<i>Public Art contributes to neighbourhood recognition and identity</i>	<i>Neighbourhood organizations, private developers, artists</i>
c. Advocacy and promotion (art walks and tours, brochures, postcards, posters and social media)	<i>Identify and support new opportunities for advocacy and promotion</i>	<i>Promotion of community connection and awareness of public art</i>	<i>Public participation at unveilings, public lectures and bus tours</i>	<i>Parks, Community Centre Associations, Walk Richmond, Tourism Richmond</i>
d. Education and training for RPAAC members (workshops, bus tours, local conferences and symposiums)	<i>Identify and register for training opportunities and City events (Lulu Series, Art at Work, other)</i>	<i>Develop and expand knowledge of best practices</i>	<i>Greater confidence in best practice advice to staff and Council</i>	<i>Creative City Network of Canada, Alliance for the Arts</i>
e. Education for the public (Lulu series talks, other)	<i>Recommend guest speakers, promote</i>	<i>Develop community connection and awareness of public art</i>	<i>Increased attendance and appreciation of the arts</i>	<i>Arts Centre, RAC, Community Centre Associations</i>
f. Guest Speakers	<i>Identify key guest speakers for RPAAC meetings for 2018</i>	<i>RPAAC members better informed on public art issues and equipped to share this information with Council, as and when directed.</i>	<i>Guest speaker series for 2018 devised and implemented</i>	<i>KPU, ECUAD, other universities, artists, consultants, conservators</i>
g. Public Art App	<i>Advise staff on development of a mobile-friendly public art app to supplement the Public Art section on the City web site</i>	<i>Public better informed with information in a map-based format about the public art and artist</i>	<i>Increased public awareness of public art throughout the community</i>	<i>Residents, tourists, neighbourhood organizations, Tourism Richmond</i>
2. Advise on strategies, policies and programs to achieve excellence in art in the public realm				
a. Research Best Practices and Policy review	<i>Identify and prioritize potential research on policy and administration</i>	<i>Policy and administrative procedures are reviewed</i>	<i>Policy and administrative procedures are updated</i>	<i>City Council</i>

RPAAC 2018 Work Plan				
Strategy/Initiative	RPAAC Actions/Steps	Expected Outcome of RPAAC Actions	Indicator of RPAAC Success	Stakeholders
b. Community Public Art Program	<i>Assist and advise on implementation of the Community Public Art Program</i>	<i>The Community Public Art Program is updated</i>	<i>Public art projects initiated under a revised Community Public Art Program</i>	<i>Community Centre Associations and community organizations</i>
c. Opportunities for artists working in 2D visual art	<i>Assist and advise on implementation of a program for 2D art to connect arts and businesses</i>	<i>Actions identified and advice given to assist City of Richmond staff and community partners to implement a 2D Art Program</i>	<i>Practical actions identified and implemented and advice given as and when requested.</i>	<i>RAC, RAG, RAGA</i>
d. Conservation and maintenance of the Public Art Registry	<i>Review maintenance priorities annually,</i>	<i>Set priorities for conservation and maintenance</i>	<i>Public Art collection is well maintained.</i>	<i>Public Works,</i>
e. Conservation and maintenance of public art on private property	<i>Review maintenance protocols with Strata Councils</i>	<i>Set priorities for conservation and maintenance of public art on private property</i>	<i>Strata Councils informed of their responsibilities and understand maintenance procedures</i>	<i>Strata Councils, Artists, Conservators,</i>
3. Propose and support City programs, initiatives and events that advance public art in the City				
a. Lulu Talks	<i>Advise on speakers and musicians</i>	<i>Identified speakers to advance Council Goals</i>	<i>Increased attendance and appreciation of the arts</i>	<i>Arts Centre, Community Centre Associations, RAC</i>
b. Doors Open and Culture Days	<i>Assist and advise on venues and artworks for consideration</i>	<i>Public Art Program has a high profile at Doors Open</i>	<i>Increased participation and appreciation of the arts</i>	<i>Arts Centre, Heritage sites, Community Centre Associations</i>
4. Review and submit recommendations to Council on public art project plans				
a. Private Development Public Art Plans	<i>Review private development public art plans</i>	<i>Provide advice and recommendations to staff and Council</i>	<i>Public Art plans endorsed by developers and Council</i>	<i>Council, community partners, private developers</i>
b. Steveston Waterfront Public Art Plan	<i>Advise and assist as required</i>	<i>New Public Art Plans to serve as a guide for public art in Steveston</i>	<i>New Public Art plans embraced by developers and artists</i>	<i>Neighbourhood organizations, private developers, artists</i>

RPAAC 2018 Work Plan				
Strategy/Initiative	RPAAC Actions/Steps	Expected Outcome of RPAAC Actions	Indicator of RPAAC Success	Stakeholders
c. Council Referral on The Fleetwood	<i>Review options to restore The Fleetwood as an indoor civic art project using the City's Public Art Reserve Fund</i>	<i>Recommendation to Council</i>	<i>Council makes an informed decision on the proposed option</i>	<i>Britannia Heritage Shipyard Society, Steveston Historic Sites Building Committee, Britannia staff</i>
5. Provide input to staff in the development of an annual Public Art Program report to Council, including an RPAAC annual work plan				
a. 2018 Public Art Program report to Council and 2018 RPAAC Annual Work Plan	<i>Advise and assist as required</i>	<i>Accomplishments during the past year are presented to Council and the public</i>	<i>Public Art has contributed to making Richmond a more vibrant, active and connected City</i>	<i>Council, community partners, private developers</i>



To:	General Purposes Committee	Date:	February 15, 2018
From:	Carli Edwards, P.Eng. Acting Senior Manager, Community Safety Policy & Programs and Licensing Chief Licence Inspector	File:	12-8275-30-001/2018- Vol 01
Re:	Application to Amend Liquor- Primary Liquor Licence - The Richmond Inn Hotel Ltd., Doing Business As: Harold's Bistro & Bar - 7551 Westminster Hwy		

Staff Recommendation

- 1) That the application from The Richmond Inn Hotel Ltd., operating as Harold's Bistro & Bar, for an amendment to increase their hours of liquor service under Liquor Primary Liquor Licence No. 164307, **from** (existing hours)

- 11:00 AM to 1:00 AM, Monday to Thursday;
- 11:45 AM to 1:45 AM, Friday and Saturday; and
- 11:00 AM to Midnight, Sunday;

To (proposed hours)

- 9:00 AM to 1:00 AM, Monday to Thursday;
- 9:00 AM to 1:45 AM, Friday and Saturday; and
- 9:00 AM to Midnight, Sunday,


be supported and that a letter be sent to the Liquor Control and Licensing Branch advising that:

- a) Council supports the amendment for an increase in liquor service hours as the increase will not have a significant impact on the community;
- b) The total person capacity at 132 persons indoor and 54 persons patio is unchanged;

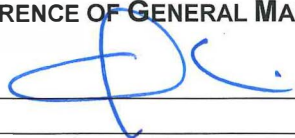


- 2) That a letter be sent to Liquor Control and Licensing Branch advising that:

- a) Council supports the applicant's proposed increase of liquor service hours with conditions as listed above;
- b) The total person capacity of 132 persons indoor and 54 persons patio is acknowledged;
- c) Council's comments on the prescribed criteria (Section 71 of the Liquor Control and Licensing Regulations) are as follows:

- i) The potential for additional noise and traffic in the area was considered;
 - ii) The impact on the community was assessed through a community consultation process; and
 - iii) Given that there has been no history of non-compliance with the operation, the amendment to permit extended hours of liquor service under the Liquor Primary Liquor Licence should not change the establishment such that it is operated contrary to its primary purpose;
- d) As the operation of a licenced establishment may affect nearby residents, businesses and property owners, the impact assessment was conducted through the City's community consultation process as follows:
- i) Residents, businesses and property owners within a 50 meter radius of the subject property were notified by letter. The letter provided information on the application with instructions on how to submit comments or concerns; and
 - ii) Signage was posted at the subject property and three public notices were published in a local newspaper. The signage and public notice provided information on the application with instructions on how comments or concerns could be submitted.
- e) Council's comments and recommendations respecting the view of the residents, businesses and property owners are as follows:
- i) The community consultation process was completed within 90 days of the application process; and
 - ii) The community consultation process resulted in no comments or views submitted from residents, businesses and property owners.
- f) Council recommends the approval of the permanent change to hours for the licence for the reasons that the additional proposed hours is acceptable to the majority of the residents, businesses and property owners in the area and the community.


 Carli Edwards, P.Eng.
 Acting Senior Manager,
 Community Safety Policy &
 Programs and Licencing
 Chief Licence Inspector
 (604-276-4136)

Att. 1

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

Staff Report

Origin

The Provincial Liquor Control and Licensing Branch (LCLB) issues licences in accordance with the *Liquor Control and Licensing Act* (the Act) and the Regulations made pursuant to the Act.

This report deals with an application to the LCLB and the City of Richmond by, The Richmond Inn Hotels Ltd., doing business as Harold's Bistro & Bar, (hereinafter referred to as Harold's), for the following amendment to its Liquor Primary Liquor Licence No. 164307:

- To change the hours of liquor sales **from**, 11:00 AM to 1:00 AM, Monday to Thursday; 11:45 AM to 1:45 AM, Friday and Saturday; 11:00 AM to Midnight on Sunday; **to**, 9:00 AM to 1:00 AM, Monday to Thursday; 9:00 AM to 1:45 AM, Friday and Saturday; 9:00 AM to Midnight on Sunday.
- Maintain the same seating person capacity at 132 persons indoor and 54 persons patio

The City of Richmond is given the opportunity to provide comments and recommendations to the LCLB with respect to liquor licence applications and amendments. For an amendment to a Liquor Primary Licence, the process requires the local government to provide comments with respect to the following criteria:

- the location of the establishment;
- the person capacity and hours of liquor service of the establishment;
- impact of noise on the community in the immediate vicinity of the establishment;
- the general impact on the community.

Analysis

Harold's has operated the Lounge, with Liquor Primary Licence since 1983, approximately 35 years. The person capacity has not changed at 132 persons inside, and 54 persons on the patio. The applicant's proposed change for a permanent extension of hours of liquor service to the Liquor Primary Licence, initiates a process to seek local government approval.

Location of Establishment

The property where Harold's is operating, is zoned Downtown Commercial (CDT1) and the use of a Lounge is consistent with the permitted uses in this zoning district. The applicant's business is located in the Sheraton Vancouver Airport Hotel and operated by the same ownership group at 7551 Westmister Hwy.

Person Capacity and hours of liquor service

The applicant's request for an increase in earlier liquor service hours is in order for the hotel to provide greater flexibility for service to their guests. The Liquor Primary Lounge has the potential to hold and service overflow from the Food Primary Licenced restaurant area and the operator would like the two areas to have the same opening service hours. Further, this will provide flexibility needed during occasional international sporting events, such as the Olympics games or FIFA World Cup, when broadcasts are scheduled during earlier hours of the day. There is no change proposed to the later service hours and the proposed change is consistent with the

City Policy 9400. The total person capacity will remain the same at 132 persons inside and 54 persons patio.

Impact of Noise on the Community

It is not expected that the increase in earlier liquor service hours for the Liquor Primary Licence will cause any additional noise in the area.

Impact on the Community

The community consultation process for reviewing applications for liquor related licences is prescribed by the Development Application Fees Bylaw 8951 which under Section 1.8.1 calls for:

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*;
must proceed in accordance with subsection 1.8.2.

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

- (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.

The required signage was posted on January 12, 2018 and three advertisements were published in the local newspaper on January 11, 2018, January 18, 2018 and January 25, 2018.

In addition to the advertised signage and public notice requirements, staff sent letters to businesses, residents and property owners within a 50 meter radius of the establishment. On January 11, 2018, 1741 letters were sent to residents, businesses and property owners. The letter provided information on the proposed liquor licence application and contained instructions to comment on the application. The period for commenting for all public notifications ended February 14, 2018.

As a result of the community consultative process described, the City has not received any responses opposed to this application.

Other Agency Comments

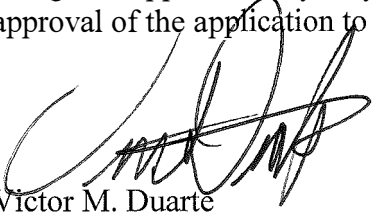
As part of the review process, staff requested comments from other agencies and departments such as Vancouver Coastal Health, Richmond R.C.M.P., Richmond Fire-Rescue, Building Approvals and the Business Licence Department. These agencies and departments generally provide comments on the compliance history of the applicant's operations and premises. No concerns were raised by these agencies about the change to liquor service hours.

Financial Impact

None.

Conclusion

The results of the community consultation process of Harold's Liquor Primary Licence amendment application was reviewed based on the LCLB criteria. The analysis concluded there would be no noticeable potential impact from noise, no significant impact to the community and no significant concerns raised by City departments or other agencies. Harold's has operated the lounge for approximately 35 years with no noted negative community impact. Staff recommend approval of the application to extend early liquor service hours.



Victor M. Duarte
Supervisor, Business Licences
(604-276-4389)

VMD:vmd

Att. 1: Ariel Map with 50 meter buffer area

City of Richmond Interactive Map



209.6 0 104.80 209.6Meters

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

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To:	General Purposes Committee	Date:	February 13, 2018
From:	Carli Edwards, P.Eng. Acting Senior Manager, Community Safety Policy & Programs and Licencing	File:	12-8275-30-001/2018- Vol 01
Re:	Application for a New Liquor Primary Liquor Licence - Club Versante Management Ltd, Doing Business As: Club Versante, 8400 West Road, Unit 101		

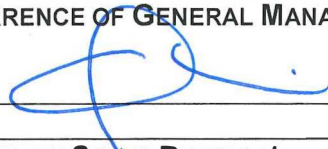


Staff Recommendation

1. That the application from Club Versante Management Ltd., doing business as, Club Versante, for a new Liquor Primary Liquor Licence to operate a private club establishment, at premises located at 8400 West Road Unit 101, with liquor service, be supported for:
 - a) A new Liquor Primary Liquor Licence with primary business focus of entertainment, specifically a private club with total person capacity of 90 persons;
 - b) Family Food Service to permit minors in all licenced areas until 10:00PM when accompanied by a parent or guardian;
 - c) Liquor service hours for Monday to Sunday, from 9:00 AM to 2:00AM.
2. That a letter be sent to Liquor Control and Licensing Branch advising that:
 - a) Council supports the applicant's new Liquor Primary Liquor Licence application and the hours of liquor service with the conditions as listed above;
 - b) The total person capacity set at 90 persons is acknowledged;
 - c) Council's comments on the prescribed criteria (Section 71 of the Liquor Control and Licencing Regulations) are as follows:
 - i. The impact of additional noise and traffic in the area of the establishment was considered;
 - ii. The potential impact on the community was assessed through a community consultation process;
 - iii. Given that this is a new business, there is no history of non-compliance with this establishment.
 - d) As the operation of a licenced establishment may affect nearby residents, businesses and property owners, the City gathered the views of the community through a community consultation process as follows:

- i. Residents, businesses and property owners within a 50 meter radius of the establishment were notified by letter. The letter provided information on the application with instructions on how to submit comments or concerns; and
 - ii. Signage was posted at the subject property and three public notices were published in a local newspaper. The signage and public notice provided information on the application with instructions on how to submit comments and concerns.
- e) Council's comments on the general impact of the views of residents, businesses and property owners are as follows:
- i. The community consultation process was completed within 90 days of the application process; and
 - ii. The community consultation process did not generate any comments and views of residents, businesses and property owners.
- f) Council recommends the approval of the licence application for the reasons that this new application for a Liquor Primary Licence is acceptable to the majority of the residents, businesses and property owners in the area and community.

Carli Edwards, P.Eng.
Acting Senior Manager, Community Safety Policy & Programs and Licencing
Chief Licence Inspector
(604-276-4136)

Att. 1

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

Staff Report

Origin

The Provincial Liquor Control and Licensing Branch (LCLB) issues licences in accordance with the *Liquor Control and Licensing Act* (the Act) and the Regulations made pursuant to the Act.

This report deals with an application to the LCLB and the City of Richmond by Club Versante Management Ltd., doing business as Club Versante, (hereinafter referred to as “Club Versante”) for a new Liquor Primary Liquor Licence to:

- operate, Monday to Sunday, 9:00 AM to 2:00 AM next day;
- permit a total person capacity of 90 persons indoor only;
- operate a private club establishment whiskey bar/lounge with admission primarily restricted to members and guests.

The City is given the opportunity to provide written comments by way of a resolution to the LCLB with respect to the proposed Liquor Primary application. Regulatory criteria a local government must consider are:

- the location of the establishment;
- the proximity of the establishment to other social or recreational facilities and public buildings;
- the person capacity and hours of liquor service of the establishment;
- the impact of noise on the community in the immediate vicinity of the establishment;
- and
- the impact on the community if the application is approved.

Analysis

Location of the Establishment

The Liquor Primary Licence applicant is proposing to operate a private club to be located on the first floor of the new International Trade Centre building presently being constructed at 8400 West Road. This property is zoned High Rise Office Commercial (ZC33) – City Centre with the following permitted uses relevant to this application: liquor primary establishment, private club and restaurant.

This business is new and has no history in the City of Richmond. The primary focus of this establishment will be to operate a private club with a whiskey and wine bar. The target market for this business will be adults primarily over the age of 35, targeting residents of the lower mainland, the business community as well as tourists.

Proximity of the Establishment to Other Social, Recreational and Public Building

There are no schools, parks or other public buildings within 500 meters of proposed location for Club Versante. There is one liquor primary establishment within 235 meters of Club Versante.

Person capacity and Hours of Liquor Service of the Establishment

The applicant is proposing to operate Club Versante with an occupant load of 90 persons. The applicant's proposed operating hours of liquor service are Monday to Sunday, 9:00 AM to next day 2:00 AM which is consistent with the City's Policy 9400.

The Impact of noise on the Community in the Immediate Vicinity of the Establishment

The proposed establishment will be located within a high-density, non-residential development offering 34,000 square feet of retail space in an area already impacted by aircraft noise. It is staff's belief that no noticeable increase in noise would be present if the liquor primary licence application is supported.

The Impact on the Community if the Application is Approved

The community consultation process for reviewing applications for liquor related licences is prescribed by the Development Application Fees Bylaw 8951 which under Section 1.8.1 calls for:

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*;

must proceed in accordance with subsection 1.8.2.

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

- (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.

The required signage was posted on January 10, 2018 and three advertisements were published in the local newspaper, on January 11, 2018, January 18, 2018 and January 25, 2018.

In addition to the advertised signage and public notice requirements, staff sent letters to residents, businesses and property owners within a 50 meter radius of the new establishment. On January 12, 2018, a total of 34 letters were mailed out to residents, businesses and

property owners. The letter provided information on the proposed liquor licence application and contained instructions to comment on the application. The period for commenting for all public notifications ended February 13, 2018.

As a result of the community consultative process described, the City has not received any responses opposed to this application.

Other Agency Comments

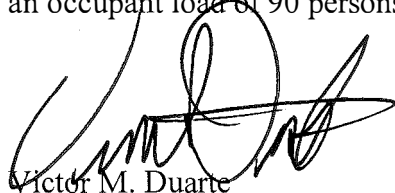
As part of the review process, staff requested comments from other agencies and departments such as Vancouver Coastal Health, Richmond R.C.M.P., Richmond Fire-Rescue and Building Approvals. These agencies and departments generally provide comments on the compliance history of the applicant's operations and premises. As this is a new business and development, no concerns were expressed from any of the agencies or departments regarding this application.

Financial Impact

None.

Conclusion

The results of the community consultation process of Club Versante Liquor Primary Licence application was reviewed based on the LCLB criteria. The analysis concluded there should be no noticeable potential impact from noise, no significant impact to the community and there were no concerns raised by City departments or other agencies. Staff recommend approval of the application from Club Versante to operate a Liquor Primary Licence with liquor service Monday to Sunday from 9:00 AM to next day 2:00 AM, with an occupant load of 90 persons.

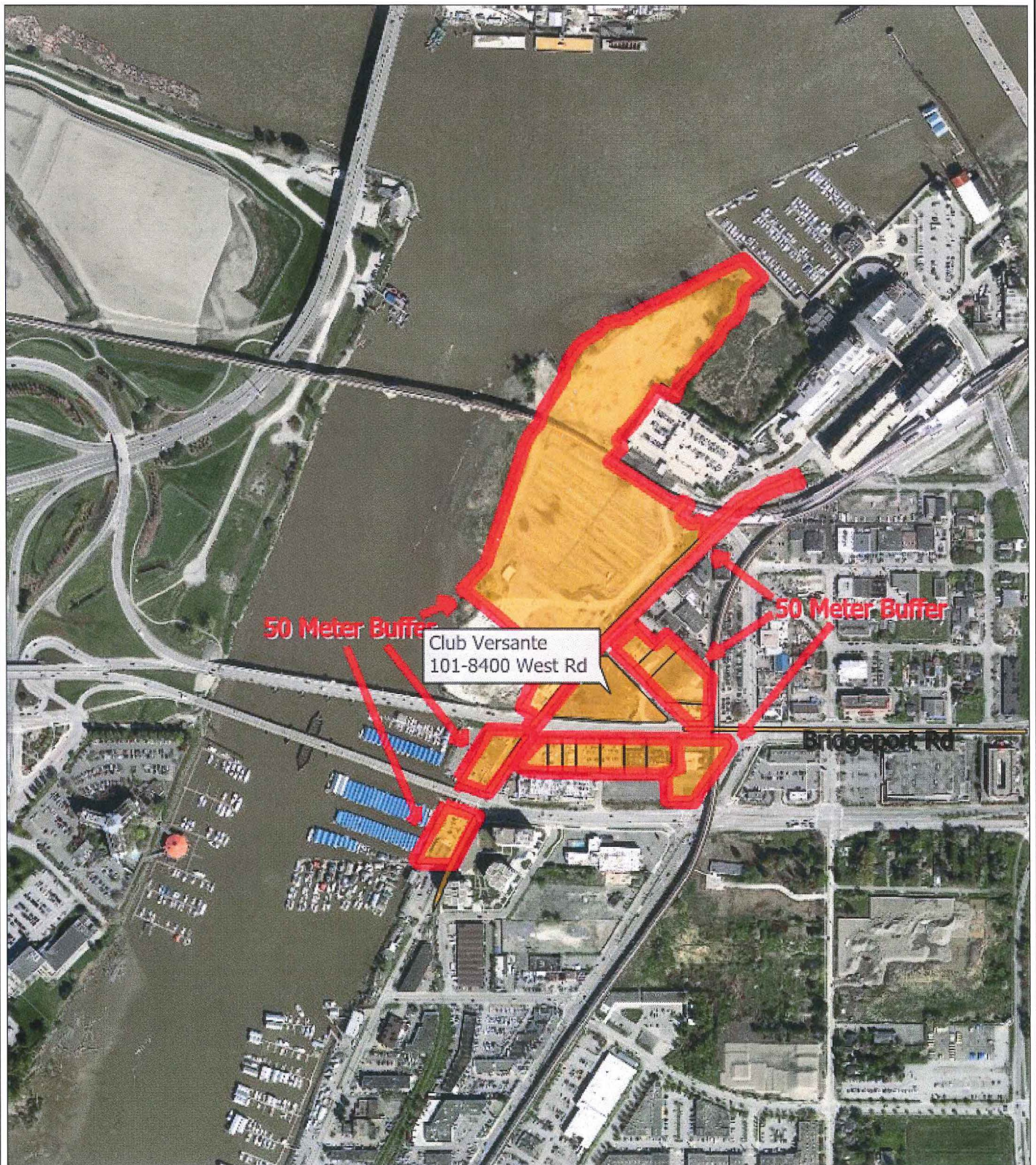


Victor M. Duarte
Supervisor, Business Licences
(604-276-4389)

VMD:vmd

Att. 1: Ariel Map with 50 meter buffer area

City of Richmond Interactive Map



321.2 0 160.60 321.2Meters

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City of Richmond

Report to Committee

To: Finance Committee

Date: February 13, 2018

From: Jerry Chong
Director, Finance



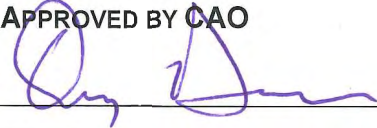
File: 03-0900-01/2018-Vol
01

Re: Revenue Anticipation Borrowing (2018) Bylaw No. 9831

Staff Recommendation

That the Revenue Anticipation Borrowing (2018) Bylaw No. 9831 be introduced and given first, second and third readings.

Jerry Chong
Director, Finance
(604-276-4064)

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

Staff Report

Origin

The City has an existing credit facility agreement with its bank and is seeking Council's annual authorization through adoption of Revenue Anticipation Borrowing (2018) Bylaw No. 9831 (Attachment 1). The total amount of the credit facility is \$9,500,000, which is comprised of \$3,000,000 in standby letter of credit, demand promissory notes or bank overdraft, \$4,500,000 in leasing lines of credit and \$2,000,000 in commercial card credit facility.

Analysis

Section 177 of the *Community Charter*

Pursuant to Section 177 of the *Community Charter*:

- Council may, by bylaw, provide the authority to borrow money that may be necessary to meet current lawful expenditures and to pay amounts required to meet the City's taxing obligations in relation to other local governments or public bodies.
- If money is borrowed pursuant to a revenue anticipation borrowing bylaw, any money to be collected from property taxes must be used to repay the money borrowed.
- The maximum amount of borrowing allowed for revenue anticipation borrowing is the sum of the unpaid taxes for the current year and the money remaining due from other governments (e.g. payment in lieu of taxes and grants).

The bylaw amount of \$9,500,000 satisfies all the conditions set out in Section 177 of the *Community Charter*.

Purpose of the City's Credit Facilities

The purpose of obtaining the \$3,000,000 operating line of credit is to ensure that the City has a secondary source of credit in place to protect its bank accounts from the unlikely event of going into an overdraft position. Staff regularly monitors the City's cashflow position to prevent the possibility of having to draw down on the credit facility. If the operating line of credit remains unused, it will be free of charge for the City to maintain.

The purpose of obtaining the \$4,500,000 leasing lines of credit is to ensure that a leasing facility is available in the event it is required. If the leasing line of credit remains unused, it will be free of charge for the City to maintain.

The purpose of obtaining \$2,000,000 limit in commercial credit card facility is to provide a convenient and cost-effective method of procuring and paying for low value goods and services. The commercial credit card facility is free of charge if payment is received within three days after the statement date.

Costs of the City's Credit Facilities

The credit facilities are free of charge to the City to maintain unless they are being drawn upon. The following table summarizes the interest rates associated with the usage of these credit facilities:

	Operating Lines of Credit	Leasing Lines of Credit	Commercial Credit Card
Interest Rate	Bank's prime lending rate minus 0.50%	Bank's prime lending rate or leasing base rate plus 0.60%	Bank's prime lending rate plus 1.00%
Grace Period	None	None	3 days after statement date

The current bank's prime lending rate at the time of this report is 3.45%

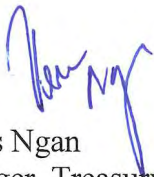
With the City's solid financial position, the City has never activated these credit facilities. The purpose of maintaining these credit facilities is to ensure that they will be available in the unlikely event that funds are required to meet short-term operational cash flow needs. Should any of these credit facilities be utilized resulting in the City incurring interest charges for a consecutive period of more than two weeks, staff will prepare a report to inform Council of such financial activity.

Financial Impact

None.

Conclusion

Staff recommend that the Revenue Anticipation Borrowing (2018) Bylaw No. 9831 be approved in order for funds to be made available to the City in the event that the City is required to draw upon the City's credit facilities arrangement with its bank.



Venus Ngan
Manager, Treasury and Financial Services
(604-276-4217)

Att. 1: Revenue Anticipation Borrowing (2018) Bylaw No. 9831



City of
Richmond

Bylaw 9831

REVENUE ANTICIPATION BORROWING (2018) BYLAW NO. 9831

The Council of the City of Richmond enacts as follows:

1. Council shall be and is hereby empowered and authorized to borrow upon the credit of the City, from a financial institution, a sum not exceeding \$9,500,000 at such times as may be required.
2. The form of obligation to be given as acknowledgement of the liability shall be \$3,000,000 in the form of standby letters of credit, demand promissory notes or bank overdraft, \$4,500,000 in the form of leasing lines of credit, and \$2,000,000 in the form of commercial credit card facility.
3. All unpaid taxes and the taxes of the current year (2018) when levied or so much thereof as may be necessary shall, when collected, be used to repay the money so borrowed.
4. Revenue Anticipation Borrowing (2017) Bylaw No. 9674 is hereby repealed.
5. This Bylaw is cited as "**Revenue Anticipation Borrowing (2018) Bylaw No. 9831**".

FIRST READING

SECOND READING

THIRD READING

ADOPTED

MAYOR

CORPORATE OFFICER

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



City of Richmond

Report to Committee

To: Planning Committee
From: Kim Somerville
Manager, Community Social Development
Date: February 15, 2018
File: 08-4057-01/2018-Vol
01
Re: Final Affordable Housing Strategy 2017-2027

Staff Recommendation

That the final Affordable Housing Strategy 2017-2027 and companion documents, as outlined in the report titled "Final Affordable Housing Strategy 2017-2027" dated February 15, 2018 from the Manager, Community Social Development, be adopted.

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

Att. 4

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Communications	<input checked="" type="checkbox"/>	
Real Estate Services	<input checked="" type="checkbox"/>	
Development Applications	<input checked="" type="checkbox"/>	
Policy Planning	<input checked="" type="checkbox"/>	
Finance	<input checked="" type="checkbox"/>	
Transportation	<input checked="" type="checkbox"/>	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: 	APPROVED BY CAO

Staff Report

Origin

The purpose of this report is to present the final Affordable Housing Strategy 2017-2027 (Attachment 1) for adoption. The Affordable Housing Strategy 2017-2027 is the second strategy undertaken by the City since 2007, which provides strategic direction to the City and other stakeholders. The Affordable Housing Strategy 2017-2027 will guide future housing policy and outline actions for implementation. The updated Housing Affordability Profile, including 2016 Census data (Attachment 2) and Final Policy Recommendations Report (Attachment 3), have been re-designed to complement the Affordable Housing Strategy 2017-2027 format, and will function as two companion documents to the primary strategy document. Both companion documents include detailed information about housing need in Richmond and how policy recommendations will respond to housing challenges in the community. Should the Affordable Housing Strategy 2017-2027 be adopted, the strategy's implementation plan will direct staff work plans for the 10-year timeframe.

This report outlines the five strategic directions of the Affordable Housing Strategy 2017-2027, results from public engagement initiatives and the final implementation framework.

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

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

2.2. Effective social service networks.

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

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

3.4. Diversity of housing stock.

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

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

5.2. Strengthened strategic partnerships that help advance City priorities.

This report also supports Social Development Strategy Goal #1: Enhance Social Equity and Inclusion:

Strategic Direction #1: Expand Housing Choices

Analysis

Affordable Housing Strategy: Process Summary

The City's first Affordable Housing Strategy was adopted in 2007 and was centred on the following three priorities:

1. Non-market (subsidized) rental – targeted to households with incomes below \$34,000
2. Low-end market rental – targeted to households with incomes of \$57,500 or less (depending on unit type)
3. Entry-level homeownership – targeted to households with incomes of \$60,000 or less

Through the 2007 Affordable Housing Strategy, the City has successfully utilized various policies and mechanisms to support the creation of non-market housing projects, private market rental housing, and secondary suites and to encourage units incorporating basic universal housing design features through the zoning bylaw.

A comprehensive and multi-phased approach has been undertaken to update the 2007 Affordable Housing Strategy in light of changing market and demographic trends, as well as the evolving role of the Federal and Provincial government in housing. The following chart displays each phase and deliverable.

Figure 1 – Affordable Housing Strategy Update Process

Phase	Purpose	Process	Deliverable
1. Data Analysis	<ul style="list-style-type: none"> Identify housing gaps, challenges, and opportunities in Richmond to develop policies that respond to community need. 	<ul style="list-style-type: none"> Statistics and data analysis. Public consultation: pop-up events, open house and online surveys. Stakeholder consultation: focus groups and meetings with representatives from the non-profit housing/ service sector, development industry, and government agencies. Updated with 2016 Census data. 	Housing Affordability Profile (endorsed by Council on November 14, 2016) outlining key housing gaps and priority groups in need. *Updated Housing Affordability Profile with 2016 Census statistics forms one of the companion documents to the Affordable Housing Strategy 2017-2027
2. Policy Review	<ul style="list-style-type: none"> Review progress in creating new housing units since 2007 Strategy adoption Examine successes and challenges with current affordable housing policies. Evaluate options for overall affordable housing policy approach. Develop a series of recommended policy actions to respond to the identified priorities. 	<ul style="list-style-type: none"> Extensive policy review including environmental scans and analysis of various housing policy actions (completed by housing policy consultant). Economic analysis (completed by two third-party land economists). Focus groups with stakeholder groups involved with implementation of housing policies (e.g. non-profit housing and service 	Final Policy Recommendations (approved by Council on July 24, 2017)

Phase	Purpose	Process	Deliverable
		providers, large-scale developer and small builder representatives, and staff from government agencies).	
3. Draft Affordable Housing Strategy	<ul style="list-style-type: none"> • Develop an implementation framework which outlines action items to achieve policy goals. • Identify timelines for completion • Consult on implementation plan and future actions 	<ul style="list-style-type: none"> • Create implementation plan with timeline. • Update Affordable Housing Strategy document. • Final round of consultation: two open houses and online survey to seek feedback on implementation plan • Refine implementation plan and future actions 	Draft Affordable Housing Strategy 2017-2027 (endorsed by Council for consultation purposes on January 15, 2018)
4. Final Affordable Housing Strategy	<ul style="list-style-type: none"> • Finalize the strategy (primary reference document) • Update and re-design the Housing Affordability Profile with current statistics and re-design of Final Policy Recommendation Report 	Bring forward a final Affordable Housing Strategy for Council consideration.	Final Affordable Housing Strategy 2017-2027 with Housing Affordability Profile and Final Policy Recommendations companion documents to be presented for adoption

The Affordable Housing Strategy 2017-2027 is the final phase of the Affordable Housing Strategy update process. The document showcases the City's significant involvement and/or investment in innovative projects as a result of successful Affordable Housing Strategy Policy tools. The Affordable Housing Strategy 2017-2027 will continue the balanced approach of collecting cash-in-lieu contributions to support the creation of non-market rental housing, and securing affordable rental units through development. Richmond also continues to be the only municipality that consistently applies Affordable Housing Policy requirements to developments across the city. The Affordable Housing Strategy 2017-2027 prioritizes how cash-in-lieu contributions to the Affordable Housing Reserve Fund can be used by identifying specific policy actions that will require financial resources, such as developing partnership projects and land acquisition opportunities.

Final Affordable Housing Strategy 2017-2027 Priorities

As part of the first phase of the Affordable Housing Strategy update process, a Housing Affordability Profile was created and identified key housing gaps and priority groups in need (endorsed by Council in November 2016). Through extensive data analysis and feedback from stakeholder and public consultation sessions, the priority groups identified face additional barriers to finding affordable and appropriate housing in Richmond:

- Families;
- Low-to-moderate income households;
- Persons with disabilities;

- Seniors; and
- Vulnerable groups including households on fixed incomes, persons experiencing homelessness, women and children experiencing family violence, persons with mental health and addictions issues, and Aboriginal populations.

The analysis and feedback also revealed key housing gaps experienced by households while searching for suitable and affordable housing in the community:

- Family-friendly units across the housing continuum;
- Accessible and adaptable units along the housing continuum;
- All types of rental housing;
- Non-market housing with supports; and
- Emergency shelter spaces for women and children.

The gaps and groups in need reflect the changing demographics in Richmond and demonstrate the impact of low rental vacancy rates and escalating housing prices on diverse households in need of housing. Despite the variety of housing types available and the successes in creating new affordable rental stock in Richmond, the appropriate housing options may not be available for priority groups in need, such as families requiring multiple bedrooms or accessible units. The housing gaps and priority groups informed the final policy recommendations (adopted by Council on July 24, 2017) and the development of the Affordable Housing Strategy 2017-2027's strategic directions and creation of the proposed implementation framework.

Highlights from 2016 data

Since the endorsement of the Housing Affordability Profile in November 2016, statistics from the 2016 Census have been released. Staff have updated the Housing Affordability Profile with new information from the 2016 Census. Overall, the population trends show:

- The number of family households are growing in Richmond: There are 57,965 families reported, increasing by 16.7% over a 10-year period (2006-2016)
- The proportion of seniors in Richmond is expected to increase: Seniors currently make up 17% of the population, and the group is expected to rise to a proportion of 26% by 2041
- The median income of renters remains lower at \$48,989 compared to owners at \$71,840
- 22.2% of Richmond residents are reported as low-income¹
 - 19.7% of low-income households are led by persons below 18 years old
 - 16.3% of low-income residents are seniors, which experienced the greatest increase in this category since 2011

¹ This statistic may not reflect an accurate number of those who are truly low-income due to Canadian and foreign tax laws and underreporting of household income.

The 2016 Census data highlights the growing number of low-income seniors in Richmond and the need for more family-friendly housing options. The priority groups in need and key housing gaps still remain relevant, especially as the gap between renter and owner household incomes point to a need for increased affordable rental options in Richmond.

Strategic Directions and Priority Policies

In responding to the identified housing gaps and priority groups in need, the Affordable Housing Strategy 2017-2027 has organized the policies (approved by Council in July 2017) under five strategic directions. The directions include:

1. Use of City regulatory tools to encourage a diverse mix of housing types and tenures;
2. Maximize use of City resources and financial tools;
3. Build capacity with non-profit housing and service providers;
4. Facilitate and strengthen partnership opportunities; and
5. Increase advocacy, awareness and education roles.

The Affordable Housing Strategy 2017-2027 will span over 10 years, with actions identified as short-term (1-3 years), medium-term (4-6 years), long-term (7-10 years), and ongoing. While there are 22 approved policy actions, the following priority policies will be the initial focus of the Affordable Housing Strategy 2017-2027:

- **Securing Low-End Market Rental (LEMR) units through development** – the City continues to work with the development industry to secure LEMR units through development. The LEMR units are targeted for low-to-moderate income households, and intended to create mixed-income buildings across the city. Amendments to the LEMR policy (adopted by Council in July 2017 and which are now in place), include:
 - Increasing the built unit requirement from 5% to 10% of the total residential floor area to be secured as LEMR units;
 - Decreasing the unit threshold from 80 units to 60 units in developments where LEMR units are required;
 - Identifying family-friendly targets for secured LEMR units of a minimum of 15% 2 bedroom and 5% 3 bedroom units; and
 - Changes in methodology to calculating the maximum rent and maximum annual household income thresholds.
- **Increasing the cash-in-lieu contribution rates** – the cash-in-lieu contributions will be primarily used to support partnerships to create additional non-market units in Richmond, or other innovative projects which respond to the key housing gaps and priority groups in need. The following cash contribution rates (adopted in July 2017) are now in place:
 - Single family rezoning: \$4/ft²;
 - Townhouse developments: \$8.50/ft²;
 - Developments with 60 units or less (wood-frame): \$10/ft²; and
 - Developments with 60 units or less (concrete): \$14/ft².

- **Maximizing the Affordable Housing Reserve Fund** – set an annual target of collecting a minimum of \$1.5M in cash contributions to support innovative affordable housing projects, partnerships and land acquisition. The Affordable Housing Strategy 2017-2027 endeavours to identify specific uses for the cash contributions, prioritizing the use of funds for land acquisition and partnership opportunities.
- **Use of City-owned land for affordable housing** – review affordable housing land needs and consideration of utilizing City-owned land as a contribution to partnership projects with other levels of government and the non-profit housing sector to create new affordable housing. Funds will need to be set aside to acquire properties for affordable housing. Projects could include non-market rental, low-end market rental or a mix of rents to facilitate cross-subsidization of rents within a building.
- **Use of municipal financial incentives to support affordable housing objectives** – consider waiving development cost charges and municipal permit fees for new eligible affordable housing developments which are owned and operated by non-profit housing providers and where affordability is secured in perpetuity. A review will consist of assessing implications on the City's tax base, costing out development cost charge waivers and developing an implementation framework. With respect to property tax exemptions for non-market housing managed by non-profit housing providers, a review and best practice analysis will also be undertaken.
- **Facilitating non-profit housing development opportunities** – develop policies and practices which empower non-profit housing providers to secure and/or create affordable housing in Richmond. Further policy work will include:
 - Creating criteria for reviewing and prioritizing City-supported non-profit housing projects;
 - Allowing flexibility for affordable housing developments which are non-profit driven and owned to present innovative rent structures that support a mix of affordable rental rates for consideration; and
 - Developing a list of pre-qualified housing providers for partnership opportunities on potential housing developments and ownership/management of LEMR units.

Since adoption of the original Affordable Housing Strategy in 2007, the City has been successful in securing a variety of housing types and cash contributions to support innovative standalone affordable housing projects. The strategic directions in the Affordable Housing Strategy 2017-2027 will position the City to capitalize on partnership opportunities, while continuing to be a leader in inclusionary housing policies in the region.

Public Engagement Feedback

Staff conducted public engagement on the City's Affordable Housing Strategy 2017-2027 implementation plan and actions over the next 10 years by holding stakeholder meetings, two open houses (located at City Centre Community Centre and Cambie Community Centre) and providing the information and feedback form on LetsTalkRichmond.ca. A total of 119 people completed the survey (online and paper) and approximately 60 individuals attended the open houses. The chart below highlights the key themes emerging from the public engagement:

Theme	Summary of Comments
General	<ul style="list-style-type: none"> • General support for the Affordable Housing Strategy 2017-2027 and related actions • Many commented that housing is an urgent issue that the City is facing now • More focus should be placed on short term actions due to the current housing affordability crisis
Family-Friendly	<ul style="list-style-type: none"> • Respondents indicated the need for family-friendly units containing two and three bedrooms • More options needed for diverse household types (e.g. families, seniors looking to downsize) beyond a studio or 1BR apartment • City should look at regulations that require new (strata) buildings to contain a minimum number of two and three bedroom units for families.
Accessibility/ Co-location	<ul style="list-style-type: none"> • Support for affordable housing options for low-income households, especially seniors. • Need more affordable housing for low-income seniors in Richmond. • Accessibility is important, and seniors housing should be close (walking distance) to services/amenities minimizing the need to drive or use transit
Cash-in-lieu & Low-end Market Rental (LEMR)	<ul style="list-style-type: none"> • General support of the LEMR policy • Some concerns that non-market and market housing may not be located across Richmond, and would be concentrated in one neighbourhood • LEMR requirements and cash-in-lieu contributions could be further increased • Respondents indicated that a mix of unit types and tenures could create a socially and economically diverse community. • Non-profit agencies should manage LEMR units in order to ensure that the units are rented out to people who meet the eligibility criteria.
Affordable Housing Tenancies	<ul style="list-style-type: none"> • Affordable housing, including co-op housing and LEMR units, should be targeted towards households in need • An audit process was recommended to ensure incomes match the criteria for affordable housing.
Foreign Ownership/ Speculation/ Empty Homes	<ul style="list-style-type: none"> • Many respondents attributed the cause of the housing affordability crisis in Richmond to foreign ownership, speculation, and empty homes. • Suggestions include banning the sale of properties to foreigners and non-residents, imposition of an empty homes tax and limiting the sale of real estate to those who live and pay taxes in Canada. • Some comments relating to the current ALR house size consultation process.
Density/ Secondary Suites/ Co-op Housing/ Micro Suites	<ul style="list-style-type: none"> • Many respondents are supportive of greater densification in the City Centre neighbourhood, as well as other areas of the city. • Densification of existing family homes could allow multi-generational housing. • More co-op housing, as well as micro housing with low rent (e.g. \$500/month) to allow young adults to move out of family homes. • Zoning changes to encourage more secondary suites in single-family neighbourhoods. • There is a sense that respondents would like to see a diverse range of housing options to meet people's needs. • Some respondents noted how larger homes have changed the character of their neighbourhoods. Others noted how greater density has also changed their neighbourhoods.
Supportive/ Transitional Housing	<ul style="list-style-type: none"> • Some respondents would like to see the City address homelessness and provide more transitional and supportive housing.

Further information is included in the Public Engagement Summary Report (Attachment 4).

Implementation Framework

The implementation framework in the Affordable Housing Strategy 2017-2027 identifies short-term (1-3 years), medium-term (4-6 years), long-term (7-10 years) and ongoing actions to be undertaken over the 10-year timeframe of the plan. Over 60 actions are proposed to advance the affordable housing policies to increase supply and respond to priority groups in need and housing gaps. Although feedback on policies was not sought through the final round of consultation, staff received comments on certain policies (e.g. low-end market rental and family-friendly) and will be undertaking further research and reporting back as necessary. The Low-End Market Rental (LEMR) policy and cash-in-lieu contribution rates will be reviewed on a bi-annual basis, and any policy changes will be brought forward for consideration at that time.

It was also made clear from feedback received during the final round of feedback that more emphasis is needed on short-term actions to address the current housing crisis. As a result, the following additions and/or revisions to the implementation plan are proposed:

- Review family-friendly targets, explore options to increase family-friendly targets in developments providing 30+ LEMR units, and revise policy if necessary (**new** short-term action)
- Undertake further analysis on occupancy management practices and potential policy changes to be completed through the bi-annual review of the LEMR policy (**new** short-term action)
- Work with other municipalities in Metro Vancouver to explore a coordinated approach to incentivize non-profit management of units secured through development (**new** short-term action)
- Clarify flexibility for non-profit housing providers to set a mix of rents and incomes in standalone affordable rental projects that are owned and operated by non-profit providers to allow for cross-subsidization of rents (**revised** short-term action)
- Undertake analysis of development cost charge waivers and potential creation of a new development cost charge bylaw for new affordable housing developments that are owned and operated by a non-profit (**revised** short-term action)
- Undertake a property tax exemption review for affordable housing developments that are owned and operated by a non-profit (**move** from medium-term to short-term action)
- Track data on secondary suites that are lost through redevelopment, and continue to track suites gained through rezoning or subdivision (**new** short-term action)
- Prioritize use of City-owned land to secure a site for permanent supportive housing (**move** from long-term to medium-term action)
- Advocate to senior levels of government to implement policies and actions regarding foreign ownership, speculation and empty homes, which may contribute to rising property prices and low vacancy rates (**new** short-term action)

A key assumption of the Affordable Housing Strategy 2017-2027 is that adequate resources will be available to support implementation. Due to the housing crisis in the Metro Vancouver region,

the affordable housing portfolio has grown in volume and complexity since adoption of the City's initial 2007 Affordable Housing Strategy. In addition, provincial capital and operating funding opportunities for affordable housing projects have increased in recent years. To capitalize on these partnership opportunities and in order to carry out the identified actions in the Affordable Housing Strategy 2017-2027, more staff resources will be required.

Partnerships will also be critical for the successful implementation of the Affordable Housing Strategy 2017-2027's strategic directions and policies. While the City can play an active role in addressing affordable housing, it cannot do so in isolation and will require support from other levels of government and key stakeholders to advance the City's affordable housing objectives.

Financial Impact

Should the Affordable Housing Strategy 2017-2027 be adopted, it is anticipated that more staff resources will be needed to implement the identified actions. The funding for the staff resources would either come from additional level requests or through the Affordable Housing Reserve Fund.

Conclusion

The final Affordable Housing Strategy 2017-2027 proposes high-level strategic directions and detailed actions for implementation to increase the City's affordable housing supply. With the accompanying documents, the Housing Affordability Profile and the Final Policy Recommendations Report, the Affordable Housing Strategy provides a clear understanding of the housing needs and the foundation for work to address housing affordability in Richmond over the ten-year timeframe. Should the document be adopted, it will mark the second iteration of an affordable housing strategy process completed by the City. The Affordable Housing Strategy 2017-2018 places emphasis on partnerships to position Richmond for success in securing funding and project opportunities with other levels of government and key stakeholders. It also clearly defines the City's role and authority in affordable housing, and aims to enhance Richmond's innovative inclusionary housing approach.



Joyce Rautenberg
Affordable Housing Coordinator
(604-247-4916)

- Att. 1: Affordable Housing Strategy 2017-2027 (5756920)
2: Housing Affordability Profile (updated with 2016 Census data) (5756956)
3: Final Policy Recommendations Report (5756958)
4: Public Engagement Summary Report (5730836)



CITY OF RICHMOND
**AFFORDABLE
HOUSING STRATEGY**
2017-2027



CNCL - 166





CNCL - 167

Summary

The 2017–2027 City of Richmond Affordable Housing Strategy is the second strategy undertaken by the City since 2007. The purpose of the updated Affordable Housing Strategy is to provide direction to the City of Richmond and other stakeholders in response to the current and future affordable housing needs of the community.

Market conditions have changed considerably over the last 10 years. Housing affordability remains an urgent issue across Metro Vancouver and in Richmond and the lack of affordable housing is increasingly emerging as a key public policy crisis. In response to the increasingly complex nature of creating and maintaining affordable housing, the City embarked on a process in 2016 to update the 2007 Strategy, building on successes to date, and maintaining the City's leadership on housing policy.

The Affordable Housing Strategy is an action-oriented framework that guides the City's response, within its authority, to maintain and create safe, suitable and affordable housing options for Richmond's residents. The Affordable Housing Strategy is the result of a multi-phase process, which included a review of existing policies and practices in Richmond, best practice research from other cities, economic analysis, and input from stakeholders and Richmond residents.

The issues raised during the community engagement process led to valuable insights into the current state of housing affordability in Richmond. This valuable input helped to set the stage for the five strategic directions that will shape the City's response to affordable housing over the next 10 years.

Five strategic directions:

1. Use the City's regulatory tools to encourage a diverse mix of housing types
2. Maximize use of City resources and financial tools
3. Build capacity with non-profit housing and service providers
4. Facilitate and strengthen partnership opportunities
5. Increase advocacy, awareness and education roles



Note to Readers

*The Affordable Housing Strategy features terminology specific to housing policy and city planning in general. Key terms have been bolded, and their definitions can be found in the **Glossary** under **Appendix 2**.*

The City recognizes that a diverse range of housing choices for families and individuals of different incomes and circumstances is essential in creating a well-planned and liveable community in Richmond. While the entire Housing Continuum is referenced in the Affordable Housing Strategy, the strategic directions and associated policies and actions for implementation, specifically focus on transitional and supportive housing, non-market rental housing, and low-end market rental units targeted to the priority groups in need.

The priority groups in need were identified in the Housing Affordability Profile and endorsed by City Council in November 2016:

- Families (including lone-parent families, families with children, and multi-generational families);
- Low and moderate income earners;
- Low and moderate income seniors;
- Persons with disabilities; and
- Vulnerable populations (including households on fixed incomes, persons experiencing homelessness, women and children experiencing family violence, individuals with mental health and addictions issues, and indigenous people).

Among Metro Vancouver municipalities, Richmond is known and respected as a leader in addressing affordable housing issues. As the first municipality in Metro Vancouver to establish an Affordable Housing Reserve Fund for the development of affordable housing units in the mid-1990s, the City has consistently used its local government authority to facilitate the development of affordable housing. Since the first Affordable Housing Strategy was adopted in 2007, the City has been instrumental in supporting the creation of more than 1,500 new affordable homes.

The City cannot solve housing affordability concerns alone, but can play a key role in partnership with the federal and provincial governments, who have the primary responsibility, along with the private and non-profit sectors. The Housing Action Plan sets out actions for implementation that can only be accomplished with the continued involvement of all stakeholders.

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Introduction and Context

The Affordable Housing Strategy is an action-oriented framework that guides the City's response, within its authority, to maintain and create safe, suitable and affordable housing options for Richmond's residents. The updated Affordable Housing Strategy was developed from a review of existing policies and practices in Richmond, best practice research from other cities, economic analysis, and input from stakeholders and Richmond residents. The multi-phased process to update the Affordable Housing Strategy began in late 2016 with the creation of a Housing Affordability Profile, informed by research and community consultation from stakeholders and the public, which identified key housing needs. A policy review phase followed, which identified potential policy options for addressing housing needs, informed by consultation with stakeholders on the suitability and practicality of proposed policy options. These stakeholder consultations led to the refinement of proposed policy options into final housing policy recommendations, which serve as the basis of the Affordable Housing Strategy.

Some of the trends impacting housing affordability in Richmond include:

- Sustained population growth, with a high rate of growth expected to continue;
- An aging population, which will result in seniors being a much higher proportion of the population in the future;
- Aging rental housing buildings;
- Persistently low vacancy rates (below a healthy rate of 3%);
- Significant and increasing gap between housing prices and household incomes;
- Growing number of households on waitlists for **non-market/social housing**;
- Decreasing number of affordable **family-friendly** housing options; and
- Growing number of individuals experiencing homelessness.

Purpose of the Affordable Housing Strategy

The purpose of the Affordable Housing Strategy is to ensure that the City's response to housing affordability challenges remains relevant and reflects key priority groups in need, as well as housing gaps. Specific elements of the Affordable Housing Strategy include:

- Highlighting past achievements.
- Providing background on past and current housing affordability.
- Identifying key issues, current housing affordability pressures, and priority groups.
- Setting out ways to meet future affordable housing needs.



The Strategy has five strategic directions, with 22 individual policies:

Strategic Direction 1: Use the City's regulatory tools to encourage a diverse mix of housing types

Policies:

- 1.1:** Low End of Market Rental (LEMR) Contribution (Priority)
- 1.2:** Cash in Lieu Contribution (Priority)
- 1.3:** Family-Friendly Housing
- 1.4:** Secondary Suites
- 1.5:** Market Rental Housing
- 1.6:** Basic Universal Housing
- 1.7:** Micro-Unit Rental Housing (Compact Living Rental Units) Policy
- 1.8:** Transit-Oriented Affordable Housing Development Policy

Strategic Direction 2: Maximize use of City resources and financial tools

Policies:

- 2.1:** Use City Land for Affordable Housing (Priority)
- 2.2:** Affordable Housing Reserve Fund (Priority)
- 2.3:** Financial Incentives (Priority)
- 2.4:** Special Development Circumstances and Value Transfer
- 2.5:** Rent Bank Program

Strategic Direction 3: Build capacity with non-profit housing and service provider

Policies:

- 3.1:** Non-Profit Housing Development (Priority)
- 3.2:** Facilitating Stakeholder Partnerships
- 3.3:** Re-new Non-Profit Housing Stock
- 3.4:** Encourage Accessible Housing

Strategic Direction 4: Facilitate and strengthen partnership opportunities

Policies:

- 4.1:** Co-Location of Non Profit and Community Facilities
- 4.2:** Community Land Trust

Strategic Direction 5: Increase advocacy, awareness and education roles

Policies:

- 5.1:** Building Awareness and Information Sharing
- 5.2:** Monitoring and Reporting
- 5.3:** Prepare Position Papers

Companion documents to the Affordable Housing Strategy include:

- Housing Affordability Profile, including a statistical report and a report on consultation activities, which was endorsed by Council in October 2016; and
- Affordable Housing Policy Recommendations Report, which was endorsed by Council in June 2017.

Housing Affordability Defined

Affordability is a relative term linking housing costs to a household's total income. For the purposes of the Affordable Housing Strategy, affordable housing is defined as housing that a single person or household can afford to rent or purchase without spending more than 30% of their before-tax income. For homeowners, these costs include mortgage payments, strata fees, mortgage and home insurance, as well as utilities. For renters, costs include rent and some utilities. The 30% measurement is a common standard for defining affordability nationally and provincially.

A Household is in Core Housing Need if...

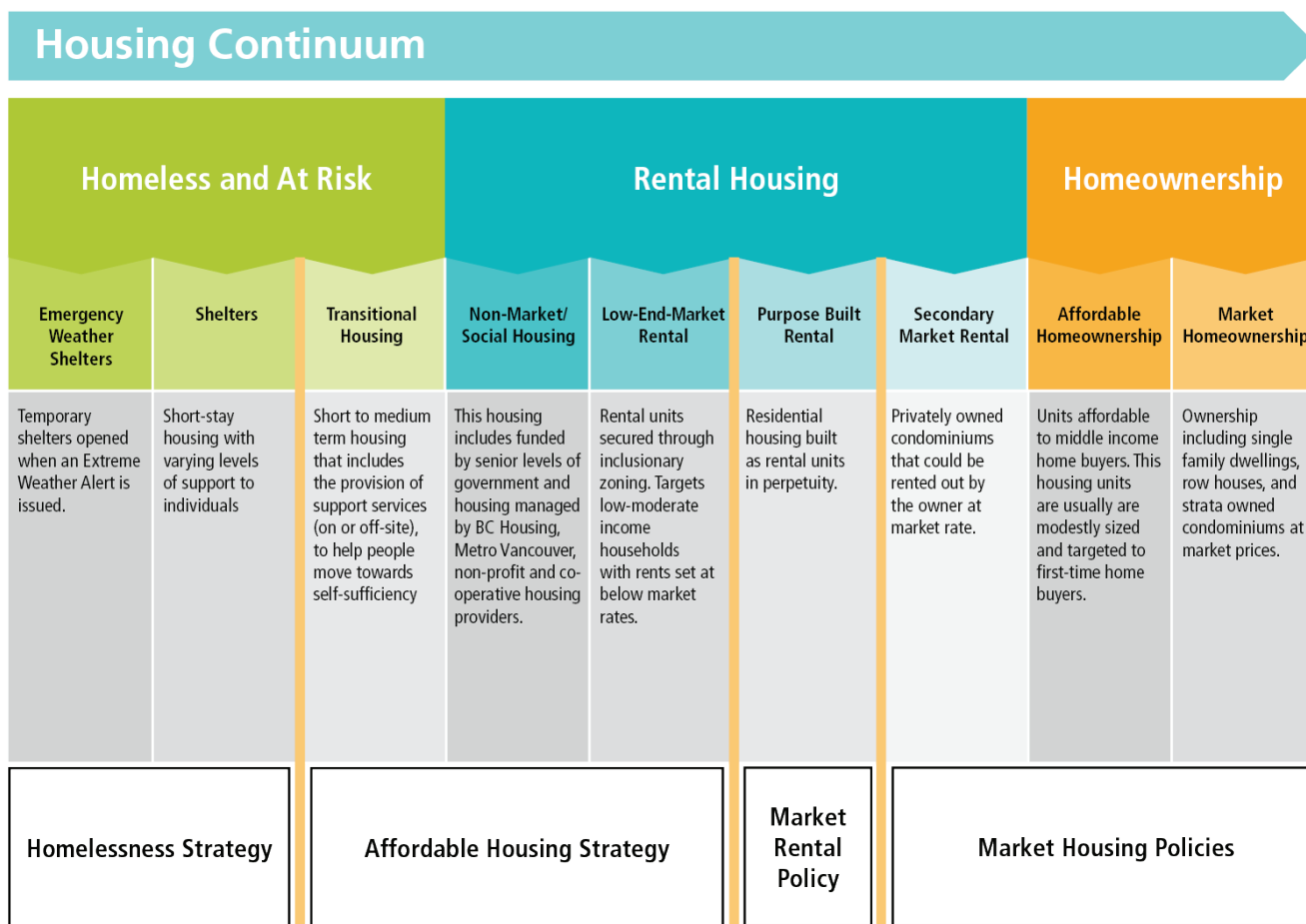
- i. its housing does not meet one or more of the adequacy, suitability or affordability standards, and
- ii. it would have to spend 30% or more of its before-tax income to access acceptable local housing.
 - Acceptable housing is adequate in condition, suitable in size, and affordable.
 - Adequate housing does not require any major repairs, according to residents.
 - Suitable housing has enough bedrooms for the size and makeup of resident households, according to National Occupancy Standard (NOS) requirements.
 - Affordable housing costs less than 30% of before-tax household income

Benefits of Affordable Housing

Affordable housing benefits the entire community by creating:

- Support for economic growth by providing local workers and residents with local affordable housing options;
- Opportunities for households to live and work in Richmond, which may lead to reduced pressure on urban sprawl and traffic congestion;
- Sustainable, resilient, and well-integrated neighbourhoods;
- Social diversity and inclusion by allowing low and moderate income households to find adequate housing within their communities; and
- A healthy environment for families with children to live and thrive in the community.





Housing Continuum

Every household should have access to housing that is affordable, adequate, and suitable for their incomes, household size, and specific needs. The Housing Continuum highlighted in Figure 2 provides a useful framework that identifies the spectrum of options from emergency shelters to market homeownership.

The strategic directions, policies, and actions in the implementation framework specifically focus on the transitional and supportive housing, non-market rental housing, and LEMR sections of the housing continuum, targeted to the priority groups in need.

Alignment with City Policies

The Affordable Housing Strategy aligns with the goals of Richmond's Official Community Plan 2041 — "Moving Towards Sustainability," which are:

- Encourage a variety of housing types, mixes and densities to accommodate the diverse needs of residents;
- Continue to implement the 2007 Richmond Affordable Housing Strategy and update it periodically;
- Support development of a range of housing types (e.g. secondary suites, coach houses, granny flats, live-work, row housing, and affordable housing);

- Encourage partnerships with government and non-governmental agencies to support the creation of affordable, rental, and special needs housing; and
- Support the location of affordable housing choices close to transit, shops and services.

The Affordable Housing Strategy also supports the Social Development Strategy (2013–2022), specifically Strategic Direction #1: Expand Housing Choices.

Figure 3: Key Actors in Community Housing Development



The Role of Government and Key Partners

Federal and Provincial Governments

Historically, the federal government has played a major role in providing subsidized social housing since the 1930s. The federal government drastically cut back funding for social housing and co-operatives in 1993. Currently, the federal government primarily targets funding to urgent priorities, most recently towards homelessness. In April 2017, Canada Mortgage & Housing Corporation (CMHC) committed to spending \$11.2 billion over the next 11 years towards the creation of affordable housing across the country. The first step of the financial commitment is to provide \$2.5 billion over five years in loans and financing for new rental housing construction across Canada. More details are expected to come as the CMHC releases the National Housing Strategy in late 2017.

After the federal funding cuts in the mid-1990s, the provincial government increased its funding for affordable housing, with BC Housing playing the lead role. The development of thousands of shelter beds, as well as transitional and new non-profit housing for seniors, families, and people with special needs has been facilitated across the province through financing, along with rent supplements for seniors and working families with low incomes for use in the private rental market. More recently, the government committed to develop 114,000 affordable housing units over the next 10 years.





Metro Vancouver Regional District

Metro Vancouver maintains the Regional Growth Strategy and the Regional Affordable Housing Strategy to guide growth in the region and encourage affordable development. Metro Vancouver also owns and operates affordable housing units through the Metro Vancouver Housing Corporation.

The Regional Growth Strategy is a consensus-based document in which all municipalities agree to be guided by the same set of principles. The Regional Growth Strategy does not directly provide tools or strategies to provide affordable housing, but it does require municipalities to respond to the goal areas in their Official Community Plans called Regional Context Statements.

The Regional Growth Strategy plots out population trends until the year 2040, and the corresponding number of housing units needing to be built in each municipality to house 1 million additional people in the region between 2011 and 2040.

Metro Vancouver continues to be one of the most dynamic urban areas in Canada with a growth rate of approximately 5% between 2011 and 2016, which is similar to Richmond. In terms of projected population increases, Richmond's 2016 population was 213,891 and is estimated to grow to approximately 280,000 by 2041.

This population growth translates into increased demand for housing. The Regional Affordable Housing Strategy provides estimates for municipal housing demand for the next 10 years. These estimates provide guidance to municipalities in their long range planning. The Regional Affordable Housing Strategy also provides a vision, goals, strategies and recommended actions for key housing stakeholders. While recognizing a range of rental and homeownership options in a variety of forms, sizes and price points are important to support economic growth and the development of complete communities, the Regional Affordable Housing Strategy focuses primarily on:

- Rental housing (both market and non-market);
- Transit oriented affordable housing developments; and
- The housing needs of very low and low income households (e.g. households earning approximately \$30,000 annually, and between \$30,000 and \$50,000 annually).

Municipalities

Shifting federal and provincial government roles have continued to place considerable pressure on municipalities to become more active in providing and facilitating affordable housing. These additional roles include:

- Various fiscal measures, such as the use of municipal land, direct funding, and relief from various fees and charges (e.g. development cost charges, community amenity charges);
- Regulatory policies to mandate affordable housing, such as the Inclusionary Housing Policy;
- Education and advocacy to help raise community awareness of local affordability issues, and to encourage an increased role and greater support by senior governments to address affordability challenges; and
- Direct provision of affordable housing either through a civic department or agency, such as a municipal housing authority;

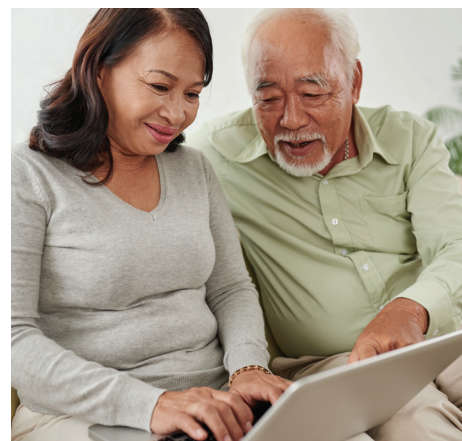
The City of Richmond has long acknowledged that providing a range of affordable and diverse housing types for all residents is an important part of creating a liveable community and has made considerable financial and land contributions to affordable housing development since 2007. See the Richmond's Response section (p.9) for more detailed information.

Private Sector

This sector includes landowners, developers and builders, investors, and landlords, and is responsible for the development, construction, and management of a range of housing forms and tenures, including ownership and rental. The private sector works closely with local governments to provide a range of housing choices aimed at addressing short and longer term local housing needs and demand. Since other levels of government have stepped away from providing housing directly, the private sector has been increasingly involved in providing the majority of rental units across Canada. **Secondary suites** are one significant example of private rental housing.

Non-Profit Sector

The non-profit housing sector creates and manages housing units that rent at low-end of market and below market rates and may include support services (e.g. life skills, employment training). The sector includes community-based non-profit organizations that typically receive some form of financial assistance from other levels of government to enable them to offer affordable rents. Currently, this financial assistance is in the form of **reduced-rate mortgages** and capital grants, but does not involve ongoing operating subsidies.





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Richmond's Response

Among Metro Vancouver municipalities, Richmond is known as a leader in addressing affordable housing issues. After being the first municipality in the region to establish an Affordable Housing Reserve Fund in the mid-1990s, the City has consistently used its local government authority to facilitate the development of affordable housing. Appendix B provides a comparison of Richmond's affordable housing initiatives to selected municipalities in Metro Vancouver.

The City acknowledges that it cannot solve housing affordability issues on its own; however, the City can play a key role within its authority in partnership with other levels of government, and the private and non-profit sectors to response to local affordability challenges. Key elements in the City's response continue to include:

- Affordable housing policy development;
- Strategic review and planning on specific projects and issues;
- Utilizing the Affordable Housing Reserve Fund to provide funding to specific affordable housing projects;
- Strategic land acquisition and below market rate leasing of City-owned land for non-profit managed affordable housing; and
- Providing capital funding and facilitating the development of innovative affordable housing projects.

The City continues to monitor housing issues and trends and examine best practice affordable housing policies, programs, and regulations used in other municipalities and their potential application to Richmond.

Highlights

Since the City's first comprehensive Affordable Housing Strategy was adopted in 2007, the City, in partnership with other stakeholders, has been instrumental in supporting the creation of more than 1,500 new affordable homes for residents. Figure 4 highlights this investment in affordable housing.

Figure 4:

Year to date summary of projects approved through development	
Subsidized Rental/Non-Market Housing	477
Affordable Rental (LEMR)—Secured with Housing Agreement	429
Market Rental	411
Entry Level Home Ownership	19
Secondary Suite/Coach House	229
Annual Total of Units Resulting from AHS	1,565



Figure 5 highlights a timelines of major achievements in affordable housing development from 2007–present.

Figure 5

2007	Affordable Housing Strategy Adopted
2007	Richmond Formalizes Inclusionary Zoning / Density Bonusing approach to secure affordable Housing
2008	Richmond Secures first Low-End Market Rental Units at 6888 Cooney Rd
2009	Richmond Secures the 100th LEMR Unit
2010	Richmond Secures the 250th LEMR Unit
2011	Storeys Partnership formed to develop 129 units for low income residents
2012	Council approves financial & policy considerations for Kiwanis Towers seniors' housing development
2013	Partnership for Cadence units featuring affordable housing and daycare formed
2014	Richmond Secures the 400th LEMR Unit
2015	Kiwanis Seniors Housing is approved for occupancy
2016	Council approves development cost charge waiver grant towards the Habitat for Humanity project for 12 affordable housing units
2017	Cadence housing development for female-led, lone-parents families with adjacent child care is approved for occupancy
2017	Storeys affordable housing project for vulnerable residents is approved for occupancy
2017	Updated Affordable Housing policy recommendations adopted by Council

As shown in Figure 5, the City has facilitated and approved over 1,500 affordable housing units since adoption of the Affordable Housing Strategy in 2007. Appendix D shows a map of the over 400 Low-End Market rental units that are approved or in the process of being approved as of 2017.

Case Studies: Kiwanis Towers, Cadence, and Storeys

The City implemented tools outlined in the 2007 Affordable Housing Strategy to facilitate partnerships and support the development of three innovative affordable housing projects for low-income and vulnerable households. These projects include Kiwanis Towers, Cadence and the Storeys projects. The success and lessons learned from these projects have been integrated into the new Affordable Housing Strategy.

Below are brief summaries for each project, with full descriptions provided in Appendix C.

Kiwanis Towers	
Project Goal	Replacement of aging seniors' housing development and redevelop an underutilized site to meet the needs of a growing seniors population
Stakeholders Involved	City of Richmond, BC Housing, CMHC, Kiwanis Senior Citizens Housing Society, Polygon Homes Ltd
City Policies & Strategies Used	<ul style="list-style-type: none"> Affordable Housing Value Transfers (AHVT) Affordable Housing Reserve Fund
City Contribution	\$24.1 million
Unit Types	296 units (all 1BR units)
Groups Served	Low-income senior households
Completion Date	Summer 2015



Storeys	
Project Goal	Use City-owned site to provide non-market/ subsidized housing opportunities for some of Richmond's most vulnerable residents
Stakeholders Involved	City of Richmond, BC Housing, CMHC, Service Canada, and a non-profit consortium: consisting Coast Mental Health, Tikva Housing, S.U.C.C.E.S.S, Turning Point Housing Society and Pathways Clubhouse Society of Richmond
City Policies & Strategies Used	<ul style="list-style-type: none"> ▪ Use of City-owned land ▪ Significant City contribution towards capital construction costs, development cost charges, permit fees and servicing costs ▪ Affordable Housing Reserve Fund ▪ Affordable Housing Value Transfers (AHVT)
City Contribution	\$19.8 million and the long-term lease of City-owned land
Unit Types	129 units (including studio, 1BR, 2BR and 3BR)
Groups Served	Low-income families, female-led families, individuals at-risk of homelessness, individuals with mental health and/or addictions challenges, low-income seniors
Completion Date	Fall 2017



Cadence

Project Goal	Use of inclusionary housing policy and targeting units for female-led lone-parent families at non-market rental level
Stakeholders Involved	City of Richmond, Atira Women's Resource Society, Cressey Developments
City Policies & Strategies Used	<ul style="list-style-type: none"> ▪ Inclusionary Housing & Density Bonusing ▪ Affordable Housing Special Development ▪ Partnership with non-profit agency and private sector
City Contribution	In exchange for an increase in density, the development was permitted to cluster the affordable housing built contribution on site, which provided an opportunity for a non-profit to manage the units and provide housing and additional supports to a priority group in need
Unit Types	15 units (1 studio, 14 2BR)
Groups Served	Female-led lone-parent families
Completion Date	Summer 2017





Consultation and Research

The strategic directions, policies, and actions outlined in the Affordable Housing Strategy are built upon the successes of the 2007 Affordable Housing Strategy. Considering there are many facets to housing affordability with numerous stakeholders involved, the update to the 2007 Affordable Housing Strategy started with a consultation process with Richmond residents, the private sector, non-profit housing and service providers, and representatives from other levels of government to determine current housing needs and trends.

Consultation

Consultation began in May 2016 and included “pop-up” events throughout Richmond, stakeholder workshops and meetings, and a public open house. One-on-one meetings were held with senior government and quasi-government representatives. The City also received written feedback through an online survey and comment forms at the “pop-up” events and open house. In June 2017, targeted consultation took place with key stakeholders, including workshops with for-profit housing developers, and non-profit housing organizations. A final round of consultation took place in January and February 2018 including two open houses and an online survey to seek feedback on the implementation plan and actions.

Other activities used to develop the Affordable Housing Strategy included:

- Development of a Housing Affordability Profile (endorsed by Council in November 2016), which identified key housing gaps and priority groups in need of housing;
- Examining the City’s existing policy tools and a best practice assessment of additional policy options;
- Undertaking economic analysis by two external land economists that reviewed recommended policy actions (final policy recommendations approved by Council in July 2017); and
- Reviewing strategic directions and preparing a supporting implementation framework, to be addressed in the next section of the Affordable Housing Strategy.


Research

In addition to the consultation process, a review of key statistics and data was conducted to identify groups in need and housing gaps in the community. The information was compiled in a Housing Affordability Profile (endorsed by Council in November 2016 and updated in 2018), providing an overall picture of the community need and gaps in Richmond.



A key indicator of housing need is the percentage of households that are spending 30% and 50% or more of their income on housing costs. The table below shows that Richmond renters were more likely to be spending greater than 30% of their income on housing than owner households, meaning that their current housing situation is not affordable. The data also showed that a higher proportion of renters were spending 50% or greater of their household income on housing.

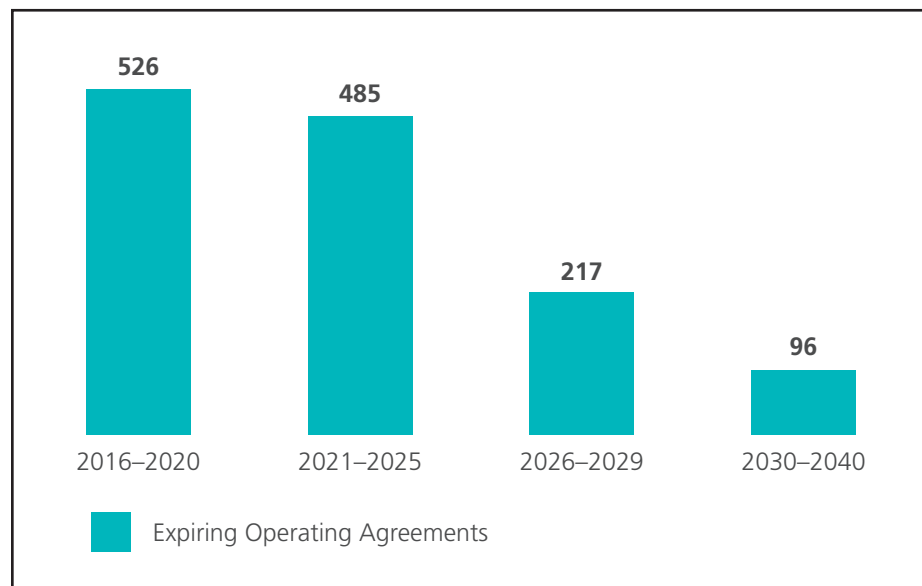
Table 1: Households Spending 30% or More on Housing Costs (2011 Census Data)

Richmond Residents	Spending 30% or more on Housing Costs			Spending 50% or more on Housing Costs		
	Total # Housholds	# of housholds in Core Need	% of housholds in Core Need	Total # Housholds	# of housholds spending 50%	% of housholds
 Renters	13,455	4,485	33.3%	13,455	1,805	13.4%
Owners	47,885	7,440	15.5%	47,885	3,515	7.3%

Source: Metro Vancouver Housing Data Book, July 2017

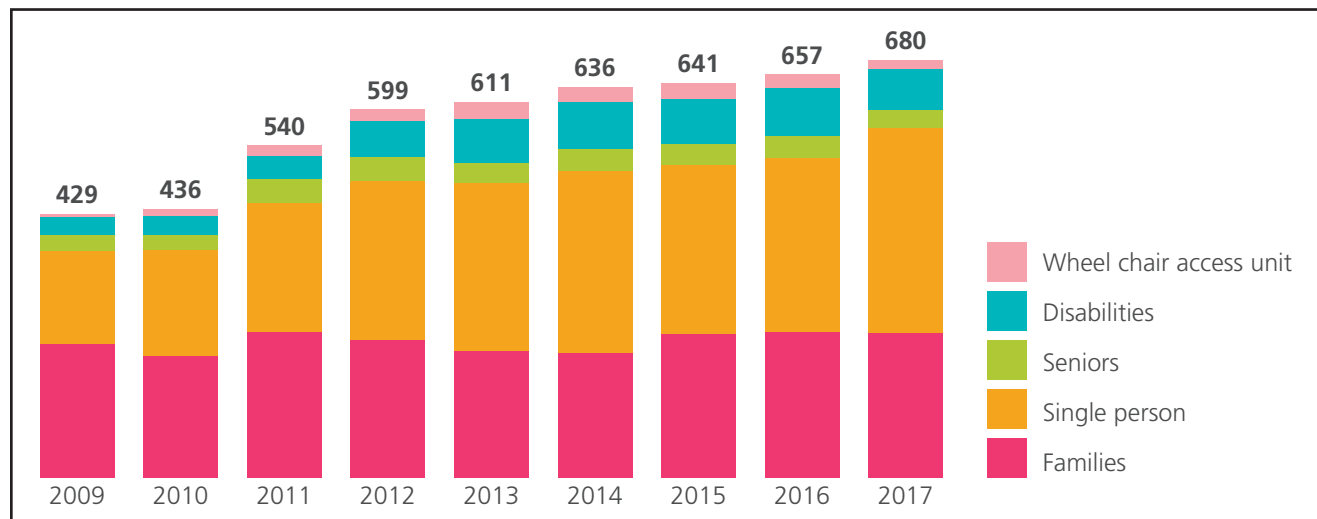
Another critical issue impacting housing affordability is the expiry of **operating agreements** for 1,276 non-market/social housing units in the city, with a majority of units expiring between 2016 and 2020. Additionally, the waitlist for households in need of this type of housing has grown annually with 680 persons on the BC Housing Registry (as of 2017). The waitlist includes a high proportion of families and persons with disabilities, pointing to a need for affordable family-friendly and accessible housing in the community.

Figure 5: Units Impacted by Expiry of Operating Agreements by Expiry Year



Source: Metro Vancouver, 2017, Housing Data Book.

Figure 6: Richmond Households on Social Housing Waitlists by Household Type



Source: Metro Vancouver, 2017, Housing Data Book.

Persistently low vacancy rates, far below what is considered to be a 'healthy' rental market (3%) and a growing gap between increasing rents and stagnant incomes have led to a critical situation for all renter households in Richmond.

Based on Metro Vancouver Regional Affordable Housing Strategy housing demand estimates, 10,800 ownership homes and 3,200 rental homes will be needed in Richmond by 2026 to meet the projected population growth.

Table 2: Housing Demand Estimates by Tenure and Household Income Levels

Housing Type	Demand Estimates (2016–2026)	Annual Estimated Demand	Corresponding Annual Household Incomes
Rental — Very low income	1,300	130	<\$30,000
Rental — Low income	700	70	\$30,000–\$50,000
Rental — Moderate income	600	60	\$50,000–\$75,000
Rental — Above average income	300	30	\$75,000–\$100,000
Rental — High Income	300	30	>\$100,000
Homeownership	10,800	1,080	*varies

*Metro Vancouver anticipates that many households of all income ranges will continue to make necessary trade-offs in order to purchase a home.

Source: Metro Vancouver, Regional Affordable Housing Strategy

The Regional Affordable Housing Strategy acknowledges that meeting estimated demand for very low-income and low-income households will require funding from the federal and provincial governments. The City can play a key role in securing units for low-to-moderate income households, however this will in part depend on the number of development applications received.

The implications of not meeting housing demand for different household types and income levels in Richmond have greater community impacts, such as the recent trend of decreasing enrolment in public schools and the growing number of individuals experiencing homelessness in the city. The trends indicate a need for more opportunities for families and other low-income/vulnerable households to find suitable, affordable housing in Richmond.





Housing Action Plan Priorities

Using demographic data and feedback from community consultation, priority groups in need of housing and associated housing gaps were identified. Understanding the priority groups and housing gaps in Richmond have helped create and enhance the policies presented in the Housing Action Plan to better respond to the housing need in the community.

Table 3: Priority Groups and Housing Gaps

Priority Groups	Identified Housing Gaps*
Families, including lone-parent families, families with children, and multigenerational families.	<ul style="list-style-type: none"> Family-friendly 2-3 bedroom units Low-end of market rental housing Purpose built rental housing
Low and moderate income earners, including seniors, families, singles, couples, students, and persons with disabilities.	<ul style="list-style-type: none"> Low-end of market rental housing Purpose built rental housing
Persons with disabilities.	<ul style="list-style-type: none"> Accessible, Adaptable, and VISIBLE Housing Low-end of market rental housing
Low- and moderate-income seniors.	<ul style="list-style-type: none"> Low-end of market rental housing
Vulnerable populations, including households on fixed incomes, persons experiencing homelessness, women and children experiencing family violence, individuals with mental health/addiction issues, and indigenous people	<ul style="list-style-type: none"> Low-barrier housing* No-barrier housing* Non-market housing for singles, couples, & families

*Endorsed by Richmond City Council in November 2016 as part of the Richmond Housing Affordability Profile





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Strategic Framework

The Affordable Housing Strategy sets out specific strategic directions that the City will take to address housing affordability that respond to the identified housing priority groups in housing need. The framework supports the City of Richmond's overall balanced approach to securing cash contributions to support the creation of non-market rental units and securing built **low-end market rental (LEMR)** units through development. The strategic directions will include corresponding policies and actions for implementation.

Vision

Ensure that Richmond remains a liveable, sustainable community and that the City continues to take an active role to maintain, create, and facilitate diverse and affordable housing choices for current and future residents.

Strategic Direction 1: Use Regulatory Tools to Encourage a Diverse Mix of Housing Types and Tenures

The City's most effective tool within its legislative authority to address housing affordability is long-term land use planning and the review of development applications to ensure that a diverse mix of housing types and tenures are available. In addition, the City can require developers to make a contribution towards affordable housing in exchange for additional density beyond what is permitted in the Zoning Bylaw.

Policies:

1.1: Low End of Market Rental (LEMR) Contribution (Priority)

LEMR units are secured as affordable in perpetuity through legal agreement on title, which restricts the maximum rents and tenant eligibility by income. This policy is intended to ensure the development of mixed income communities and provide rental homes for low-moderate income households.

1.2: Cash-in-Lieu Contribution (Priority)

Developers provide a cash-in-lieu contribution when the threshold for built LEMR units is not met. These contributions are collected in the Affordable Housing Reserve Fund. The Fund is intended to support the development of innovative affordable housing projects, such as the Kiwanis Towers and Storeys project.

1.3: Family-Friendly Housing

Family-friendly housing meets the needs of families, including but not limited to the appropriate number of bedrooms. This policy is intended to ensure that housing appropriate for families continues to be available in Richmond so that households can remain within their community as they grow.



1.4: Secondary Suites

Secondary suites are self-contained units within single-family houses and townhouses that may be rented at market rates. This policy is intended to ensure densification in single-family neighbourhoods and to provide more rental options for low and moderate income households.

1.5: Market Rental Housing

Market rental housing is purpose-built rental housing in the private market. The City is undertaking a separate but complementary process aimed at increasing the supply of purpose-built market rental. The Official Community Plan encourages a 1:1 replacement when existing rental housing in multi-unit developments are converted to strata or where existing sites are rezoned for redevelopment. The goal of this policy is to create more rental options for moderate income households in Richmond who may not qualify for non-market/low-end market rental units, while protecting the existing rental stock. The policy will also propose mechanisms to protect tenants who may be displaced during redevelopment/renovation of existing rental housing.

1.6: Basic Universal Housing

Basic universal housing includes accessibility features, such as wider doorways and accessible windows and outlets/switches for individuals in a wheelchair. Currently, the City provides a floor area exemption for residential units that incorporate basic universal housing features in new developments. This policy is intended to help increase the availability of accessible and affordable units for persons with mobility challenges.

1.7: Micro-Unit Rental Housing (Compact Living Rental Units)

Micro-units are self-contained units that are smaller in size than typical units. The goal of this policy is to increase the diversity of unit types that are available in Richmond, and provide an affordable option in the private or rental market.

1.8: Transit-Oriented Affordable Housing Development

The Regional Affordable Housing Strategy promotes the development of affordable rental housing units in close proximity to transit, as the location may provide better access to community benefits and cost-savings to low and moderate income renter households. The goal of this policy is to increase the amount of affordable units located in close proximity to the Canada Line and along Frequent Transit Routes on major arterial roads.

Strategic Direction 2: Maximize Use of City Resources and Financial Tools

The City can make use of its resources, including land and cash contributions gained through development, to best address the needs of Richmond's residents. To maximize the use of funds generated in the Affordable Housing Reserve Fund, the City can direct its resources towards innovative affordable housing partnership projects. In addition, the City can utilize financial tools within municipal jurisdiction to mitigate costs associated with the development of affordable housing, such as waiving permit fees and development charges.

Polices:

2.1: Use City Land for Affordable Housing (Priority)

Federal and provincial investment in affordable housing is primarily directed towards partnership projects and municipalities are increasingly encouraged to provide municipally-owned land to support these projects. The goal of this policy is to ensure that the City continues to acquire land for the purposes of affordable housing and is made available to capitalize on potential partnership opportunities for the development of new affordable housing projects. Affordable housing units can include a variety of rents including non-market rate rents, rents at income-assistance levels, low-end market rents, or a mix to encourage cross-subsidization within a development.

2.2: Affordable Housing Reserve Fund (Priority)

As part of the current cash-in-lieu contribution policy, cash contributions towards affordable housing are collected through rezoning applications involving townhouses, single-family and apartment developments with 60 units or less. The contributions are held in the Affordable Housing Reserve Fund, and the policy sets out spending priorities of the fund to ensure that cash contributions are used to create affordable housing units or purchase land for affordable housing projects.

2.3: Financial Incentives (Priority)

Under municipal jurisdiction, the City can waive development cost charges and municipal planning and permit fees for affordable housing developments. Some municipalities offer property tax exemptions of non-market/social housing developments. The goal of this policy is to minimize the costs associated with affordable housing development for non-profit housing providers.

2.4: Affordable Housing Special Development Circumstances and Value Transfer

The Special Development Circumstance allows developers to transfer the value of their built LEMR requirement to an offsite, stand-alone affordable housing development. The goal of this policy is to ensure sufficient financial support for stand-alone affordable housing developments and to increase the number of non-profit driven projects in Richmond.



2.5: Rent Bank Initiative

A rent bank allows municipalities to work with community non-profit organizations to provide one-time loans/grants to low-income households who are not able to make their rent due to financial hardship or other factors. The goal of this program is to ensure households are able to remain in their home if they are experiencing a temporary financial crisis or shortage of funds.

Strategic Direction 3: Build Capacity with Non-Profit Housing and Service Providers

Non-profit organizations play a critical role in meeting the needs of groups or households that may experience barriers to housing or are considered vulnerable. Non-profit housing providers have expertise in tenant qualification and selection as well as ongoing occupancy management. Further, wraparound services such as employment training, education, addictions recovery, and immigration services can be integrated into housing projects. This strategic direction ensures that City will continue to empower non-profit housing and social service providers, as they have the mandate and capacity to support tenants in achieving successful housing outcomes.

Policies:

3.1: Non-Profit Housing Development (Priority)

Non-profit housing and service providers continue to express interest in becoming more active in housing provision in Richmond, specifically with partnership projects and the potential ownership and management of affordable housing units secured through development. The purpose of this policy is to facilitate the creation of non-market and non-profit driven housing developments and to increase the opportunities for non-profit housing providers to own or manage affordable housing units in Richmond.

3.2: Facilitating Stakeholder Partnerships

The City can play an active role in facilitating relationships between developers and non-profit housing providers when LEMR units are secured through development. Non-profit housing providers have the mandate to provide affordable housing to households in need, and have the capacity and expertise to select/screen tenants and provide management services that support tenants to achieve housing stability. The goal of this policy is to increase the non-profit ownership and management of LEMR units secured in residential developments to ensure the occupancy management practices are aligned with the values and intent of the LEMR policy.

3.3: Re-new Non-Profit Housing Stock

Many non-profit and social housing buildings are aging and approaching the end of their operating agreements with the federal government. In these cases, the federal or provincial governments are providing operating funding so the non-profits can subsidize the rents for households in need. Upon expiry, many developments may face significant costs associated with major repairs/upgrades and ongoing costs necessary to subsidize rents. In some cases, the costs may be too high and the developments may consider redevelopment of their housing stock to generate additional revenue. The purpose of this policy is to support organizations to renew ageing non-market housing buildings and to ensure that this supply of affordable housing is maintained in the community.

Strategic Direction 4: Facilitate and Strengthen Partnership Opportunities

As a leader, the City is well-positioned to facilitate partnerships among key stakeholders to encourage the development of affordable housing. This strategic direction guides the City to capitalize on partnership opportunities ensuring that additional affordable housing options for priority groups in need are available, in addition to units secured through development contributions.

Policies:

4.1: Co-Location of Non Profit and Community Facilities

The co-location of community facilities with affordable housing on one site may provide tenants with improved access to important community amenities, such as child-care, health and wellness services, education, recreation and training services. The goal of this policy is to increase the access to important services for the priority groups in need in affordable housing developments. This policy can also have positive impacts on creating community and increased social interaction between building and neighbourhood residents.

4.2: Community Land Trust

A community land trust is one method of ensuring the long-term affordability of land for non-profit housing providers through ground-leases. The trust acts as a community-based organization that acquires land and removes it from the private rental market, and leases it to non-profit housing providers for affordable housing projects. The intention of this policy is to explore options to maintain affordability in Richmond and explore opportunities to work with community land trusts in Richmond. This policy would not involve City-owned land.



Strategic Direction 5: Increase Advocacy, Awareness and Education Roles

As local governments are increasingly involved in addressing housing affordability, the City is in a position to communicate and advocate on behalf of its residents and key stakeholders to address Richmond's housing affordability needs. As the federal and provincial governments continue to have the primary responsibility for providing affordable housing, this strategic direction ensures that City plays an active role in bringing awareness to the housing issues faced by residents and stakeholders in the community, and is able to advocate for increased resources and funding.

Policies:

5.1: Building Awareness and Information Sharing

Regular reporting to Council and the public on housing achievements keeps the City accountable to meeting its targets. The purpose of this policy is to monitor the progress of affordable housing development in Richmond and to provide information on the changing housing affordability needs in the community.

5.2: Position Papers

Position papers provide background information on housing affordability needs and innovative municipal policies and projects. The goal of this policy is to inform other stakeholders, municipalities, and the provincial and federal governments of best practice policies and projects originating in Richmond.



Actions for Implementation

The Affordable Housing Strategy provides a foundation for work that can be implemented over the next 10 years. The Implementation Framework sets out more than 60 specific actions to meet the intent of the five strategic directions over the 2017–2027 timeframe. Bi-annual progress reports will be presented to Council and shared with key stakeholders to report out on what has been accomplished.

Dedicated resources, including City staff time and financial contributions will be required to meet the demands of implementing the Strategy. Overall, a partnership approach, requiring federal and provincial governments, Richmond residents, non-profit organizations, and the private sector is needed to address the complexity of housing affordability.

While the Affordable Housing Strategy recognizes other aspects of the Housing Continuum, the strategic directions, policies, and actions in the Implementation Framework specifically focus on transitional and supportive housing, non-market rental housing, and LEMR targeted to the priority groups in need. This is supported by policy, cash contributions and partnerships. Within this context, the Implementation Framework is presented with a suggested timeline for each policy action.



Strategic Direction 1: Use Regulatory Tools to Encourage a Diverse Mix of Housing Types and Tenures

1.1 Low End of Market Rental (LEMR) unit contribution

Actions:

1–3 years

- Amend the LEMR policy to include: increase the built affordable contribution from 5% to 10% of total residential floor area, decrease in the threshold from 80 units to 60 units, flexibility to cluster or disperse LEMR units, and set minimum unit size targets so the LEMR units are not smaller than the average size of a comparable market unit in the development (in place as of July 24, 2017)
- Undertake further analysis on occupancy management practices and review potential LEMR policy changes
- Work with other municipalities in Metro Vancouver to explore a coordinated approach to incentivize non-profit management of units secured through development

Ongoing

- Review bi-annually the LEMR program, including maximum household income thresholds and rents
- Review bi-annually the overall built LEMR contribution and threshold requirement and assess with changing market conditions
- Review occupancy management challenges and opportunities as they arise, and review policies regularly to ensure issues are addressed

1.2 Cash-in-Lieu Contribution

Actions:

1–3 years

- Increase the cash-in-lieu contributions (in place as of July 24, 2017):
 - from \$2 square feet (ft²) to \$4 ft² for detached homes;
 - from 4 ft² to \$8.5 ft² for townhouses;
 - from \$6 ft² to \$10 ft² for wood frame multi-family developments, and;
 - from \$6 ft² to \$14 ft² for concrete multi-family development

Ongoing

- Continue to accept cash contributions for all townhouse developments and multi-family developments below the 60 unit threshold
- Review bi-annually cash-in lieu contributions and assess with changing market conditions
- Work collaboratively with partners to help ensure other levels of government funding is directed towards non-market housing development, lowering the rents of LEMR units, or creating additional units above the 10% City requirement

1.3 Family-friendly Housing

Actions:

1–3 years

- Adopt policy to require a minimum of 15% two bedrooms and 5% three plus bedrooms for all units secured through development to accommodate low-to-moderate income families (in place as of July 24, 2017)
- Review family-friendly targets for developments providing 30+ LEMR units and adjust if necessary
- Continue with the practice of negotiating the follow unit breakdowns:
 - 10% studio
 - 30% one-bedroom
 - 30% two-bedroom
 - 30% three-bedroom

4–6 Years

- Monitor the success of the policy and consider applying the same percentages of family-friendly units in all market developments

Ongoing

- Review by-annually the family-friendly policy for LEMR units secured through development and assess with changing market conditions



1.4 Secondary Suites

Actions:

1–3 years

- For single-family rezonings, continue to review development applications and secure one of the following: (a) secondary suites on 100% of new lots developed, (b) secondary suites on 50% of new lots developed and a cash contribution on the remaining 50% of new lots created, or (c) a cash contribution on 100% of the new lots developed
- As part of the forthcoming Market Rental Policy, consider implementing a policy to facilitate “lock-off suites,” or secondary suites, in townhouse developments
- Track data on secondary suites that are lost through redevelopment, and continue to track suites gained through rezoning or subdivision

1.5 Market Rental Housing

Actions:

1–3 years

- As per the forthcoming Market Rental Policy, continue to require replacement of existing market rental housing lost through redevelopment or stratification as LEMR units
- As per the forthcoming Market Rental Policy, consider policy options to protect existing market rental housing stock and tenants from displacement due to renovation/redevelopment
- As per the forthcoming Market Rental Policy, consider policy options to increase the supply of market rental units in Richmond

1.6 Basic Universal Housing

Actions:

1–3 years

- Set a target of securing 85% of all LEMR and non-market units as Basic Universal Housing

Ongoing

- Continue to secure LEMR and non-market units with Basic Universal Housing features
- Continue to encourage market developments to be built with Basic Universal Housing features
- Facilitate potential partnerships with non-profit housing providers and developers in the pre-application/rezoning stage of development to ensure that some LEMR units are designed with adaptable features to support the priority groups in need (i.e. persons with disabilities)

1.7 Micro-Unit Rental Housing (Compact Living Rental Units)

Actions:

1–3 years

- Develop policy to determine appropriate locations, livability regulations and any other requirements for micro-units in Richmond
- Look at best practices where micro-units have been implemented successfully in developments in other jurisdictions
- Explore a potential pilot project involving micro-units in Richmond

1.8 Transit-Oriented Affordable Housing Development

Actions:

1–3 years

- Revisit parking requirements for LEMR units located along the Frequent Transit Network

7–10 Years

- Explore opportunities to acquire land along the Frequent Transit Network (e.g. close proximity to the Canada Line) for an affordable housing project

Ongoing

- Continue to encourage diverse forms of housing along the Frequent Transit Network
- Through the development applications process, consider further parking relaxations for non-profit owned projects along transit corridors that are oriented towards priority group households based on further traffic studies.



Strategic Direction 2: Maximize use of City Resources and Financial Tools

2.1 Use of City Land for Affordable Housing

Actions:

1–3 years

- Review affordable housing land acquisition needs during the annual review of the City's Strategic Real Estate Investment Plan

4–6 Years

- Explore opportunities to secure a site for a transitional housing project (bridging the gap between the emergency shelter and permanent supportive housing)

7–10 Years

- Work with senior levels of government and non-profit housing providers to develop an affordable family-friendly housing project on City-owned land
- Prioritize opportunities with City-owned land to secure a site for a permanent supportive housing project

Ongoing

- Continue to seek opportunities to allocate City-owned land specifically for the use of affordable housing development
- Review practices around use of City-owned land to achieve affordable housing objectives



2.2 Affordable Housing Reserve Fund

Actions:

1–3 years

- Set a target of securing \$1.5 million in developer cash contributions annually in order to support affordable housing projects and leverage partnership opportunities

4–6 Years

- Review the Affordable Housing Reserve Fund Policy to determine if criteria still allows the City to meaningfully respond to partnership opportunities and housing needs
 - Review how the funds are split (70% capital and 30% operating)
 - If needed, revise criteria so the funds are targeted towards priority groups in need and addressing housing gaps

7–10 Years

- Utilize cash-in-lieu contributions in the Affordable Housing Reserve Fund for affordable housing land acquisition

Ongoing

- Continue to use the Affordable Housing Reserve Fund for capital contributions towards innovative non-market housing projects that involve partnerships with other levels of government, and includes supportive programming, to meet the requirements of the identified priority groups in need



2.3 Financial Incentives

Actions:

1–3 years

- Undertake an analysis on practices to waive development cost charges and municipal permit fees for new affordable housing developments that are owned/operated by a non-profit and where affordability is secured in perpetuity
- Undertake a best practice analysis of waiving development cost charges for low-end market rental units purchased by non-profit housing provider to incentivize non-profit ownership
 - Examine funding sources for the development cost charges and municipal permit fees waiver and create a new development cost charge exemption bylaw, if feasible

4–6 Years

- Explore various opportunities for the City to provide capital funding contributions towards standalone non-profit housing developments

2.4 Special Development Circumstances and Value Transfer

Actions:

Ongoing

- Continue to use the Affordable Housing Reserve Fund for capital contributions when partnership opportunities become available
- Allow flexibility for large scale developments (or combination of developments) to cluster LEMR units in one, stand-alone building if a partnership with a non-profit housing provider is established
- Encourage innovation (i.e. rental structure that allows a variety of subsidized rents) in clustered projects that are 100% rental and non-profit driven
- Facilitate potential partnerships with non-profit housing providers and developers in the pre-application/rezoning stage of development

2.5 Rent Bank Initiative

Actions:

1–3 years

- Undertake a review and best practice analysis of opportunities to support local rent bank initiatives
- Connect with local financial institutions to determine how a rent bank initiative could be supported and remain financially sustainable

4–6 Years

- Determine the feasibility of implementing a rent bank initiative



Strategic Direction 3: Build Capacity with Non-Profit Housing and Service Providers

3.1 Non-Profit Housing Development

Actions:

1–3 years

- Adopt criteria for reviewing and fast-tracking City-supported non-profit housing projects (i.e. federal and provincial government funding, partnerships, the ability to offer rents close to the shelter/income assistance rate and programming to support the priority groups in housing need)
- In non-profit driven standalone projects with 100% affordable rental, permit flexibility for non-profit housing providers to implement a mix of rents (e.g. non-market, low-end market, near market) to allow cross-subsidization of units and more opportunities to offer lower rents

4–6 Years

- Review City incentives, such as reduced parking requirements and municipal fees for non-profit driven affordable housing projects

7–10 Years

- Undertake best practice research on non-profit housing development in other jurisdictions, and determine the municipal role
- Work with non-profit organizations to determine the feasibility of developing an integrated housing model (e.g. a combination of emergency shelter spaces and supportive housing with wraparound services on one site)

Ongoing

- Continue to build relationships with established non-profit housing providers throughout Richmond and Metro Vancouver that have expertise in housing the Strategy's priority groups in need
- Permit greater flexibility for innovative rent structures that support a mix of affordable rental rates

3.2 Facilitating Stakeholder Partnerships

Actions:

1–3 years

- Develop a list of pre-qualified non-profit housing providers for partnering on potential housing projects
- Consider waiving development cost charges for low-end market rental units purchased by a non-profit housing provider to incentivize non-profit ownership if feasible
- Work with other municipalities and stakeholders to examine management practices of units secured through development

Ongoing

- Review and update pre-qualified list of non-profit housing providers
- Identify potential opportunities for partnership with the private sector to facilitate the development of affordable housing (example: Kiwanis Towers)

3.3 Renew Non-Profit Housing

Actions:

1–3 years

- Track non-profit agencies and co-op organizations that have expiring operating agreements
- Identify options and mechanisms to preserve affordable housing units throughout future redevelopment opportunities
- Review research undertaken by BC Housing and BC Non-Profit Housing Association regarding the expiry of operating agreements and identify opportunities to partner

4–6 Years

- Develop a set of guidelines to support faith-based organizations to redevelop lands with a component of affordable housing
- Develop a set of guidelines to support co-op and non-profit organizations considering redevelopment upon expiry of operating agreements

7–10 Years

- At the time of agreement expiry, continue working with organizations to preserve and potentially increase the number of affordable housing units through redevelopment



3.4 Encourage Accessible Housing

Actions:

Ongoing

- Continue to build relationships with non-profit organizations to obtain input into housing needs and design for program clients that require accessibility features
- Facilitate potential partnerships with non-profit housing providers and developers in the pre-application/rezoning stage of development to ensure that some LEMR units are designed with adaptable features to accommodate

Strategic Direction 4:

Facilitate and Strengthen Partnership Opportunities

4.1 Co-location of Non-Market and Community Assets

Actions:

1–3 years

- Consider the needs of non-profit supportive services (i.e. amenity space for programming) within co-location opportunities to accommodate the Strategy's priority groups in need

4–6 Years

- Review successful examples of co-location in other jurisdictions and develop a set of guidelines for co-locating affordable housing and community amenities

Ongoing

- Explore project opportunities to co-locate affordable housing with community assets (existing or new) and facilitate potential partnerships with non-profit housing providers

4.2 Community Land Trust

Actions:

1–3 years

- Review best practices of community land trusts in other jurisdictions and determine municipal involvement
- Consider conducting a feasibility study for the purpose of initiating a Richmond-based community land trust

Ongoing

- Explore opportunities to maintain land affordability and projects involving community land trusts

Strategic Direction 5: Increasing Advocacy, Awareness and Education Roles

5.1 Building Awareness and Information Sharing

Actions:

Ongoing

- Advocate to senior levels of government to request funding or resources to meet the housing needs of the community
- Communicate the needs of non-profit housing and service providers to federal and provincial governments, key stakeholders, and Richmond's residents
- Continue participation at regional, provincial and national housing tables and conferences to bring awareness to Richmond's work in affordable housing
- Continue to submit applications for awards to recognize Richmond's continued innovation in addressing housing affordability
- Continue to organize and/or support housing-related events and workshops to encourage information sharing and building awareness of housing issues in Richmond
- Advocate to senior levels of government to implement policies and actions regarding foreign ownership, speculation, and empty homes which may contribute to increasing home purchase prices and low vacancy rates



5.2 Monitoring and Reporting

Actions: **Ongoing**

- Publish an updated annual report (housing report card) on affordable housing targets and track progress achieved to date
- Continue to update City's affordable housing website reporting out on projects and initiatives

5.3 Prepare Position Papers

Actions: **Ongoing**

- Draft position papers on housing affordability issues to send to senior levels of government, and communicate through forums such as the Federation of Canadian Municipalities (FCM) or Union of BC Municipalities (UBCM).

Concluding Comments

Given the high cost of housing, it is important that municipalities are leaders in working towards an appropriate mix of housing for a socially inclusive community. The Affordable Housing Strategy will be the guiding document to further goals for affordable housing in Richmond and provides a foundation for work that can be implemented over the 2017-2027 period to meet the intent of the strategic directions. Given that the City can only act within its legislative authority, the Affordable Housing Strategy is critical in identifying partnership opportunities to work with the federal and provincial governments, and the private and non-profit sectors. Continued partnerships with all stakeholders are needed to address the complexity of housing affordability within the community. Dedicated resources, including City staff time and financial contributions will be required to meet the demands of implementing the Affordable Housing Strategy.

Affordable housing benefits the entire community, offering both social and economic benefits. In addition to creating social diversity, inclusion and well-integrated neighbourhoods, affordable housing ensures that households, families, and local employees can continue to live, thrive and contribute to their community in Richmond. With continued leadership from the City of Richmond, and a commitment from the federal and provincial governments, the development of diverse affordable housing options will continue to ensure that Richmond remains a liveable community.





Appendix A: Glossary

Affordable Housing

A relative term where households pay no more than 30% of their gross income towards housing costs, including rent or mortgage, utilities, maintenance fees, property taxes and insurance.

Affordable Housing Reserve Fund

A municipal fund used to support and facilitate the implementation of affordable housing policies including the development of affordable housing projects, initiatives and research. Revenue generated from applicable rezoning applications is directed to the reserve fund via the City's Cash-in-Lieu Contribution Policy.

Cash-in-Lieu Contributions

Cash contributions are collected in exchange for a density bonus for applicable rezoning applications. Cash-in-lieu contributions apply to rezoning applications such as apartments with fewer than 60 units, townhouse developments and single detached housing. Revenue generated through the cash-in-lieu policy is directed to the City's affordable housing reserve fund.

Coach House

A dwelling unit that is self-contained and is either attached or detached from and accessory to a single detached dwelling unit, except in the Edgemere neighbourhood where the suite must be detached from the principal dwelling unit. Regulatory requirements are outlined in the City's Zoning Bylaw.

Co-operative Housing ('Co-op')

A type of housing tenure where occupants form associations or corporations (typically non-profit) to own and operate a group of housing units including common areas and other amenities. Members own a share in the co-operative, are entitled to occupy a unit, have access to the common areas and amenities, may vote for members of the Board of Directors, have operational and maintenance responsibilities and actively participate in business and day-to-day life of the co-op.

Canada Mortgage and Housing Corporation (CMHC)

The Canada Mortgage and Housing Corporation (CMHC) is Canada's national housing agency that provides housing research, advice to consumers and the housing industry, and reports to Parliament and the public on mortgage loan insurance and financial reports.



Core Housing Need

Housing that does not meet one or more of the adequacy, suitability or affordability standards; and, where households spend 30% or more of their before-tax income to access acceptable local housing. Acceptable housing is adequate in condition, suitable in size, and affordable. Adequate housing does not require any major repairs. Suitable housing has enough bedrooms for the size and makeup of resident households, according to National Occupancy Standard requirements.

Community Land Trust

An organization, either public or non-profit, that acquires and secures land for the future development and preservation of affordable housing. Land secured through the CLT is exclusively provided to non-profit housing societies through ground-leases to build and operate affordable housing projects, and is not available for other types of development.

Family-Friendly Housing

Housing that meets the needs of families including units with enough bedrooms to accommodate all members of a family household. This includes multi-unit development projects with a greater mix of two and three bedroom units. To best serve priority groups, projects with low-end market rental (LEMR) units are encouraged to have a minimum of 15% 2 bedroom units and 5% 3+ bedroom units.

Housing Authority

An arm's length housing management body, which may or may not be incorporated, that manages, operates and administers housing on behalf of owner(s), which can include a local government.

Housing Agreement

An agreement in a form satisfactory to the City that limits the occupancy of the dwelling unit that is subject to the agreement to persons, families and households that qualify for affordable housing based on their household income level, that restricts the occupancy of the dwelling unit to rental tenure, and that prescribes a maximum rental rate and the rate of increase of rental rate for the dwelling unit.

Housing Covenant

A document registered on title to ensure that units are secured for affordable housing purposes in perpetuity.

Housing Income Limits (HILs)

The income required to pay the average market rent for an appropriately sized unit in the private market, as defined and annually updated by BC Housing.

Inclusionary Housing (Zoning)

Housing policy that requires the provision of an affordable housing contribution as part of new residential development projects in exchange for a density bonus. For apartment developments greater than 60 units, developers are required to construct affordable housing units on-site. A cash-in-lieu contribution is required for apartments with fewer than 60 units, townhouse developments and single detached rezoning applications.

Low-Barrier / Minimal Barrier Housing

Housing or shelter that has few requirements for entry, is physically accessible, includes storage for belongings and is typically pet-friendly.

Low-End Market Rental Units (LEMR)

Rental housing units affordable for low to moderate income households secured through the City's inclusionary housing policy. Maximum rents are based on 10% below BC Housing's Housing Income Limits.

Market Rental Housing

Private rental market units provided by the private market. This includes purpose-built rental housing as well as rental housing delivered through the secondary rental market such as secondary suites, rental condominium units, or other investor-owned houses/units.

Micro Units

Self-contained housing units which are smaller than the average studio unit, between 275 to 350 square feet.

Non-market Housing

Affordable housing that is subsidized by an external party such as the government or a non-profit agency in order to serve specific populations such as those experiencing homelessness, with disabilities, or other challenges.

Operating Agreements

Operating agreements are subsidy agreements provided by senior governments to non-profit and co-operative (co-op) societies to support the financial viability of affordable housing projects. These agreements were secured during the 1960s and 1970s and were usually tied to a mortgage, meaning that when the mortgage expires, non-profits and co-ops will be solely responsible for the housing project's ongoing financial viability.

Reduced-Rate Mortgages

Financing offered by the provincial or federal government with lower interest rates for construction or pre-construction in order to reduce expenses for affordable housing projects. Other financial institutions can offer reduced-rate mortgages as well.



Rent Geared to Income (RGI)

Subsidized rental housing units where rents do not exceed 30% of income earned by tenant. The ongoing operating costs of the units are typically subsidized by the federal or provincial government.

Secondary Suites

Self-contained accessory dwelling units within a single-detached dwelling or townhouse that may be rented out at market rates.

Universal Housing

The design of housing that meets the needs of a wide range of individuals. It addresses the needs of those with mobility or cognitive disabilities as well as the general population by ensuring that housing designs are useful, functional, intuitive, safe and accessible to a wide variety of people.

Accessible Housing

Dwelling units that include features, amenities or products to better meet the needs of people with disabilities.

Visitable Housing

Dwelling units that include basic accessibility features allowing most people to visit even if they have limitations such as impaired mobility. Basic features include a level entry, wider doors throughout the entrance level and an accessible washroom on the entrance level.

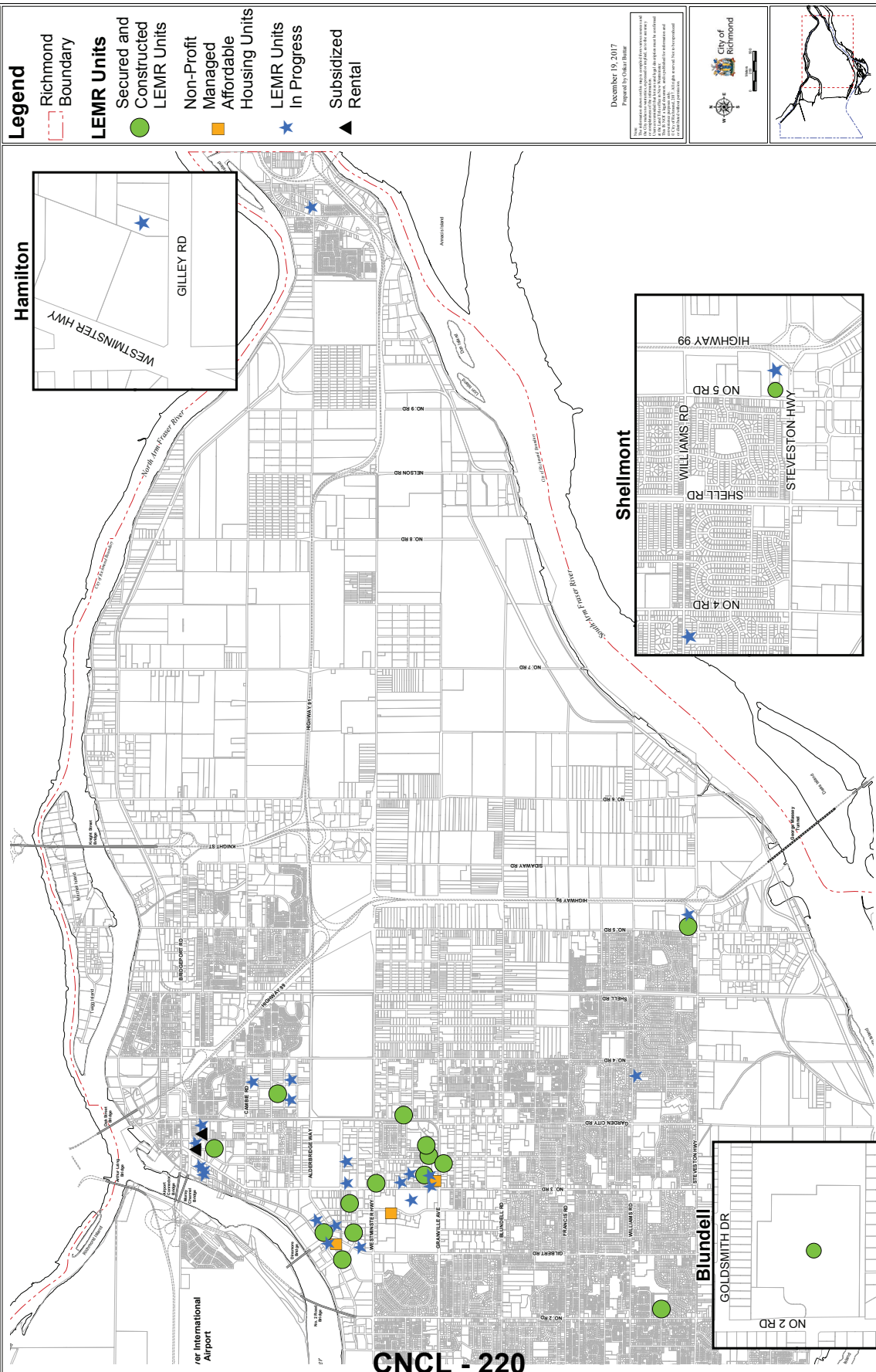
Appendix B: Municipal Initiatives for Affordable Housing

Comparison of Affordable Housing Initiatives in Select Metro Vancouver Municipalities

Municipal Measures	Burnaby	Coquitlam	Maple Ridge	New Westminster	North Van City	Richmond	Surrey	Vancouver
Fiscal Measures								
City owned sites appropriate for affordable housing for lease to non-profits	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Donate City-owned land to facilitate affordable housing		Yes	Yes	Yes	Yes		Yes	Yes
Grants to facilitate affordable housing	Yes	Yes	Yes		Yes	Yes	Yes	Yes
Property tax exemption or forgiveness for supportive affordable housing			Yes	Yes	Yes		No	Yes
Waiving development fees/ DCCS for affordable housing	Yes	Yes	Exploring	Yes		Grants	Yes	Yes
Waiving other fees for affordable housing (ie. Building permit fees)	Yes	Yes	Exploring	Yes	Yes	Grants	Yes	
Land trust for affordable housing			Exploring		Exploring	Exploring	No	Yes
Affordable housing reserve/trust fund	Yes	Yes	Exploring	Yes	Yes	Yes	Yes	Yes
Planning Process or Policies								
Affordable Housing Strategy or Housing Action Plan		Yes	Yes	Yes	Yes	Yes	Pending	Yes
Official Community Plan policies showing commitment to providing a range of housing choices	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Identifying suitable affordable housing sites in neighbourhood and area planning processes	Yes		Yes	Yes		Yes		Yes
Adaptable housing policy			Yes	Yes	Yes	Yes		Yes
Family friendly policy (bedroom diversity requirement)			Support	Yes	Exploring	Yes		Pending

Municipal Measures	Burnaby	Coquitlam	Maple Ridge	New Westminster	North Van City	Richmond	Surrey	Vancouver
Tenant Relocation policy	Yes	Yes	Yes	Yes	Yes	Exploring		Yes
Zoning/Regulatory Measures								
Inclusionary zoning policy for affordable housing	Yes		Yes		Exploring	Yes		Yes
Increased density in areas appropriate for affordable housing	Yes		Yes	Yes	CNV	Yes	No	Yes
Micro housing units (municipal policy exists)		Yes	n/a			Exploring	No	Pending
Smaller Lots	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Coach Houses		Yes	Yes	Exploring	Yes	Yes	Yes	Yes
Secondary suites in single family zones	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Secondary suites in other zones			Exploring	Exploring	Yes	Yes		Yes
Lock-off units in apartment and/or row housing	Yes	Yes	Exploring		Yes	Yes		Yes
Infill Housing	Yes		Yes	Yes	Yes	Yes	Yes	Yes
Broadening row house/ townhouse & duplex zoning	Yes	Yes	Exploring	Yes	Yes	Yes	Yes	Yes
Density bonus provisions for affordable housing	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Reduced parking requirements for housing located in areas with good access to transit / for affordable housing	Case-By-Case		Yes	Yes	Exploring	Yes	Yes	Yes
Comprehensive development zone guidelines favour affordable housing (if guidelines exist)						Yes	Yes	Yes
Housing Agreements	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Fast track approval of affordable housing projects	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes

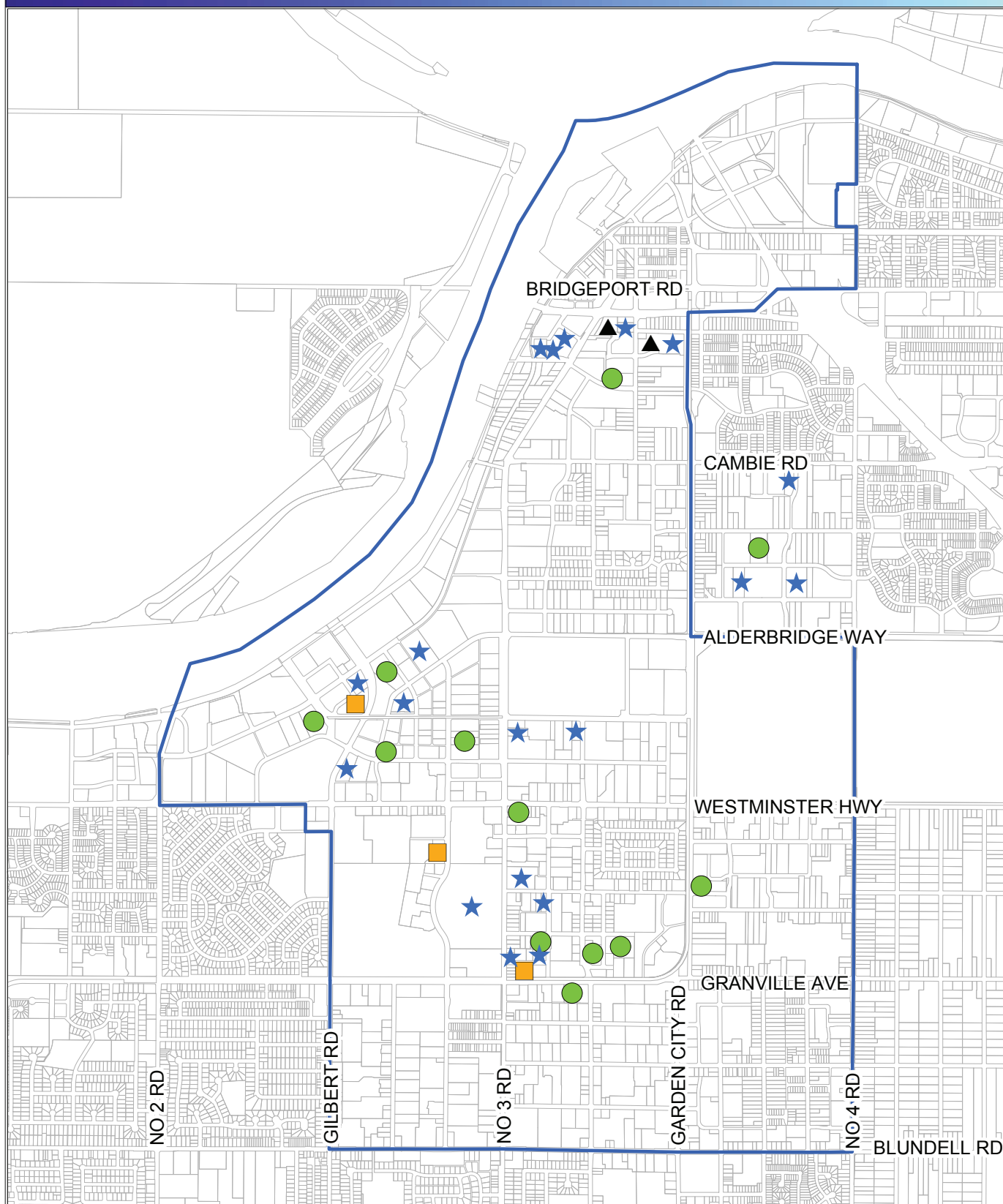
Units Secured through Affordable Housing Strategy (2007-2017)





Richmond

Units Secured through Affordable Housing Strategy in City Centre (2007-2017)



Legend

City Centre Boundary

LEMUR Units

Secured and Constructed LEMUR Units

Non-Profit Managed Affordable Housing Units

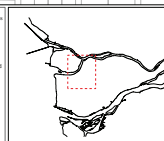
LEMUR Units In Progress

Subsidized Rental

CNCL - 221

December 18, 2017
Prepared by Urban Studio

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Appendix D: Select Case Studies

Cadence: Family Housing

Project Highlights

Target Population	<ul style="list-style-type: none"> Low-income families
Units	<ul style="list-style-type: none"> 15 units total 1 studio unit 14 two-bedroom units
Rental Rates	<ul style="list-style-type: none"> Studio unit: Maximum \$925 per month Two-bedroom units: Maximum \$1,137 per month Currently, all units are being rented at shelter rates (\$375 for an individual and \$575 for a family)
Project Partners And Roles	<ul style="list-style-type: none"> City of Richmond: Local approving authority; facilitation of partnerships; owner of childcare space Cressey Development Group: Project developer Atira Women's Resource Society: affordable units owner/operator; childcare operator; building maintenance
Tools Used	<ul style="list-style-type: none"> Inclusionary zoning and density bonusing Affordable housing value transfers (AHVT) Housing agreement and covenants
Municipal Applications Required	<ul style="list-style-type: none"> Rezoning application and zoning text amendment Development permit
Timeline	<ul style="list-style-type: none"> Rezoning application: November 2012 Updated Rezoning proposal: January 2013 Project completion (affordable units / childcare building): Spring 2017

In late 2012, Cressey Development Group applied to redevelop a former warehouse site in the Oval Village Neighbourhood into a mixed-use development project to feature 245 residential units in three residential buildings, ranging from five to fifteen stories. The City of Richmond's 2007 Affordable Housing Strategy required Cressey to provide a minimum of 5% of units to be affordable as part of their application.

The preliminary proposal planned for five studio and one-bedroom units, and nine two-bedroom units. After review and consideration, Council requested Cressey Development Group and staff to incorporate more two-bedroom units.



The concept redesign consisted of fourteen affordable two-bedroom units and one one-bedroom unit integrated with the childcare space in one, stand-alone building.

The City of Richmond facilitated a partnership between Cressey Development Group and Atira Women's Society (Atira), transferring the responsibility of operating and maintaining the stand-alone affordable housing units and childcare building to Atira. The City transferred childcare space requirements (\$874,000 financial contribution) from another nearby development project to the Cadence site to create a larger childcare space. This flexibility offered by the City resulted in the co-location of family housing units and childcare spaces on one site, rather than scattered through several projects. Due to the co-location and management of both amenities by Atira, tenants are able to access child care services at a subsidized rate.

Unique to this project, the stand-alone affordable housing and childcare building operated by Atira is legally separated as its' own "air space parcel" while remaining on the same strata parcel as the market buildings. Tenants of the affordable housing units have full access to all building amenities.

Kiwanis Towers: Seniors' Housing

Project Highlights

Target Population	Low-income seniors
Units	296 one-bedroom units
Rental Rates	Between \$660 to \$780 per month
Project Partners And Roles	<ul style="list-style-type: none"> City of Richmond: Local approving authority; funding towards capital costs; grants to offset development cost charges, permit fees and servicing costs Polygon Homes: Project developer BC Housing: Construction financing Kiwanis Seniors Housing Society: Contributed land; project owner / operator
Tools Used	<ul style="list-style-type: none"> Inclusionary zoning and density bonusing Affordable housing value transfers (AHVT) utilized towards capital construction costs Housing agreement and covenants City grants for development cost charges, permit fees, servicing costs
Municipal Applications Required	<ul style="list-style-type: none"> OCP amendment Rezoning application and zoning text amendment Development permit
Timeline	<ul style="list-style-type: none"> Redevelopment proposal: February 2011 Rezoning application: October 2011 Project completion (first tower): Fall 2015 Project completion (second tower): Fall 2015

The Kiwanis Seniors Housing Society originally had several low density townhouses onsite developed in the 1960s, located along Minoru Boulevard in Richmond City Centre. The surrounding area has since developed to accommodate growth, including the expansion of rapid transit and high-density transit-oriented mixed-use projects. The townhouses had reached the end of their economic life and were in need of major repair, however the society did not have enough funds to invest in substantial upgrades. The site was also under-utilized and appropriate for densification.

Kiwanis did not have the financial resources to redevelop their aging infrastructure on their own, or maintain affordable rents for their tenants. As such, Kiwanis sold a portion of their land to Polygon Homes to be developed for market housing. The equity generated from the land sale was invested to redevelop the remaining portion of the land into 296 affordable rental units for low-income seniors, of which 122 replaced the existing stock plus an additional 174 units.



The City of Richmond's Affordable Housing Special Development Circumstance policy was utilized in this development project to allow Polygon to transfer their required affordable housing contributions from multiple sites to the Kiwanis Seniors Housing Project. This flexibility offered by the City resulted in a cluster of seniors housing units on one site, rather than scattered through several projects.

The completed Kiwanis Seniors Housing Project provides affordable housing for low-income seniors in Richmond, located within walking distance to health services, grocery stores, shopping, rapid transit, and seniors-friendly amenities including a large park, library, seniors centre and aquatic facility.

Storeys Affordable Housing Project Development

Project Highlights

Target Population	Vulnerable populations / persons experiencing or at-risk of homelessness, low-income families and seniors, persons with mental health and addictions
Units	<ul style="list-style-type: none"> ▪ 129 units total ▪ 85 studio units ▪ 32 one-bedroom units ▪ 4 two-bedroom units ▪ 8 three-bedroom units
Rental Rates	<ul style="list-style-type: none"> ▪ Studios and one-bedroom units: between \$375 to \$850 per month ▪ Two-bedroom units: between \$510 to \$1,375 per month ▪ Three-bedroom units: between \$595 to \$1,375 per month
Project Partners And Roles	<ul style="list-style-type: none"> ▪ City of Richmond: Local approving authority; funding towards capital costs; grants to offset development cost charges, permit fees and servicing costs ▪ BC Housing: Construction financing ▪ Service Canada: Capital funding ▪ CMHC: seed funding to support the development of the project ▪ Coast Foundation Society, Tikva Housing, S.U.C.C.E.S.S Affordable Housing Society, Turning Point Housing Society, Pathways Clubhouse Society of Richmond: Contributed capital for construction; financing; project operator ▪ Integra Architecture: Project designer and applicant ▪ CPA Development: Project consultant and developer



Tools Used	<ul style="list-style-type: none"> ▪ Inclusionary zoning and density bonusing ▪ Affordable housing value transfers (AHVT) utilized towards capital construction costs ▪ Affordable housing reserve fund ▪ Housing agreement and covenants ▪ City grant towards development cost charges, municipal permit fees, servicing costs
Municipal Applications Required	Development permit
Timeline	<ul style="list-style-type: none"> ▪ Request for proposal: March 2011 ▪ Development permit application: 2012 ▪ Development permit approval: February 2014 ▪ Project completion: Fall 2017

The City of Richmond acquired land along No.3 Road in Richmond City Centre in anticipation of developing it into below market rental housing for vulnerable populations. In partnership with BC Housing, the City issued an Expression of Interest to develop the site. The successful applicant was Integra Architecture on behalf of a non-profit consortium consisting of Coast Mental Health, S.U.C.C.E.S.S Affordable Housing Society, Tikva Housing Society, Turning Point Housing Society and the Canadian Mental Health Association for their Pathways Clubhouse.

The City supported this project by providing financial contributions to pay for development cost charges and \$17 million for construction costs. The City's Affordable Housing Special Development Circumstance policy was utilized in this development project which compiled required developer contributions from several sites to be transferred to the Storeys project. The financial contributions and policy flexibility made the Storeys project attractive to other project partners, including BC Housing.

The final project contains a total of 129 affordable rental housing units for vulnerable populations including persons experiencing or at-risk of homelessness. The five non-profit housing providers own and manage the units, offering safe and secure housing to clients including low-income families and seniors, as well as persons with mental health issues and addictions. The project also includes social purpose retail space and onsite support services.



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CNCL - 228

CITY OF RICHMOND

HOUSING AFFORDABILITY PROFILE

Affordable Housing Strategy 2017–2027 Companion Document



CNCL - 229



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1. Introduction

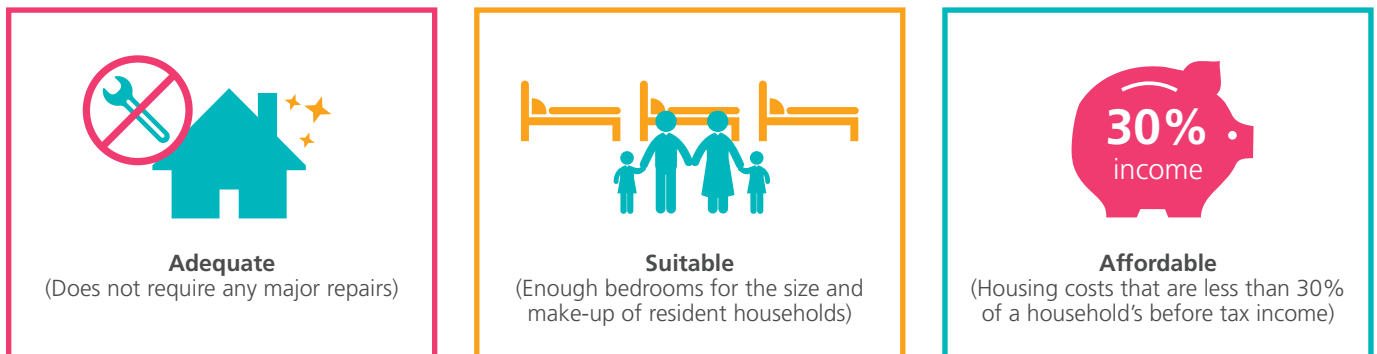
Housing affordability continues to be a critical issue both regionally and at the local level. Richmond's Affordable Housing Strategy 2017–2027 has been updated to reflect current and future needs of the community and to align with City and regional planning goals. Central to this update is an understanding of the housing affordability context in Richmond and the needs of existing and future residents so that anticipated policy recommendations can effectively address identified gaps and priorities. The Housing Affordability profile helps to identify current and emerging trends relative to Richmond's housing market and highlights affordability needs through an analysis of available current demographic and housing data. The document combines quantitative analysis with feedback from a broad range of stakeholders including the public, senior government and the private and non-profit housing sectors, to determine housing gaps and needs in Richmond. The Housing Affordability Profile is one of two companion documents to the Affordable Housing Strategy 2017–2027.

1.1 Housing and Complete Communities

1.1.1 What is Housing Affordability?

Housing affordability is a relative term linking housing costs to a households' gross income. According to Canadian Mortgage Housing Corporation (CMHC), households should not spend more than 30% of their before tax income on housing costs. For renters, this includes rent and utilities and for homeowners, includes mortgage payments, utilities, property taxes and house insurance.

Appropriate housing is defined as housing that is affordable, adequate and suitable:



1.1.2 The Benefits of Affordable Housing

Every household should have access to housing that is affordable, adequate and suitable for their income and specific needs. A community should include an appropriate mix of housing choices for a diversity of households that need them. The housing continuum highlighted in Figure 1 is a useful framework that identifies this spectrum of choices including ownership and rental, as well as government supported non-market housing such as non-profit, co-op and emergency shelters.

Figure 1: Housing Continuum

Housing Continuum								
Homeless and At Risk			Rental Housing				Homeownership	
Emergency Weather Shelters	Shelters	Transitional Housing	Non-Market/ Social Housing	Low-End-Market Rental	Purpose Built Rental	Secondary Market Rental	Affordable Homeownership	Market Homeownership
Temporary shelters opened when an Extreme Weather Alert is issued.	Short-stay housing with varying levels of support to individuals	Short to medium term housing that includes the provision of support services (on or off-site), to help people move towards self-sufficiency	This housing includes funded by senior levels of government and housing managed by BC Housing, Metro Vancouver, non-profit and co-operative housing providers.	Rental units secured through inclusionary zoning. Targets low-moderate income households with rents set at below market rates.	Residential housing built as rental units, and may not be converted into stratified units. May be owned by a developer or a non-profit organization, or a secondary suite on a single-family lot.	Privately owned condominiums that could be rented out by the owner at market rate.	Units affordable to middle income home buyers. These housing units are usually modestly sized and targeted to first-time home buyers.	Ownership including single family dwellings, row houses, and strata owned condominiums at market prices.
Richmond Highlights			Richmond Highlights				Richmond Highlights	
28 temporary spaces	10 spaces for adult males	10 spaces for women who are fleeing violence	3,652 affordable rental units (including family and seniors' rental and co-ops)	336 Low-end-market-rental units secured through inclusionary zoning	Approximately 2,806 units of purpose built rental housing and 812 secondary suites	Approximately 4,223 renter occupied housing units in Richmond	Approximately 77% of households are homeowners in Richmond	

Communities with a mix of housing options will provide a range of benefits including:

- Supporting economic growth by providing local workers and residents with appropriate local housing options;
- Reducing pressure on urban sprawl and traffic congestion by ensuring households can afford housing within their community;
- Creating diversity by allowing different housing forms and sizes to accommodate growing families, local workers and seniors for example; and
- Social diversity by supporting options for all income levels and housing with supports for households with barriers to housing.

2. Policy Context

2.1 Senior Levels of Government

Historically, the federal government has played a major role in the provision of subsidized social housing since the 1930s. The federal government drastically cut back funding for social housing and co-operatives in 1993. Currently, the federal government primarily targets funding to urgent priorities, most recently towards homelessness. In April 2017, Canada Mortgage & Housing Corporation (CMHC) committed to spending \$11.2 billion over the next 11 years towards the creation of affordable housing across the country. The first step of the financial commitment is to provide \$2.5 billion over five years in loans and financing for new rental housing construction across Canada. Priorities for funding, including rental housing, are highlighted in the National Housing Strategy (November 2017). More details regarding allocation of funding will be released in 2018.

After the federal funding cuts in the mid-1990s, the provincial government increased its funding for affordable housing, with BC Housing playing the lead role. The development of thousands of shelter beds, as well as transitional and new non-profit housing for seniors, families, and people with special needs has been facilitated across the province through financing, along with rent supplements for seniors and working families with low incomes for use in the private rental market. More recently, the Provincial government committed to develop 114,000 affordable housing units over the next ten years, and has announced further funding opportunities for affordable housing.

2.2 Metro Vancouver

Metro Vancouver maintains the Regional Growth Strategy and the Regional Affordable Housing Strategy to guide growth in the region and encourage affordable development. Metro Vancouver also owns and operates affordable housing units through the Metro Vancouver Housing Corporation. The Regional Growth Strategy is a consensus-based document in which all municipalities agree to be guided by the same set of principles. The Regional Growth Strategy does not directly provide tools or strategies to provide affordable housing, but it does require municipalities to respond to the goal areas in their Official Community Plans called Regional Context Statements. The Regional Growth Strategy plots out population trends until the year 2040, and the corresponding number of housing units needing to be built in each municipality to house one million additional people in the region between 2011 and 2040.

Metro Vancouver continues to be one of the most dynamic urban areas in Canada with a growth rate of approximately 5% between 2011 and 2016, which is similar to Richmond. In terms of projected population increases, Richmond's 2016 population was 213,891 and is estimated to grow to approximately 280,000 by 2041.

This population growth translates into increased demand for housing. The Regional Affordable Housing Strategy provides estimates for municipal housing demand for the next 10 years. These estimates provide guidance to municipalities in their long range planning. The Regional Affordable Housing Strategy also provides a vision, goals, strategies and recommended

actions for key housing stakeholders. While recognizing a range of rental and homeownership options in a variety of forms, sizes and price points are important to support economic growth and the development of complete communities, the Regional Affordable Housing Strategy focuses primarily on:

- Rental housing (both market and non-market);
- Transit oriented affordable housing developments; and
- The housing needs of very low (e.g. household earning approximately \$30,000 annually) and low income households (e.g. households earning between \$30,000 and \$50,000 annually).

2.3 City of Richmond

Shifting federal and provincial government roles have continued to place considerable pressure on municipalities to become more active in providing and facilitating affordable housing.

The City of Richmond has long acknowledged that providing a range of affordable and diverse housing types for residents is an integral part of creating a liveable community. The City recognizes that it cannot solve local affordable housing issues on its own, but can play a role within its authority in partnership with senior levels of government, the private and non-profit sectors. Many affordable units in Richmond, especially those built prior to 2007, when the first Affordable Housing Strategy (AHS) was adopted, are the result of collaboration among key partners.



The City continues to use an integrated approach to tackle local housing affordability issues including land use planning (Official Community Plan), social planning (Social Development Strategy), and the Affordable Housing Strategy. Through the Housing Affordability Profile, five priority groups in need of affordable housing were identified:

Priority Groups
Families, including lone-parent families, families with children, and multigenerational families.
Low and moderate income earners, including seniors, families, singles, couples, students, and persons with disabilities.
Persons with disabilities.
Low- and moderate-income seniors.
Vulnerable populations, including households on fixed incomes, persons experiencing homelessness, women and children experiencing family violence, individuals with mental health/addiction issues, and indigenous people

The Affordable Housing Strategy 2017–2027 has 5 strategic directions, 21 policies and 60 actions to respond to the priority groups in need of affordable housing. The Strategic Directions are as follows:

1. Use the City's regulatory tools to encourage a diverse mix of housing types
2. Maximize use of City resources and financial tools
3. Build capacity with non-profit housing and services providers
4. Facilitate and strengthen partnership opportunities
5. Increase advocacy, awareness and education roles

Figure 2: Richmond's Achievements Highlights

Highlights

Affordable Housing Achievements (as of December 2017)

Affordable Housing Inventory

- 1,415 units secured through the Affordable Housing Strategy since 2007:



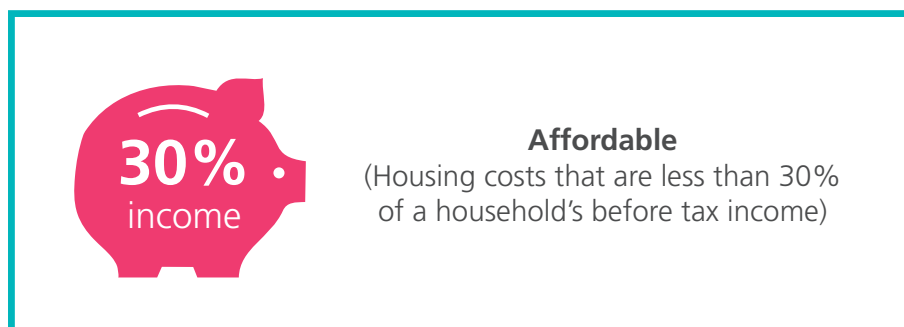
- 3,175 affordable rental units secured outside of the Affordable Housing Strategy (including family and seniors' rental, and co-ops)

City Contributions to Affordable Housing Projects

- The City has made significant contributions over the past three years towards the construction costs and municipal fees for two local housing developments:
 - \$24.1 million to the Kiwanis Towers for low-income seniors' rental housing (*project completed*).
 - \$19.1 million to the Storeys development for vulnerable individuals and families (*project under construction*).
 - The City also contributed the site for the upcoming relocation and expansion of the Salvation Arm's emergency shelter.

Land Partnerships

- The City has leased eight (8) City-owned properties at below market rates to non-profit housing providers



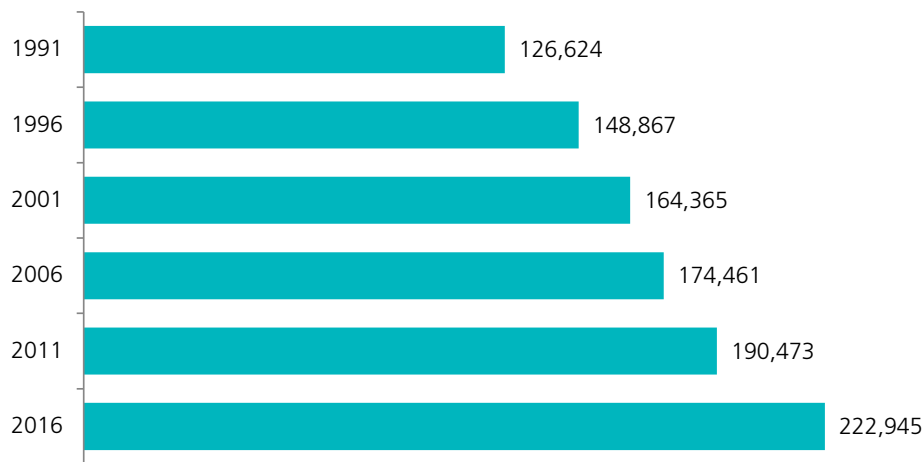
3. Richmond at a Glance—Population and Housing

3.1 Population

According to the City of Richmond's projections (with Urban Futures), the City's estimated population is 222,945 making Richmond the fourth largest municipality in British Columbia after Vancouver, Surrey and Burnaby.

Richmond's population is both growing and getting older. Total population growth between 2011 and 2016 was 4.1%, slightly lower than the regional growth rate of 6.5% (Census, 2016). The fastest growing planning areas of Richmond during this time period were City Centre, Steveston, Shellmont, West Cambie and Broadmoor neighborhoods. By 2041, the City's population is projected to grow to 280,000 residents – a 30.9% increase from 2016.

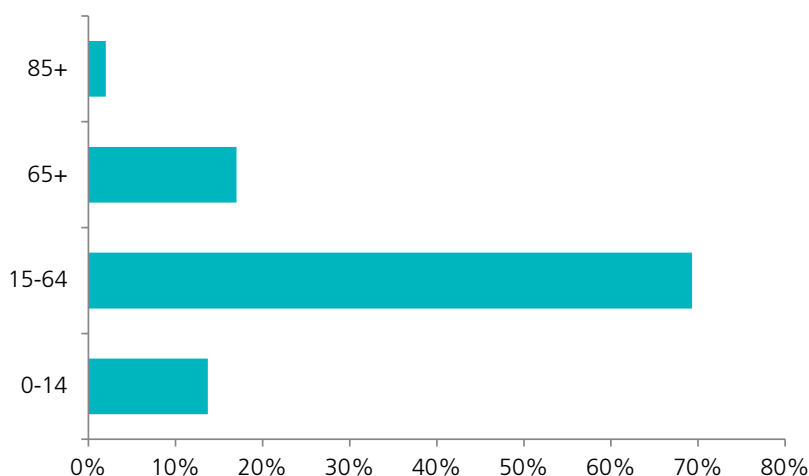
Figure 3: City of Richmond Population Growth 1991–2016



Source: Statistics Canada

In 2016, individuals over the age of 65 accounted for 17% of the total population – a 3.3% (7,630 residents) increase from 2011 (2011 & 2016 Census). The percentage of seniors is expected to increase significantly – accounting for 26% of the population by 2041 (City of Richmond, 2012 Official Community Plan). This trend will have a strong influence on future housing demand in the City, such as the need for more affordable and accessible forms of housing that will allow seniors to age in place.

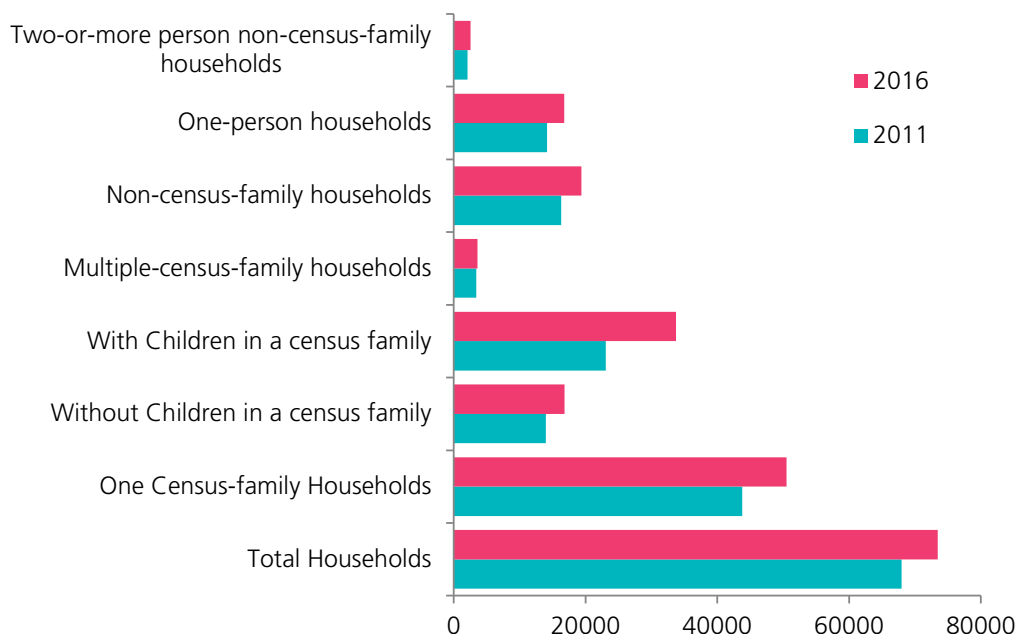
Figure 4: City of Richmond Populations, 2016 by Age Groups



Source: Statistics Canada 2016 Census of Population

In 2016, the number of census families in Richmond was 57,975, which is an increase of 16.7% from 2006, and 4.65% from 2001¹). According to the 2016 Census, Richmond has an average of 2.9 persons per census family which is slightly higher than the average family size in Metro Vancouver (2.5) and the province of BC (2.4) (2016 Census).

Figure 5 highlights family composition comparisons between 2011 and 2016 in Richmond.

Figure 5: Percentage of Census Family, by Type²

Source: 2011, 2016 Census

¹ According to Statistics Canada, a "census family" refers to related individuals who may or may not live in the same private dwelling. In comparison, private households refer to a person or a group of persons who occupy a private dwelling as their usual place of residence. The number of private households in Richmond increased 10.6% from 2006 (61,435) to 2011 (67,975) (2011 Census).

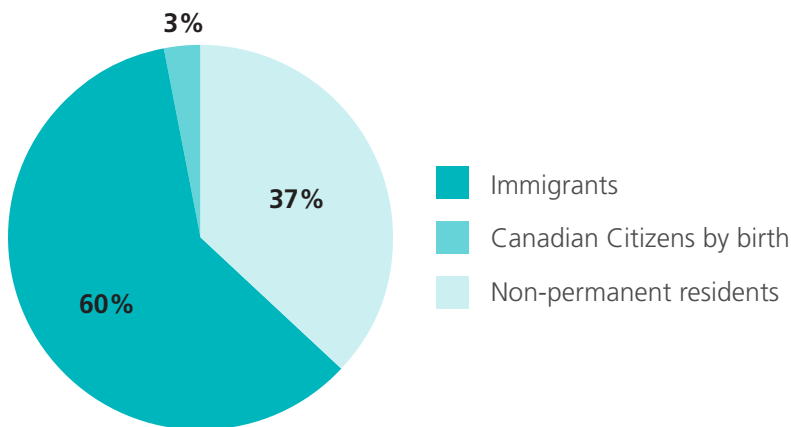
² According to Statistics Canada, a 'couple with children 24 and under' refers to households with at least one-child aged 24 and under; a 'lone-parent-family household' refers to all lone-parent family households regardless of age of children; and a 'multiple-family household' refers to a household in which two or more census families (with or without additional persons) occupy the same private dwelling.

Family composition has an impact on demand for specific housing forms. Compared to regional and national averages, Richmond has a greater percentage of families with children 24 and under living at home, lone parent families and multiple family households. This has an implication on the demand for larger units that can accommodate growing families and multi-family households. Lone parent households typically earn below the median household income and may struggle to find housing that is affordable and large enough for their family.

A Culturally Diverse Community

Figure 6 highlights the immigration status of Richmond residents in 2016. While 71,855 residents were born in Canada, 118,305 were immigrants. In addition, 6,505 persons currently residing in Richmond were non-permanent residents, including those with work or study permits or refugee claimants. Non-permanent residents showed the greatest increase in Richmond's population from 2011 to 2016 by increasing 64% (6,505 persons from 3,955), however the group represents 3% of Richmond's total population. Immigration has provided many benefits to Richmond by strengthening the economy, adding cultural diversity and supporting an enhancement of civic amenities.

Figure 6: Population in Richmond by Immigration Status in 2016

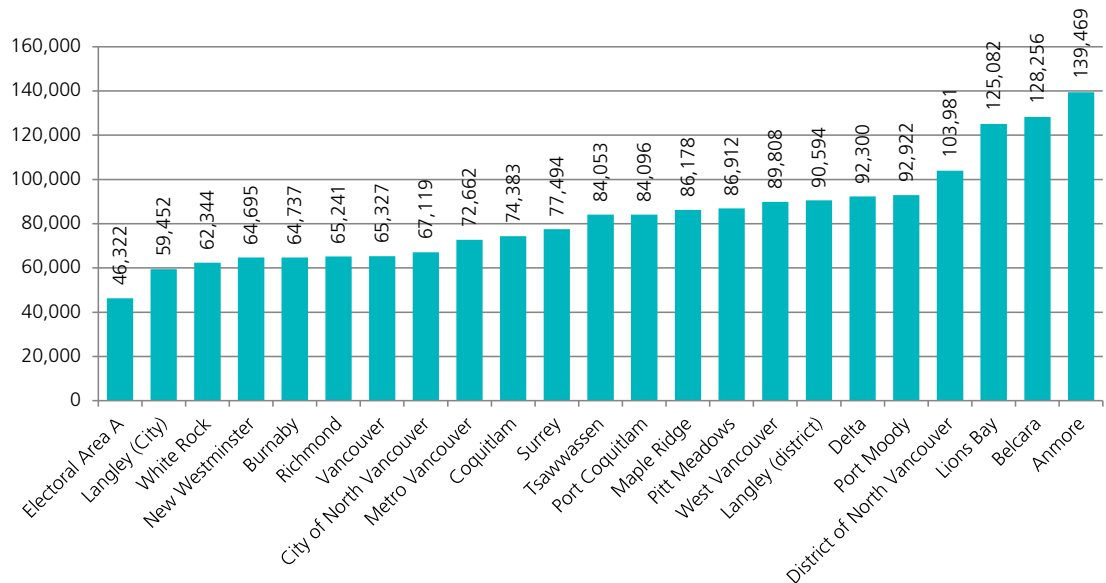


Source: 2016 Census.

3.2 Income

In 2016, the median annual household income in Richmond was \$65,368. The median income is similar to Vancouver and Burnaby, but is lower than several other Metro Vancouver municipalities and the regional median income. Median household income can be used as a measure for determining a household's ability to find housing in their community at an affordable price.

Figure 7: Median Household Total Incomes by Municipality in 2016



Source: 2016 Census.

Incomes in Richmond vary substantially depending on type of household. For example, median gross family income for lone-parent families was \$49,413 (2016 Census), substantially less than the median income for all Richmond households. In an environment of increasing housing costs, these families in particular may be experiencing affordability challenges.

Renters in Richmond also face a lower median income, on average, when compared to ownership households. The median income for a household renter in Richmond is \$48,989, compared to \$71,840 for ownership households. Renters having a lower income presents many difficulties in finding and keeping housing as average rents have increased rapidly in the past five years. More analysis on renters is provided in Section 4.2.

The Low-Income Measure after tax (LIM-AT)³ provides municipalities with an indicator of the number of households that may be struggling to find housing. According to this measure, Statistics Canada estimated that 22.2% of Richmond residents were considered low-income in 2016. The percentage of low-income households in Richmond is significantly greater than the regional (16.5%) and provincial (15.5%) averages (2016 Census). Of note In 2016, there was a 48.8% increase in seniors (65+) who fell into the low income category. Further, 19.7% of all low-income residents in 2016 were children under the age of 18 In 2011, analysis showed Richmond's low-income households were

³ This measurement is a fixed percentage (50%) of median adjusted after-tax income of households observed at the person level, where "adjusted" indicates that a household's needs are taken into account. Adjustment for household sizes reflects the fact that a household's needs increase as the number of members increases, although not necessarily by the same proportion per additional member. For example, if a household of 4 persons has an after tax income of less than \$38,920 all members of the household are considered low-income (Statistics Canada, 2010).

concentrated in City Centre, Thompson, Blundell, and West Cambie planning areas. These estimates however, may not reflect an accurate number of those who are truly low-income due to Canadian and foreign tax laws.

Figure 8: Richmond Population in Low-Income by LIM-AT

Richmond Population in Low-Income by Age		
	2011	2016
Under 18 Years	8,820	8,655
18–64 Years	28,700	28,170
65+ Years	4,855	7,175
Total Persons in Low-Income	42,365	44,000

Source: 2011 NHS, 2016 Census.

3.3 Employment

Disparity Between Local Workforce Salaries and Cost of Housing

According to the 2016 Census, there were 96,710 jobs in Richmond including those with a fixed workplace, no work place (including contractors) and those who work from home. The most prevalent occupations in Richmond are the sales and service sector (29% or 30,025 jobs); business, finance, and administration (19.3% or 19,360 jobs); and management occupations (12% or 12,465 jobs) (2016 Census)⁴.

Figure 9 highlights the average salaries (provincially) for these employment sectors. Households would need to earn a minimum of \$105,863 in order to afford the purchase of an apartment in Richmond. On average, two-thirds of Richmond's top occupations do not provide enough compensation for employees to purchase an apartment in the City (assuming 30% of total income spent on shelter).

Figure 9: Richmond Top Occupation Sectors with Average British Columbia Salary

Top 3 Occupation Sectors with Average British Columbia Salary	
Sales and Service	\$23,257
Business, Finance, and Administration	\$42,143
Management Occupations	\$68,991

Source: 2011 NHS.

Households would need to earn \$47,400 annually in order to afford the average rent of a one bedroom unit in Richmond. Figure 10 highlights the top five occupations in Richmond for individuals that live and rent in the city. Of these, only employees in the professional, scientific and technical services sectors earn enough compensation to affordably rent a one bedroom apartment in Richmond (assuming 30% of total income spent on shelter). In 2016, the Canadian Centre for Policy Alternatives found that the percentage of working poor individuals in Richmond (10.5%) is higher than the Metro Vancouver average (10.4%).⁵

⁴ The most prevalent occupations in Richmond are given as a percentage of the total occupations in Richmond that have a fixed workplace and those that work from home, from a total of 109,945 jobs.

⁵ The Canadian Centre for Policy Alternatives used the Metcalf Foundation's definition of the working poor. According to this definition, an individual is considered to be a member of the working poor if they are aged 15–64, live in a family with an after-tax income below Statistics Canada's Low Income Measure, earn at least \$3,000 per year, are not a student, and live independently (alone with a spouse and/or dependent children but not with parents or other relatives).

Figure 10: Top Occupations for Richmond Renter Households and Average Salaries

Top Occupations in Richmond and Average Salaries		
Occupation	Number of Renter Households Employed	Average Individual Income
Restaurant and Hospitality	2,980	\$21,655
Retail	1,985	\$28,332
Professional, Scientific & Technical Services	1,575	\$45,601
Healthcare & Social Services	1,515	\$37,140
Transportation & Warehousing	1,445	\$37,354

Source: BCNPHA Rental Housing Index, 2014.

The data in the chart above suggests that housing affordability may be a significant challenge for many residents who comprise a major proportion of the local work force. This observation supports findings in the June 2014 Business Development Survey⁶ conducted by the City of Richmond, which identified cost of living and housing affordability among the top concerns for local employees. More recently, a survey conducted in July 2016 by the Richmond Chamber of Commerce found that housing unaffordability had become a significant employee recruitment and retention issue for the majority of its members. The City's Social Development Strategy recognizes this challenge and the need to explore options for increasing the supply of "work force" housing, as ensuring local workers can live in Richmond is essential to creating a complete community.

3.4 Housing Tenure

Richmond has traditionally been a city of homeowners, however from 2011 to 2016 the rate of renters increased by a factor of 18% compared to 4% new owners in Richmond; the proportion of renters increased from 23% to 26% of all households during this time period (Census 2016)

3.5 Housing Stock

Figure 11 highlights the number of units by type in 2006, 2011 and 2016. The number of single family detached housing is decreasing while multi-family residential development is increasing throughout the City. The most significant increase continues to be apartments greater than five storeys going from 6,950 in 2011 to 10,400 in 2016.

Figure 11: Number of Units of Housing, by Type – 2006, 2011 and 2016

Housing Type	2006		2011		2016	
	# of Units	% of Total	# of Units	% of Total	# of Units	% of Total
Units	% of Total	# of	25,320	37.2	24,315	33
Single Detached	25,385	24.6	16,210	23.8	17,730	14
Row House	11,805	19.2	13,445	19.8	14,595	2
Apartment (greater than 5 storeys)	3,760	6.1	6,950	10.2	10,400	20
Duplex	3,230	5.2	4,090	6.0	4,685	6
Semi-Detached House	1,840	2.9	1,695	2.5	1,650	24
Moveable Dwelling	235	0.38	250	0.4	65	0.0
Other Single-Attached House	10	0.02	20	0.03	20	0.1
Total # of Occupied Dwellings	61,430	100	67,980	100	73,460	100

Source: 2006 Census, 2011 NHS, 2016 Census

This trend is further reflected in the City's recent building permit statistics. In 2016, apartments comprised 65% of all housing starts in Richmond, followed by single family dwellings (23%), and townhomes (10%). Figure 12 displays the number of completed new housing units in Richmond by unit type, highlighting that apartments have dominated residential development in Richmond since 2009.

Figure 12: Completions in Richmond 2005–2014, by Unit Type

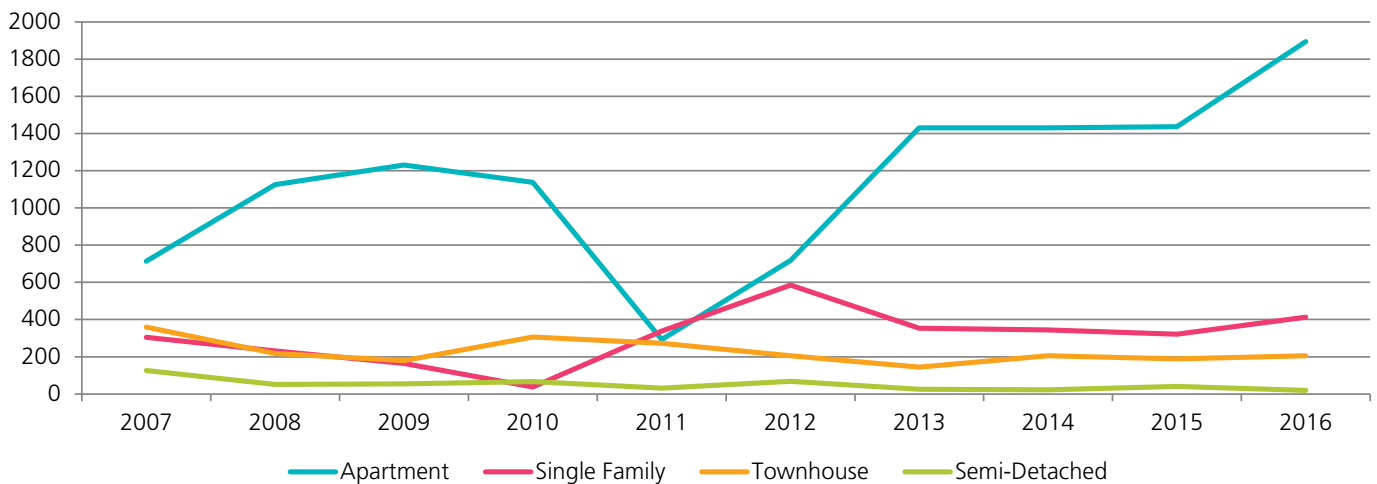
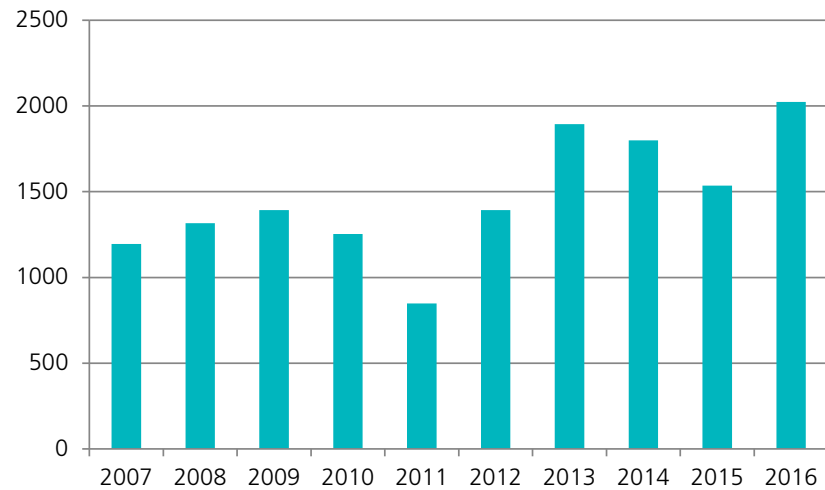


Figure 13 also shows that the number of net completions, or completed housing units minus demolished housing units, has increased steadily year after year. The year 2016 was a record year in the number of net completed units.

Figure 13: Net Completions 2007–2016

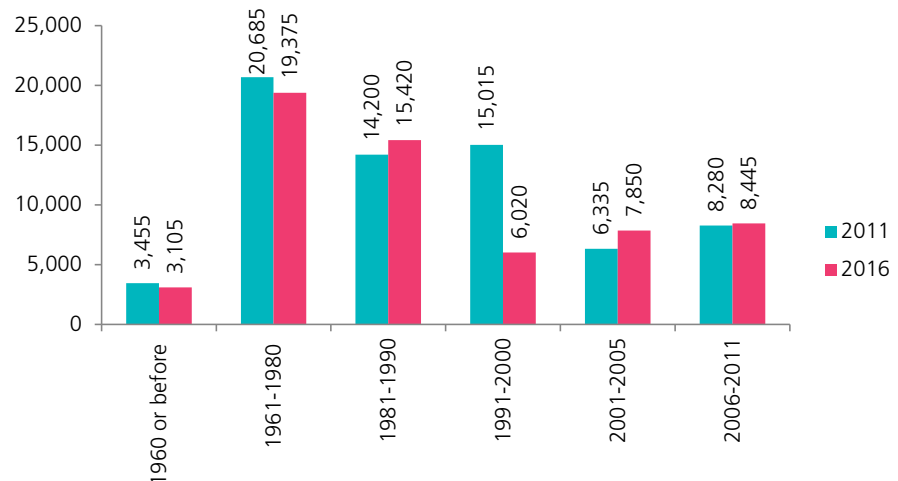


Source: CMHC Building Statistics, 2017.

3.6 Age of Housing Stock

While recent residential construction activity continues to add substantial amounts of new housing, homes built prior to 1980 make up over 33% of the City's housing inventory (2016 Census). This is an important and significant part of the City's overall housing stock which, due to its age may need substantial improvements and may be facing pressure for redevelopment.

Figure 14: Richmond's Housing Stock by Year of Construction in 2011 and 2016



Source: NHS, 2011, Census 2016.

Of particular interest is the City's inventory of 3,477 purpose-built rental units, most of which were built between 1960 and 1990 and which constitute a significant amount of the City's affordable housing stock. Much of this stock may be under pressure for redevelopment due to its age, condition and the potential for higher density development. In 2012, Metro Vancouver's Rental Inventory and Risk Analysis estimated that 15 properties comprising a total of 1,180 rental units in Richmond were at high risk of redevelopment. The City is currently preparing a market rental policy aimed at protecting and enhancing this important component of Richmond's housing stock.

4. Richmond's Housing Market

4.1 Non-Market Housing

4.1.1 The Facts

As of December 31, 2017, there were 2,874 non-market housing units in Richmond that include assisted and co-op family housing and which were secured primarily through the efforts of the non-profit sector with a variety of earlier senior government funding programs prior to 2007. The City currently leases eight (8) City-owned properties at below market rates to non-profit housing providers. In addition, 477 subsidized rental units have been secured through the Affordable Housing Strategy (as of December 31, 2017).

A critical issue with respect to much of the older affordable housing stock is expiring operating agreements, whereby senior governments provided subsidies to non-profit and co-operative (co-op) societies to support the financial viability of affordable housing projects, and subsidized rents for low-income tenants through a rent-geared-to-income approach. These agreements were secured during the 1960s and 1970s and were usually tied to a mortgage, meaning that when the mortgage expires, non-profits and co-ops will be solely responsible for the project's ongoing financial viability. Although these non-profits will have greater control over financial management without an operating agreement, they may be vulnerable to revenue deficits, insufficient capital reserves, and major project renovation repairs without continued government financial support. The number of affordable units, administered by co-op and non-profit societies, with expiring operating agreements in Richmond in the next five years is 1,543 (BC Housing, 2014). Figure 15 displays the number of affordable housing units with expiring operating agreements over time.

In late 2017, the Federal Government launched the National Housing Strategy (NHS). A key initiative in the NHS is the "Community Initiative Fund" where the federal government will directly fund existing social housing, which may have expiring agreements or not. The fund will have \$500 million total and funding will be in place starting April 1, 2020. The federal government has committed to providing a "Technical Resource Centre" to support housing providers whose operating agreements will expire before 2020.

Figure 15: Affordable Housing Units in Richmond with Expiring Operating Agreements

Richmond Affordable Housing Units with expiring Operating Agreements	
Year	Number of Units
2016–2020	1,543
2021–2025	534
2026–2030	299
2030–2040	80
Total by 2040	2,513

Source: Metro Vancouver, 2017. Housing Data Book.

4.1.2 Indicators of Need

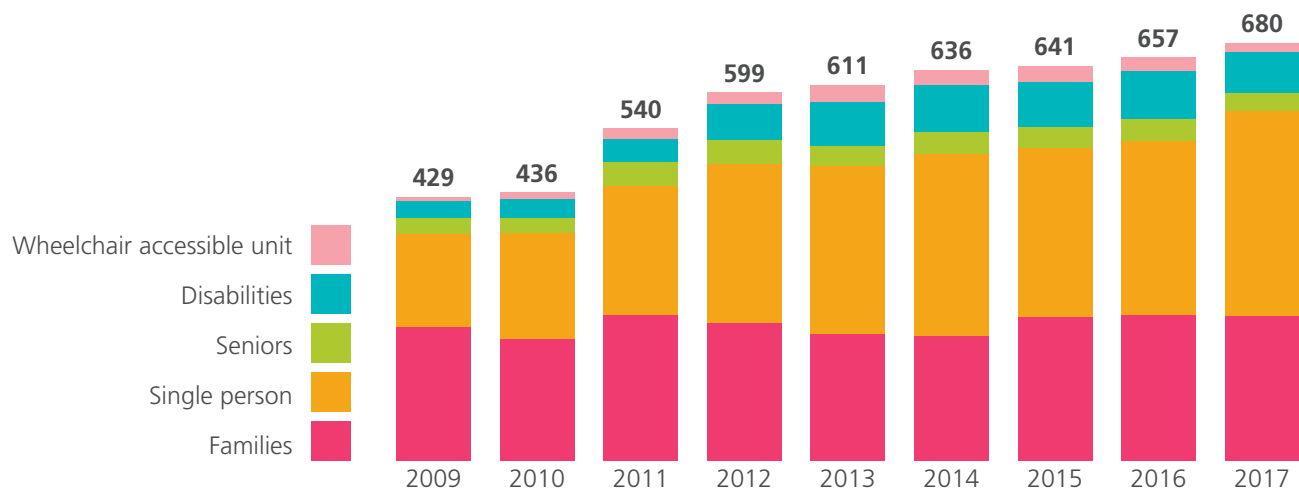
Low Income Households—Disparity Between Income Assistance Shelter Rates and Housing Costs

As noted, 22.2% of Richmond residents were considered low-income in 2016. While many low-income households receive income assistance from the Province, the maximum monthly shelter allowance for an individual is \$375 and for a family of four is \$700—rates that have not increased since 2007. Due to the high cost of housing in Metro Vancouver, these households likely require access to non-market housing with deep subsidies in order to have income left for basic needs such as food, electricity, clothing and transportation.

Social Housing Wait Lists—Growing Number of Richmond Households Waiting for Subsidized Housing

BC Housing provides social housing throughout the province, including rent-g geared-to-income for households under specific income thresholds. The waitlist (BC Housing Registry) for this type of housing in Metro Vancouver has increased by 30% from 7,421 households in 2010 to 9,674 households in 2015. The wait list is an important indicator of affordable housing need throughout the region. There are currently 680 households waiting for social housing in Richmond, with an average wait time of five to seven years (Metro Vancouver, 2017). Figure 16 highlights that seniors and families are the largest groups needing subsidized housing in Richmond. Also of note is that the wait list for adaptable units for people with disabilities in Richmond has increased 134% from 35 households (2009) to 82 households in 2017. This may indicate the barriers that individuals with disabilities experience finding accessible accommodation that is also affordable. BC Housing currently administers the waitlist for 16 developments on the Housing Registry in Richmond.

Figure 16: Richmond Households on Social Housing Waitlists, by Need (2017)



Source: Metro Vancouver, 2017, Housing Data Book.

Homelessness and At Risk of Homelessness

Figure 17 highlights the various types of homelessness (Homeless Hub, 2015). The Metro Vancouver Homeless Count has been conducted regionally every three years since 2002. The 2017 Metro Vancouver Homelessness Count found 70 homeless individuals; this is an 84% increase in the number of homeless persons counted since 2014. It is recognized that the 24-hour survey is an underestimation since all homeless persons cannot be located. Service providers in Richmond estimate this number to be much higher noting that they collectively serve over 120 homeless clients.

Figure 17: Definitions of Types of Homelessness

Types of Homelessness	
Unsheltered	Absolutely homeless and living on the streets or in places not intended for human habitation
Emergency Sheltered	Individuals staying in overnight shelters
Provisionally Accommodated	Individuals in temporary accommodation, such as “couch surfing” or lacking security of tenure
At Risk of Homelessness	Individuals who are not homeless, but whose current economic and/or housing situation is precarious and/or does not meet public health and safety standards

Source: Homelessness Hub, 2015.

“Core housing need” is a measure of the number of households that are inadequately housed due to the condition, size or the cost of a housing unit. In Metro Vancouver, households in core housing need and spending at least 50% of their household income on shelter are considered to be in dire need and at risk of homelessness. Using this measure, 8.7% (5,320) of all Richmond households were at risk of homelessness in 2011. This includes 13.4% of all renter households and 7.3% of all owner households (2016 Metro Vancouver Housing Data Book).

A Community Based Response to Homelessness

Local non-profit agencies continue to work together to provide services to the homeless population in Richmond.

Currently, the Salvation Army operates the only year-round emergency shelter in Richmond. The shelter has ten men-only beds and is not wheelchair accessible. The shelter is always at capacity and turns away approximately 133 visits per month (equating to approximately 60 individual clients). In September 2017, the City of Richmond in partnership with BC Housing and The Salvation Army announced the relocation and expansion of emergency shelter services to a new location in Richmond. The new emergency shelter will provide safe and secure shelter spaces in a supportive environment for 30 of Richmond’s most vulnerable residents and will be physically accessible, minimal barrier in its approach to service delivery and inclusive of men and women. The current services will be relocated once the new shelter is completed in 2019.

Chimo Community Services operates Nova Transition House, where there are ten emergency beds for women fleeing violence. This is not a low-barrier shelter, and at this time there are no beds for homeless women and children in Richmond. On average, Chimo reports that it turns away ten women every month seeking shelter.

There are 22 emergency shelter extreme weather shelter beds at St. Alban Church and the Salvation Army. These beds are only available only during the winter months (November 1 – March 31) when the weather is deemed severe enough. St. Alban's emergency weather shelter was open for 40 nights during the 2016/17 winter season and offered accommodation to 617 individuals, including 70 females.

Turning Point's Resource Centre, which functions as a central hub for individuals experiencing homelessness currently operates out of The Salvation Army Community Church.

The City of Richmond has embarked on updating the 2002 Homelessness Needs Assessment and Strategy. Supported by a Steering Committee comprised of representatives from non-profit, government, and quasi-government representatives, the updated needs assessment and strategy will help to ensure the City continues to respond to the current and future needs of Richmond residents at risk of or experiencing homelessness.

4.2 Rental Housing

4.2.1 The Facts

Rental housing is an important and valuable component of the City's housing continuum and includes non-market, low end market rental (LEMR), purpose built market rental and secondary market units (e.g. rented strata-titled units). According to the CMHC 2015 Rental Market Report, there are 3,477 units of purpose built rental units in Richmond. In addition, it is assumed that approximately 12,078 renter households find accommodation in the secondary rental market (2011 Census).

Between 2011 and 2017, the average rents for all sizes of purpose built rental units in Richmond have increased by 18%; the largest increase (24.1%) was for three bedroom units. Figure 18 displays the increase in rent for all unit types in Richmond from 2011–2017.

Figure 18: Richmond Rents Increases—2011–2017, by Unit Type

Richmond Monthly Average Rents, by Unit 2011–2017 (\$)				
	Bachelor	1 Bedroom	2 Bedroom	3 Bedroom +
2011	736	905	1,278	1,325
2012	749	947	1,365	1,417
2013	796	953	1,177	1,508
2014	808	994	1,198	1,327
2015	843	1,025	1,296	1,596
2016	901	1,083	1,353	1,644
2017	985	1,185	1,375	1,698
% Change	22.4%	19.7%	5.9%	24.1%

Source: CMHC, 2011 – 2017 Rental Market Surveys.

Figure 19 displays the number of renter households in Richmond who spend more than 30% of their before tax income on housing and the percentage of renter households living in non-market housing.

Figure 19: Number of Renter Households spending 30% or Greater of Total Annual Income on Shelter

Renter Households in Richmond	
Number of tenant household in private dwellings	18,910
% of renter households in subsidized housing	15.4%
% of renter households spending 30% or more of households total income on shelter costs	47.1%
Median monthly shelter costs for rented dwellings (\$)	\$1,225
Median annual household income	\$48,989

Source: 2016 Census & Metro Vancouver, 2017. Housing Data Booklet.

4.2.2 Indicators of Need

Income Gap—Renter Household vs. Market Rent

The median annual income for renter households in 2016 was \$48,989 (Metro Vancouver, 2017) which is substantially lower than the median household income of \$71,840 for all Richmond households.

Figures 20 highlights the minimum annual income necessary and the percentage of median renter annual income required to spend 30% or less of gross annual income on the average priced rental unit. Although these minimum annual incomes are less than those necessary to own a home it can be assumed that finding affordable rents may be a challenge due to extremely low vacancy rates, especially for families who require multi-bedroom rental units.

Figure 20: Annual Income Necessary to Rent in Richmond, by Unit Type

Housing Type	3+ Bedroom	2 Bedroom	1 Bedroom	Bachelor
Average Monthly Rent	\$ 1,698	\$ 1,375	\$ 1,185	\$ 985
Annual Income Necessary to Rent with 30% GDS	\$ 67,920	\$ 55,000	\$ 47,400	\$ 39,400

Source: Metro Vancouver, 2015. Housing Data Booklet & Community Social Development 2016.

As of March 2016, 467 family households and 796 seniors receive monthly rent supplements from BC Housing to provide some financial relief by making market rent rates more affordable. This data further reflects a gap between renter income and the average market rent in Richmond.

Increasing Number of Households in Core Housing Need

In Richmond, the number of all households in core housing need (both renter and owner households) as defined by CMHC has increased from 19.5% in 2011 to 20.4% in 2016. In 2011, 33.3% of all renter households and 15.5% of all owner households were considered to be in core need (CMHC, 2011).

Persistently Low Vacancy Rates

In 2017, rental vacancy rates in Richmond were lower than 1%, for all unit types. This is an average decrease of 25% in vacancy since 2011. According to the most recent CMHC Rental Market Survey (Fall 2017), the average vacancy rate for purpose-built apartments in Canada's 35 major urban centres was 2.7%, close to what many housing professionals believe is a healthy rental market. Richmond's lower than average vacancy rates are indicative of a constrained rental housing market adding pressure for higher rents and making it more difficult for renters to find adequate housing.

Situation "Critical"

The Rental Housing Index, developed by the BC Non Profit Housing Association and Vancity, using data from the 2011 National Household Survey provides a detailed analysis of the affordability and suitability of rental housing in over 800 municipalities across Canada. The Index measures affordability (% of household income spent on housing), overspending (households spending more than 50% on housing), income gap (additional annual household income needed to make current rent affordable), overcrowding (living in units not suitable for household size) and bedroom shortfall (additional bedrooms needed to suitably house renters). The Index was published in 2015 and found that Richmond is the third least affordable municipality in BC for renters – a situation considered "critical," ranking 70th out of 72 BC municipalities in terms of affordability and suitability of rental housing.

4.3 Homeownership

4.3.1 The Facts

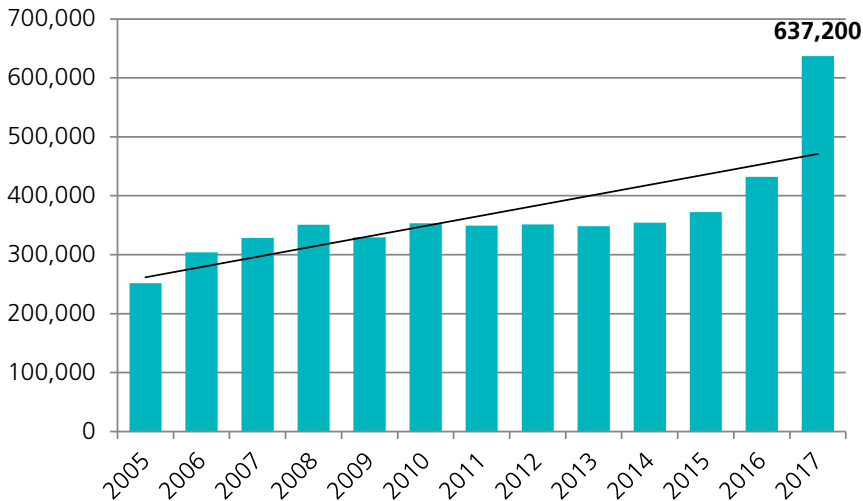
Persistent and Significant Increase in the Price of Housing

Homeownership may be out of reach for many households as the increase in housing prices, particularly for single family homes is far outpacing increases in household incomes. Between 2001 and 2011, median household income increased by only 20.8%, which is far exceeded by the increase in real estate prices.

The benchmark price of housing units in Richmond has been steadily increasing from 2005 to 2017. Specifically, the benchmark price of apartments has increased by 153%, townhomes by 151%, and single detached houses by 223% (Real Estate Board of Greater Vancouver, December 2017). To note, the price of a single-detached home fell slightly from 2016 to 2017, which may be due to the Provincial Foreign Buyers Tax implemented in 2016. Figures 21–23 demonstrate the increase in benchmark price for an apartment, townhouse and single detached housing unit based on the home price index used by the Vancouver Real-Estate Board, 2005–2017.⁷

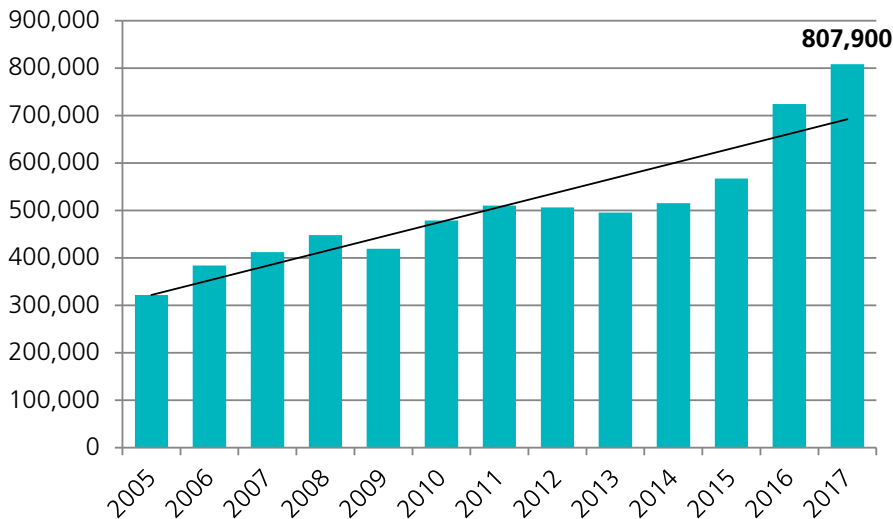
⁷ The MLS Benchmark Price represents the price of a typical property within each market. It takes into account characteristics such as lot size, age, and the number of rooms that average and median price of housing units do not account for.

Figure 21: MLS Benchmark Price for Richmond Apartments, 2005–2017



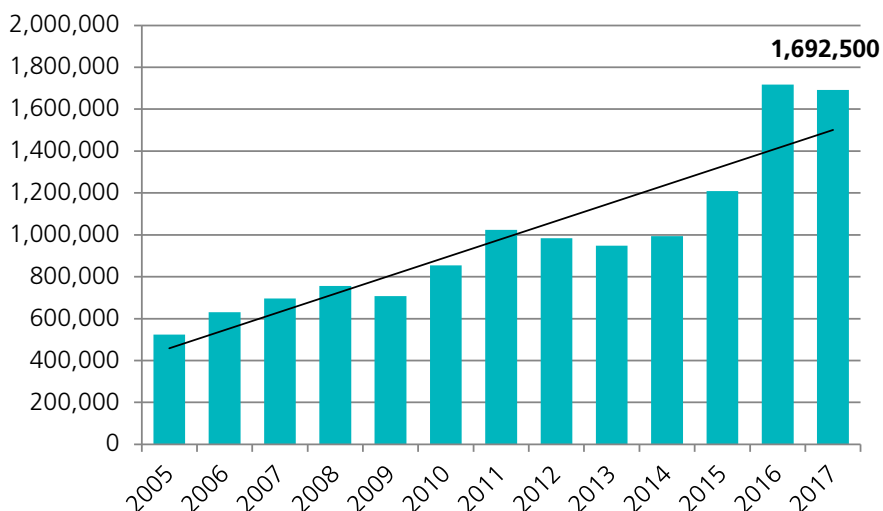
Source: Real Estate Board of Greater Vancouver. December 2017, MLS Home Price Index.

Figure 22: MLS Benchmark Price for Richmond Townhouses, 2005–2017



Source: Real Estate Board of Greater Vancouver. December 2017, MLS Home Price Index.

Figure 23: MLS Benchmark Price for Richmond Single Detached Houses, 2005–2016



Source: Real Estate Board of Greater Vancouver. December 2017, MLS Home Price Index.

4.3.2 Indicators of Need

Housing Price Increases Outpacing Household Incomes.

According to the Annual Demographia International Housing Affordability Survey (2015), Metro Vancouver ranked as the third most unaffordable market internationally for homeowners behind Hong Kong and Sydney (Australia). This organization ranks urban centres using the median multiple, which divides the median house price of all housing types by the gross annual median income. According to this ratio (a recommended measure by the World Bank), buyers in Metro Vancouver need to earn ten times the median income to purchase the median priced housing unit. Figure 24 displays the median multiple ratings indicating unaffordability.

Figure 24: Demographia International Housing Affordability Survey:

Demographia International Housing Affordability Survey: Housing Affordability Rating Categories	
Rating	Median Multiple
Severely Unaffordable	5.1 & Over
Seriously Unaffordable	4.1–5.0
Moderately Unaffordable	3.1–4.0
Affordable	3.0 & Under

Source: Demographia, 2015. Annual Demographia International Housing Affordability Survey & Community Social Development 2016.

When the median multiple is calculated for Richmond (using available data of benchmark housing prices), all housing types in the city would be considered severely unaffordable, relative to the median household income in Richmond (\$65,368).

Figure 25: Median Multiple of Richmond Housing Types

Unit Type	Benchmark Price	Median Multiple
Single Detached	\$ 1,692,500.00	25.9
Townhouse	\$ 807,900.00	12.4
Apartment	\$ 637,200.00	9.7

Source: Community Social Development 2016.

Figure 26 illustrates the minimum annual income necessary to purchase a housing unit in the City based on a gross-debt-service (GDS) ratio of 32%.⁸ According to the calculations in the charts, the annual income necessary to purchase a typical unit in the city significantly exceeds the median household income (\$65,368) in Richmond. Saving for a down payment is a barrier for many first-time homebuyers and therefore it is assumed that some households will not be able to provide a 20% down payment and therefore require a higher annual income to support a larger mortgage.

Figure 26: Annual Incomes Necessary for Homeownership in Richmond with 32% GDS, by Unit Type⁹

Housing Type	Benchmark Price	Down Payment	Annual Income Necessary with 32% GDS Ratio
Single Detached	\$ 1,692,500.00	5%	* see footnote 3
		10%	
		20%	\$ 247,703
Townhouse	\$ 807,900.00	5%	\$ 145,908
		10%	\$ 138,575
		20%	\$ 123,906
Apartment	\$ 637,200.00	5%	\$ 116,466
		10%	\$ 110,682
		20%	\$ 105,863

Source: Real Estate Board of Greater Vancouver. December 2017, MLS Home Price Index & Community Social Development 2016.

⁸ Board of Greater Vancouver, March 2016 Home Price Index. The mortgage amount is calculated with a 25 year amortization period with a 5 year fixed interest rate of 3.19% and bi-monthly payments. The strata fees are calculated as 50% of an assumed median strata fee of \$300. Heating costs were assigned a price of \$25 monthly, and \$50 for a single detached unit.

⁹ In December 2015, the Federal Government changed the requirements regarding CMHC insured mortgages. Homebuyers will now need to place a 5% down payment on a \$500,000 portion and a 10% down payment on the portion after \$500,000. Therefore calculations for minimum annual income needed for a townhouse in Figure 26 are slight underestimations. CMHC will not insure mortgages for units over \$1,000,000, so therefore a household must have a 20% down payment for units greater than this price. Households' GDS ratio is an important indicator of housing affordability; however it does not take into consideration the condition or suitability of a household's unit. For example, households may need to exceed the 30% GDS ratio if they need to rent or purchase a multi-bedroom in order to better accommodate their family. This measurement also does not take into consideration the costs of living including child care, transit and food. In October 2016, further changes were made to mortgage insurance. Now, buyers with less than a 20% down payment will also need to qualify for a mortgage using the Bank of Canada's five-year fixed posted mortgage rate, which is usually higher than what a typical buyer can negotiate. These buyers will also only be eligible for a mortgage that equates to monthly payments that are less than 39% of their total monthly income. Together, these changes may make it more difficult for some households to qualify for a mortgage necessary to purchase a housing unit in Richmond.

Figure 27 displays the number of owner and renter households in Richmond who spend more than 30% of their before tax income on housing provision.

Figure 27: Number of Owner Households spending 30% or

Owner Households in Richmond	
Number of owner households in private dwellings	54,475 households
% of owner households with a mortgage	57% of households
% of owner households spending 30%> of household total income on shelter costs	32% of households
Median monthly shelter costs for owned dwellings (\$)	\$1,796 /month
Median annual household income	\$71,840 /year

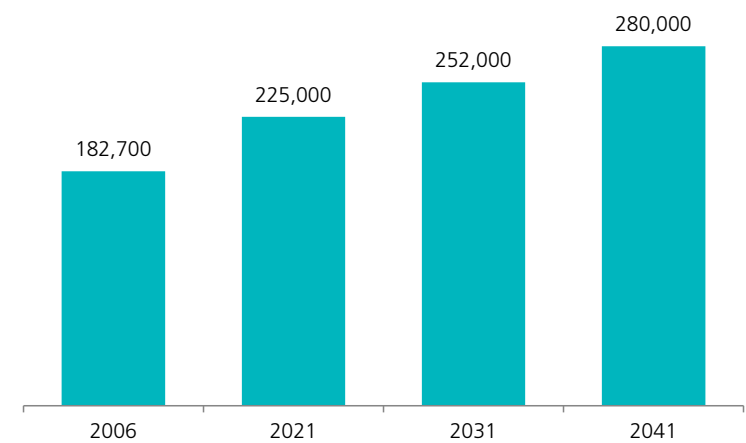
Source: 2011 NHS & Metro Vancouver, 2015. Housing Data Booklet.

5. Future Need

5.1 Projections

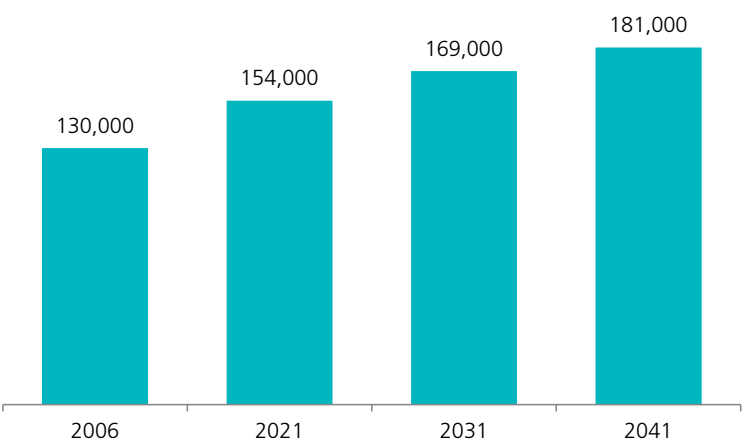
According to the *Official Community Plan*, Richmond’s population is projected to grow to 280,000 by 2041. This represents a 30.9% increase from population estimates. Along with an increase in population, there will be an increase in demand for local employment opportunities and dwelling units. Metro Vancouver (2015) estimates that Richmond will have to accommodate a total of 181,000 jobs and 115,500 housing units by 2041. Also according to Richmond’s OCP (2012), much of the growth will be accommodated in the City Centre planning area. Figures 28–30 display Metro Vancouver’s population, employment and housing unit projections for Richmond.

Figure 28: Richmond Population Projections, 2006–2041



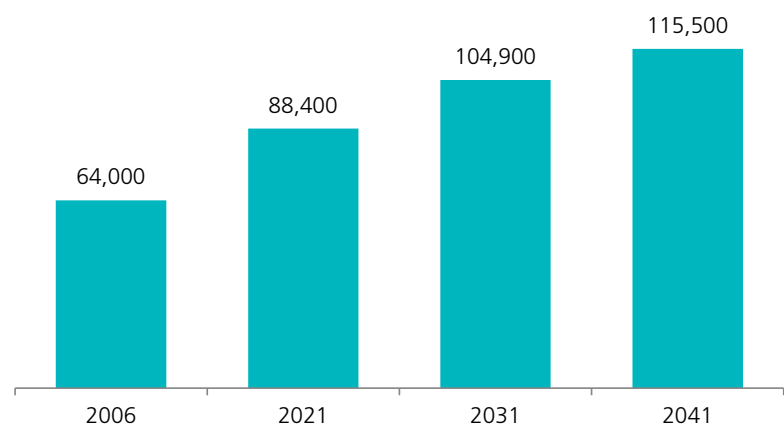
Source: Metro Vancouver, 2011. Metro 2040: Shaping Our Future.

Figure 29: Richmond Employment Projections, 2006–2041



Source: Metro Vancouver, 2011. Metro 2040: Shaping Our Future.

Figure 30: Richmond Housing Unit Projections, 2006–2041



Source: Metro Vancouver, 2011. Metro 2040: Shaping Our Future.

Projections prepared for the City of Richmond (Urban Futures, 2010) predict that apartments will comprise 42% of all housing units in Richmond by 2041, with most located in the City Centre. According to the 2011 Census, apartments currently comprise 33% of housing units.

5.2 Housing Demand Estimates

Metro Vancouver, in consultation with municipal staff throughout the region, has calculated 10 year housing projections to help guide the preparation of local affordable housing strategies. Figure 31 displays Richmond’s housing demand estimates by type annually and for the period from 2016 to 2026.

Figure 31: Richmond’s Housing Demand Estimates, 2016–2026

Richmond Housing Demand Estimates 2016–2026		
Types of Housing	Annual	10 Year
Very Low-Income Rental	130	1,300
Low-Income Rental	70	700
Moderate Income Rental	60	600
Above Moderate Market Rental	30	300
High Income Market Rental	30	300
Total Rental	320	3,200
Ownership	1,080	10,800
Total Demand	1,400	14,000

Source: Metro Vancouver, 2016.

6. Conclusions

The data and statistics presented in this profile have identified key housing affordability issues and trends facing Richmond that will help inform the development of the Affordable Housing Strategy 2017–2027, including:

- Richmond’s population will continue to grow and age, affecting the demand for smaller, affordable and accessible housing units allowing ageing in place;
- The number of low-income residents is growing and exceeding provincial and national averages—in 2016, 22.2% of the population was considered to be low-income;
- Median household incomes are lower than the regional average, and local employees are struggling with housing affordability as there are growing gaps between income, housing purchase price and rents;
- The number of households waiting for supportive housing is growing including seniors, families and persons with disabilities;
- Over the next 20 years, the majority of existing social housing will need to re-enter into operating agreements with senior levels of government or be at risk of losing subsidy.
- There is a large number of market rental housing at risk of redevelopment, which currently provides valuable affordable housing stock;
- Consistently low vacancy rates increase the cost of renting;
- Increasing rents and the purchase price of housing are outpacing income growth;
- The 2011 to 2016 period showed that renters as a population grew at a greater rate than homeowners and increased the proportion of households from 23% to 26%;
- 47% of tenants and 32% of owners in Richmond are spending more than 30% of their gross income on housing (exceeding CMHC’s measurement of affordability);
- 8.7% of Richmond households are considered to be in dire need and at risk of homelessness (in core housing need and spending at least 50% of their household income on shelter are);
- 20.2% of all households are in core-housing need according to CMHC;
- Renter households with a median annual income (\$48,989) cannot afford to rent units that are larger than one bedroom;
- The price of homeownership is increasing – the benchmark prices of single detached, townhouse, and apartment units increased by 223%, 151%, and 153% respectively from 2005–2017; and
- Homeownership is considered to be severely unaffordable in Richmond, and may be out of reach for many residents.

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CITY OF RICHMOND

AFFORDABLE HOUSING STRATEGY **POLICY RECOMMENDATIONS**

Affordable Housing Strategy 2017–2027 Companion Document



Executive Summary

Summary of Policy Recommendations

The Policy Recommendations Report was prepared to provide a framework for the Affordable Housing Strategy 2017-2027. The policies are based on research, stakeholder feedback and economic analysis. This report contains an examination of various policies with respect to addressing identified housing gaps and presents policy recommendations for the City of Richmond. These recommendations were adopted by Council in July 2017. The Affordable Housing Strategy 2017-2027 provides the implementation plan to advance the approved policies.

The recommended policies are focused on increasing the supply of affordable rental housing options that address the needs of Richmond's priority groups:

- Families including one parent families;
- Low and moderate income earners such as seniors, families, singles, couples, students;
- Persons with disabilities; and
- The City's more vulnerable residents (e.g. those on fixed incomes, women and children experiencing family violence, individuals with mental health/addiction issues, and Aboriginal population).

No single policy or proposed action is successful in isolation. When implemented together, the combination of recommended policies and practices create a comprehensive response to affordable housing issues in a community.

Implementation of the recommended policies requires partnerships and ongoing collaboration among a wide variety of groups including the City, senior levels of government, the private and non-profit housing sectors. Effective and timely implementation will also require significant City resources including sufficient cash reserves and staff resources. Increasing capacity will enable the City to build on the success of past initiatives and partnerships that have contributed to increasing the supply of affordable housing options for residents and to position Richmond to continue to proactively respond to future funding and collaborative opportunities with senior levels of government and other community partners.

The following table summarizes existing and potential policy actions (including preliminary recommendations) that have been considered through this analysis.

Table 1: Summary of Policies

Policy / Practice	Description	Summary of Recommendations
Affordable Housing ('built')—Low End Market Rental (LEMR) unit contribution	Requires 5% of the residential floor area of multi-residential development over 80 units to be LEMR units, secured as affordable in perpetuity with a housing agreement, in exchange for a density bonus	<ul style="list-style-type: none"> Consider a phased approach to increase the floor area contribution rate to 10% Decrease threshold to 60 units Allow for flexibility to cluster or disperse LEMR units Set minimum size targets and ensure LEMR units are not smaller than the average size of a comparable market unit within the development Facilitate potential partnerships with non-profit housing providers and developers in the pre-application and rezoning stages of development Consider waiving Development Cost Charges for LEMR units if purchased by a non-profit housing provider For LEMR units, calculate City-wide thresholds at 10% below BC Housing's Housing Income Limits and maximum monthly rents at 10% below CMHC Average Rents for Richmond For non-market units, establish income thresholds and maximum rent targets and allow for flexible rent structures when projects are non-profit driven and provide 100% affordable rental housing
Affordable Housing ('cash-in-lieu') contribution	Requires cash-in-lieu contributions for single-family, townhouse, and multi-residential rezonings less than 80 units, in exchange for a density bonus.	<ul style="list-style-type: none"> Increase the cash-in-lieu contribution to match the current value of the 'built' LEMR contribution (5% of floor area) Continue to accept cash contributions for townhouse developments and multi-residential developments less than 60 units For townhouse developments, explore the feasibility of including a market rental component in addition to an affordable housing cash contribution in a future draft Market Rental Policy Secure both built suites and cash contributions for single family rezoning
Special Development Circumstance and Value Transfer Policy	Provides developers with a density bonus in exchange for funding the building of an affordable housing development off-site, where low rents and additional supportive programming are also secured	<ul style="list-style-type: none"> Incorporate the policy into the overall Affordable Housing Strategy Develop a list of prequalified non-profit housing providers for management and development of affordable housing units Allow flexibility for large scale developments (or combination of developments) to cluster LEMR units in one, stand-alone building if a partnership with a non-profit housing provider is established Facilitate potential partnerships with non-profit housing providers and developers in the pre-application and rezoning stages of development

Policy / Practice	Description	Summary of Recommendations
Affordable Housing Reserve Fund	Uses developer cash contributions to support affordable housing development through land acquisition and other initiatives to leverage additional funding through partnerships with senior governments and the private and non-profit sector	<ul style="list-style-type: none"> ▪ Ensure sufficient developer cash contributions are collected (target of \$1.5 million generated annually) to support affordable housing projects and leverage funding opportunities through partnerships ▪ Seek strategic land acquisition opportunities for affordable housing ▪ Use to support innovative housing projects
Secondary Suites	Permits secondary suites in single-family dwellings, which may be available for rent through the secondary market. In exchange for single-family rezoning and subdivisions, a secondary suite must be required on 50% of new lots or a cash-in-lieu affordable housing contribution	<ul style="list-style-type: none"> ▪ For single-family rezonings, continue to review development applications and secure one of the following: (a) secondary suites on 100% of new lots developed; (b) secondary suites on 50% of new lots developed and a cash contribution on the remaining 50% of new lots created; or (c) a cash contribution on 100% of the new lots developed
Market Rental Housing	Seeks to maintain the existing stock of rental housing through 1:1 replacement	<ul style="list-style-type: none"> ▪ Continue to require replacement of existing market rental housing ▪ Through a future draft Market Rental Policy, consider providing incentives for the development of additional units of market rental housing as well as a tenant relocation and protection plan
Basic Universal Housing	Aims to increase the supply of accessible housing for persons with disabilities	<ul style="list-style-type: none"> ▪ Continue to secure affordable housing units with Basic Universal Housing features ▪ Facilitate potential partnerships with non-profit housing providers and developers in the pre-application and rezoning stages of development to ensure that some LEMR units are designed with adaptable features
Co-Location of Non-Market Housing & Community Assets	Integrates affordable housing with new and redeveloped community facilities, where appropriate	<ul style="list-style-type: none"> ▪ Explore opportunities to co-locate affordable housing with community assets (existing or new) and facilitate potential partnerships with non-profit housing providers ▪ Consider the needs of non-profit service providers in co-location opportunities to accommodate the priority groups in need
Public-Private Partnerships	Collaboration with other levels of government, non-profit housing providers, and the private sector to facilitate the development of affordable housing	<ul style="list-style-type: none"> ▪ Identify potential opportunities for partnerships to facilitate the development of affordable housing ▪ Develop a list of pre-qualified non-profit housing providers for partnerships on potential housing projects ▪ Facilitate potential partnerships between developers and non-profit housing providers at the pre-application and rezoning stages to encourage non-profit management of LEMR units and input into the design and programming space

Policy / Practice	Description	Summary of Recommendations
Non-profit Housing Development	Build non-profit capacity through supporting non-profit housing providers with funding, financial incentives, technical assistance and other resources to support the development of affordable housing	<ul style="list-style-type: none"> Continue to build relationships with established non-profit housing providers throughout Richmond and Metro Vancouver that have expertise in housing the identified priority groups in need Adopt criteria for reviewing and prioritizing City-supported non-profit housing projects Allow flexibility for innovative rent structures that support a mix of affordable rental rates
Family Friendly Housing Policy	Encourages developers to provide larger units (2 and 3 bedrooms) in multi-residential developments	<ul style="list-style-type: none"> Require a minimum of 15% two-bedroom and 5% three-bedroom for all LEMR units secured in developments to accommodate priority groups in need Monitor the policy and consider applying the same % of family friendly units in all market developments
Use of City Owned Land for Affordable Housing	Seeks to use vacant or under-utilized land and acquire new land for affordable housing projects in order to leverage partnership opportunities with senior government and non-profit housing providers	<ul style="list-style-type: none"> Review affordable housing land acquisition needs during the annual review of the City's Strategic Real Estate Investment Plan Continue to use cash-in-lieu contributions from the Affordable Housing Reserve Fund for affordable housing land acquisition Consider allocating City-owned land specifically for the use of affordable housing development
Municipal Financing Tools	Exempts property taxes and waives or reduces development cost charges to stimulate the creation of affordable housing	<ul style="list-style-type: none"> Consider waiving the development cost charges and municipal permit fees for new affordable housing developments that are owned/operated by a non-profit and where affordability is secured in perpetuity Consider waiving the development cost charges and municipal permit fees and reimburse from the City's general revenue instead of as a grant from the Affordable Housing Reserve Fund Undertake a review and best practice analysis of property tax exemptions for non-market housing managed by a non-profit housing provider
Affordable Homeownership Program	Provides support to allow first-time homebuyers to enter into the housing market	<ul style="list-style-type: none"> Not Recommended. There would be significant demands on municipal resources and jurisdiction. It is recommended that the focus of the Affordable Housing Strategy remains rental housing
Municipal Housing Authority	An independent, City-controlled agency to directly manage and operate affordable housing units and potentially develop new affordable housing units	<ul style="list-style-type: none"> Not Recommended. There would be significant demands on municipal resources and jurisdiction at this time

Policy / Practice	Description	Summary of Recommendations
Transit-Oriented Affordable Housing Development Guidelines	Seeks to locate affordable housing near the Frequent Transit Network	<ul style="list-style-type: none"> Continue to encourage diverse forms of housing along the Frequent Transit Network Collaborate with the City's Transportation Department to revisit parking requirements for LEMR units located along the Frequent Transit Network
Compact Living Rental Units (Micro-Units)	Allows the development of smaller rental units appropriate for individuals	<ul style="list-style-type: none"> Collaborate with the City's Planning Department to conduct a feasibility study on micro-unit housing
Encouraging Accessible Housing with Persons with Disabilities	Ensures that affordable housing is produced and targeted to groups in need of accessible housing	<ul style="list-style-type: none"> Continue to build relationships with non-profit organizations to obtain input into housing needs and design for program clients that require accessibility features Facilitate potential partnerships with non-profit housing providers and developers in the pre-application/rezoning stage of development to ensure that some LEMR units are designed with adaptable features to accommodate priority groups in need (i.e. persons with disabilities)
Community Land Trust	Is a community based organization that acquires land and removes it from the private market and leases it to non-profit housing providers for affordable housing	<ul style="list-style-type: none"> Consider conducting a feasibility study of a community-based Community Land Trust in Richmond
Rent Bank Program	A program that offers no- interest loans for rent and utilities to low-income households that are experiencing short-term financial hardships to prevent homelessness	<ul style="list-style-type: none"> Undertake a review and best practice analysis of opportunities to support local rent bank initiatives

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I. Introduction

Purpose of Document

This report is a comprehensive policy review informed by research and consultation, and outlines policy recommendations to guide the future planning of affordable housing in Richmond.

This document also analyzes 2007 Affordable Housing Strategy policies with respect to meeting the housing needs of Richmond's priority groups and identifies additional municipal policy and practice options for consideration.

Policy Review Goals and Objectives

The goal of the Affordable Housing Strategy Policy Review is to provide policy recommendations that form the foundation of the Affordable Housing Strategy 2017–2027 which will guide the City's response over the next 10 years to address local housing affordability issues, in partnership with the private developers and non-profit housing sectors, senior government, and community service agencies.

Specific objectives of the Policy Review include:

- Undertaking a comprehensive examination of 2007 Affordable Housing Strategy policies, priorities and regulatory and financial tools aimed at addressing housing affordability;
- Consulting with a broad range of stakeholders including staff, private developers and non-profit housing sectors and other community partners on implementation challenges and successes of existing policies and tools, as well as recommended policy options; and
- Recommending new and/or amended policies, regulatory and financial mechanisms that will help address identified affordable housing gaps and priority groups in need.

The Housing Continuum

The housing continuum is a visual concept used to describe and categorize different types of housing. The housing continuum is a practical framework that identifies a healthy mix of housing choices in any community. The Affordable Housing Strategy places emphasis on housing gaps and priority groups experiencing the greatest challenge in the Richmond housing market.

Figure 2: Housing Continuum

Homeless and At Risk			Rental Housing				Homeownership	
Emergency Weather Shelters	Shelters	Transitional Housing	Non-Market/Social Housing	Low-End-Market Rental	Purpose Built Rental	Secondary Market Rental	Affordable Homeownership	Market Homeownership
Temporary shelters opened when an Extreme Weather Alert is issued.	Short-stay housing with varying levels of support to individuals	Short to medium term housing that includes the provision of support services (on or off-site), to help people move towards self-sufficiency	This housing includes funded by senior levels of government and housing managed by BC Housing, Metro Vancouver, non-profit and co-operative housing providers.	Rental units secured through inclusionary zoning. Targets low-moderate income households with rents set at below market rates.	Residential housing built as rental units, and may not be converted into stratified units. May be owned by a developer or a non-profit organization, or a secondary suite on a single-family lot.	Privately owned condominiums that could be rented out by the owner at market rate.	Units affordable to middle income home buyers. These housing units are usually modestly sized and targeted to first-time home buyers.	Ownership including single family dwellings, row houses, and strata owned condominiums at market prices.

Key Housing Partners

The City has encouraged and supported innovative approaches to delivering affordable housing, including:

- Providing contributions to offset construction costs
- Leasing City-owned land to non-profit housing providers
- Providing development incentives such as density bonus in exchange for affordable rental units

Senior Governments

The Federal and Provincial governments in Canada have historically played a major role in the provision of affordable housing. This has shifted significantly over the past 20+ years, as senior government policy changes have resulted in less funding to support the creation of new affordable housing options for low and moderate income households.

In BC, the Provincial Government has continued to match available federal funding on housing but with an increased focus on providing rent supplements as the primary means of improving affordability for low-income households (Metro Vancouver, 2015). These changes have continued to place considerable pressure on local governments to become more active beyond their traditional land use planning and development approvals role in the provision of affordable housing. More recently, the BC Government, through the Provincial Investment in Affordable Housing (PIAH) Program, has committed \$355 million over five years to help form partnerships with the non-profit housing sector and municipalities to create affordable rental housing units for people with low to moderate incomes. The BC Government continues to announce further funding opportunities for affordable housing.

Metro Vancouver Regional District

The Regional Growth Strategy, Metro Vancouver 2040: Shaping our Future, recognizes affordable housing as an essential component of creating complete communities. In supporting the strategy, municipalities are required to develop local Housing Action Plans which are intended to help implement regional housing goals. The Regional Affordable Housing Strategy (RAHS) 2016 includes a vision, goals, strategies and recommended actions aimed at expanding housing supply, diversity and affordability with a focus rental housing (both market and non-market), transit oriented affordable housing developments; and the housing needs of very low and low income households.

Local Government

Local governments are increasingly taking a more active role to plan for and facilitate affordable housing. These roles typically include:

- Regulatory measures: which include municipal land use planning (e.g. Official Community Plans, Neighbourhood Plans), regulatory and development approval tools (e.g. Zoning Bylaws) to encourage the supply of housing;
- Fiscal measures: such as direct funding, provision of City owned land and, at times, relief from municipal fees and charges;
- Education and advocacy: to help raise community awareness of local affordability issues and to encourage increased role and support by senior governments to address affordability challenges; and
- Direct Service: to provide affordable housing either through a civic department or agency such as a municipal housing authority.

Richmond has long acknowledged that providing a range of affordable and diverse housing types for residents is an integral part of creating a liveable community. The City recognizes that it cannot solve local affordability issues on its own, but needs to continue to play a role within its authority in partnership with senior levels of government, the private and non-profit housing sectors.

Private Sector

The private sector includes landowners, developers and builders, investors and landlords and is responsible for the development, construction and management of a range of housing forms and tenures including ownership and rental housing. The sector works closely with local governments to provide a range of housing choices aimed at addressing short and longer term local housing needs and demand.

Non-Profit Sector

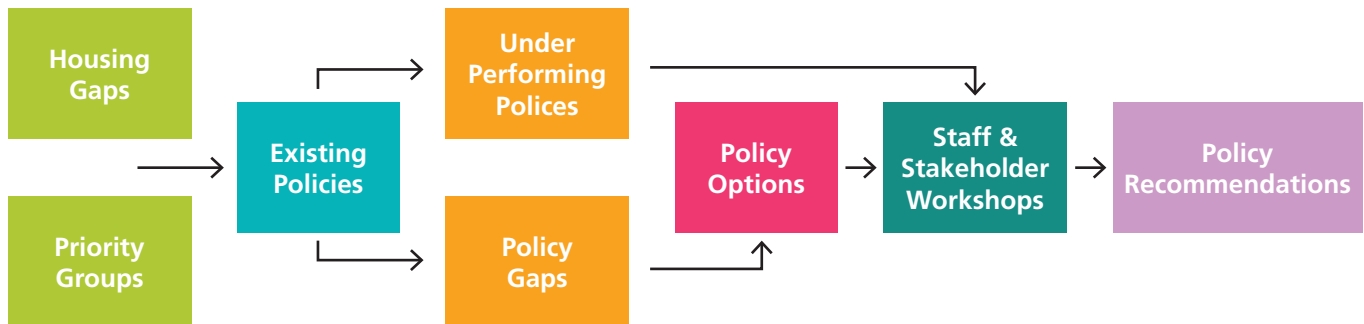
The non-profit housing sector provides safe, secure and affordable rental housing to households with low to moderate incomes. The sector is comprised mainly of community based organizations that are able to secure senior levels of funding and leverage existing assets to provide a greater number of affordable housing units and lower rents, often secured with municipal and private partnership. Non-profit housing providers provide a range of programming (e.g. employment readiness, childcare, legal services, and community building) to support individuals and households that may experience barriers to housing. Non-profit's mandates and expertise with tenant selection and occupancy management ensure that appropriate priority groups are connected to their affordable housing portfolio.

II. Housing Policy Evaluation Framework

Approach

A key objective of the policy review is to examine existing and potential municipal policies and tools in order to assess their effectiveness in meeting the needs of the priority groups and housing gaps that were identified in Phase 1 of the Affordable Housing Strategy update. This section of the report highlights successes and key implementation challenges associated with Richmond's existing affordable housing priorities and policy tools.

Figure 3: Research Framework Flowchart



Priority Groups in Need of Affordable Housing

Based on the initial review of key demographic and housing data, combined with feedback from community consultation, the following groups in need and housing gaps were identified:

- Families (including lone-parent families, families with children and multi-generational families);
- Low and moderate income earners including seniors, families, singles, couples, students, and persons with disabilities;
- Persons with disabilities finding suitable, accessible and affordable housing; and
- Vulnerable populations (households in fixed incomes, persons experiencing homelessness, women and children experiencing family violence, individuals with mental health/addiction issues and Aboriginal population).

Affordable Housing Gaps in Richmond

Despite the diverse mix of housing types currently available in Richmond, movement along the City's housing continuum is constrained, in part due to high land values and low rental vacancy rates. Key housing gaps in Richmond include:

- Family friendly housing including market and non-market rental and homeownership;
- Accessible, adaptable and visitable housing;
- Purpose built rental housing;
- Low barrier rental housing (including programming supports);

- Low end market rental housing for singles, couples, families, seniors and persons with disabilities;
- Non-market housing for singles, couples, families, seniors and persons with disabilities, persons with mental health issues and substance users; and
- Lack of emergency shelter for women and children.

2007 Affordable Housing Strategy Priorities and Policy Tools: Successes and Key Implementation Challenges

Richmond has played an active role within its authority over many years in helping to address local affordability challenges. The 2007 Affordable Housing Strategy established three key priorities – subsidized rental housing, low-end market rental housing and entry level homeownership which have provided focus to the City’s response over the past 10 years. In addition, the City has assisted through a variety of mechanisms and approaches, including an Affordable Housing Reserve Fund, long term leasing of municipal land for non-market rental housing, land use and regulatory policies that encourage secondary suites, private rental housing and basic universal housing.

Subsidized Rental Housing

In Richmond’s 2007 Affordable Housing Strategy, subsidized housing is targeted towards households with incomes of \$34,000 or less. The City does not provide any ongoing operating or rent subsidies. Under this priority, the City:

- Typically accepts cash-in-lieu for subsidized housing from single-family rezoning, townhouse developments and apartment developments less than 80 units;
- Uses cash-in-lieu contributions primarily for subsidized housing; and
- Encourages subsidized housing (secured with maximum rents to households under specified income thresholds) for groups including but not limited to individuals experiencing/at-risk of homelessness, individuals with mental health or addiction issues, lone parents with limited income, seniors on fixed income, persons with disabilities, and low income families.

In Richmond, examples of subsidized housing include:

- Affordable rental units that are funded by senior government and managed by non-profit organizations or by senior government (e.g. BC Housing and the Metro Vancouver Housing Corporation). In many instances, a rent-geared-to-income model is used, where a household pays 30% of their income and the remainder of the rent is subsidized by senior government. This type of housing is often referred to as “social housing.”
- Affordable Housing Special Development Circumstance projects (e.g. Kiwanis, Storeys and Cressey Cadence) where the rents and incomes are secured at a “subsidized” level, but no government subsidies are provided. In these projects, the units are located in one building and have dedicated programming/amenity space to serve a particular client group.
- Affordable rental units secured in private developments where the rents and incomes are secured at a “subsidized” rent level, but no government subsidies are provided. These units are targeted towards low-income artists and feature a live/work space.

Successes:

- The development of innovative partnerships between senior governments, the private and non-profit housing sectors and the City.
- Provides secure and affordable housing for specific priority groups with access to supportive services (e.g. employment training).
- Highlights of successful projects:
 - **Kiwanis Towers:** The City contributed \$24.1 million towards the Kiwanis Tower's redevelopment. The redevelopment provides long-term benefits for Richmond low-income seniors by providing additional 296 affordable rental units (122 replacement units and 174 additional units) that support aging-in-place and is located within walking distance to amenities, transit and health services.
 - **Storeys:** The City contributed \$19.1 million and lease of City-owned land to the Storeys development. Five (5) non-profit organizations own and manage the 196 affordable rental units and additional programming space for Richmond's vulnerable residents, including those who are or are at-risk of homelessness.
 - **Cadence:** Through the 2007 Affordable Housing Strategy, the City secured 15 units of affordable rental housing at shelter rates for lone-parent families. These units will be owned and managed by a non-profit housing provider and parents will have access to affordable child-care at the adjacent City-owned child care centre.

Challenges:

- The term "subsidized rental" may be confusing to the public and other stakeholders, as units are not necessarily subsidized by senior government.
- The City acknowledges that the shelter rate set by the Province remains at \$375/month for an individual. It is challenging for individuals on income assistance to find rent at these rates.
- The City's role is not clearly defined with securing subsidized rental units.
- The Affordable Housing Special Development Circumstance has led to successful projects (477 units). This policy however, is not integrated into the broader Affordable Housing Strategy policy.

Low-end Market Rental (LEMR)

In Richmond, the City's 2007 inclusionary housing policy offered a density bonus at time of rezoning for multi-family and mixed use developments containing more than 80 residential units in exchange for building at least 5% of total residential floor area as low-end-market-rental (LEMR) units. These units are secured in perpetuity with a Housing Agreement registered on title. For apartments less than 80 units and townhouse developments, the City accepts cash contributions in-lieu of built units, which are used to support larger scale affordable housing projects involving partnerships (e.g. Kiwanis Towers).

Successes:

- Since adoption of the inclusionary housing and density bonus approach in 2007, 423 LEMR units have been secured (as of June 2017). Of these units, 131 units have been built and are tenanted to date.
- These units are integrated into market developments and therefore lead to the creation of mixed-income communities.

Challenges:

- **Occupancy management:** The LEMR program was originally intended to be targeted to low and moderate income households. Ongoing monitoring of these units and consultation with non-profit organizations suggests that the LEMR units are not being occupied by the intended target population and that the spirit of the program is not being met. This policy review provides an opportunity to ensure that the conditions and obligations (e.g. tenant selection, maximum rents, additional charges including parking) that are outlined in legal agreements are fully met by the property managers and owners. During consultation, both the public and non-profit organizations also expressed the need for better communication and awareness of available LEMR units, as there is currently no centralized waitlist for qualified households.
- **Location of Units within a Development:** Previously, the City's practice has been to secure LEMR units dispersed throughout a larger market development. Some developers have expressed that they do not have the expertise to provide adequate property management services to the targeted tenants of the LEMR program (e.g. low income households and households with other barriers). Some non-profit organizations have expressed the desire to manage and potentially own LEMR units that are clustered in order to improve operational efficiencies (e.g. ongoing maintenance of units), while other non-profit organizations indicated that it is not within their mandate to manage LEMR units and prefer more deeply subsidized units. Under the current practice, non-profits would not have control over the operating costs associated with the larger building, which is one of the various reasons that non-profit organizations to date have not purchased any LEMR units.
- **Income Thresholds and Maximum Rents:** This policy review provides an opportunity to review and refine income thresholds and maximum rents of LEMR units to ensure consistency between developments that include LEMR units and rents remain affordable to priority groups in need.
- **Unit Size:** Developers have expressed concern that the current minimum square footage requirement of the LEMR units, originally established in 2007, is now greater than what is currently produced in the market.

Entry-Level Homeownership

Entry-level homeownership is a term that often refers to modest housing units that are affordable for first-time homebuyers. In many jurisdictions, these programs are usually referred to as “affordable homeownership” and often help to create housing stock that is affordable in perpetuity through resale restrictions. Richmond identified entry-level homeownership as Priority #3 in the 2007 Affordable Housing Strategy. To respond to this priority, the City has encouraged:

- The construction of smaller units to make homeownership more affordable; and
- Developers, on their own initiative, to build entry level homeownership units for households with an annual income of less than \$60,000.

Successes:

The City of Richmond provided \$134,538 of financial support towards offsetting the development cost charges for a Habitat for Humanity Project, which included six units of affordable homeownership for low-income families.

Other than this initiative, this priority has had limited success in securing entry level homeownership units. Since 2007, the City in partnership with the private sector has secured only 19 units for entry level homeownership. In this circumstance, the developer built smaller, more modest units to increase affordability. These units were not subject to a housing agreement and did not have restrictions on the resale price, and therefore were not necessarily sold to households below the identified income thresholds. As such, these units did not secure homeownership affordability for future owners.

The priority of the 2007 Affordable Housing Strategy was to focus on securing LEMR and subsidized rental units. To date, the City has not had the resources to explore the merits of a comprehensive affordable homeownership program.

Challenges:

- No mechanism to secure affordability for future owners;
- Currently, no established program to secure affordable homeownership units in developments; and
- Income thresholds have not been updated and are therefore not relevant to current market conditions.

Special Development Circumstances and Value Transfers

The City’s typical approach has been to disperse affordable housing throughout a development or multiple sites. However, the City’s Affordable Housing Special Circumstance policy allows the clustering of affordable housing units if a viable business case and social programming approach is identified to address the needs of target populations. The Affordable Housing Special Development Circumstance has previously been paired with the value transfer mechanism, where certain developments convert their built unit contribution to a cash-in-lieu contribution to be used towards a “donor site” for a standalone affordable

housing project. The value transfer mechanism presents an opportunity for the City to provide capital contributions towards affordable housing projects and ensure that rent levels are targeted towards low-income or vulnerable households.

Affordable Housing Special Development Circumstance proposals are reviewed by the City on a project-specific basis, and require rents to be secured below LEMR rents.

Successes:

- The policy contributed to the successful development of affordable housing projects in Richmond, including the Kiwanis, Storeys and Cressey Cadence projects.
- Other municipalities refer to Richmond's value transfer approach as a model to replicate.

Challenges:

- Many non-profit housing providers prefer to manage clustered units on one site for operational efficiency. The current Affordable Housing Special Development Circumstance does not provide clarity for this flexibility.
- Value transfers require available land contributions in order to make affordable housing projects viable.

Affordable Housing Reserve Fund

The City secures cash-in-lieu contributions from rezoning applications with density bonuses for the the Affordable Housing Reserve Fund. The fund assists the City in partnering with senior levels of government and non-profit housing societies to deliver affordable housing. The Affordable Housing Reserve Fund is comprised of two divisions:

- 70% of the fund is dedicated to capital costs used towards site acquisition for affordable housing projects. The Affordable Housing Reserve Fund can also be used to provide municipal fiscal relief to affordable housing developments (including development cost charges, capital costs to service land, development application and permit fees) and fund other costs typically associated with construction of affordable housing projects (such as design costs).
- 30% of the fund is dedicated to operating costs to support City-initiated research, information sharing, administration, consulting, legal fees associated with housing agreements, policy work including economic analysis, and other operating expenses the City incurs to implement various components of the Affordable Housing Strategy.

Successes:

- Since 2007, the City has collected over \$40 million in developer cash contributions (including cash-in-lieu and value transfers contributions towards affordable housing).
- Since 2007, the City has utilized the Affordable Housing Reserve Fund to support subsidized housing projects, such as Kiwanis Towers, Storeys Project, and the Habitat for Humanity project.

Challenges:

- The Affordable Housing Reserve Fund does not accumulate developer contributions at a rate necessary to support several projects with land costs within the multi-million dollar range.
- Prioritization of potential housing projects has not been established.

Secondary Suites

The City's Zoning Bylaw permits secondary suites in single detached dwellings. The City requires all new single-detached lots being rezoned or subdivided to either include secondary suites on 50% of new lots or provide a cash-in-lieu contribution to the Affordable Housing Reserve Fund.

The City also permits coach houses (detached secondary dwelling) on single-detached lots subject to lot size and other regulatory requirements.

Successes:

- May provide mortgage helpers to homeowners to make their monthly mortgages more affordable.
- Provides additional rental housing supply through the secondary rental market (223 secondary suites and coach houses as of June 2017).
- Incorporates new rental units within the existing urban fabric of Richmond.

Challenges:

- No means to ensure that units are being rented at affordable rates.
- Monitoring and maintaining data on illegal secondary suites may be difficult as it is complaint driven.
- Accommodating parking onsite or on-street and responding to public inquiries related to suite parking and tenants.
- Limited uptake on coach house development through single-family rezonings.

Market Rental Housing

To ensure no net loss of rental housing, current City policy encourages a one-to-one replacement when existing rental housing in multi-unit developments are converted to strata-title or where existing sites are rezoned for new development projects. The City strives to secure replacement units as low-end market rental through housing agreements.

Successes:

- The City strives to support redevelopment where appropriate while maintaining existing rental housing units and encouraging the development of new rental housing.

Challenges:

- Not all purpose-built rental projects can be retained over time as they age and are in need of repair.
- Some existing rental projects are located on under-utilized land that could achieve higher and better use including accommodating more affordable housing units.
- Replacement units tend to be smaller and more expensive for renters than older existing purpose-built rental housing units.

Basic Universal Housing

The City currently provides a Floor Area Ratio (FAR) exemption for residential units that incorporate “Basic Universal Housing Features” to create more accessible housing options in Richmond. Municipal staff have been successful in securing universal design features in most built affordable housing projects.

Successes:

- Provides clear expectations and standards to developers and builders on creating accessible housing.
- Aligns with the requirement of the BC Building Code.
- Provides more accessible units for individuals with physical disabilities.

Challenges:

- These features focus on mobility accessibility and does not include standards for other types of accessible housing needs, including individuals with mental health barriers and people with developmental disabilities (e.g. autism) and people with acquired brain injury.

Use Of City Owned Land For Affordable Housing

Richmond has a long history of leasing City-owned property to non-profit housing providers and in these cases, the City has provided land at below market rates (usually at a nominal cost) to help facilitate affordable housing projects in partnership with non-profit housing providers. Currently, the City does not have the available land to support all innovative housing projects being proposed by non-profit providers and other partnerships.

Successes:

- The City currently leases eight City-owned properties to non-profit housing providers, which provide 438 units of affordable housing.
- The use of City-owned land positions the City to capitalize on partnership opportunities with senior levels of government and non-profit housing providers to create more units with lower rents than what would be possible without partnerships (e.g. Kiwanis Towers).

Challenges:

- Currently, there are no additionally City-owned sites specifically identified for affordable housing purposes. It would be beneficial to have identified and available sites, which better positions the City to capitalize on partnership opportunities with senior governments and non-profit housing providers. Building on the success of the use of City-owned land to date, this review provides an opportunity to guide the acquisition of potential sites for affordable housing in the context of other City priorities.

III. Policy Directions and Options

Evaluating Potential Policies + Practices

Research and analysis has been undertaken to identify policy recommendations to be considered for the Affordable Housing Strategy Update. Specifically, policies and practices have been selected and evaluated on their potential to meet the needs of priority groups identified as challenged to afford housing in Richmond.

This section includes recommended directions for current policies being used by the City of Richmond as part of the Affordable Housing Strategy. Proposed revisions to these policies are intended to increase effectiveness. Also included in this section are potential new policies that the City of Richmond can consider for its updated Affordable Housing Strategy. The new policy options include an overview, applicability to the Richmond context, role of the City and other key stakeholders, and implementation.

Ease of Implementation Scale

Each recommended policy and practice include an ease of implementation scale. The scale represents the ability to implement the select policy or practice, ranging from complex to relatively simple, as illustrated below.

Figure 4: Ease of Implementation Scale



The ease of implementation scale is meant to provide a holistic qualitative measure that accounts for factors such as the cost of implementation, municipal resources required, legal authority, community acceptance, timeframe required for implementation, and the need for partnerships with external stakeholders.

Policies and practices marked towards the simple side of the scale are ones that are considered to be a common practice supported by legislation (e.g., Local Government Act), are known or familiar to housing sector stakeholders including developers and non-profit housing providers, and are appropriate to the Richmond context including alignment with other municipal initiatives and potential fit within already established development patterns or future development plans.

Policies and practices marked towards the complex side of the scale require significant resources that may be beyond municipal capacity and are considered not to be standard practice, or considered innovative and not yet widely applied in Metro Vancouver. Complex policies and practices may be less familiar or not a common practice used by the housing sector, such as developers and non-profit housing providers, and would require refinement with stakeholder consultation. Policies and practices may be considered challenging to implement if the municipality is unfamiliar or has a limited role and would depend on other agencies or stakeholders to lead the implementation. Policies and practices may also be considered challenging if they do not completely align with other municipal initiatives or regional housing objectives.

Policy + Practice Recommendations

Several policy and practice recommendations were proposed for the City's consideration. These policies were identified based on feedback received through the consultation process, in response to challenges and opportunities within the current framework, to align with regional Affordable Housing Strategy objectives, and to respond to key priority groups and housing gaps identified in the housing affordability profile.

Directions for 2007 Affordable Housing Strategy policies included:

1. Affordable Housing ('built')—Low End Market Rental Unit Contribution;
2. Affordable Housing ('cash-in lieu') Contribution;
3. Affordable Housing Reserve Fund;
4. Special Development Circumstances and Value Transfers;
5. Secondary Suites;
6. Market Rental Housing; and
7. Basic Universal Housing.

New policies and practices were selected and evaluated on their potential to meet the needs of identified priority groups which may experience challenges or barriers to finding affordable housing. Each policy was evaluated from a Richmond community context. Each policy recommendation responds to a target housing gap and target priority group. These recommendations included:

8. Co-Location of Non-Market Housing + Community Assets;
9. Public-Private Partnerships;
10. Non-Profit Housing Development;
11. Family-Friendly Housing Policy;
12. Use of City Land for Affordable Housing;
13. Municipal Financing Tools;
14. Affordable Homeownership Program;
15. Municipal Housing Authority;
16. Transit-Oriented Affordable Housing Development Guidelines;
17. Compact Living Rental Units (Micro-Units);
18. Encouraging Accessible Housing for Person with Disabilities;
19. Community Land Trust; and
20. Rent Bank Program.

The changes to the 2007 Affordable Housing policies, as well as the new policy directions, were adopted by Council in July 2017. The following sections provide further analysis on how the recommendations were developed. The Affordable Housing Strategy 2017-2027 provides the overall framework of how the policies will be implemented.

Current Policies

1. Affordable Housing (“Built”) Low-End Market Rental Unit (LEMR) Contribution

Since the adoption of the Affordable Housing Strategy in 2007, the City has secured 423 LEMR units (131 units built to date) through development, targeted to low and moderate income households earning between \$34,000 and \$57,500 per year. The City utilizes an “inclusionary housing” approach, where a density bonus is granted in exchange for “built” LEMR units which are secured through a Housing Agreement registered on title. As part of the City’s Arterial Road Policy (adopted in 2016), there are also provisions to provide additional density for “built” LEMR units in townhouse developments.

The policy review presents an opportunity to analyze research and stakeholder feedback, and explore various options to further refine the LEMR policy with respect to:

- Testing the economic viability of increasing the “built” unit contribution above the current 5% and associated development threshold of 80 units;
- The merits of clustering versus dispersal of units;
- LEMR unit size requirements;
- Management of units to ensure units are targeted to intended priority groups; and
- Ensuring that rents remain affordable relative to household incomes.

A comprehensive economic analysis was undertaken on various aspects of the LEMR Policy. Feedback from stakeholder consultations, public engagement and findings from the statutory declaration process (owners of units declaring information about the tenants living in the units) have also been taken into consideration.

Economic Analysis Of “Built” Contribution

Currently, developers are required to contribute 5% of the total residential floor area for developments over 80 units as LEMR units in exchange for a density bonus. Developers of projects with less than 80 units are currently required to make a cash-in-lieu contribution. To evaluate the density bonusing and “built” unit percentage requirements, the economic analysis tested the financial viability of increasing the “built” requirement to 7.5%, 10%, and 15% and the viability of decreasing the threshold from 80 to 60 or 30 units. The economic analysis reviewed 15 sites across Richmond in various neighbourhoods, and tested various development and density scenarios.

Key findings of the analysis:

- The current high land values in Richmond, possible market uncertainty in the near to midterm, and recent increases in development cost charges and levies at the municipal and regional level (e.g. Metro Vancouver and TransLink) suggest that increases to the built LEMR requirement to 15% would adversely affect development in Richmond.

- Securing a built requirement above 10% of residential floor area may limit the City's ability to secure other amenity contributions, suggesting that there should be a balanced approach in acquiring amenities through development.
- A phased approach is recommended to allow the market to adjust to the new contribution rates. The City should consider monitoring the LEMR program regularly in relation to changing market conditions.
- Decreasing the development threshold below 80 units (to 70 or 60 units) would result in small numbers of LEMR units in each development (e.g. 1-3 per units per development). This requirement may place onerous expectations on smaller projects that may not have sufficient staffing resources to effectively manage these units. Second, it may exacerbate known management and occupancy challenges with the current LEMR units. However, decreasing the threshold to 60 units will not affect the capital costs of development.
- Currently, LEMR units are being secured in townhouse developments along arterial roads in exchange for additional density, through the Arterial Road Redevelopment Policy. At this time, it is not recommended for the City to secure LEMR units in townhouse developments not located along arterial roads as these developments are the largest source of affordable housing cash-in lieu contributions for the Affordable Housing Reserve Fund, which contributes to non-market housing development in Richmond. Without cash-in-lieu contributions from townhouse developments, the City may experience difficulty meeting its \$1.5 million annual Affordable Housing Reserve Fund contribution target.

Analysis of Clustering and Dispersal of Units

While there have been recent projects that have resulted in clustered units, the City's typical practice to date has been to disperse LEMR units throughout market developments rather than cluster in one building or floor. The rationale for this approach was to help foster mixed-income communities and to prevent the potential stigmatization of low to moderate income households within a development.

Through the consultation process, some non-profit housing providers expressed the desire to manage a larger number of clustered LEMR units (e.g. greater than 10 units) than what has typically been secured in market developments in Richmond. Non-profit housing providers also expressed the desire to own the units but are concerned that owning a small number of dispersed units (e.g. less than 10 units) within a larger development may limit their control over ongoing maintenance and operating costs. The dispersal of LEMR units may also create operational inefficiencies and could therefore be a barrier for non-profits to provide wrap around services to priority groups in need.

Table 2: Benefits and Challenges of Clustering and Dispersing LEMR

	Benefits	Challenges
Clustering LEMR Units	<ul style="list-style-type: none"> ▪ Opportunity for enhanced design to meet the specific needs of the priority groups in need ▪ Creates mixed-income communities (within the same neighbourhood) ▪ Improved operational efficiencies for non-profit housing providers ▪ Encourages non-profits, that may have the expertise to select qualified tenants, to manage the units ▪ May increase non-profit capacity by providing opportunities to purchase and manage units 	<ul style="list-style-type: none"> ▪ Potential concentration may lead to stigmatization
Dispersing LEMR Units	<ul style="list-style-type: none"> ▪ eates mixed-income communities within buildings ▪ May reduce the potential for stigmatization 	<ul style="list-style-type: none"> ▪ Operational inefficiencies ▪ Administrative and management challenges ▪ Disincentives for non-profit housing providers to manage ▪ May result in disincentives for non-profit housing ownership and management of units

An example of a successful integration of clustered affordable housing units within a larger market development is the recent Cadence project. In this specific instance, the developer was permitted to cluster the LEMR contribution into one stand-alone building within the larger development in exchange for securing the rents at a non-market (subsidized) rate (e.g. \$850/month for all unit types), on the condition that a non-profit operator would be jointly selected by the City and the developer. The units are specifically targeted for lone-parent family households. The City facilitated a Request for Proposal process to select a qualified non-profit housing provider to manage the affordable housing building and provide additional programming to support the priority group in need (e.g. single women with children). Going forward, the City could consider this model as a preferred practice.

The City may also consider facilitating more opportunities to provide affordable housing off-site through the value transfer mechanism to develop larger-scale affordable housing projects for specific priority groups in need (e.g. Kiwanis Towers for low-income seniors). This mechanism allows developers to convert their project's built unit requirement into a dollar amount (calculated based on construction costs), and transfer it to a specific site to support a larger-scale affordable housing project.

Analysis of Minimum Unit Size Requirements

The 2007 Affordable Housing Strategy established minimum size requirements for LEMR units based on the unit type (e.g. number of bedrooms) to ensure livability and functionality. Concerns have been raised through the consultation process with the development community that the current minimum size requirements may be too large compared to those being delivered in the market locally and in Metro Vancouver. This may increase the cost of construction for developers as it is difficult to incorporate the larger-sized LEMR units into a development.

Table 3: Comparison of Affordable Housing Size Requirement and Size of Smallest Unit in Recent Market Housing Projects in Richmond

Unit Type	Richmond LEMR Minimum Size	BC Housing Target for Affordable Housing	Vancouver Secured Market Rental Maximum Unit Size	Range of Smallest Unit Size by Type in Sample of 8 New Market Multi-Unit Residential Buildings in Richmond		
				Smallest	Median	Largest
Bachelor/ Studio	37 m ² (400 ft ²)	33 m ² (350 ft ²)	42 m ² (450ft ²)	N/A	N/A	N/A
1 Bedroom	50 m ² (535 ft ²)	54 m ² (585ft ²)	56 m ² (600 ft ²)	47 m ² (503 ft ²)	51 m ² (553 ft ²)	61 m ² (659 ft ²)
2 Bedroom	80 m ² (860 ft ²)	74 m ² (795 ft ²)	77 m ² (830 ft ²)	59 m ² (636 ft ²)	69 m ² (741 ft ²)	84 m ² (901 ft ²)
3 Bedroom	91 m ² (980 ft ²)	93 m ² (1,000 ft ²)	97 m ² (1,044 ft ²)	91 m ² (980 ft ²)	100m ² (1,076 ft ²)	110 m ² (1,183 ft ²)

Table 3 compares LEMR unit sizes provided through the City's Affordable Housing Strategy with units provided through BC Housing's affordable housing programs, the City of Vancouver's Secured Market Rental Housing Policy and eight recently constructed market multi-family residential buildings in central Richmond.

The comparison highlights that:

- Richmond's minimum LEMR unit size requirements are larger than BC Housing targets for bachelor/studio and 2-bedroom units while BC Housing targets are larger than the minimum size requirements for 1-bedroom and 3- bedroom units;
- Richmond's minimum size of LEMR 2-bedroom units is larger than the maximum size of 2-bedroom units in Vancouver's Secured Market Rental Program. (Note: In order for rental housing projects in Vancouver to qualify for a Development Cost Levy waiver, the average size of units in the project must be below a maximum size by unit type); and
- Market units in Richmond are often smaller than the City's LEMR minimum required size. This is most pronounced with the Richmond LEMR minimum size requirement for 2 bedroom units, for which the minimum size requirement was larger than both the BC Housing target and the Vancouver Secured Market Rental Program maximum size, and was larger than many of the smallest market 2 bedroom units.

Occupancy Management

While the City has been successful in securing LEMR units since 2007, concerns have been raised suggesting that in many cases, these units may not be targeted to or occupied by the intended households (e.g. annual household incomes between \$34,000 and \$57,500)

Currently, there is no standardized methodology with respect to ongoing property management including tenant screening. This can lead to inconsistencies in how tenants are selected and a lack of assurance that the intended tenant groups are renting the units. It is difficult for the City to track and enforce instances of non-compliance, as the process is largely complaint-driven.

Under the current policy approach, the primary responsibility for tenant selection and ongoing property management of the LEMR units falls onto the private developer or their designated property management firm which may not possess the experience in administering affordable housing. There is no one entity that owns or manages the affordable housing units. As such, there is no centralized waitlist or application process for eligible households which can lead to confusion from interested tenants regarding availability of the units and application procedures. In cases where there are a small number of units (e.g. 3-4 units) secured in a development, there are often challenges in securing appropriate property management services for the intended tenant households.

Analysis of Income Thresholds and Maximum Rents

The City establishes income and maximum rent thresholds for LEMR units to ensure that they remain affordable relative to household income. Income thresholds also provide guidelines for evaluating affordable housing development opportunities and can assist in prioritizing housing for priority groups in need based on income ranges.

The City's current (2007) income thresholds are outlined in Table 4.

Table 4: Current Income Thresholds (2007)

Unit Type	Total Household Annual Income
Bachelor/Studio	\$34,000 or less
1 Bedroom	\$38,000 or less
2 Bedroom	\$46,000 or less
3 Bedroom	\$57,000 or less

The City's current approach presents some challenges:

- Consideration of utilizing BC Housing's Housing Income Limits, however, Richmond falls under the "Vancouver" category of the Housing Income Limits, so the amounts may not accurately reflect local context;
- Allowable, annual rent increases (e.g. under the Residential Tenancy Act's allowable increase) may push the rents to exceed Canadian Mortgage and Housing Corporation's (CMHC) market rental average for Richmond; and
- Local service providers have expressed that the LEMR rents are above what clients can afford.

Several options were considered for revising the methodology of calculating income and rent thresholds:

- CMHC’s market rental data;
- Housing Income Limits; and
- Canada Revenue Agency’s Tax Filer data.

The first two approaches are simple and reflect existing market rents. The Tax Filer approach may be more accurate, but is more complex. Data may not be readily available and has a delayed update (e.g. every 2 years).

Adopted Policy Directions:

- **Contribution Rates and Thresholds:**
 - Consider a phased increase to 10% of the total residential floor area to be built as LEMR units.
 - Decrease the current threshold for multi-unit residential to 60 units for the built requirement.
 - Continue to accept cash-in-lieu for townhouse developments.
 - Continue to require a mix of cash-in-lieu and built secondary suites for single family rezoning.
 - Continue to evaluate density bonusing and inclusionary housing rates to account for changing market conditions.
- **Clustering versus Dispersal:**
 - Allow for flexibility to cluster or disperse units throughout developments to incentivize non-profit management and possible ownership of the units, depending on project viability and non-profit capacity.
- **LEMR Minimum Unit Size Targets:**
 - For all projects, consider requiring the recommended minimum unit size targets in Table 5 and ensure that LEMR units are not smaller than the average size of a comparable market unit in the development.

Table 5: LEMR Minimum Unit Size Targets

Unit Type	Existing LEMR Minimum Size Requirements	Recommended LEMR Minimum Size Targets
Bachelor/Studio	37 m ² (400 ft ²)	37 m ² (400 ft ²)
1 Bedroom	50 m ² (535 ft ²)	50 m ² (535 ft ²)
2 Bedroom	80 m ² (860 ft ²)	69 m ² (741 ft ²)
3 Bedroom	91 m ² (980 ft ²)	91 m ² (980 ft ²)

Occupancy Management:

- Facilitate potential partnerships with non-profit housing providers and developers in the pre-application and rezoning stages of development.
- Develop an information guide for non-profit housing providers about opportunities for partnering with developers for the management and potential ownership of LEMR units secured through developments.

- In the event that a developer wishes to retain ownership, facilitate potential partnerships with qualified non-profits (e.g. BC Housing, Metro Vancouver Housing Corporation) to help select qualified tenants from the identified priority groups in need for the LEMR units.
- Consider creating information bulletins for property managers currently managing built LEMR units, to inform them of the intent and responsibilities of the program.

■ **Income Thresholds and Maximum Permitted Rents:**

- For LEMR units secured through development, consider calculating income thresholds based on 10% below BC Housing's Housing Income Limits.
- For LEMR units secured through development, consider calculating maximum permitted rents based on 10% below CMHC's Average Market Rents for Richmond.
- On an annual basis, the LEMR household income thresholds and maximum monthly rents may be increased by the Consumer Price Index.
- On a bi-annual basis, re-evaluate the LEMR policy including the income thresholds and maximum monthly rents and, if warranted, bring forward changes for Council consideration.

Table 6: Low-End Market Rental (LEMR) Unit Maximum Household Income

Unit Type	Maximum Total Household Income for Eligible Applicants
Bachelor/Studio	\$34,650 or less
1 Bedroom	\$38,250 or less
2 Bedroom	\$46,800 or less
3 Bedroom	\$58,050 or less

Table 7: Low-End Market Rental (LEMR) Unit Maximum Monthly Rent

Unit Type	Maximum Monthly
Bachelor/Studio	\$759
1 Bedroom	\$923
2 Bedroom	\$1,166
3 Bedroom	\$1,436

- For non-market rental housing projects supported by the City, consider calculating rent thresholds based on 25% below BC Housing's Housing Income Limits.
- For non-market rental housing projects supported by the City, consider calculating maximum monthly rents based on 25% below the CMHC annual Average Market Rents for Richmond.
- Consider flexibility to allow for a range of rent structures in cases of non-profit driven projects with the intention to provide 100% affordable rental.
- On an annual basis, non-market household income thresholds and maximum monthly rents may be increased by the Consumer Price Index.

- On a bi-annual basis, re-evaluate the income thresholds and maximum monthly rents of non-market housing units and, if warranted, bring forward changes for Council consideration.

Table 8: Non-Market Rental Unit Maximum Household Income

Unit Type	Maximum Total Household Income for Eligible Applicants
Bachelor/Studio	\$28,875 or less
1 Bedroom	\$31,875 or less
2 Bedroom	\$39,000 or less
3 Bedroom	\$48,375 or less

Table 9: Non-Market Rental Unit Maximum Monthly Rent

Unit Type	Maximum Monthly Rent
Bachelor/Studio	\$632
1 Bedroom	\$769
2 Bedroom	\$972
3 Bedroom	\$1,197

2. Affordable Housing ('Cash-In-Lieu') Contribution

Developer contributions to the Affordable Housing Reserve Fund are currently accepted in multi-family developments less than 80 units, all townhouse developments and single family rezonings in exchange for a density bonus. Contributions have been used to support innovative affordable housing projects and have helped the City capitalize on partnerships and funding opportunities with senior government and the non-profit sectors (e.g. Storeys and Kiwanis Towers). The Affordable Housing Reserve Fund provides capital funding (70% of contributions secured) for site acquisition and municipal fee off-sets. The remaining 30% of contributions secured are used to implement the various components of the Affordable Housing Strategy (e.g. policy development and research). Table 10 highlights current cash-in-lieu contribution rates adopted by Council on September 14, 2015.

Table 10: Richmond Cash-In-Lieu Contribution Rates

Housing Type	Current Rates (\$ per buildable sq. ft.)
Single Family	\$2
Townhouse	\$4
Multi-Family Apartment	\$6

As of December 31, 2016, the total cash contributions secured through the Affordable Housing Strategy since 2007 amount to \$7,913,160. This figure does not include contributions secured through the affordable housing value transfer mechanism, which were collected to use towards specific projects (e.g. Storeys and the Kiwanis Towers).

The economic analysis also examined existing cash-in-lieu contribution rates with respect to maintaining or increasing the rates based on current market conditions. The analysis found that the City's current 5% total residential floor area contribution rate is higher than the equivalent of cash-in-lieu contribution

rates in terms of overall value of affordable housing produced. To create a more equitable approach, the contribution rate increases in Table 11 are recommended to match the current 5% residential floor area “built” LEMR contribution.

Table 11: Recommended Cash-In-Lieu Contribution Rates

Housing Type	Recommended Rates (\$ per buildable sq. ft.)
Single Family	\$4
Townhouse	\$8.50
Multi-Family Apartment	\$14 (concrete construction) \$10 (wood frame construction)

The recommended increase in cash-in-lieu rates will help sustain a healthy balance in the Affordable Housing Reserve Fund in the coming years which is key to the City’s ability to continue its support for the innovative projects, which are providing affordable housing for some of Richmond’s priority groups in need. Ensuring sufficient funds are collected (\$1.5 million annual target) will help the City take advantage of strategic land acquisition opportunities as they arise and will place Richmond in an advantageous position to initiate and respond to partnership opportunities with senior levels of government, non-profit organizations and private developers.

Adopted Policy Directions:

- Continue to accept cash contributions for all townhouse developments and multi-unit developments below the 60-unit threshold.
- Increase the cash-in-lieu contributions to be equivalent to the current 5% of residential floor area ‘built’ LEMR contribution.
- Review and examine the percentage built contribution and assess with changing market conditions bi-annually. For townhouse developments, explore the feasibility of including a market rental percentage requirement in addition to an affordable housing cash-in-lieu contribution.

3. Special Development Circumstances and Value Transfers

The economic analysis also explored the feasibility of allowing clustering (e.g. in a stand-alone building or section of a building) of LEMR units versus dispersal of LEMR units throughout a development. Although the City has historically favoured dispersal of units, there could be economic and programming reasons for clustering units. Most importantly, clustering units would facilitate non-profit ownership and management of affordable housing and low-end market rental units. The clustering of affordable housing units could take a number of different forms, including:

- Clustering units in a large development into a single building in the development rather than having units dispersed throughout all buildings;
- Clustering units from a number of developments in a relatively close geographic area into a single donor building/site in close proximity to the other projects; or
- Clustering units from a development or a number of developments into a single donor building/site that is appropriate for affordable housing.

The economic analysis indicates that for the first two options, the only economic benefit that would be anticipated is if the donor building was constructed of wood rather than concrete.

The cost of construction varies substantially inside and outside the City Centre. If the third option were permitted and the required LEMR units were moved outside of City Centre, where the cost of land is significantly less, there could be additional savings on the cost of these LEMR units, possibly leading to the development of additional LEMR units.

Adopted Policy Directions:

- Integrate the Special Development Circumstances and Value Transfers into the Affordable Housing Strategy, rather than a stand alone policy.
- Update select sections of the policy to reflect the recommended changes to the Affordable Housing Strategy Update, such as priority groups, housing gaps, income thresholds, and specific references to existing and recommended policy and practice options.
- Provide additional clarity on how the City defines demonstrated “social innovation” (e.g. standalone affordable rental buildings, additional supportive programming, projects involving partnerships). Alternatively, the City could consider revising language to give preference to projects that co-locate with community facilities.
- Consider revising the selection of non-profit housing providers to own, manage, and operate the units to include an option for units to be leased.
- Clarify evaluation criteria to ease the application process for non-profit housing providers and developers, such as eliminating the requirements to provide case studies if projects are innovative with limited or no examples to reference.
- Develop a shortlist of non-profit housing providers through a Request for Qualifications process to ease the housing partner selection process.
- Allow flexibility for large scale developments (or combination of developments) to cluster LEMR units in one, stand-alone building if a partnership with a non-profit housing provider is established.
- Encourage innovation (e.g. rental structure that allows a variety of subsidized rents) in clustered projects.
- Facilitate potential partnerships with non-profit housing providers and developers in the pre-application and rezoning stages of development.

4. Affordable Housing Reserve Fund

The Affordable Housing Reserve Fund is an important tool that has been used strategically in partnership with the non-profit sector to secure units in innovative affordable housing projects such as Kiwanis Towers, Storeys and a recent Habitat for Humanity affordable homeownership project. While it has been instrumental in the success of these projects, the Affordable Housing Reserve Fund does not currently have funds to be able to support all future projects that can address the City's priority groups in need and identified housing gaps. With sufficient funds, the Affordable Housing Reserve Fund can be used strategically as leverage to secure larger contributions from senior levels of government and other partners to contribute to affordable housing development in Richmond.

Adopted Policy Directions:

- Ensure sufficient cash contributions are collected (target of \$1.5 million generated annually) to support affordable housing projects and to position the City to leverage funding opportunities through partnerships with senior government, private and non-profit sectors.
- For capital funding contributions, the City should ensure funding is dedicated to projects that are geared towards target priority groups and target housing gaps.
- For capital funding contributions, continue to support projects that have other sources of funding such as grants and loans provided by senior levels of government. However, at the discretion of Council, consider supporting projects that may not have other sources of funding but ones that are still viable. This approach intends to unintentionally avoid excluding potential projects.
- Consider reviewing staff resources dedicated to managing and implementing the Affordable Housing Strategy and, if warranted, consider the City's base operating budget for additional professional and support staff instead of sourcing from the Reserve Fund.
- Explore the use of the Affordable Housing Reserve Fund to support innovative housing projects.
- Continue to use the Affordable Housing Reserve Fund for capital contributions towards innovative non-market housing projects that involve partnerships with senior government and provide programming to meet the needs of the identified priority groups in need.

5. Secondary Suites

Permitting secondary suites in single-detached dwellings helps to provide new rental supply within the existing urban fabric of Richmond. Recent development data suggests that the market will likely continue to deliver secondary suites regardless of the City's requirement for "built" suites on 50% of new lots and an additional cash in lieu contribution on the remaining lots.

Therefore, in the future the City could consider amending the existing policy and only require cash in lieu contributions in single family rezoning instead of "built" secondary suites. These contributions would help build up the Affordable Housing Reserve Fund so that it can be used to support additional affordable housing projects.

Adopted Policy Directions:

- For single-family rezonings, continue to review development applications and secure one of the following: (a) secondary suites on 100% of new lots developed, (b) secondary suites on 50% of new lots developed and a cash contribution on the remaining 50% of new lots created, or (c) a cash contribution on 100% of the new lots developed.
- Continue to add flexibility permitting accessory dwelling units on single detached lots (e.g. secondary suite within primary dwelling and coach house at the rear of the property). Consider preparing illustrations to visually communicate flexible configurations.

6. Market Rental Housing

Market rental housing is an important component of Richmond’s housing mix. Low vacancy rates, high average rents and the limited supply of rental housing make it difficult for many renters to find accommodation in the city and therefore maintaining and encouraging new rental stock is vital to the ongoing liveability of the community. The City is currently developing a Market Rental Policy. In coordination with the Affordable Housing Strategy, the Market Rental Policy will help to ensure that a range of housing options are available for Richmond residents.

Adopted Policy Directions:

- Align with Metro Vancouver’s Updated Regional Affordable Housing Strategy by providing clear expectations and policies for increasing and retaining the purpose-built market rental housing supply.
- Consider offering incentives such as reduced parking requirements and increased density for infill development or underdeveloped sites as appropriate, to preserve existing rental stock and to encourage new purpose-built market rental housing.
- Consider best practices from other jurisdictions when developing a tenant relocation policy and tenant relocation plan template to support developers and non-profit providers with rental redevelopment projects.

7. Basic Universal Housing

Incentives for developers to incorporate “Basic Universal Housing Requirements” lead to increased housing options that help to ensure persons with disabilities are able to find appropriate and accessible accommodations to suit their needs.

Adopted Policy Directions:

- Consider enhancing these standards with a broader lens of accessibility (e.g. housing standards for persons with mental health barriers, persons with developmental disabilities [e.g. autism], and persons with acquired brain injury requiring accessibility features).
- Continue to secure affordable housing units with Basic Universal Housing design features.
- Continue to encourage market developments to be built with Basic Universal Housing features.
- Facilitate potential partnerships with non-profit housing providers and developers in the pre-application and rezoning stages of development to ensure that some LEMR units are designed with adaptable features to support the priority groups in need (e.g. seniors and persons with disabilities).

Adopted New Policies + Practices

8. Co-Location Of Non-Market Housing + Community Assets

Target Priority Group in Need

Low and moderate income earners, including families, seniors, singles, couples, students, persons with disabilities, and vulnerable populations.

Target Housing Gap

Non-market rental, low-end market rental, and purpose-built rental for low and moderate income households. Shelters and transitional housing could be targeted, where appropriate.

Context

A key challenge to developing affordable housing in Richmond is the high cost and limited availability of land.

At the same time, there are numerous sites across the City occupied by community assets such as places of worship, community centres, and non-profit social service agencies. Many of these organizations do not have a housing mandate, however many own or lease and occupy potentially under-utilized land. Some of their buildings and structures are also aging and may be prime for redevelopment or repurposing. There may be opportunity to leverage these community assets with redevelopment potential including co-locating with affordable housing projects.

Overview of Redevelopment of Existing Non-Market Housing + Community Assets

The development of co-location projects that combine affordable housing with community amenity facilities is increasingly common. The benefits of co-locating, rather than building stand-alone purpose-built facilities, include:

- Shared capital and operating costs;
- Achieves maximum public benefits in the delivery of community assets;
- Efficient use of land and servicing; and
- Creates complete communities.

Co-locating affordable housing with community facilities is often the result of opportunistic situations, facilitated by partnerships.

Approach And Actions

Analysis to Richmond Context

The City of Richmond could identify public and community facilities that are under-utilized and/or aging and prime for redevelopment with the potential to accommodate additional density and affordable housing, subject to the necessary planning processes. This policy acknowledges that park land is not under-utilized, but provides an important community benefit as green space. The City could also engage with private facility-operators and land holders to explore opportunities for partnership and co-location development.

Ease of Implementation:

SIMPLE

COMPLEX



Municipal Role:

- Build and maintain relationships
- Partner

Other Roles:

- BC Housing—partner
- Developers—partner
- Non-profit housing providers—partner
- Non-profit social services organizations—partner



Co-location of municipal fire hall and affordable housing in Vancouver

The City of Vancouver increased their capital cost for upgrading the aging Fire Hall No. 5 to incorporate the construction of affordable housing units for low-income women and children. Partnerships with the YWCA covered pre-construction costs including consultant fees and project management. The YWCA is also co-locating affordable family housing with a new library branch in East Vancouver that is currently under construction.

The Central Presbyterian Church in Vancouver partnered with a developer to demolish an aging church and construct a 22-storey mixed-use tower. The first three storeys are programmed for church use and commercial space. The rest of the tower will include a mix of market and seniors-oriented non-market housing units.

Recommended Approach and Actions

1. Formulate a policy that encourages the co-location of affordable housing with community assets.
2. Consider updating regulatory requirements to permit co-location of affordable housing and community facility uses.
3. Evaluate currently proposed community projects, that are early in the planning stage, and determine if the site(s) could support the inclusion of affordable housing.
4. Create an inventory of existing community facilities. Identify facilities that have potential for redevelopment or repurposing.
5. Facilitate discussions with faith-based groups, non-profit organizations and community associations, to explore opportunities for partnership and co-location development opportunities.
6. Consider the space and programming needs of non-profit supportive services within the context of co-location opportunities to accommodate the priority groups in need.

Implementation Roles

Municipality:

- Formulate policy on co-location of affordable housing with community assets.
- Undertake inventory of existing community asset facilities, including current and future spaces and programming needs.
- Communicate information to senior levels of government, non-profit housing providers, non-profit social service organizations, and developers on the co-location policy.

Development Community:

- Partner, where appropriate, with the City, non-profit housing societies, and non-profit social service organizations on delivering affordable housing units and community facilities through co-location opportunities.

Non-profit Housing Providers:

- Partner, where appropriate, with the City, non-profit social service organizations and developers on delivering affordable housing units and community amenities through co-location opportunities.
- Operate units secured through co-location projects.

Non-profit Social Service Organizations:

- Partner, where appropriate, with the City, non-profit housing providers, and developers on delivering affordable housing units and community amenities through co-location opportunities.

9. Public-Private Partnerships

Target Priority Group in Need

Low and moderate income earners, including families, seniors, singles, couples, students, persons with disabilities, and vulnerable populations.

Target Housing Gap

Non-market rental, low end market rental, purpose-built rental, and affordable homeownership for low and moderate income households. Shelters and transitional housing could be targeted, where appropriate.

Context

Building and operating affordable housing in communities is not undertaken in isolation by one organization or group, but rather requires contributions from many stakeholders in order to be successful. Most affordable housing developments have some combination of government, private sector, and non-profit partnerships. Continuing this type of partnership will help allow the City to capitalize on opportunities with senior levels of government and non-profit housing providers for affordable housing projects.

Overview Of Public-Private Partnerships

Public-private partnerships are a deliberate and formalized approach to cross-sector collaboration.

- **Partnerships with Senior Levels of Government:** There is new momentum at both the provincial and federal levels with capital and operating investment opportunities for affordable housing.
 - BC Housing uses a public-private partnership model to create new non-market housing. Developments are designed and built by the private sector and owned and managed by private, non-profit or co-op housing providers. Upon project completion, BC Housing may provide opportunity for operating funding to make units affordable.
 - The Federal Government, through CMHC, can make one-time capital contributions to provide support for the feasibility or initial project costs. Municipal governments can provide land, capital, or in-kind support (e.g. waiving municipal fees). There has been indications from the Federal Government that more funding may become available; however, the most significant cost subsidies will come from Provincial Government sources.
- **Private Sector Partnerships:** Developers have the ability to build affordable housing units, but typically require an experienced operator to manage secured affordable housing units. Municipalities can facilitate partnerships between developers and non-profit housing societies to match secured affordable housing units with a suitable administrator.
- **Non-Profit and Service Providers Partnerships:** Non-profit and service providers have the potential to partner and support affordable housing projects such as contributing under-utilized land and/or through redeveloping or repurposing aging community facilities.

Ease of Implementation:



Municipal Role:

- Facilitator
- Establish criteria
- Communications

Other Roles:

- **BC Housing**—partner and provide funding and finance options
- **Developers**—partner and deliver units
- **Non-profit housing providers**—Secure and operate dedicated units
- **Non-profit social services organizations**—partner and contribute land



Kiwanis Towers, Richmond

Successful partnerships require joint investment of resources, shared liability, shared benefit, and shared responsibility.

Approach and Actions

Analysis to Richmond Context

The City has been a leader in facilitating affordable housing partnerships, and has shown by example how partnerships can successfully address priority groups and housing gaps. Kiwanis Towers, for example, is a project where the City partnered with a non-profit housing society, private developer and senior level of government (BC Housing) to help redevelop an existing site with non-market rental housing for low-income seniors.

Building on the experience that the City already has in facilitating and implementing partnerships, this policy option aims to help prepare the City for relationships required to initiate projects well in advance of evident opportunities.

Recommended Approach and Actions

1. Consider creating a list of pre-qualified non-profit housing operators well in advance of affordable housing development opportunities.
2. Continue to maintain regular communication with current organizations in the private, public and non-profit sectors to ensure that relationships are established so that potential development opportunities can be advanced quickly when presented.
3. Consider reaching out to qualified non-profit housing providers who may have expertise in serving the identified priority groups in need.
4. Explore and facilitate partnerships with government, quasi-government, non-profit, and private organizations.
5. Support non-profit housing providers pursuing funding opportunities offered by senior levels of government by contributing information in support of proposal submissions; officially establish partnerships and consider committing contributions to potential projects.

Implementation Roles

Municipality:

- Foster regular and ongoing relationship building with cross sector organizations.
- Partner, where appropriate and as opportunities arise, with public, private, and non-profit social service sector organizations to support and contribute to affordable housing projects.
- Facilitate partnerships between developers and non-profit housing societies to potentially secure units generated through other housing policies (including low-end market rental units).

Development Community:

- Partner, where appropriate and as opportunities arise, with public and non-profit social service organizations to support and contribute to affordable housing projects.

Non-profit Housing Providers:

- Partner, where appropriate and as opportunities arise, with public, private, and non-profit social service sector organizations to support and contribute to affordable housing projects (including the possible purchase and management of low-end market rental units).

Non-profit Social Service Organizations:

- Partner, where appropriate and as opportunities arise, with public, private, and other non-profit social service sector organizations to support and contribute to affordable housing projects.

Ease of Implementation:

SIMPLE

COMPLEX

Municipal Role:

- Formulate policy
- Enable regulation
- Prepare inventory
- Communicate information
- Facilitate partnerships

Other Roles:

- **Developers**—Partner and deliver units
- **Non-Profit Housing Providers**—Secure and operate dedicated units
- **Non-Profit Social Service Organizations**—Partner and contribute land

10. Non-Profit Housing Development

Target Priority Group in Need

Low and moderate income households, including families, seniors, singles, couples, students, persons with disabilities and vulnerable populations.

Target Housing Gap

Non-profit rental housing development, including non-market rental, low-end market rental and purpose-built rental for low and moderate income households. Shelters and transitional housing could be incorporated, where appropriate.

Context

Non-profit housing providers play an essential role in creating access to affordable housing for priority groups in Richmond. They are the key sector that manages affordable housing units for low and moderate income earners in Richmond, including managing tenant selection and intake, operations management, and project maintenance. They also advocate on behalf of their sector and vulnerable populations, liaise with municipalities and senior levels of government, and participate in broader strategic initiatives and conversations at the community and regional level.

There are opportunities to support non-profit housing development in Richmond and therefore continue to build non-profit capacity in the city. Many non-profit housing societies in Richmond currently provide housing for specific client groups, and provide appropriate supports as needed. However, non-profit housing providers currently operating in Richmond are faced with increasing demands while resources and funding remain competitive. By supporting opportunities for non-profit housing development, there may be opportunities to leverage larger portfolios to access funding and financing.

In addition to the ability to meet increasing housing needs, an expanded non-profit housing sector could lead to partnership opportunities and increased capacity to respond to funding opportunities.

Overview Of Non-Profit Housing Development

The City strives to create a supportive environment for non-profit housing providers to thrive. Progressive policy, financial contributions, research and advocacy, and relationship building are all valuable attributes required for the non-profit housing sector to be successful in communities to provide much-needed quality affordable housing.

It is recommended that the City establish a clear set of criteria to determine which housing projects should be prioritized.

In addition, non-profit housing projects are increasingly exploring ways to incorporate non-housing uses within their housing projects to generate revenue to offset the costs of subsidizing non-market and low-end market rental units. Typically leased, these spaces can include commercial and retail uses, community facilities such as libraries and childcare, and social enterprises. There is an opportunity for the City to create an even more supportive environment by exploring innovative and flexible policy and regulatory requirements that support mixed-use non-profit housing projects.

Approach And Actions

Analysis to Richmond Context

The City could establish a set of criteria for staff and Council to review and prioritize municipal contributions to support potential non-profit led affordable housing projects. This criteria can be directly related to the identified priority groups and housing gaps in Richmond.

To complement the criteria, the City could consider proactively building relationships with other well-established non-profit housing providers to help address the gaps in service delivery for priority groups and housing. Specific strategies could include issuing Request for Proposals to select pre-qualified non-profit housing providers for City-supported initiatives.

Recommended Approach and Actions

1. Adopt criteria for reviewing and prioritizing City-supported non-profit housing projects, as per Table 6.
2. Support revenue generating activities in non-profit housing development projects.
3. Expand opportunities to develop more non-profit housing projects by continuing to build relationships with qualified non-profit housing providers throughout Metro Vancouver. Align selection towards non-profit housing providers that could bring necessary skills, experience, resources, and capacity to address Richmond's priority groups and housing gaps.
4. Consider updating regulatory requirements to permit social enterprise and other uses with non-profit housing projects. This includes updating the Zoning Bylaw to identify appropriate zones for permitted use, updated language under definitions, and standards under general regulations.
5. Informed by the adopted criteria, consider supporting non-profit housing providers with their proposal preparation and submissions to funders and senior levels of government.
6. Leverage the annual BC Non-Profit Housing Association (BCHPHA) Conference and other similar opportunities, to showcase Richmond's affordable housing development projects to date.
7. Allow for flexibility for innovative rent structures that support a mix of affordable rental rates.

Table 12: Proposed Criteria for City-supported Non-Profit Housing Development

Criteria for City-Supported Non-Profit Housing Development Projects
1. Meets one or more of Richmond's priority groups: low to moderate income families, singles, couples, students, persons with disabilities, and vulnerable populations such as persons experiencing homelessness.
2. Addresses one or more of Richmond's housing gaps: <ul style="list-style-type: none"> ▪ Family friendly housing including market and non-market rental and homeownership; ▪ Accessible, adaptable and visitable housing; ▪ Purpose built rental housing; ▪ Low barrier rental housing (including programming supports); ▪ Low end market rental housing for singles, couples, families, seniors and persons with disabilities; ▪ Non-market housing for singles, couples, families, seniors and persons with disabilities, persons with mental health issues and substance users; and ▪ Lack of emergency shelter for women and children.
3. Demonstrates project viability: financial sustainability; livability; and flexibility to potentially adapt with changing and emerging housing needs in Richmond.
4. Secured: designated affordable units (non-market and low-end of market rental units) are secured through housing agreements.
5. Affordable: are affordable for the priority groups (LEMR=less 10% of CMHC rents; Non-Market Rents = less 25% CMHC rents); or meets Housing Income Limits in BC Housing projects.

Implementation Roles

Municipality:

- Adopt criteria to assess City-supported non-profit housing development projects.
- Communicate criteria internally to various City departments and Council, and externally to non-profit housing providers, funding agencies and senior levels of government.
- Undertake review and amendments to regulations, where applicable, to support flexibility in design to allow revenue generating uses in non-profit housing projects such as social enterprise.
- Continue to build relationships with qualified non-profit housing providers throughout Metro Vancouver.
- Prepare and participate in the annual BC Non-Profit Housing Association conference to showcase affordable housing development projects in Richmond.

Development Community:

- Partner, where appropriate, with non-profit housing providers to develop and secure affordable housing units.

Non-Profit Housing Providers:

- Prepare business cases to demonstrate project criteria and viability to the City and other potential project partners such as developers, funders and senior levels of government. This includes preparing proposals to submit to funding opportunities when available.
- Partner, where appropriate, with the City and developers to secure affordable housing units.
- Operate units secured through partnerships.
- Continually communicate with the City on needs and opportunities for support.

Ease of Implementation:**Municipal Role:**

- Formulate policy
- Communicate information
- Review development applications with “family-friendly lens”
- Facilitate partnerships
- Monitor data

Other Roles:

- **Developers**—Partner and deliver units
- **Non-Profit Housing Providers**—Secure and operate dedicated units

11. Family-Friendly Housing Policy

Target Priority Group in Need

Families, including lone-parent families, families with children, and multi-generational families, of all income ranges.

Target Housing Gap

Family-sized affordable housing across the entire housing continuum, including homeownership, market rental, particularly ground-oriented multi-unit residential housing.

Context

High housing prices for single-detached dwellings have created limited affordable and suitable housing options for families, especially low-income and moderate-income families. More families are living in multi-unit residential housing, and concerns related to livability have been raised with families living in units with an insufficient number of bedrooms to accommodate all members of a household. Multi-unit dwellings may lack onsite amenities that are appropriate for children and youth, such as yard space, play-space, storage, and proximity to family-oriented services (e.g. schools, community centres, parks, shopping and transit).

Ground-oriented multi-unit dwellings (e.g. townhomes) are often identified as family friendly. Non-ground-oriented options may be less desirable due to the lack of play and outdoor space, but are another option for families if the unit is large enough. While the City already encourages family-friendly units, there is an overall lack of larger (e.g. 2 and 3+ bedroom) apartments in Richmond that are affordable for families to rent and to own.

Overview of Family Friendly Housing Policy

Increasingly, municipalities are exploring policies to require housing developments to include more family-friendly units in their projects. Such a policy may help low-to-moderate income family households by increasing the supply of units large enough to accommodate families. One approach to address this challenge is to require new multi-unit residential development projects to include a certain percentage of units with 2 and 3 or more bedrooms. This requirement can be specific to rental units, ownership units, or both. Design guidelines can also be enhanced to incorporate family-friendly features into housing projects, such as providing adequate storage and outdoor space.

Approach and Actions**Analysis to Richmond Context**

To understand the implications of a family-friendly housing policy, a high-level analysis was conducted on five multi-unit sites in the city to determine the return on investment and feasibility of incorporating 2 and 3 bedroom units. These estimates were conducted using market derived inputs and assumptions that were created through recent financial studies conducted on the City's behalf.

The analysis also reviewed examples of family-friendly housing policies from comparable jurisdictions where a minimum percentage of 2- and 3-bedroom units were required.



Proposed Richmond Approach

The analysis indicates that family friendly-housing policies will not have significant impact on developer revenue; however, it is recommended that the City take a conservative approach to these policies given the unique development constraints in the municipality.

As such, the City should consider the following minimum requirements for family-friendly units:

Table 13: Minimum Requirements for Family-Friendly Units

Multi-Unit Low-End Market Rental Projects	
Minimum 15%	two bedroom units
Minimum 5%	three bedroom units

Recommended Approach and Actions

1. Require a minimum of 15% two-bedroom and 5% three-bedroom for all LEMR units secured in developments to accommodate priority groups in need (e.g. families).
2. Monitor the success of the policy and consider applying the same percentage requirements of family-friendly units in all market developments
3. Consider creating communications materials to inform developers, non-profit housing providers, and the public about the family-friendly housing policy. Inform organizations that have a role in delivering and securing the family-friendly housing units to support implementation.
4. Create design guidelines for family-friendly housing, specifying design features and amenities that are appropriate for children and youth, such as yard space, play-space, and storage. These guidelines could also include unit design with space and liveability considerations.

Implementation Roles

Municipality:

- Formulate policy that requires new multi-unit housing projects to include a minimum percentage of units that contain the specified percentage of LEMR units to be dedicate as family-friendly housing.
- Communicate information to developers, non-profit housing providers, the public and other groups about the family-friendly housing policy requirements.
- Review multi-unit housing project development applications that have LEMR units with a “family-friendly lens”, ensuring the applications meet the requirements. This includes working closely with the development community to problem-solve design and requirement challenges and provide design flexibility, where appropriate, to meet the policy (and regulatory) requirement.
- Monitor data on absorption and occupancy and monitor the impact of the policy.
- Continue to ensure that a mix of unit types, including larger family friendly units, are secured as LEMR.

Development Community:

- In multi-unit housing projects with LEMR units, ensure the specified



percentage of units dedicated as family-friendly housing.

- Work with the City to achieve project and unit design that meets livability criteria for families.
- Partner, where appropriate, with non-profit housing societies to secure some or all LEMR units generated through the family-friendly housing policy to be secured as affordable for low-income families.

Non-Profit Housing Societies:

- Work with the City to identify opportunities for partnership with developers to secure affordable family-friendly LEMR units for low-income families.
- Partner, where appropriate, with developers to secure LEMR units in multi-unit housing projects, secured through housing agreements.
- Operate the units secured through housing agreements, including managing tenant selection and intake process.



12. City Land for Affordable Housing

Target Priority Group in Need

Low and moderate income earners, including families, seniors, singles, couples, students, persons with disabilities, and vulnerable populations.

Target Housing Gap

Purpose-built rental, low end market rental, non-market rental, supportive and transitional housing and shelter accommodation.

Context

One of the most difficult challenges in increasing the supply of affordable housing is acquiring well located sites to develop. In strong housing markets, competition with market developers makes land acquisition expensive, and limiting especially when combined with challenges that non-profit housing providers experience when piecing –together multiple sources to support financing for affordable housing developments.

The City has a long history of leasing land at nominal rates to support the provision of affordable housing by non-profit housing providers. The City's Real Estate Services regularly updates Richmond's Strategic Land Acquisition Plan. This provides an opportunity to include Affordable Housing as one of the priorities for acquisition.

Continuing to provide City-owned land for affordable housing can reduce the cost to develop an affordable housing project and therefore provide a greater number of units. Using City land for affordable housing purposes is also particularly effective for ensuring that affordable housing is placed in locations best suited to meet the needs of priority groups.

Overview of Use of City Land For Affordable Housing Policy

The use of City-owned land for affordable housing could help non-profit housing providers overcome challenges related to high land values. Such a policy could identify sites that are currently owned by the City that are not currently in use or under-utilized.

The City's Strategic Real Estate Investment Plan's purpose is to acquire land for a variety of civic initiatives. During annual reviews, City staff should take into account land needs for future affordable housing projects. Land that the City uses for other municipal services, such as fire halls and community centres, could also be evaluated for redevelopment involving the co-location of affordable housing on these properties.

Approach and Actions

Analysis to Richmond Context

City staff could consider creating a set of criteria that would guide and prioritize land acquisition appropriate to potentially support affordable housing projects, as per the proposed criteria in Table 14. Any criteria should be closely linked with the identified priority groups in need and the housing target that will be part of the updated Affordable Housing Strategy.

Table 14: Proposed Criteria for Land Acquisition

A dedicated source of funding for land acquisition for affordable housing would

Ease of Implementation:



Municipal Role:

- Strategic acquisition of land
- Repurposing existing City-owned land

Other Roles:

- **Developers**—provide funds and partner with City and non-profit housing providers on new affordable housing developments
- **Non-profit Housing Providers**—partner with City

need to be established. One funding option for Richmond would be to use the existing Affordable Housing Reserve Fund to fund municipal land acquisition. However, this could further deplete the Affordable Housing Reserve Fund of resources for other projects quickly as the Affordable Housing Reserve Fund does not accumulate at the rate or volume needed to support multiple land acquisitions.

Recommended Approach and Actions

1. Review the need for affordable housing land acquisition as part of the annual Strategic Real Estate Investment Plan.
2. Explore the feasibility of using existing City-owned land for affordable housing development, by either disposing of the land or co-locating affordable housing with other municipal services.
3. Strategically acquire land for affordable housing as it becomes available and satisfies acquisition criteria.
4. Partner with non-profit housing providers to develop affordable housing, which can then be managed and operated by non-profit housing societies under long term lease agreements with the City.
5. Explore and establish dedicated sources of funding to support land acquisition for affordable housing projects.
6. Consider using City-owned land to support affordable housing projects, where appropriate, and acquire land that meets criteria for future affordable housing development.

Implementation Roles

Municipality:

- Review the affordable housing land needs annually.
- Acquire land appropriate for affordable housing development projects.
- Explore feasibility of existing City-owned land for affordable housing development projects.
- Communicate information on the use of City-owned land for affordable housing to non-profit housing providers and other potential project partners.

Development Community:

- Provide funding to the Affordable Housing Reserve Fund from cash-in-lieu density bonus contributions.
- Partner with the City and non-profit housing providers, as appropriate, to develop affordable housing projects.

Non-profit Housing Providers:

- Partner with the City to develop affordable housing projects using land provided by the City.
- Manage and operate affordable housing delivered through the policy under a long-term lease agreement with the City.

13. Municipal Financing Tools

Target Priority Group in Need

Low and moderate income households, including families, seniors, singles, couples, students, persons with disabilities and vulnerable populations.

Target Housing Gap

Non-profit rental housing development, including non-market rental, low-end market rental and purpose-built rental for low and moderate income households.

Context

Municipal authority provides unique abilities to stimulate the creation of affordable housing. While land use planning and regulation is a critical and effective tool for promoting affordable housing, such as with Richmond's density bonusing/inclusionary housing policy and developer requirements for cash-in-lieu contributions, municipalities also have a range of other financial tools that may be used to offer indirect financial incentives. These can be used to improve the financial feasibility of affordable housing development.

Many Metro Vancouver municipalities use financial incentives, including property tax exemptions and waived or reduced development cost charges. In addition to encouraging the construction of new affordable housing units, financial incentives may be used to repair and upgrade existing affordable housing to ensure minimum maintenance standards and safety measures are met in rental buildings.

Overview of Municipal Financing Tools

Within their authority, municipalities can use a number of financing tools that may facilitate the creation of affordable housing to collect taxes and fees.

Specific tools include:

- **Waiving/reducing fees and charges:** Development cost charges and building permit fees may be waived or reduced, for projects owned by non-profit organizations. Municipalities may also delay the collection of development cost charges, reducing carrying costs for non-profit housing providers and improving the economics of housing projects. Waiving development cost charges require municipalities to recover the cost from other sources (e.g. from the Affordable Housing Reserve Fund).
- **Property tax exemptions:** Municipalities may offer property tax exemptions for projects that provide affordable housing. Some municipalities waive these costs outright, while other municipalities choose to allocate funds from affordable housing reserve funds to offset these fees.

Section 226 of the Community Charter allows Council to enter into agreements with property owners to exempt their property from municipal property value taxes for up to 10 years. While this power is usually used for programs such as a downtown revitalization, where properties can apply for tax exemption in exchange for commercial improvements, there is an opportunity to explore the option of implementing a tax exemption program specific to affordable housing projects.

Ease of Implementation:



Municipal Role:

- Formulate policy
- Enable financial tools
- Communicate information

Other Roles:

- **Non-Profit Housing Providers**—Use financial incentives to develop affordable housing
- **Property Owners**—Use financial incentives to improve existing rental units

When a property owner of an affordable housing building wants to make improvements, the municipality can provide a tax exemption up to a certain period to offset the costs of improvements, thereby preventing the improvement costs from affecting tenants.

Approach and Actions

Analysis to Richmond Context

The ability to use these financial tools will depend on a Richmond's financial resources and local economic conditions. Although these approaches may result in a short-term loss in revenue, they may produce significant long-term social and economic benefits through encouraging the supply of affordable housing. Richmond should consider the costs and benefits of these approaches.

Recommended Richmond Approach and Actions

1. Review the municipal authority and financial impact on a potential increase to the City's taxes of waiving and reducing development cost charges and explore the terms and conditions upon which the exemptions can be granted.
2. Consider waiving the development cost charges and municipal permit funds for new affordable housing developments that are owned/operated by a non-profit societies and where affordability is secured in perpetuity.
3. Consider waiving the development cost charges for low-end market rental units secured in private developments, when purchased by a non-profit organization.
4. Consider waiving the development cost charges and municipal permit funds and reimburse from general revenue instead of as a grant from the Affordable Housing Reserve Fund.
5. Undertake a review and best practice analysis of property tax exemptions for non-profit housing managed by a non-profit housing provider.
6. Consider exempting property taxes for new affordable housing projects owned and operated by a non-market housing provider and where affordability is secured in perpetuity with a housing agreement.

Implementation Roles

Municipality:

- Review the municipal authority and financial impact of waiving and reducing development cost charges and municipal permit fees and tax exemptions for non-profit housing providers.

Non-Profit Housing Providers:

- Use waived or reduced development cost charges, municipal permit fees, and property tax exemptions to support the financial viability of developing new affordable housing.

14. Affordable Homeownership Program (not recommended)

Target Priority Group in Need

Moderate income families including couples with children and single parent households, with the potential to expand to non-family households including couples and singles.

Target Housing Gap

Affordable homeownership for moderate income families, with the potential to expand to suitable to non-family couples and singles, focusing on multi-unit residential housing.

Context

Homeownership remains an important goal for many families and households, and plays a critical role in the housing continuum for a healthy community. However, there is a growing gap between rapidly increasing property values not matched by incomes, limited land supply, and competition for units in many urban areas, including Richmond, that make this goal increasingly difficult to attain. Saving for a down payment is one of the largest hurdles for first-time, moderate-income households, who may otherwise afford the ongoing homeownership costs (e.g. mortgage, property taxes, utilities, and applicable strata fees). Affordable homeownership programs are therefore being undertaken by some municipalities to ease the financial pressures of purchasing a home and transitioning these moderate-income households from renting to homeownership.

An affordable homeownership program is one way that municipalities may influence the supply of affordable homeownership units. Land-use and policy planning can also help to encourage a greater supply through increased density allowance and other regulatory measures such as parking reductions.

Overview of Affordable Homeownership Programs

Affordable homeownership programs may be delivered in a number of ways to address unique local circumstances. Programs can be provided directly through initiatives that reduce the cost of purchasing a home through various financing and assistance tools, or indirectly through municipal policy and regulations that encourage diverse housing forms. Generally, affordable homeownership programs share a number of common elements:

1. **Administrative Capacity:** In municipal cases, sufficient administrative capacity (e.g. a subsidiary housing authority, third party, or dedicated staff) is necessary to help manage and oversee local programs.
2. **Restrictions on resale:** Restrictions on resale help to ensure that units will remain affordable for future owners. This can be accomplished by:
 - a) A price restriction model, which ties the future resale price of a unit to a common denominator (for example, the rate of inflation, core inflation, or fixed amount) that is agreed upon prior to the primary sale of the housing unit; or,
 - b) A shared equity model, which enables purchasers with the ability to acquire units at below market costs and also benefit in future market growth in relation to their initial equity contribution. In some models, municipalities access a portion of the unit's equity on resale and reinvest this amount into the affordable housing program's portfolio.

Ease of Implementation:



Municipal Role:

- Facilitate partnerships
- Establish income thresholds and eligibility requirements
- Data collection
- Communicate information
- Monitor data

Other Roles:

- **Non-profit organization—**
Agency and administrator
- **Financial Institutions—**
Offer flexible mortgage arrangements and downpayment assistance programs.

3. **Owner occupancy:** Owner occupancy ensures that the unit does not become solely an income generating property, and instead an affordable unit maintained as a principal residence.
4. **Income or asset restrictions on participation:** This ensures that an appropriate priority group is targeted for homeownership support. These restrictions are typically as inclusive as possible given that homeownership is difficult to obtain for low and moderate income households.
5. **Financial Support:** In most programs reviewed, financial support in the form of down payment assistance is provided as an interest free or low-interest loan registered as a second mortgage on the property. Usually these loans are repayable after a set period of time, after the first mortgage is paid off, or if the property is sold.

Approach and Actions

Analysis to Richmond Context

It is important for municipalities to undertake a comprehensive cost-benefit and risk analysis to understand the feasibility of undertaking an affordable homeownership program. This feasibility study should look at different ways in which an affordable homeownership program could be structured and eligibility criteria, including income thresholds for program participation.

Findings from a feasibility study would provide more details about the expected costs, benefits, and associated risks of the program, allowing the City to compare potential outcomes of an affordable homeownership program relative to outcomes from a similar investment that address other housing priorities and needs. This assessment would help the City evaluate where limited resources investments should be invested to address priority groups and identified housing gaps.

Recommended Richmond Approach and Actions

1. Not recommended. At this time, a homeownership program would place significant demands on City resources and jurisdiction. It is recommended that the focus of the Affordable Housing Strategy is on rental and non-market housing.

15. Municipal Housing Authority (not recommended)

Target Priority Group in Need

Low and moderate income households, including families, singles, couples, students, persons with disabilities and vulnerable populations.

Target Housing Gap

Purpose-built subsidized (non-market) and low-end market rental housing units for low to moderate income households. Affordable homeownership units can be considered where appropriate.

Context

Units secured through the 2007 Affordable Housing Strategy are currently managed by the owner (e.g. private developer or property manager). While the City has achieved success with the creation of affordable housing units, however, ensuring units are targeted to priority groups and are managed according to the housing agreements, continues to be a challenge.

A Municipal Housing Authority may allow the City to have a more direct role in ensuring that affordable housing units are being accessed by priority groups and addressing housing gaps identified in Richmond's Affordable Housing Strategy. At a basic level, a Municipal Housing Authority could operate rental units secured through housing agreements, including managing tenant selection and intake process, perhaps in partnership with a non-profit housing provider. A housing authority could also be directly involved in the development and production of new affordable housing.

Overview of Municipal Housing Authorities

Housing authorities are typically governmental bodies that govern some aspect of housing, providing access to affordable housing to eligible households. While some housing authorities are directly involved within the development, production, and administration of affordable housing units, other housing authorities have a more limited role in facilitating the development of affordable housing, often working with non-profit housing providers to build or manage the units. A housing authority is one option that some municipalities have used to ensure that the ongoing management of affordable housing units secured through policy and programs are effective.

At the municipal level, housing authorities commonly have the following elements:

- **Legal incorporation:** Legal establishment of the agency allows the agency to own housing stock and allows the agency to negotiate and enter into agreements.
- **Public representation:** A Board of Directors, which usually includes City councillors, provides accountability to the public and a senior-level voice in housing authority deliberations.
- **Public funding:** Funding from government sources allow housing authorities to reduce housing costs and remove competitive market pricing pressures through subsidies. The experience of jurisdictions with successful housing authorities suggest that significant levels of senior government funding is required to support capital and operating expenses.

Ease of Implementation:



Municipal Role:

- Strategic acquisition of land
- Repurposing existing City-owned land

Other Roles:

- **Developers**—provide funds and partner with City and non-profit housing societies on new affordable housing developments
- **Non-profit Housing Providers**—partner with City

- **Community or asset plan:** The housing authority's goals, strategies, and activities are documented to promote transparency.
- **Tenant involvement:** Feedback on housing unit management gives the tenants a say in how the corporation and its units are operated.

Municipal Housing Authorities are city-controlled, legally separate entities created to assist in the development of affordable housing. Because housing authorities are City-controlled, they can more effectively direct resources and projects to closely align with affordable housing goals and objectives. A Housing Authority can identify where the greatest impact can be made and if managed correctly, can deliver housing efficiently and affordably through standardized processes and economies of scale.

Municipal housing authorities can also present a number of challenges to municipalities as they often require ongoing government financial assistance that is sufficient to support the authority's ongoing operations (e.g. land acquisition, asset management, necessary administrative resources).

Approach and Actions

Analysis to Richmond Context

While a municipal housing authority may be seen to address some of Richmond's affordability challenges, establishing a local Housing Authority needs to be examined in the context of the City's other corporate real estate and asset management priorities. A narrowly scoped Municipal Housing Authority focused on administering and managing LEMR units, facilitating relationships and providing technical assistance to developers and non-profit housing providers may be one option that could be supported through existing revenue from the Affordable Housing Reserve Fund. However, a more ambitious scope of activities, such as the purchasing of land and existing affordable housing and administering units, would require significant resources. A more comprehensive analysis that fully explores the feasibility, including costs, benefits and associated risks of establishing a Richmond housing authority would be a critical first step.

Recommended Richmond Approach and Actions

1. Not recommended. There would be significant demands on City resources and jurisdiction at this time.
2. Consider engaging BC Housing or Metro Vancouver Housing Corporation to administer units secured through the Affordable Housing Strategy.

16. Transit-Oriented Affordable Housing Development Guidelines

Target Priority Group in Need

Low and moderate income households, including singles, couples, families and seniors.

Target Housing Gap

Non-market rental, low-end market rental, purpose-built market rental housing for low and moderate income households. Affordable homeownership units may also be considered where appropriate.

Context

Housing and transportation costs are closely linked and represent the two highest costs for most working households. The combined expenses of housing and transportation create particular affordability challenges for low-to-moderate income households in Richmond, and often affect the ability to afford other basic necessities such as food, childcare, and recreation.

Research indicates that households living in transit-oriented areas have relatively lower transportation costs compared to households that live far from transit service. Building housing near or along the Frequent Transit Network can help households rely less on automobiles and reduce their overall transportation costs. This can help make communities more livable and easier to move around by improving connection to employment, educational institutions, community centres, commercial spaces, and other community amenities.

Municipalities are increasingly recognizing the need to plan strategically for affordable housing along Frequent Transit Networks and to support affordable housing developments in transit-oriented areas through partnerships, land acquisitions, municipal contributions and incentives, and other strategic mechanisms, including voluntary contributions from developers (e.g. in lieu of parking).

Overview of Transit-Oriented Affordable Housing Development Guidelines

Metro Vancouver's recently updated Regional Affordable Housing Strategy includes a direct focus on increasing the supply of non-market, low-end market and purpose-built market rental housing in transit-oriented areas and specifically within close proximity to Frequent Transit Networks. The Regional Affordable Housing Strategy outlines expectations for municipalities to implement regional planning goals and strategies, including the linkage between affordable housing and transportation.

Encouraging affordable housing along or near Frequent Transit Networks and transit-oriented areas can be approached by providing:

- **Parking Reduction:** Reduction or elimination of parking for affordable housing units in transit-oriented areas in exchange for rental units. The cost of parking is a considerable construction expense.
- **Density Bonus:** Increased density in exchange for rental units.
- **Land Acquisition:** Acquiring land near or along Frequent Transit Networks to contribute to affordable housing projects.

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Ease of Implementation:



Municipal Role:

- Formulate policies
- Communicate information
- Participate in regional transportation discussions
- Where applicable, acquire land along frequent transit networks (through a land acquisition policy)

Other Roles:

- **Developers**—deliver units
- **Non-profit housing providers**—partner; secure and operate dedicated affordable units
- **Non-profit social service organizations**—partner and co-locate
- **Translink**—deliver transit services

- **Partnerships:** Create partnerships between developers, non-profit housing providers, the City, and Translink on transit-oriented development projects.

Generally, a transit-oriented affordable housing development policy could provide specific incentives to increase the supply of affordable housing in transit-oriented areas, specifically along or near Frequent Transit Networks. Partnerships between public and private sectors could help facilitate this process.

Approach and Actions

Analysis to Richmond Context

The City currently has a strong network of transit services, including rapid transit (Canada Line), with direct connection to Vancouver and networks that branch into Delta, New Westminster, Burnaby, Surrey, and White Rock. The City has already leveraged some areas by encouraging and successfully building transit-oriented hubs with mixed-use towers and podiums, particularly along No. 3 Road.

There is an opportunity for the City to build on successful transit-oriented development by prioritizing affordable housing development along the Canada Line in future projects, particularly non-market, low-end market rental, purpose-built market rental housing and potentially affordable homeownership units.

In addition, there is existing rental housing stock near Frequent Transit Networks, some of which are aging and under-utilized. There is an opportunity to redevelop some of these sites to replace and add to the rental stock with a transit-oriented lens, with units secured through housing agreements (to be addressed by the City's forthcoming Market Rental Policy).

Recommended Richmond Approach and Actions

1. Prioritize, where applicable, the development of non-market, low-end market rental, purpose-built market rental and affordable homeownership units near or along Frequent Transit Networks.
2. Align with Metro Vancouver's Regional Affordable Housing Strategy's goal to increase the rental housing supply along Frequent Transit Networks. The Metro Vancouver's Regional Affordable Housing Strategy specifies "close proximity" as within 400 metres of non-rapid Frequent Transit Networks (bus) and within 800 metres of rapid transit (Canada Line).
3. Encourage diverse housing forms in proximity to Frequent Transit Networks including medium density ground-oriented housing in close proximity to station areas, and leverage sites that are under-utilized that could include affordable housing.
4. Prioritize density bonus value transfers to transit-oriented areas.
5. Establish transit-oriented inclusionary housing targets for purpose-built rental and housing that is affordable to very low and low-income households within close proximity of transit.
6. In keeping with Metro Vancouver's Regional Affordable Housing Strategy, provide incentives for new purpose-built rental housing located in transit-oriented locations to enable these developments to achieve financial viability. These incentives can include parking reductions or elimination, and density bonus value transfers.

7. Consider acquiring land located in close proximity to Frequent Transit Networks to contribute towards affordable housing projects (see use of City land for affordable housing).
8. Consider working with Metro Vancouver to identify opportunities for new capital funding options to increase the supply of affordable housing in transit-oriented areas.
9. Collaborate with the City's Transportation Department to revisit parking requirements for LEMR units located along the Frequent Transit Network.

Implementation Roles

Municipality:

- Communicate and liaise with Metro Vancouver and Translink on development opportunities along Frequent Transit Networks in Richmond.
- Investigate land acquisition opportunities near or along Frequent Transit Networks.
- Communicate information to developers and non-profit housing societies on transit-oriented affordable housing development opportunities.

Development Community:

- Work with the City of Richmond to implement the transit-oriented development objectives.
- Partner, where appropriate, with non-profit housing societies on transit-oriented development opportunities.
- Deliver affordable housing units through partnership projects.

Non-Profit Housing Providers:

- Partner, where appropriate, with developers and the City on transit-oriented development opportunities.
- Manage and operate affordable housing units delivered through transit-oriented development projects either through long-term lease agreements or stratified ownership.

Metro Vancouver's Frequent Transit Network is a network of corridors where transit service runs at least every 15 minutes in both directions throughout the day and into the evening, every day of the week. People traveling along Frequent Transit Network corridors can expect convenient, reliable, easy-to-use services that are frequent enough that they do not need to refer to a schedule. For municipalities and the development community, the Frequent Transit Network provides a strong organizing framework around which to focus growth and development.



Ease of Implementation:

SIMPLE

COMPLEX

Municipal Role:

- Establish expectations
- Communicate information
- Support pilot project

Other Roles:

- **Developers**—deliver units

17. Compact Living Rental Units (Micro-Units)

Target Priority Group in Need

Low and moderate income singles, students and vulnerable singles who are able to live independently including persons who formerly experienced homelessness.

Target Housing Gap

Purpose-built market rental housing and low-end of market rental housing for low and moderate income singles who are able to live independently.

Context

Renters in Richmond are experiencing increasing challenges to find available and suitable rental housing affordable to their incomes. Low vacancy rates, increasing rents, applicant competition and limited new supply have intensified these challenges. For low and moderate income single-person households, finding an affordable rental unit that meets their needs in Richmond can be difficult. For some households, a small affordable rental unit, such as a micro-unit, could meet their housing needs.

Micro-units are typically built in multi-unit residential projects and can range between 225 to 350 square feet per unit. The units can be rented or owned as apartments or condos. Micro-units rented at market rates can be a cost-saving alternative to typical studio or one-bedroom rental units. Research indicates that tenants usually live between one to two years in a micro-unit until they can afford to graduate to a larger unit. This cycle demonstrates that micro-units are a “stepping stone” for households to get into the housing market. Given their size limitation, micro-units may not be adequate for couples, families or seniors.

A multi-unit residential project comprised of micro-units may achieve higher unit density on a site without increasing the height of a project, which can be a practical development alternative for Richmond given development height restrictions. Micro-units are a housing option that can increase the housing supply to a specific niche target population but are limited in their suitability and affordability.

Overview of Micro-Unit Housing Policy

Municipalities across BC are increasingly exploring the concept of micro-unit housing as a cost-saving alternative for residents, for both market rental and condo homeownership options. Strong regulatory requirements have been utilized to implement micro-unit housing forms, such as specifying unit sizes and locations near transit and demographic demand from singles and students.

The limited square footage of micro-units can lead to tenants utilizing common and public spaces outside their respective unit to meet their livability needs. This includes onsite indoor and outdoor amenity space and public amenities. Municipalities have responded by encouraging micro-unit housing development to be located within close proximity to parks, recreation, transit, shopping and other amenities to off-set the space limitations of micro-units.

A micro-unit housing policy can also be complemented by design guidelines to improve livability of building and suite design, such as incorporating large/corner windows and providing onsite storage facilities. Other design considerations include flexibility so that two or more micro-units can be converted into a studio or one-bedroom unit in the future if required, providing adaptability to changing demographics and housing need in the community.

Approach and Actions

Analysis to Richmond Context

Micro-unit housing projects may be a specific housing form to meet the housing needs of low and moderate income singles in Richmond who are in need of rental housing.

Given their limited suitability to the target population of singles, including students, the City should consider cautiously introducing these units and monitor absorption and occupancy over time.

In collaboration with the City's Planning and Development Department, the City should conduct a feasibility study on compact living rental units. This study should explore land use and community planning opportunities and challenges, necessary policy and regulatory change including location criteria. One option could be to introduce micro-units as lock off suites to provide flexibility to consumers.

Recommended Richmond Approach and Actions

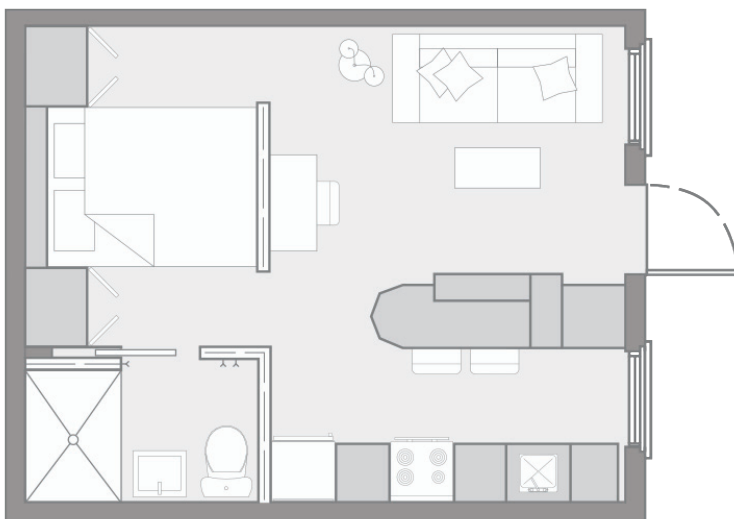
1. Consider developing a comprehensive planning study that examines the pros and cons of micro units, including a necessary policy and regulatory changes such as lock-off suites.

Implementation Roles

Municipality:

- Develop terms of reference and undertake a comprehensive planning study on micro rental units.

Micro-units in the City of Kelowna have a minimum 312 square foot unit size, and limited siting criteria including within urban areas, the University Village and within 400 metres of a bus stop.



Sample micro-unit layout in Kelowna project (Worman, 2016)



Sample lock-off suite

Ease of Implementation:**Municipal Role:**

- Facilitate partnerships
- Establish expectations
- Communicate information
- Support pilot project
- Evaluate livability

Other Roles:

- **Non-profit housing providers**—partner; secure and operate dedicated affordable units

18. Encouraging Accessible Housing for Persons with Disabilities

Target Priority Group in Need

Low and moderate income households with a disability, including seniors, couples and families that have one or more members of their household with a disability.

Target Housing Gap

Supportive housing, non-market rental, low-end market rental, and affordable homeownership units for persons living with a disability.

Context

Persons living with a disability were identified through consultation as experiencing significant challenges finding suitable, accessible, and affordable housing in Richmond across the entire housing continuum. Households that have a member of their family living with a disability have limited options that are affordable, accessible and large enough to accommodate family members.

The City currently has Basic Universal Housing standards to create more inclusive and accessible housing units for persons living with a disability. These standards have informed many housing development projects in Richmond and have positively contributed to the available housing stock. However, the majority of low-end market rental units secured with Basic Universal Housing are not rented to persons living with disabilities and there are concerns that these and other market units are not affordable to persons on disability income assistance.

Overview of Encouraging Accessible Housing

The City has the opportunity to build on an already inclusive mobility-focused accessible housing practices and to explore ways to increase accessible units within affordable housing projects.

Approach and Actions**Analysis to Richmond Context**

Building on existing relationships with the health authority and other non-profit organizations focused on accessibility, the City can encourage more accessible housing forms through partnerships in new affordable housing projects.

Recommended Richmond Approach and Actions

1. Continue to foster relationships with Richmond based organizations and identify opportunities to collaborate and to obtain input into housing needs and design for short-term and long-term housing options for program participants.
2. Consider partnering with health authorities and other potential project partners where there are opportunities to incorporate units or other design features that meet accessible housing needs.
3. Facilitate potential partnerships with non-profit housing providers and developers in the pre-application and rezoning stages of development to ensure that some LEMR units are designed with adaptable features to accommodate priority groups in need (e.g. persons with disabilities).

Implementation Roles

Municipality:

- Facilitate relationship building, partnerships and communications with various organizations.

Non-Profit Housing Providers:

- Work with the City to identify opportunities for partnerships.
- Partner, where appropriate, with various agencies and the City to deliver affordable housing projects that include the accessible units.
- Operate units secured through accessible projects, including managing tenant selection and intake process.

Ease of Implementation:

SIMPLE

COMPLEX

Municipal Role:

- Facilitate partnerships
- Contribute land

Other Roles:

- Non-profit organization (“The Community Land Trust”)—Agency and administrator
- Non-profit housing providers—Lease-holders and operators
- BC Housing—Project partner

Although the tenants, operators, funders and contracts for affordable housing buildings on Community Land Trusts change over time, the land is held in perpetuity for providing long term affordable housing in the community.

19. Community Land Trust

Target Priority Group in Need

Low and moderate income earners, including families, seniors, singles, couples, students, persons with disabilities and vulnerable populations.

Target Housing Gap

Non-market rental, low end market rental, purpose-built rental, and affordable homeownership for low and moderate income households. Shelters and transitional housing could be targeted, where appropriate.

Context

A key challenge to making housing affordable in Richmond is the significant and increasingly high cost of land. For both developers and non-profit housing providers, the cost of land directly influences capital and operating costs, maximum rent levels, and the number and types of units that can be secured in affordable housing projects.

High land costs also limits the impact of municipal financial contributions to support potential affordable housing projects, as the Affordable Housing Reserve Fund does not accumulate at the rate and volume needed to support multiple projects.

Overview of Community Land Trust

While land costs are fixed at market rates, there may be an opportunity to secure land through a Land Trust model that, over time, acquires and preserves land in perpetuity for affordable housing.

A Community Land Trust is a community-based model to secure land for the future development and preservation of affordable housing. Typically, a Community Land Trust is a non-profit agency that is created with the mandate to acquire and “bank land” to be leased over the long term to non-profit housing societies for operating affordable housing projects. A Community Land Trust can receive public or private land donations or government subsidies to purchase land in which affordable housing can be built. The banked land is held in trust by the community for the purpose of building and creating access to affordable housing and is not available for other development. The Community Land Trust provides exclusive use of their land to ground-lease holders, who own the structures via ground leases. The Community Land Trust retains a long-term option to repurchase the structures/improvements on the land.

This model helps to reduce the risk and prevents the loss of the affordable housing stock as it removes land from the market and holds it for affordable housing.

Approach**Analysis to Richmond Context**

Land made available through a land trust could be used to target all priority groups and housing gaps, from singles to families and from affordable rental housing to affordable homeownership. The City may wish to explore various Community Land Trust models and consider their potential applicability to Richmond.

Overall, a local land trust has the potential to preserve and expand access to affordable housing in communities experiencing significant increases in land costs. A land trust initiative may be challenging, however with early investment and establishing a framework, a Land Trust model could eventually lead to a long-range reward in affordable housing stock in Richmond.

Recommended Richmond Approach and Actions

1. Explore the feasibility of establishing a community-based Community Land Trust and its potential application in Richmond by taking into account the following considerations:
 - Governance, legal and administration structure.
 - Initial and long-term funding and operating structure, including potential tax exemptions and revenue generating uses.
 - Priority groups and project eligibility.

Implementation Roles

Municipality:

- Prepare a terms of reference for preparing a comprehensive feasibility analysis of a community-based Community Land Trust

Non-Profit Housing Societies:

- Work with the City to identify opportunities for partnership with a potential community-based Community Land Trust to deliver and manage affordable housing projects.

The Vancouver Community Land Trust (VCLT) established in 2014 is the first community land trust in Metro Vancouver. The Land Trust is currently developing 358 units of housing on three sites in the City of Vancouver in partnership with the City of Vancouver, BC Housing, Vancity Credit Union, and several non-profit and co-operative housing providers, with occupancy expected in late 2017 to early 2018.



Incorporated in 1984, the Champlain Housing Trust (formerly the Burlington Community Land Trust) in Vermont has 2,200 rental leases and 565 affordable homeownership units in their portfolio. (Photo above: apartment in CHT's portfolio).

Ease of Implementation:

SIMPLE

COMPLEX

Municipal Role:

- Establish expectations
- Select administrator
- Engage potential funders

Other Roles:

- **Non-profit social service organization**—Administer rent bank program
- **Funding Partners**—Contribute funding

20. Rent Bank Program

Target Priority Group in Need

Low income earners, including families, seniors, students, persons with disabilities and vulnerable populations including persons at-risk of homelessness.

Target Housing Gap

Low-end market rental and purpose-built market rental housing.

Context

A rent bank is a financial assistance program that can make funds available to households who are at-risk of eviction due to inability to make rent. Funds can be used towards housing related costs such as rent and utility bills. Rent banks are typically operated by a non-profit society with financial contributions made by their respective municipality.

Temporary financial setbacks among vulnerable low-income households often result in households entering homelessness. A rent bank can help keep these households at-risk of homelessness remained housed.

Overview of Rent Bank Program

Most rent bank programs operate by providing no-interest loans, with the intention of having loans repaid by clients. However, a contingency is typically built into the program operations in case the loans are not paid back. In essence, these funds can function either as a loan or a grant, with funds serving as a loan if a client is able to repay or a grant if a client is unable to repay. This approach offers less risk to clients in need.

Accessing rent banks is especially important for low-income households who may not have access to credit during a short-term emergency crisis.

Typically, non-profit society staff will supervise the intake and approval of loans. They may also provide assistance with personal budgeting and financial literacy. Staff will follow-up on loan repayment and, in some cases, provide housing search assistance if current housing will remain unaffordable in the long-run. Rent bank staff may also negotiate with landlords, liaise with other relevant agencies, and provide information and referrals.

The role of the municipality is typically a financial contributor.

Approach and Actions

Analysis to Richmond Context

A rent bank program currently exists in Richmond for low-income seniors through Chimo Community Services. Other priority groups in need in Richmond may also benefit from a similar program.

Recommended Richmond Approach and Actions

1. Undertake a review and best practice analysis of opportunities to support local rent bank initiatives

Implementation Roles

Municipality:

- Undertake a review and best practice analysis of opportunities to work with non-profit organizations to support local rent bank initiatives.

Non-Profit and Social Service Organization:

- Operate local rent bank including administration of loans, personal budgeting and financial literacy support.

V. Conclusion

Strategy Update, is a comprehensive policy review informed by research and consultation and outlines policy recommendations to guide the future planning of affordable housing in Richmond.

Implementation Capacity

The review process looked at policies holistically, taking funding, existing City resources and municipal mandate and jurisdiction into consideration. The recommended policies will ensure that there is a balanced approach in the creation of more affordable housing in partnership with senior levels of government, non-profit housing providers, the development sector and service providers. It is recommended that the City evaluate and identify potential gaps in municipal resources including staffing in order to implement the recommended policies.

Next Steps

The policy recommendations have been reviewed by staff and shared with select stakeholder to obtain feedback on potential opportunities and challenges for implementation. City staff will evaluate municipal resources necessary to implement the recommended policies and will present an implementation plan along with a draft Affordable Housing Strategy document (Phase 4).



City of Richmond

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RICHMOND DRAFT AFFORDABLE HOUSING STRATEGY 2017 – 2027 PUBLIC ENGAGEMENT SUMMARY

The Draft Affordable Housing Strategy 2017-2027 provides an implementation plan, with over 60 specific actions that respond to the 22 affordable housing policies endorsed by Council in July 2017. City staff encouraged the public and stakeholders to comment on the City's Affordable Housing Strategy 2017-2027's implementation plan and actions over the next 10 years. Feedback received helped to refine the implementation plan that is central to the final Affordable Housing Strategy 2017-2027.

Consultation Platforms & Target Audience

The following consultation platforms were utilized to gain feedback from the public and key stakeholders including non-profit housing and service providers, the development sector, government and quasi-government organizations and non-profit service providers and community groups:

- Two open houses were held on January 30 and 31, 2018 (located at City Centre Community Centre and Cambie Community Centre) with two volunteer translators who spoke Mandarin and Cantonese in attendance;
- Let's Talk Richmond online survey (January 19 - February 4); and
- Background project information located on a dedicated City webpage.

Engagement

- A total of 119 people participated in the online and paper surveys;
- A total of 60 people attended the open houses; and
- Over 70% of the respondents heard about the survey through an email sent by Let's Talk Richmond, 16% saw an ad on the newspaper, 7% read a news story about the survey in the local newspaper, and 7% heard about it through the City of Richmond website.

Key themes from the Open Houses and Surveys

During the consultation period, many people who filled out the survey or attended the open houses expressed concerns that it is becoming more difficult for them to live in Richmond due to increasing rent and home prices. People who were born and raised in Richmond felt they could not afford to stay here. Younger families feel they have to move away and Richmond is losing the sense of community that attracted long-time residents to live here. As one example, a single mother stated she finds living in Richmond to be expensive but is reluctant to move because her support network is here.

The rest of the comments from the open houses and surveys are summarized into themes below.

Theme	Summary of Comments
General	In general, respondents expressed support for the Affordable Housing Strategy 2017-2027. However, many stressed that housing is an urgent issue that the City is facing now rather than 10 years later, and more focus should be placed on short-term actions in order to reduce the number of people leaving Richmond because of unaffordable housing prices/rent.
Family Friendly	Respondents highlighted the need for family-friendly units containing two and three bedrooms. Larger units benefit young families but also seniors wishing to downsize from single-family homes. Some would like to remain in Richmond to be close to their families and community, but would like more options besides a studio or one-bedroom apartment. Some respondents have asked for regulations that require new (strata) buildings to contain a minimum number of two and three bedroom units for families.
Accessibility/ Co-location	In general, respondents are supportive of affordable housing to low-income people, especially seniors. Many respondents called for more affordable housing for low-income seniors in Richmond. Accessibility is also a main concern with some respondents emphasizing that seniors housing should be close to services so that seniors can run errands without need for cars or transit.
Cash-in-lieu and Low-end Market Rental (LEMR)	In general, respondents are supportive of the LEMR policy but have expressed concerns that developers would always prefer the cash contribution option and would not build units. Some feared that non-market housing would be segregated in one neighbourhood and not located across Richmond. Others thought the proposed LEMR requirement and cash-in-lieu contribution rates could be further increased. Respondents indicated the importance of having a mix of unit types and tenures to create a socially and economically diverse community. One respondent and feedback from the non-profit housing sector also stressed that non-profit agencies should manage LEMR units to ensure the units are rented out to people who meet the eligibility criteria.
Affordable housing tenancies	Some survey respondents indicated that affordable housing, including co-op housing and LEMR units, should be targeted for households in need. An audit process was recommended to ensure the tenants' household incomes match the criteria for affordable housing.
Foreign Ownership/ Speculation/ Empty Homes	Many respondents attributed the cause of the housing affordability crisis in Richmond to foreign ownership, speculation, and empty homes. Some respondents suggested a ban on the sale of properties to foreigners and non-residents and imposition of an empty homes tax. Other respondents requested limiting the sale of real estate to those who live and pay taxes in Canada. Some comments referenced the current ALR house size consultation process.
Density/ Secondary Suite/ Co-op Housing/ Micro Suites	Many respondents are supportive of greater densification in the City Centre and other areas of the city as well. Some respondents have mentioned densification of existing family homes to allow multi-generational housing. Others mentioned a need for more co-op housing, as well as micro housing with low rents (e.g. \$500) to allow young adults to move out of family homes. Some respondents would also like to see zoning changes to encourage the addition of secondary suites in single-family homes. There is a sense that respondents would like to see a diverse range of housing options to meet people's needs. However, some respondents noted how larger homes and greater density have changed the character of their neighbourhoods.
Supportive/ Transitional Housing	Some respondents would like to see the City address homelessness and provide more transitional and supportive housing.



City of Richmond

Report to Committee

To: Planning Committee **Date:** February 16, 2018
From: Barry Konkin **File:** 01-0100-30-ACEN1-
Manager, Policy Planning 01/2018-Vol 01
Re: **Agricultural Advisory Committee 2017 Annual Report and 2018 Work Program**

Staff Recommendation

1. That the staff report titled "Agricultural Advisory Committee 2017 Annual Report and 2018 Work Program" dated February 16, 2018 from the Manager, Policy Planning be received for information; and
2. That the Agricultural Advisory Committee 2018 Work Program, as presented in this staff report, be approved.

Barry Konkin
Manager, Policy Planning

Att. 2

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

Staff Report

Origin

The Richmond Agricultural Advisory Committee (AAC) was established in 2003 upon Council approval of the Richmond Agricultural Viability Strategy (RAVS) which emphasizes soil based farming.

A primary role of the AAC is to provide agricultural advice, to Council, City staff and stakeholders (e.g., the BC Ministry of Agriculture, BC Agricultural Land Commission [ALC], and Metro Vancouver), on a wide-range of issues and projects that affect agricultural viability and to help implement the RAVS recommendations

In accordance with the AAC Terms of Reference, this report summarizes the activities of the Committee in 2017 and recommends a 2018 Work Program for consideration and approval by Council. The AAC endorsed the proposed work program at its meeting held on February 1, 2018.

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

3.1. Growth and development that reflects the OCP, and related policies and bylaws.

This report also supports Council's 2014-2018 Term Goal #8 Supportive Economic Development Environment:

8.3. The City's agricultural and fisheries sectors are supported, remain viable and continue to be an important part of the City's character, livability, and economic development vision.

Summary of 2017 Annual Report

The detailed 2017 Annual Report is contained in Attachment 1. Highlights are as follows:

- Reviewed and provided comments on four development proposals related to or affecting agricultural activities.
- Received information and commented on the proposed changes to the City's AG1 (Agriculture) zone on establishing limits to residential development.
- Received regular updates and provided feedback on various City policies and initiatives (e.g., City's Riparian Area Strategy, City's 5-year Capital Construction Plan, Garden City Lands).
- Based on a Council referral, discussed priorities and recommended policy areas in reviewing the 2003 Richmond Agricultural Viability Strategy.
- Received information on agricultural initiatives and funding programs (e.g., BC Ministry of Agriculture farming advisory sheets).
- Received information and commented on local land matching initiatives (e.g., Young Agrarians BC Land Matching Program).

Summary of Proposed 2018 Work Program

The proposed detailed 2018 Work Program is contained in Attachment 2. The following is a summary of the proposed program:

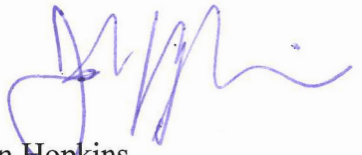
- Assist in continued implementation of the 2041 Official Community Plan and 2003 Richmond Agricultural Viability Strategy (RAVS) agricultural policies which emphasize soil based farming.
- Provide agricultural advice to Richmond City Council and staff on proposed development, land use, soil fill, road, farm access and infrastructure (e.g., drainage, irrigation, dyking, pumping stations) matters in and adjacent to the ALR.
- Prepare a work plan to review and update the 2003 RAVS and provide comments to Council on any policy or regulatory changes as needed.
- Receive updates on a wide range of federal, provincial, regional, City and private sector agricultural initiatives and provide advice when requested.
- Continue to promote agriculture viability and awareness of soil based farming in Richmond.

Financial Impact

None.

Conclusion

The 2017 Annual Report for AAC is submitted for information and the 2018 Work Program is recommended for Council approval



John Hopkins
Senior Planner
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JH:cas

Att. 1: 2017 Agricultural Advisory Committee Annual Report and List of Development Proposals Reviewed

2: Proposed 2018 Agricultural Advisory Committee Work Program

**2017 AGRICULTURAL ADVISORY COMMITTEE ANNUAL REPORT AND LIST OF
DEVELOPMENT PROPOSALS REVIEWED**

Projects	Results Expected	Accomplishments and Comments
City and ALC Related Development Applications	Agricultural advice to Council	<ul style="list-style-type: none"> Reviewed and provided comments on a total of 4 development proposals forwarded by staff: <ul style="list-style-type: none"> - 4 required City approval - 1 required both City and ALC approval Projects covered issues related to rezoning land that is adjacent to the ALR and a non-farm use application to subdivide a property into two lots for single family residential purposes. (see the Development Proposal List below)
City Policy Initiatives	Agricultural advice to Council	<ul style="list-style-type: none"> Received information on the proposed changes to the City's AG1 (Agriculture) zone on establishing limits to residential development. This included a special stakeholders meeting with members of the AAC, RFI and the Richmond Farmland Owners Association. Received information and supported the City's Riparian Area Strategy so long as it will ensure the ability for the City to maintain and provide a good level of draining servicing into perpetuity, and the ability for the City to continue supporting and not limiting farming activities. Received information on the City's 5-year capital construction plan. Based on a Council referral to review the 2003 Richmond Agricultural Viability Strategy, members discussed priorities and recommended policy areas for the updated Strategy.
External Agency Policy Initiatives	<ul style="list-style-type: none"> Received information and updates Provided agricultural advice to the agency (through council) when requested 	<ul style="list-style-type: none"> Received information on initiatives, funding programs, workshops and farming advisory information sheets from Ministry of Agriculture staff Received information and updates from Agricultural Land Commission staff Received information on Metro Vancouver's initiative to undertake an agricultural land use inventory
Major Transportation Projects	Agricultural advice to Council	<ul style="list-style-type: none"> Received regular updates regarding the George Massey Tunnel Replacement project from the provincial GMTR project team and City staff, and provided comments
Public Awareness and Local Land Matching Initiatives	Improved awareness and understanding of agriculture and its role in the community	<ul style="list-style-type: none"> Received a presentation from the Young Agrarians BC land matching proposal. This was supported by the AAC who wished to provide a financial contribution. Received updates on the Garden City Lands (Legacy Landscape Plan) and provided comments.

Projects	Results Expected	Accomplishments and Comments
General Agricultural Related Issues	Identified specific initiatives that improve or impact agriculture	<ul style="list-style-type: none">• Updates on City Zoning Bylaw amendments that impact the AG1 (Agriculture) zone such as removing agri-tourism accommodation as a permitted use, aligning agri-tourism activities and wineries with ALC regulations.

List of Development Proposals Reviewed in 2017

File No.	Address	Proposed use	Approvals Required		ALC Advice
			City	ALC	
RZ 15-708960	9880 Granville Avenue & 7031 No. 4 Road	Rezoning application to rezone from Single Detached (RS1/F) to Medium Density Townhouses (RTM2) to develop 7 townhouses units. The property is adjacent to ALR land.	X		That the rezoning application be supported as presented subject to a revised landscape plan reviewed by staff which would remove the species <i>vaccinium ovalifolium</i> from the planting list.
RZ 16-726337	10475 to 10631 No. 5 Road	Rezoning application to rezone from Single Detached (RS1/E) to Medium Density Townhouse (RTM3) to develop 47 townhouses units. The property is adjacent to ALR land.	X		That the landscape buffer and rezoning application be supported as presented
AG 17-766906	11200 Westminster Highway	Non-farm use application to subdivide the subject property to create two evenly sized lots for single family dwelling use.	X	X	That in considering its final decision, that Council observe OCP policy that limits subdivision of agricultural land into smaller parcels, except where benefits to agriculture can be demonstrated.
RZ 16-741722	9980 Westminster Highway	Rezoning application to rezone Gas & Service Station (CG2) to a new townhouse zone to develop 17 townhouse units. The property is adjacent to ALR land.	X		No quorum at meeting. No official decision.

**2018 DRAFT WORK PROGRAM
AGRICULTURAL ADVISORY COMMITTEE
AAC Role is to advise Council as follows:**

- Assist in continued implementation of the 2041 Official Community Plan and 2003 Richmond Agricultural Viability Strategy (RAVS).
- Provide advice to Richmond City Council and staff on works and services, development and major projects being undertaken in and adjacent to the ALR.
- Receive information and updates from external agencies (Ministry of Agriculture, Metro Vancouver, ALC, NGOs) and provide agricultural advice (through Council) when requested.
- Continue to improve awareness and understanding of agriculture and its role in the community.
- Receive regular updates on projects and works related to agriculture.
- Invite City Divisions to liaise with the AAC, as early as possible, on works deemed to have an impact on farming so that the Committee can provide advice. These proactive initiatives will help to inform agricultural stakeholders of forthcoming works and enable the AAC to provide agricultural advice.

The AAC and City Staff propose the following 2018 Work Program:

Projects	Results Expected	Objectives and Deliverables
City and ALC related Development Applications	Agricultural advice to Council and/or ALC	<ul style="list-style-type: none"> • Review development applications forwarded to the AAC from staff or Council. • Provide comments and work with proponents to modify development proposals to meet City policies and address Committee comments as needed.
Soil Removal and Deposit Activities in the ALR	Agricultural advice to Council and/or ALC	<ul style="list-style-type: none"> • Receive updates on the Metro Vancouver's Illegal Fill Pilot Project and provide comments when requested. • Review soils applications (removal or deposition) forwarded to the AAC from staff or Council
Richmond Agricultural Viability Strategy Policy Updates	Agricultural advice to Council and/or ALC	<ul style="list-style-type: none"> • Review and update the 2003 Agricultural Viability Strategy and provide recommendations to Council on any policy or regulatory changes as needed.
City Policy Initiatives	Agricultural advice to Council and/or ALC	<ul style="list-style-type: none"> • Review various agricultural/ALR issues (e.g., Proposed housing regulations and RMA Strategy)
Drainage and Irrigation	Agricultural advice to Council and/or ALC	<ul style="list-style-type: none"> • Receive updates from Engineering staff on proposed design, construction, and funding of ALR drainage and irrigation proposals and provide comments when requested.

Projects	Results Expected	Objectives and Deliverables
Transportation Works and Projects	Agricultural advice to Council and/or ALC	<ul style="list-style-type: none"> Continue to receive updates and provide comments on transportation works in and adjacent to ALR land that may impact agriculture. Continue to receive updates on the George Massey Tunnel Replacement (GMTR) project, and provide agricultural advice as needed
Public Awareness and Local Food Initiatives	Improved awareness and understanding of agriculture and its role in the community	<ul style="list-style-type: none"> AAC to examine options to promote local agricultural and food awareness, including identifying funding and partnerships with other like-minded organizations.
Agricultural Data System	Agricultural advice to Council and/or ALC	<ul style="list-style-type: none"> Review 2016 census results and update agriculture related statistics based on current data figures. Comment on the latest trends related to agriculture and how they impact the Richmond Agricultural Viability Strategy as needed.
Port, Industrial, and Non-farm Related Development	Agricultural advice to Council and/or ALC	<ul style="list-style-type: none"> Comment on Port, Industrial and Non-Farm related development for its impact on agricultural viability as needed.
Metro Vancouver's Farm Property Tax Investigation	Agricultural advice to Council and/or ALC	<ul style="list-style-type: none"> Receive updates from Metro Vancouver and Richmond financial staff on the Farm Property Tax Investigation and provide comments when requested.



City of Richmond

Report to Committee

To: Parks, Recreation and Cultural Services Committee
From: Serena Lusk
General Manager, Community Services
Jane Fernyhough
Director, Arts, Culture and Heritage Services
Date: February 6, 2018
File: 06-2345-20-WCAM1/Vol 01
Re: **West Cambie Neighbourhood Park Master Plan and Public Art Capital Project**

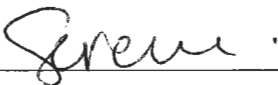

Staff Recommendation

1. That the West Cambie Neighbourhood Park Master Plan, as detailed in the staff report titled "West Cambie Neighbourhood Park Master Plan and Public Art Capital Project," dated February 6, 2018, from the General Manager, Community Services, and the Director of Arts, Culture and Heritage Services be approved;
2. That the concept proposal for the proposed public artwork for the West Cambie Neighbourhood Park, titled "Pergola Garden," by the artist team Polymétis Projects, as detailed in the staff report titled "West Cambie Neighbourhood Park Master Plan and Public Art Capital Project," dated February 6, 2018, from the General Manager, Community Services, and the Director of Arts, Culture and Heritage Services, be endorsed;
3. That the West Cambie Neighbourhood Park Public Art Project for \$725,000 be approved and included in the 2018 Capital Budget; and
4. That the City's 5-Year Financial Plan (2018–2022) be amended to include the \$725,000 for the West Cambie Neighbourhood Park Public Art Project funded by the Public Art Reserve.

Serena Lusk
General Manager, Community Services
(604-233-3344)

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

Att. 3

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

Staff Report

Origin

West Cambie Neighbourhood Park is a recent addition to the City of Richmond's park and open space system. It will serve as the local park space for the residents in the rapidly developing Alexandra neighbourhood, which is adjacent to Richmond's City Centre. Land acquisition for the site was completed in 2011; the park is comprised of large lots, formerly used for single family purposes. The park has been graded, and pathways have been constructed to provide residents opportunities for walking and jogging, as well as connections to adjacent neighbourhood greenways. Open lawn areas have also been used for informal recreational activities.

In July 2012, construction of the first district energy system in the City of Richmond, the Alexandra District Energy Utility (ADEU), was completed. The building housing the Energy Centre is located in the north central part of West Cambie Neighbourhood Park. Field One is located in the Greenway to the north. Field Two of its geo-exchange system has been installed in the east portion of the site.

Capital submissions for park construction were approved in 2010, 2012, 2013 and 2016; another submission will be made in 2019.

On April 10, 2017, Council approved the West Cambie Neighbourhood Park Integrated Landscape Public Art Project Call to Artists to select and contract an artist, or artist team, as part of the West Cambie Neighbourhood Park planning process.

Open Houses were held in September and November 2017 to gain public input towards the development and refinement of a master plan for the site and the public art opportunity.

The purpose of this report is to summarise the findings of the public consultation process, including the feedback received online via the City's social media network, and to present the West Cambie Neighbourhood Park Master Plan and public art concept proposal for approval.

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

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

2.1. Strong neighbourhoods.

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

2.4. Vibrant arts, culture and heritage opportunities.

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

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

3.2. *A strong emphasis on physical and urban design.*

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

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

4.2. *Innovative projects and initiatives to advance sustainability.*

Analysis

The Existing Site

West Cambie Neighbourhood Park is approximately six acres in size and together with the neighbourhood Greenways, it will play an important role in connecting north to Thomsett Elementary School and south to Garden City Lands, a destination open space being developed for community wellness, agriculture, and ecological conservation.

Development of the surrounding Alexandra Neighbourhood has occurred over the past several years. Multifamily residences have been constructed to the east and west, and more development is underway across Tomicki Avenue to the south. Elevations of the new roads which front onto the park have been raised considerably. This has resulted in the grade of the park being quite low with respect to the rest of the neighbourhood; resulting in water pools in lower parts of the site.

Remnants of the park's former residential landscapes still exist, including ornamental and naturalized plant material. In particular, one property was used as a commercial garden nursery, and many trees, including a Sequoiadendron "Redwood" grove, still exist on the site. This variety of landscape forms important ecological corridors and foraging grounds for raptors, such as barn owls, as well as habitat for other wildlife species. The greenways also retain a similar combination of introduced and naturalized tree, shrubs, and grass areas.

To date, the park has been developed to a basic level. Recently constructed pathways are frequently used for walking and jogging within the park property; the open lawns are used for informal recreation; and the existing vegetation provides opportunities for appreciation of nature. In addition to this work, a geothermal energy exchange field has been installed within the eastern section of the park, along with the Alexandra District Energy Utility Energy Centre building which occupies a central location along the parks' Odlin Road frontage. Expansion of the field into the western part of the site is currently being planned.

Public Consultation Process

In the fall of 2017, the public was invited to two Open Houses to provide input and feedback towards preparation of the concept plan for the park. The first Open House took place on September 14, 2017, at the park site; the second Open House was hosted on November 18, 2017, at the Polygon sales centre, located on Tomicki Avenue.

Concurrent to the Open House process, the community was also invited to view all of the engagement process materials and complete the questionnaires on the Let's Talk Richmond website, www.LetsTalkRichmond.ca. All of the public consultation results are provided in Attachment 1, page 2.

Phase One was considered the discovery phase, ideas related to park programming, character, and play equipment were presented, examined, and explored. A total of 80 respondents completed the survey. Based on this feedback, guidelines were developed to inform the design of the park and its facilities:

1. Neighbourhood Destination:

- create a sense of place;
- provide diverse uses for a broad range of age groups; and
- offer a well-rounded, nature inspired, play experience.

2. Ecological/Environmental Focus:

- respond to the park's unique hydrological pattern;
- celebrate and preserve significant trees located within the park;
- demonstrate the park's environmental values; and
- provide natural habitat for animals and insects.

3. Place of Connection:

- create a place for people to gather, interact with others and reconnect with nature;
- provide connections to existing and planned greenways, as well as bicycle paths; and
- integrate surrounding green spaces and natural areas.

For Phase Two of the consultation process, two concept options were prepared for evaluation (Attachment 1, page 7). The programming elements were the same, but the options differed in their layout of the various park features and use areas. Comments received at the Open Houses and via the Let's Talk website, 40 in total, were amalgamated to help develop the final concept plan.

Final West Cambie Neighbourhood Park Master Plan

The proposed concept design for the park (Attachment 1, page 8) maintains a strong natural expression throughout, with greater refinement along certain edges, and within key use areas.

Highlights of the plan include:

Gathering Area

This space is to be developed south of the ADEU Energy Centre building; it will form the core of the social life of the park. Seating, picnic tables, and a shelter will be provided to encourage social gathering and the forming of connections among the neighbourhood residents.

Open Lawn

An open lawn exists on the east side of the park over the existing geothermal exchange field. It will be improved so that it can be used for informal activities. It will also be managed as part of the West Cambie ecological corridor, along with the greenways, providing habitat and hunting grounds for owls and possibly other species.

Amphitheatre

A large mound, approximately 1.5 metres in height, is proposed to anchor the southwest corner of the park. Its eastern face will support amphitheatre seating that will look east towards an informal performance area where occasional open-air, neighbourhood scale programming can be staged.

Rain Garden

Taking advantage of existing low areas within the park, a rain garden will be developed meandering through the centre of the site, acting as a bridge between the west and east activity areas. A deck will provide visitors with an opportunity to overlook the wetland on its west edge.

Pedestrian pathways and bicycle paths

A strong north-south pathway will connect to the Greenways to the north and south of the site and will be defined by paving. Another pathway, sinuous in shape, will wind its way through plantings designed to create habitat for wildlife. All pathways will be universally accessible.

Children's Play Area

The playground will be situated in the northwest corner of the park; its openness to the street frontage will maximize accessibility and visibility. Equipment ranging from traditional to freer, more natural and informal in character, will be selected or constructed to create an interesting and fun play environment. The play area's location will take advantage of the proximity to the washrooms and water fountain in the nearby ADEU Energy Centre building.

Half-Court Basketball

A basketball court will be located adjacent to the playground. The court playing area will be 15.2 metres by 22.9 metres, ideal for four-on-four play. It could also be used for other activities.

Table Tennis

Fixed table tennis tables will be placed west of the Energy Centre building.

Fenced Off Leash Dog Area

This fenced area, east of the Energy Centre building, will provide space for dog owners to exercise and socialize their dogs off leash. Suitable furnishings (e.g., benches, water fountain) will be provided.

Pollinator Pasture and other Ecological Features

Landscape mounds and meadows will be incorporated throughout the site with a variety of trees, shrubs, and pollinator plant species to provide shade and beauty, increase biodiversity, and enhance habitat creation for wildlife. These will stand in contrast to the formally maintained open lawn areas. Plantings to create natural hunting grounds for raptors and barn owls will be installed. Nesting boxes for barn owls have already been attached to the south face of the ADEU Energy Centre building; barn owl visits have already been recorded.

The Park Master Plan will be implemented in phases. The capital requests which have already been approved will be used to complete the first phase in 2018. A capital request will be submitted in 2019 to complete the park development.

Selection Process for Artists and Artworks

On April 11, 2017, an artist call was issued to select and contract an artist or artist team as part of the West Cambie Neighbourhood Park planning process. A deadline of May 4, 2017, was set, only professional artists residing in Canada were eligible.

Twenty-five submissions by artists from across Canada were received during the first stage of the process. On May 10, 2017, following the Public Art Program's Administrative Procedures for artist selection for civic public art projects, a five-member selection panel reviewed the submissions.

Members of the selection panel included:

- Clarence Sihoe, retired City of Richmond Parks Planner;
- Mia Weinberg, Artist;
- Shannon Fitzpatrick, Teacher, Richmond resident;
- Grant Brumpton, Landscape Architect, Design Team; and
- Kathleen Gallagher, Artist, Richmond resident.

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

In reviewing the submissions, the selection panel considered how the proposals responded to the theme identified in the artist call, *Connectivity: Ecology, Infrastructure and History*, and the potential for the artist to create a compelling work of art, as evidenced in the samples of past

projects provided by the applicants. Following discussion and deliberations, the panel shortlisted five artists/artist teams to develop their initial approach to the project, and present a concept proposal in an interview with the selection panel.

The shortlisted artists were:

- Simon Frank, Hamilton;
- Polymétis, Toronto;
- David Jacob Harder, Wells;
- Illarion Gallant, Victoria; and
- Glen Andersen, Carmen Rosen, Marina Szijarto, Richmond.

The artists attended site orientations at West Cambie Neighbourhood Park with staff and the design consultant team on May 25, 2017, and June 6, 2017.

On June 6, 2017, the selection panel met to interview the five shortlisted artist teams. Following lengthy and thoughtful deliberation, the panel recommended the artist team Polymétis, comprised of Michaela MacLeod and Nicholas Croft for the concept design commission. The panel praised the team for their creativity and sensitivity to environmental concerns.

Further information about the artists and examples of the artists' previous public art projects are contained in Attachment 2.

Public Art Public Consultation

As part of the public consultation phase for the park concept, the public was invited to provide feedback on the public art through the Open House process and the questionnaires on the Let's Talk Richmond website. The public was presented with examples of public art and asked for feedback and preferences on:

- integration of public art with nature;
- functional and recreational uses for public art; and
- materials to include (earth, stone, wood, composite).

In Phase Two, as a result of the feedback from the Phase One consultation process, two concept options were prepared for evaluation. Comments received at the Open Houses and via the Let's Talk website were considered to help develop the final public art concept. Feedback from the public supported the direction for an open and airy structure incorporating a wood structure and providing a place for the public to enjoy as well as attracting pollinators and birds.

Recommended Public Art Concept Proposal

Created by Nicholas Croft and Michaela MacLeod of Polymétis, working in consultation with the landscape design team, *Pergola Garden* has been integrated within the proposed final park concept plan. The functional artwork is based on the theme of "Connectivity, Ecology,

Infrastructure, and History,” and is consistent with West Cambie Area Plan’s vision for this neighbourhood as a “complete and balanced community.”

The wood lattice structure provides a sheltering or gathering space for a variety of public uses. Storm water management is a major feature of the artwork, which will tie into the adjacent rain garden.

The artists describe the artwork as follows:

Inspired by its landscape setting, Pergola Garden provides shelter for park visitors enjoying picnics, taking part in exercises, or watching a performance. Its expressive and expansive roof captures rainwater and ties it closely with the site’s storm water management system. This connection will enable it to assist in recharging the park’s ephemeral water feature.

Further information about the proposed artwork is contained in Attachment 2.

A technical review and coordination phase with the landscape architect-led design team will be included with the design development phase of the artwork. The artist, City staff, and design consultants will continue to meet to review construction coordination and implementation budgets.

Alexandra District Energy Utility

A critical consideration while developing the Master Plan for the park was incorporating within the design the Alexandra District Energy Utility Energy Centre building and its existing and future geothermal exchange fields (Attachment 3):

Energy Centre building

The building footprint is approximately 1,000 m², and is situated along the site’s Odlin Road frontage. Completed in 2016, it contains public washrooms, public open space under the large overhang for public to practice Tai Chi, yoga, have a picnic etc., as well as its own public art feature.

Existing Geothermal Exchange field

Geo-exchange wells have been installed in the east section of the park, approximately 6,500 m² (1.6 acres) in area.

Future Geothermal Exchange field

Development of a further geothermal exchange field in West Cambie Neighbourhood Park is planned on the south-west side of the park. It is proposed to be up to 6,400 m² (1.5 acres) in size and is anticipated to be built in 2020. Development of the park over the area designated for geothermal field expansion will be interim in nature; lawn, pathways, and features which can be easily restored once the engineering work is completed.

Financial Impact

There is no financial impact for the West Cambie Neighbourhood Park Master Plan as a result of this report. Phase One works will be funded by existing capital accounts. Subsequent phases will be the subject of a capital request for 2019.

The project budget for *Pergola Garden*, the West Cambie Neighbourhood Park integrated landscape concept proposal, is estimated to be in the range of \$600,000 to \$750,000. The City is currently in receipt of Letters of Credit from Polygon Homes for public art projects in the Alexandra Neighbourhood which can support a total artwork budget of approximately \$725,000.

The Letters of Credit will be drawn against and the corresponding funds will be deposited into the Public Art Reserve, which will then finance the proposed West Cambie Neighbourhood Park Public Art capital project for \$725,000.

The Polygon Development Ltd. Letters of Credit are summarized as follows:

Application File	Address	Project Name	Contribution Date	Uncommitted Funds (LC)
RZ 10-537689 DP 10-551711	9399 Odlin Rd	Mayfair Place	January 25, 2011	\$210,040
RZ 06-344033	9288 Odlin	Meridian Gate	June 25, 2007	\$169,392
RZ 12-598503 DP 13-631492	9311 Alexandra Rd	Alexandra Court	August 8, 2013	\$390,506
RZ 06 354959 DP 07 359314	9800 Odlin	Hennessy Green	June 25, 2007	\$83,220
Total Contribution				\$853,158
Administration Fee 15%				\$127,974
Artwork Budget				\$725,184

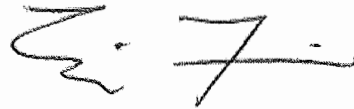
Any maintenance or repairs required for the public art project will be the responsibility of the Public Art Program. A portion of the developer's public art contribution will be established as a maintenance reserve for this project; City funds will be allocated out of the Public Art Program's annual operating budget for future maintenance of this project.

Conclusion

West Cambie Neighbourhood Park will play an important role in providing year round recreational and leisure opportunities for residents of the area. It will function as a quiet neighbourhood green space, and as a place for people to gather, socialize, and entertain within an active setting. The site will also take on increased significance for Richmond's Ecological Network. The recommended West Cambie Neighbourhood Park Concept Plan is the result of a comprehensive public engagement process. Approval of the plan will advance the project to the detailed design and construction documentation phase.



Jamie Esko
Manager, Parks Planning, Design
and Construction
(604-233-3341)



Eric Fiss, Architect AIBC, MCIP, LEED AP
Public Art Planner
(604-247-4612)

- Att. 1: West Cambie Neighbourhood Park Master Plan and Public Process
2: *Pergola Garden* Public Art Concept Proposal
3: ADEU Geoexchange Field Expansion

ATTACHMENT 1

WEST CAMBIE NEIGHBOURHOOD PARK MASTER PLAN AND PUBLIC PROCESS

SITE ANALYSIS

West Cambie Neighbourhood Park will primarily serve residents of the Alexandra Neighbourhood and is a link in the greenway network between Garden City Lands to the South and Cambie Road to the North. The park plays a significant role in providing valuable habitat, and foraging for a variety of wildlife species.

The park incorporates a number of unique features including: a variety of existing trees, seasonal flooding that creates an wetland, geoeexchange field installed below the east lawn, the ADEU Energy Centre, and a proposed geoeexchange field in the South West corner.

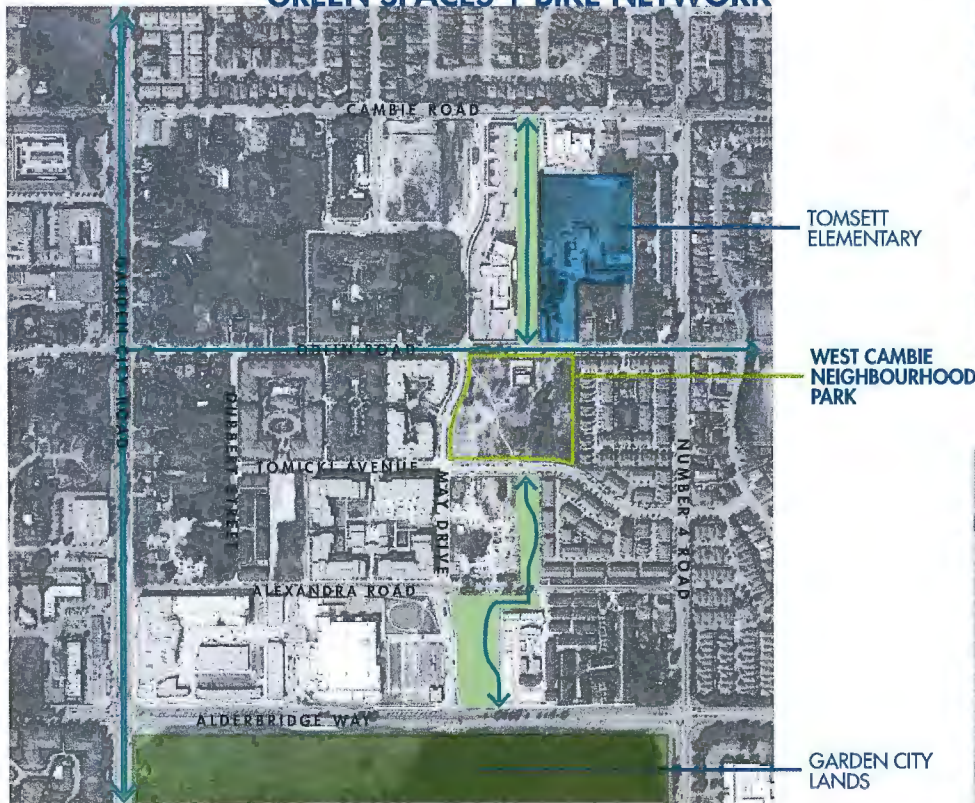
VEGETATION



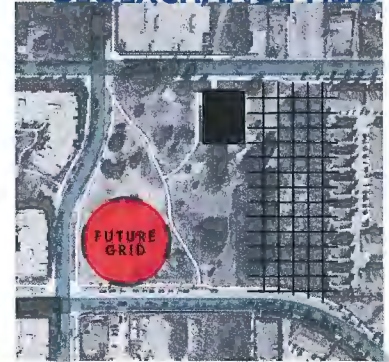
WETLAND



SURROUNDING GREEN SPACES + BIKE NETWORK



GEOEXCHANGE FIELD



CIRCULATION



WHAT WE HEARD PUBLIC OPEN HOUSE #1

What we have heard so far?

During the last open house, members of the public were asked to provide feedback about potential options for the site. A total of 80 respondents completed the survey. Below is a summary of the input received to date.

Design Guidelines

Based on the outcomes of the survey the following guidelines were developed to inform the design of the park and facilities:

1. Neighbourhood Destination

- create a sense of place
- provide a diversity of uses for a broad range of age groups
- offer a well-rounded play experience that is nature inspired

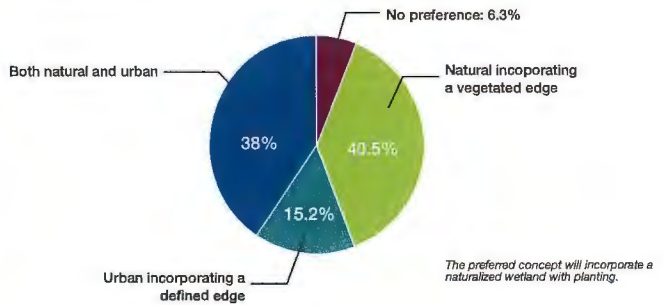
2. Ecological / Environmental

- respond to the park's unique hydrological pattern
- celebrate and preserve significant trees located within the park
- demonstrate the park's environmental values
- provide natural habitat for animals and insects

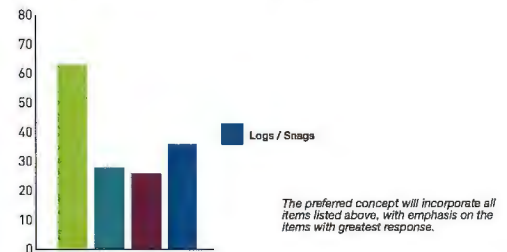
3. Place of Connection

- create a place for people to gather, interact with others and reconnect with nature
- provide connection with existing and planned greenways and bicycle paths
- integrate with surrounding green spaces and natural areas

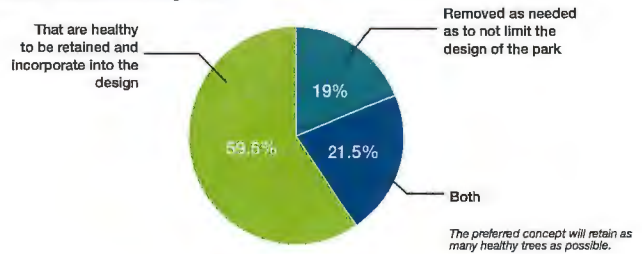
My preference for the design of wetland:



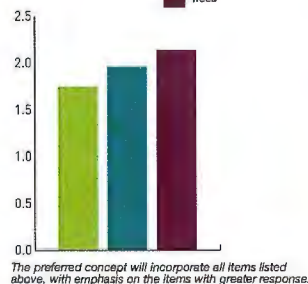
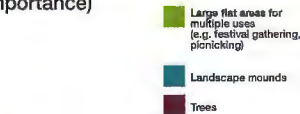
I would like the wetland to include the following TWO features:
(Chart represents number of responses per category)



I would like the existing trees:



I would like the open lawn area to include:
(Chart represents categories ranked by importance)



I would like the gathering area to include:
(Chart represents categories ranked by importance)



The preferred concept will incorporate many of the items listed above, with emphasis on the items with greater response.

A specialized workout playground or area, shaded by a wooden trellis

Would like to see ducks come to play at the pond. I have seen them coming for few users

We have a young family - all/anything things play would be great. For all ages (not just have equipment for older or

To build a permanent Butterflyway pollinates friendly gardens that could be maintained by volunteers. Butterflyway rangers in Richmond

SCHEMATIC DESIGN OPTION #1

The layout for Option 1 maintains a natural expression with refined edges. The site will be raised to provide universal access from the sidewalk and create a seasonal wetland. The wetland provides focal point in the southern half of the park and is framed by circulation. A strong north south pathway will connect to the greenways to the north and south of the site and will be defined by special paving. The children's play area and table tennis are located along the angled path to the north east. The fenced off leash dog area is located to the east the of ADEU Energy Centre and will be enhanced with landscape mounds and planting. The 4 on4 basketball court is located to the West of the ADEU Energy Centre, adjacent to the North South pathway. Landscape mounds will be incorporated throughout the site with a variety of trees and pollinator plant species.

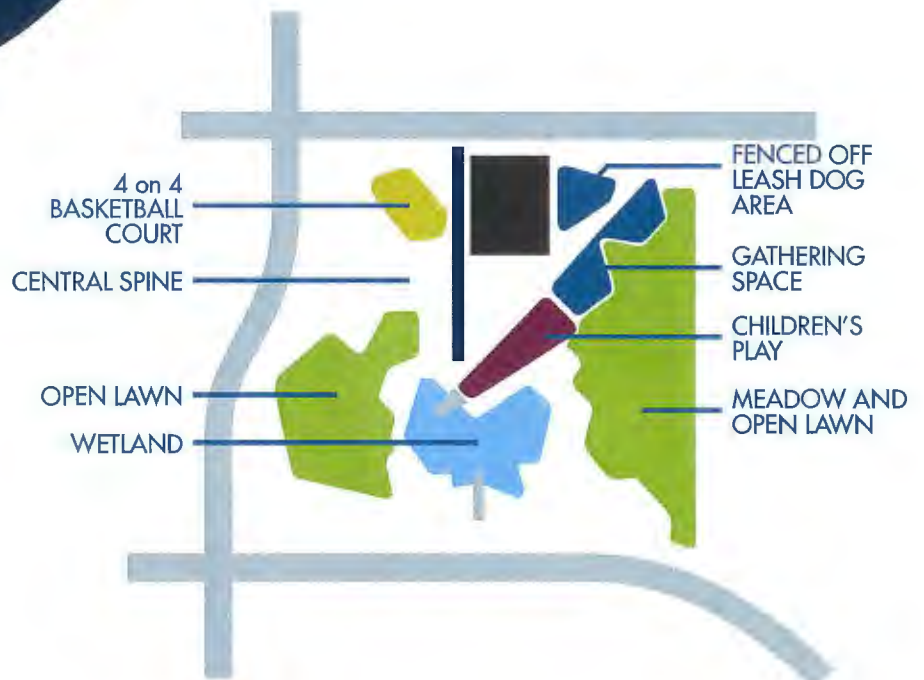


LEGEND

- | | | | | |
|---------------------|-----------------------------------|--|--|--|
| 1 4 on 4 Basketball | 4 Meadow | 7 Fenced Off Leash Dog Area | 10 Open-Lawn and Future Geoechange Field | 13 Entrance to Park, Coordinated with Greenway Path to the South |
| 2 Table Tennis | 5 Children's Play Area, Multi-age | 8 Water Fountain | 11 Seasonal Wetland | |
| 3 Gathering Area | 6 Existing Trees To Be Retained | 9 Rain Garden Directing Surface Water to Wetland | 12 Entrance with Feature Wall / Bench | |

SCHEMATIC DESIGN OPTION #1

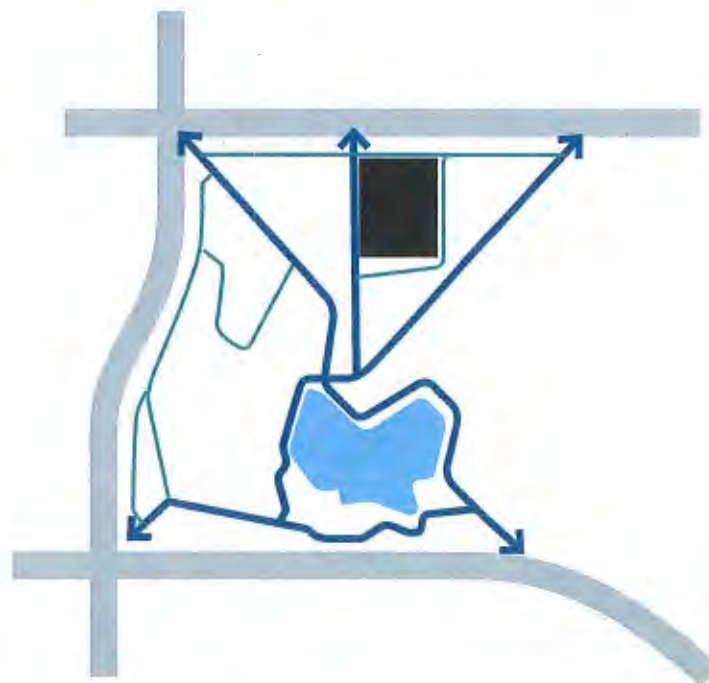
PROGRAM



CIRCULATION

LEGEND

- PRIMARY CIRCULATION
(excludes sidewalks around perimeter of site)
- SECONDARY CIRCULATION



SCHEMATIC DESIGN OPTION #2

Option 2 maintains a natural expression along the East of the site that transitions to a formal raised amphitheatre at the West. The site will be raised to provide universal access from the sidewalk and create a seasonal wetland. The wetland meanders through the centre of the site and acts a visual bridge between the west and east activity areas. A strong north south pathway connects to the north and south greenways and will be defined by special paving. The children's play area, table tennis, and 4on 4 basketball court are located along the west of the ADEU Energy Centre. The fenced off leash dog area is located to the east of the ADEU Energy Centre and will be enhanced with landscape mounds and planting, a variety of trees and pollinator plant species.

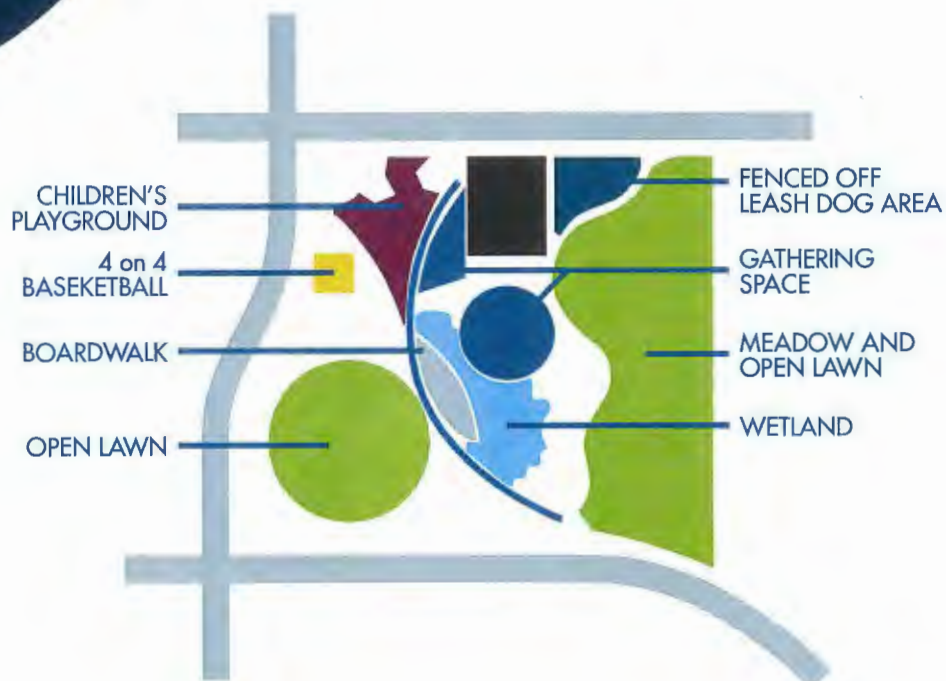


LEGEND

- | | | | |
|-----------------------------------|---------------------|------------------------------------|--|
| 1 Fenced Off Leash Dog Area | 4 Water Fountain | 7 Existing Trees To Be Retained | 10 Open-Lawn and Future Geoexchange Field |
| 2 Meadow | 5 4 on 4 Basketball | 8 Seasonal Wetland | 11 Lawn Amphitheatre |
| 3 Children's Play Area, Multi-age | 6 Gathering Area | 9 Bridge with Lookout Over Wetland | 12 Entrance to Park, Coordinated with Greenway Path to the South |

SCHEMATIC DESIGN OPTION #2

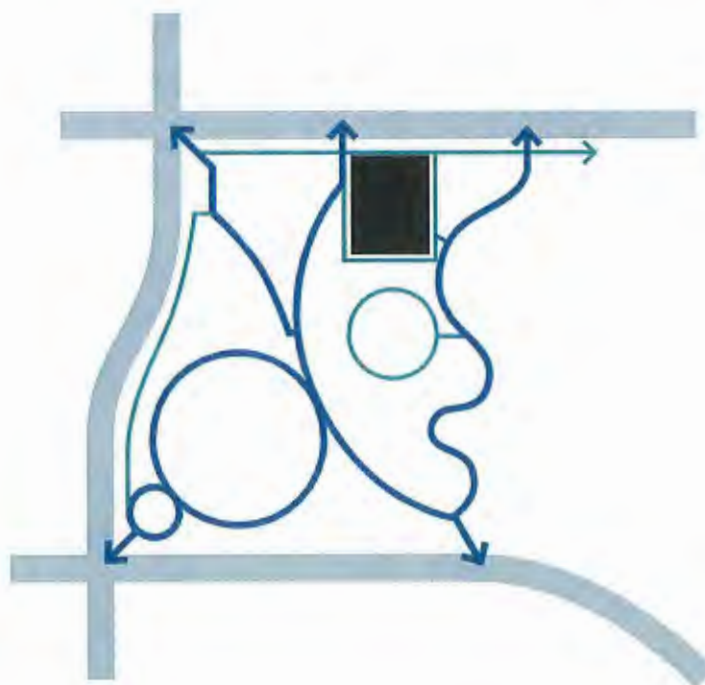
PROGRAM



CIRCULATION

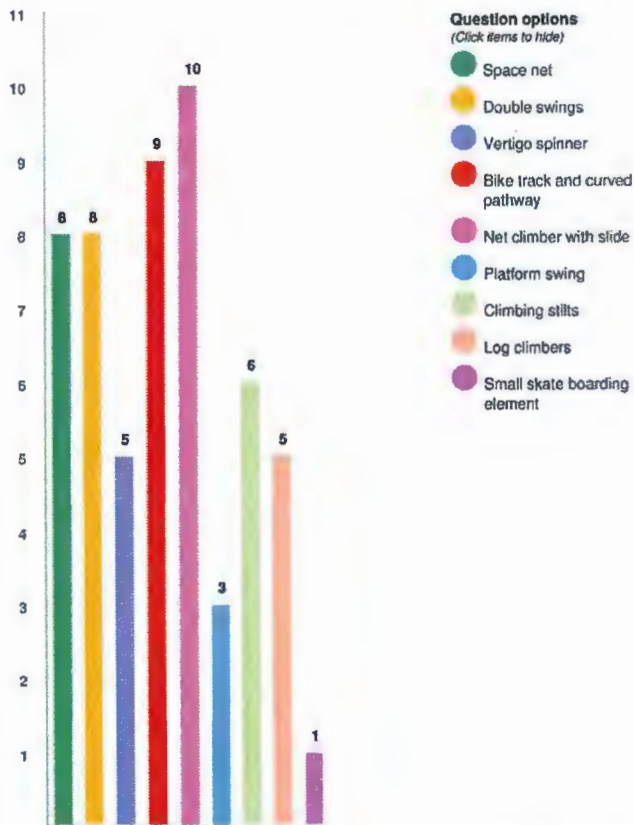
LEGEND

- PRIMARY CIRCULATION
(excludes sidewalks around perimeter of site)
- SECONDARY CIRCULATION

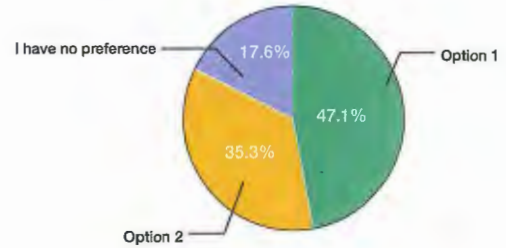


WHAT WE HEARD PUBLIC OPEN HOUSE #2

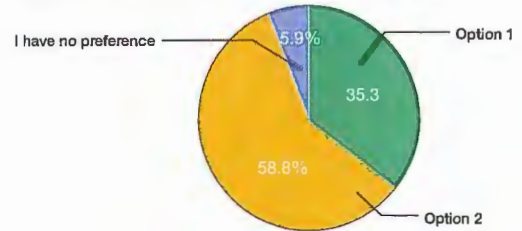
I would like the gathering area to include:
(Chart represents categories ranked by importance)



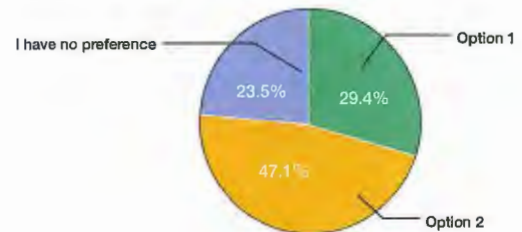
I prefer the location of the wetland in:



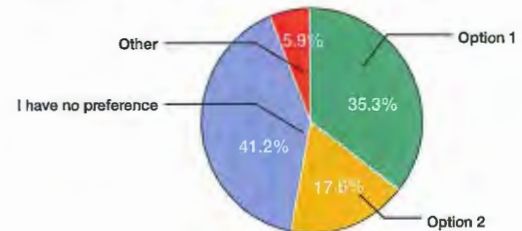
I prefer to the location of the children's play area in:



I prefer to the location of the gathering area in:



I prefer to the location of the basketball court in:



The gathering area is also separated from the basketball court and children's playground

Option 1 has a larger meadow for informal park use

Option 2 the Children's play area is nearer to the apartments and streets which means its more 'eyes on' and safer for freer play

Option 2 has larger meadow areas which provides better habitat for pollinators and other wildlife. Formal grass should be located to the West only.



MASTER PLAN

The Master Plan for West Cambie Neighbourhood Park encompasses the programming layout and blend of natural and formal elements presented in the publicly preferred option from the second open house.

The park design incorporates areas that will be raised to meet the surrounding sidewalk for accessibility, with some areas remaining at the existing grade to protect existing trees and to help with the creation of the rain garden. The rain garden meanders through the centre of the site and acts a visual bridge between the west and east activity areas. A strong north south pathway connects to the neighbouring greenways and will be defined through paving. Additional circulation pathways have been provided throughout the park to connect programming elements.

The park also includes a children's play area, table tennis, and a basketball court, all located to the west of the ADEU Energy Centre. A fenced off leash dog area and large wild flower meadow is located to the east of the of ADEU Energy Centre and will be enhanced with landscape mounds and planting, a variety of trees and pollinator plant species.

A public art element will also be located within the Park. It will be located within the gathering area just south the ADEU Energy Centre.



LEGEND

- | | | | | |
|-----------------------------------|---------------------|------------------------------------|--|--|
| 1 Fenced Off Leash Dog Area | 4 Drinking Fountain | 7 Existing Trees To Be Retained | 10 Open-Lawn and Future Geoechange Field | 13 Planting beds with Pollinator species |
| 2 Wildflower Meadow | 5 4 on 4 Basketball | 8 Seasonal Rain Garden | 11 Lawn Amphitheatre | 14 Crushed Gravel Pathway |
| 3 Children's Play Area, Multi-age | 6 Gathering Area | 9 Bridge with Lookout Over Wetland | 12 Entrance to Park, Coordinated with Greenway Path to the South | 15 Hardsurface Pathway |
| | | | | 16 Public Art Location |

PARK CHARACTER

ELEMENTS & FEATURES



ATTACHMENT 2

PUBLIC ART

POLYMÉTIS

PERGOLA GARDEN

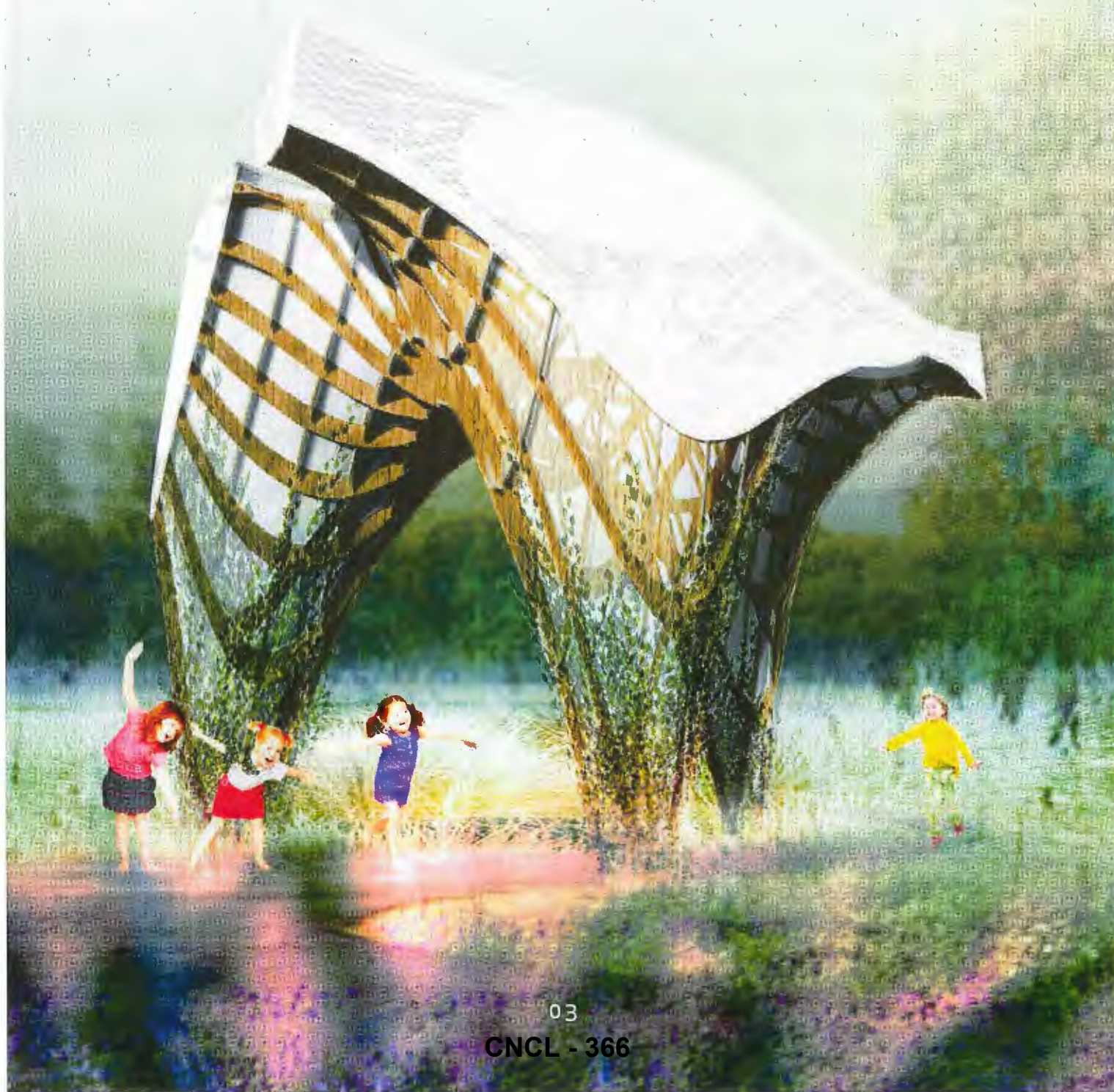
A PUBLIC ART PROPOSAL FOR
WEST CAMBIE PARK IN RICHMOND, B.C.

SUBMITTED FEBRUARY 5, 2018
CNCL - 364

PERGOLA GARDEN



PERGOLA GARDEN



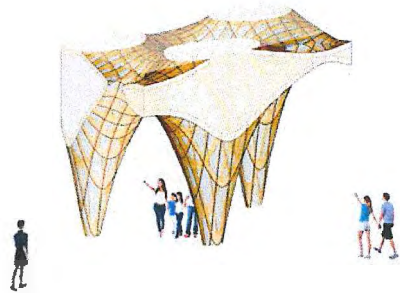
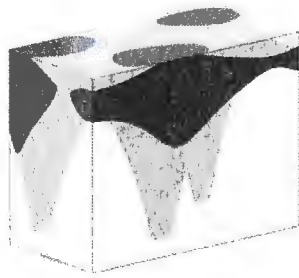
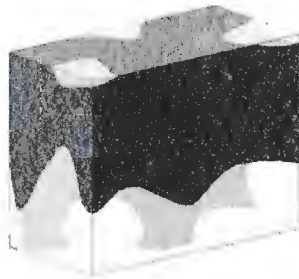


PERGOLA GARDEN DRAWS ITS MAIN INSPIRATION FROM THE NATURAL LANDSCAPE OF THE FRASER VALLEY, AND MORE SPECIFICALLY, THE FRASER RIVER'S HIGHLY SEDIMENTED TIDAL FLOW--A FORCE THAT CONTINUALLY RESHAPES THE RIVER BASIN IN A PERSISTENT PROCESS OF DEPOSIT AND EROSION. THE INTENT OF THE ARTWORK IS TWO-FOLD: FIRST, TO CREATE A SCULPTURE THAT DEFINES A SPACE CAPABLE OF ANIMATING THE PARK, THAT ACTS AS A CATALYST FOR SPONTANEOUS SOCIAL EXCHANGE BETWEEN PARK USERS AND SERVES AS AN IDENTIFYING LANDMARK WITHIN THE PARK AND THE SURROUNDING NEIGHBORHOOD; AND, SECOND, TO INTEGRATE THE PIECE INTO THE LARGER NATURAL AND CULTURAL SYSTEMS OF THE NEW WEST CAMBIE NEIGHBORHOOD PARK AND ITS ENVIRONS.

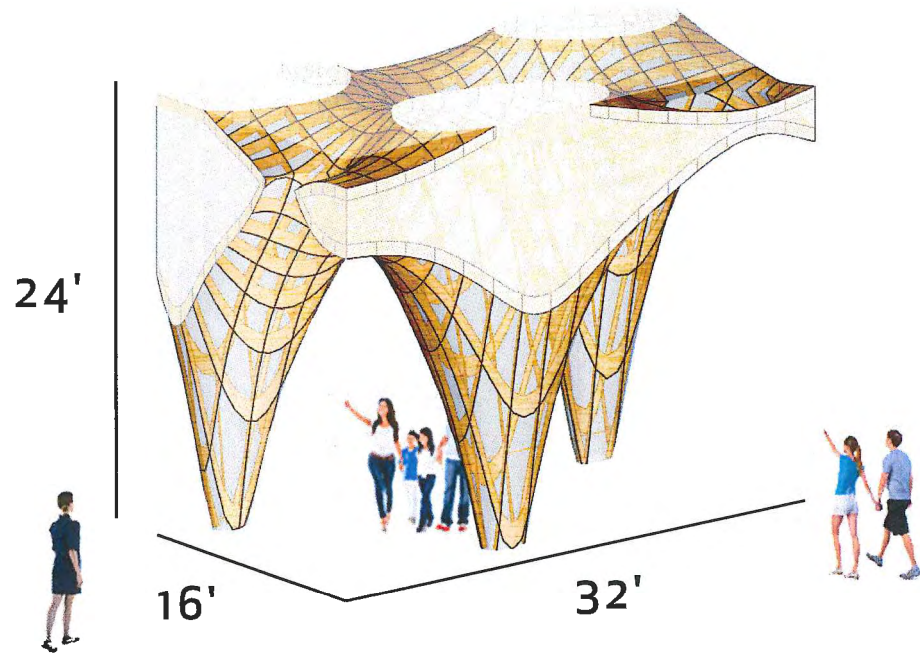
CONCEPT - EROSION

OVERALL, THE FORM OF PERGOLA GARDEN EVOKES THE IMPRESSION OF A LANDFORM BEING SMOOTHED BY THE CURRENTS OF A RIVER. THE ARTWORK'S SINUOUS FORM IS CREATED THROUGH A PROCESS OF MATERIAL ADDITION AND SUBTRACTION, MIMICKING THE GEOLOGICAL PROCESSES THAT CREATED THE LANDSCAPE OF THE AREA. IN THE PROCESS OF SUBTRACTION, THE WORK IS PUNCTURED VERTICALLY BY AN ARTICULATED SERIES OF THREE HOLES. THESE VOIDS CREATE OCULI IN THE CANOPY, ALLOWING THE SUN TO PENETRATE INTO THE SPACE BELOW, CREATING PLAYFUL SHADOWS AND CHANGING SPATIAL EXPERIENCES THROUGHOUT THE DAY. CARVED ARCHWAYS CREATE THRESHOLDS AND OPEN PASSAGES FOR GATHERING AND EXPLORATION BELOW. THE FORM IS TRANSLATED INTO A RIBBED WOOD STRUCTURE, FOR LIGHTWEIGHT AND SUSTAINABLE CONSTRUCTION. AS A PROCESS OF ADDITION, VEGETATION, PLANTED AROUND THE BASE OF THE STRUCTURE'S LEGS, GROWS HEARTILY OVER TIME ALONG THE SKELETAL RIBS OF THE UNDERSIDE OF THE WORK. CLIMBING PLANTS TELL A STORY AS THEY SOFTEN THE HARDNESS OF THE SCULPTURE AND MAKE IT AN EXTENSION OF THE LANDSCAPE AROUND.

CONCEPT - EROSION



DIMENSIONS



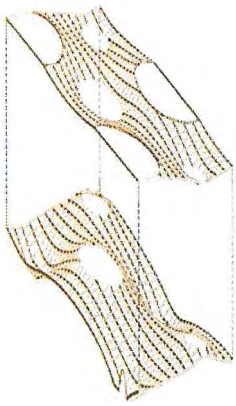
FUNCTION - SHADED CANOPY

A MULTIFUNCTIONAL PIECE, THE SCULPTURE PROVIDES A SHADED CANOPY FOR EXERCISE, PICNICS, AND LOUNGING, AND WOULD BECOME THE DISTINCT MEETING PLACE IN THE PARK.



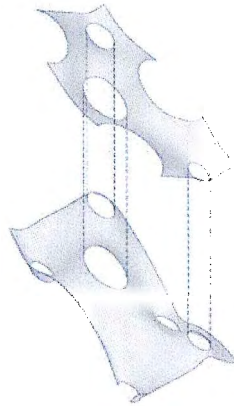
FUNCTION - RAINWATER COLLECTION

THE ARTWORK'S FORM SERVES TO CAPTURE RAINWATER AND CHANNEL IT DOWNWARD TO ESTUARY RECHARGING SYSTEMS VIA THE RAIN GARDEN BELOW, CONNECTING IT TO THE LARGER ECOLOGY OF THE PARK.



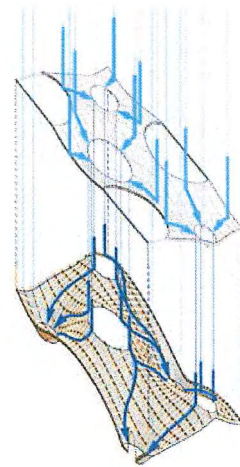
WOOD STRUCTURE

+



MEMBRANE

=



WATER COLLECTION

LOCATED AT THE HEART OF THE PARK

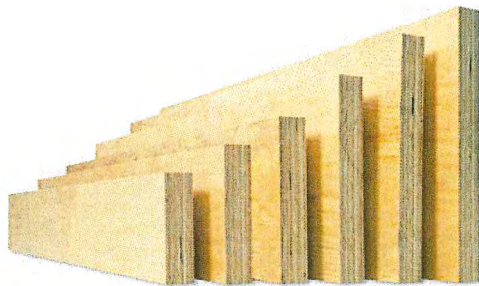
PROPOSED LOCATION



SUSTAINABLE & DURABLE

THE SITE-RESPONSIVE INTEGRATED WORK IS BUILT WITH ENVIRONMENTALLY LOW-IMPACT MATERIALS, PRINCIPALLY CNC-MILLED LAMINATED VENEER LUMBER AND VEGETATION IN COMBINATION WITH A PARTIAL COVERING OF SYNTHETIC MEMBRANE FOR ENVIRONMENTAL CONTROL AND WATER COLLECTION.

THE PROJECT HAS BEEN EVALUATED BY A STRUCTURAL ENGINEER AND DEEMED TO BE STRUCTURALLY SOUND IN ITS FORMATION. THE PROPOSED WOOD MATERIAL IS LVL (LAMINATED VENEER LUMBER), AN ENGINEERED WOOD PRODUCT THAT USES MULTIPLE LAYERS OF THIN WOOD ASSEMBLED WITH STRUCTURAL ADHESIVES. THE MATERIAL WOULD BE SUSTAINABLY SOURCED AND DIGITALLY FABRICATED FOR PRECISION. A LAYER OF WEATHERPROOF COATING FOR DURABILITY AND INCREASED LIFETIME WOULD BE ADDED TO ALL WOOD MEMBERS.

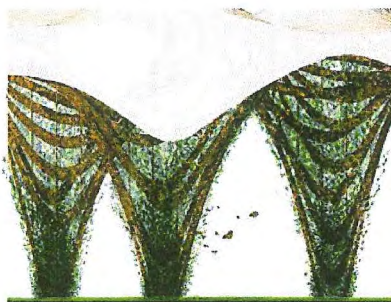
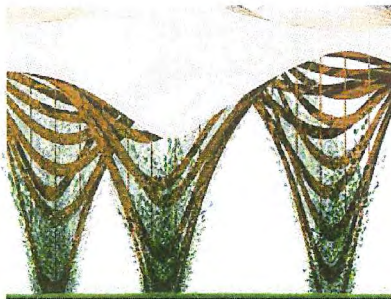
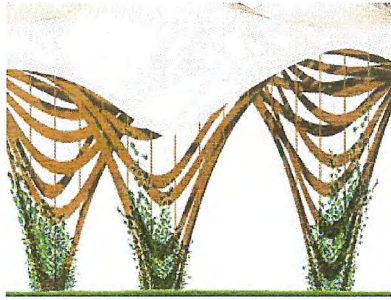


PLANT GROWTH OVER TIME

FINAL SELECTION OF THE VINES HAS NOT BEEN MADE. THE VINES MUST BE TESTED ON-SITE BEFORE A FINAL SELECTION; HOWEVER, AT THIS TIME, WE ARE PROPOSING TO USE EITHER MOONLIGHT CHINESE HYDRANGEA VINE OR WHITE JAPANESE WISTERIA. MOONLIGHT CHINESE HYDRANGEA IS A SELF-CLINGING VINE WITH LARGE WHITE HYDRANGEA-LIKE BLOOMS, THAT INCREASE IN ABUNDANCE OVER TIME. THE GREEN HEART-SHAPED LEAVES TURN YELLOW IN THE FALL. THE BARE WOODY TWINING STEMS WILL PROVIDE INTEREST IN THE WINTER LANDSCAPE. WHITE JAPANESE WISTERIA IS A TWINING, WOODY VINE KNOWN FOR ITS HUGE GRAPE-LIKE CLUSTERS OF VERY FRAGRANT WHITE FLOWERS. BOTH VINES WERE CHOSEN FOR THEIR VISUAL INTEREST, ENVIRONMENTAL SUITABILITY, AND LOW MAINTENANCE QUALITIES.



PLANT GROWTH OVER TIME



BUDGET

AN INITIAL BUDGET FOR ENGINEERING, MATERIALS, FABRICATION AND INSTALL OF THE ARTWORK AND FOUNDATION HAS BEEN DETERMINED TO BE IN THE RANGE OF \$600,000 - \$750,000.

PRELIMINARY STRUCTURAL ENGINEERING HAS BEEN COMPLETED AND STRATEGIES HAVE BEEN IDENTIFIED TO BALANCE OVERALL SCALE WITH THE SPACING OF STRUCTURAL MEMBERS, IF AN INCREASE OR DECREASE IN THE ARTWORK'S SIZE, DENSITY, OR SIZE OF WOOD COMPONENTS IS DESIRED.

ATTACHMENT 3

ADEU GEOEXCHANGE FIELD EXPANSION

ADEU GEO EXCHANGE FIELD EXPANSION



LEGEND

- Future Geoexchange Field Expansion
Area shown 6,400 sqm
- Existing Geoexchange Field
- ADEU Building - Existing



City of Richmond

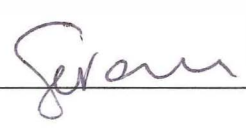

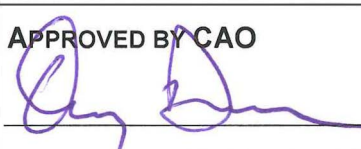
Report to Committee

To: General Purposes Committee **Date:** February 14, 2018
From: Jane Fernyhough **File:** 11-7400-01/2018-Vol
Director, Arts, Culture and Heritage Services 01
Re: **Proposed Plan for Major Events and Programs in 2018 and 2019**

Staff Recommendations

1. That \$28,000 be approved for the 2018 Garden City Lands Farmer's Market to be funded from the Rate Stabilization Account;
2. That \$1,258,000 be approved to support the following events and programs for 2019: Children's Arts Festival, Cherry Blossom Festival, Doors Open, Richmond Canada Day in Steveston, Richmond Maritime Festival, Garden City Lands Farmer's Market, Richmond World Festival, City-wide event marketing program and City branded assets, funded by the Rate Stabilization Account;
3. That \$75,000 be approved for a 2019 Neighbourhood Celebration Grant Program funded by the Rate Stabilization Account;
4. That \$200,000 be approved for the 2019 Video Series: History of Richmond project, funded by the Rate Stabilization Account; and
5. That the 5 Year Financial Plan (2018-2022) be amended accordingly.


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

REPORT CONCURRENCE		
ROUTED TO: Economic Development Finance Parks & Recreation Services Corporate Partnerships Corporate Communications	CONCURRENCE <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	CONCURRENCE OF GENERAL MANAGER 
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: 	APPROVED BY CAO 

Staff Report

Origin

At the City Council meeting of January 15, 2018, Council approved a terms of reference and appointed a Major Events Advisory Group to provide input into the types of major events to be produced by the City and provide input into a program of activities and events to commemorate Richmond's 140th anniversary of incorporation. The Advisory Group, Councillors Day (Chair), Au, Loo and Steves, and staff, conducted a series of meetings to review the major event program for 2019.

Numerous options were considered in the evaluation process which resulted in a final list for Council consideration.

In addition, at the General Purposes Committee of January 15, 2018, Council made the following referral:

That the Harvest Festival be referred back to staff to work with the Major Events Advisory Group on a plan and for further discussion of the possibilities for a Chinese New Year event and a High School Concert Series.

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

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

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

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

This report supports Council's 2014-2018 Term Goal #8 Supportive Economic Development Environment:

Review, develop and implement plans, policies, programs and practices to increase business and visitor appeal and promote local economic growth and resiliency.

This report supports Council approved strategies, including the Major Events Strategy and its goals of programming and creating a dynamic destination waterfront, the Waterfront Amenity Strategy, the Parks and Open Space Strategy 2022, the Community Tourism Strategy, the Arts Strategy vision for Richmond to be an arts destination, and the Resilient Economy Strategy through enhanced destination and tourism products. The program detailed in this report will maximize the social and economic benefits to the community and provide a rich offering of festivals and events.

Analysis

In 2019, the City will celebrate 140 years of incorporation. The Major Events Advisory Group discussed the significance of a 140 year milestone and determined that the most significant milestones that warrant major celebrations are those in 25 year increments. As a result, the scale of the proposed 2019 major events program was not elevated to the same level as it was for the Canada 150 milestone.

The proposed program of major events for 2019 includes the following events:

- Children's Arts Festival
- Cherry Blossom Festival
- Doors Open
- Canada Day in Steveston
- Maritime Festival
- Garden City Lands Farmer's Market
- World Festival

In addition, two special projects are proposed for Council consideration:

- Neighbourhood Park Celebration Grants
- Video Series: History of Richmond

Summary of Annual Events

Children's Arts Festival (February 18-22)

Description: A festival dedicated to children that opens with a festival on Family Day and features numerous performances, art activities, and workshops, and ends with four days of school group programs.

Attendance (projected): 8,000

Budget (proposed): \$165,000 with \$75,000 in City funding

Richmond Cherry Blossom Festival (a Sunday in March or April)

Description: Set amongst the 255 cherry trees in Garry Point Park, this festival will feature a variety of Japanese performances, kite flying, activities and food. The festival will expand to include mini-workshops where participants can learn the art of bonsai, origami, ikebana, traditional tea ceremony, and more.

Attendance (projected): 1000

Budget (proposed): \$40,000 with \$35,000 in City funding

Doors Open (weekend in May or June)

Description: One of Metro Vancouver's largest celebrations of heritage, arts and culture, Doors Open offers visitors a free opportunity to explore 40+ sites showcasing the richness and depth of Richmond's history and culture.

Attendance (projected): 16,000

Budget (proposed): \$30,000 with \$20,000 in City funding.

Note: This event has grown in popularity over the years and now requires dedicated funding support.

Richmond Canada Day in Steveston (July 1)

Description: A street festival in Steveston Village featuring programming throughout the Village on multiple stages with a headline concert, exhibitors and artisans, flag raising ceremony, street hockey, and a fireworks finale. The festival will continue to collaborate with the Salmon Festival organizers and the Gulf of Georgia Cannery on programming, marketing and logistics.

Attendance (projected): 100,000

Budget (proposed): \$330,000 with \$250,000 in City funding

Richmond Maritime Festival (July 27-28)

Description: This two day festival will celebrate our maritime heritage using both Britannia Shipyard National Historic Site and the docks at Imperial Landing. Wooden boats would moor at Britannia and more modern boats (e.g., Navy vessels, tug boats, etc.) would dock at Imperial Landing. The festival will showcase local performing artists and artisans. Exhibits will include various boat building demonstrations in collaboration with the Britannia Heritage Shipyard Society. An expanded Maritime Festival will likely result in it becoming a stronger tourist attraction which can be leveraged through out-of-market marketing campaigns in partnership with Tourism Richmond.

Attendance (projected): 40,000

Budget (proposed): \$400,000 with \$300,000 in City funding

Note: The expansion of the Maritime Festival to Imperial Landing is subject to availability of large Navy vessels. If the large vessels are not available, then City funding will be reduced to \$200,000 and festival will remain at Britannia Shipyard.

Richmond World Festival (Aug 31 – Sept 1)

Description: A two day festival at Minoru Park featuring over 75 artists on nine stages including international headliners. In addition, the festival showcases over 80 artisans and vendors and 50 food trucks in the FEASTival of Flavours. The Culinary Stage features cooking demonstrations by local chefs and Cinevolution produces the Digital Carnival zone. The award winning World Festival is a top tourist event for the City that has a strong regional appeal and can also be leveraged through out-of-market marketing campaigns in partnership with Tourism Richmond.

Attendance (projected): 60,000

Budget (proposed): \$560,000 with \$400,000 in City funding

In addition, the Major Events Advisory Group recommends Council consider two additional projects for 2019:

Neighbourhood Celebration Grant Program

Description: Neighbourhoods are the cornerstone of Richmond's communities. They are the natural spaces for building healthy, vibrant, trusting, and resilient communities. The Neighbourhood Celebration Grant Program is designed to facilitate the hosting of high quality, grassroots events in neighbourhood parks thus building a sense of neighbourhood pride and identity.

The City would provide opportunities for residents, community groups, and Parent Advisory Committees to submit proposals for the hosting of community-building events in their neighbourhood. The City would collaborate with event organizers to provide a base level of resources to support each selected event (e.g., event leader(s), permits, tents, water stations, equipment, etc.). Event organizers would be responsible for event programming, acquiring additional resources, and mobilizing neighbours.

The Major Events Advisory Group (MEAG) would provide direction on the eligibility and selection criteria for this program. The resources made available and the number of events to be selected, would be determined by the MEAG.

Submissions would be open in September 2018 until the end of November 2018. All proposals would be awarded by February 2019 with events held between May to September 2019.

The benefits of this program include promoting resident interaction; strengthening community connections while building a sense of ownership and neighbourhood pride; connecting residents with their local streets, parks and green spaces; providing the community with the resources to host a high quality community building event; and providing an opportunity for community members to gain experience organizing grassroots events.

Budget (proposed): \$75,000 in City funding

Note: Budget breakdown as follows:

- Grant Allocations - \$50,000
- Event Hosting Resources/Supplies/Marketing - \$10,000
- Administration - \$15,000

Video Series: History of Richmond

Description: Create a series of short videos (3-5 minutes each) to tell the stories of Richmond's history pre-incorporation to present day. These short videos can be stitched together into one longer presentation, if desired, and broken down to shorter 5-8 second

clips to advertise on social media. An example of a similar type of project is the Nikkei Stories in Steveston launched in 2016.

These videos would be ideal to use in schools, school programs, museums, heritage sites and can be made available online. Additional viewing opportunities throughout Richmond, at major festivals, and on the City's social media channels would be included in the roll out.

A scan for existing footage and documentation would be conducted as part of the pre-production process and integrated as required.

Budget (proposed): \$200,000 in City funding

Note: This program would be administered by the City's Museum and Heritage Section in collaboration with Richmond Archives.

The Major Events Advisory Group also discussed the following events:

Harvest Fest

It was recommended that for 2018, the City not produce an event to the scale of the 2017 Harvest Fest, but instead organize a smaller farmers' market called the Garden City Lands Farmer's Market.

The event would bring together local Richmond farmers and artisans. Staff will work collaboratively with Kwantlen Polytechnic University (KPU) and the Steveston Community Association to produce an enhanced market on Garden City Lands.

Market highlights would include agricultural demonstrations, displays, and educational farming materials provided by KPU as well as a narrated wagon ride to provide educational information about Garden City Lands. The event would celebrate locally grown produce and artisanal products from Richmond farmers and local vendors. The market would provide an opportunity to collaborate with community partners on event production and it would increase awareness and educational information about Garden City Lands.

Attendance (projected): 2,500

2018 Budget (proposed): \$28,000 in City funding

2019 Budget (proposed): \$28,000 in City funding

Note: The Major Events Advisory Group recommends that the Garden City Lands Farmer's Market be evaluated following the 2018 event to determine if it should continue at its 2018 scope or be increased to a larger festival in 2019. A separate report will be brought forward in September 2018 if a scope change is recommended.

High School Concert Series

The High School Concert Series was proposed as a possible event for the 2019 program; however, the Major Events Advisory Group did not feel this series needs City support. High school groups would have access to event funding through the proposed Neighbourhood Celebration Grant program.

Chinese New Year

A significant number of events currently exist in Richmond to celebrate Chinese New Year. As a result, the Major Events Advisory Group did not feel that a City produced event was necessary. Community groups interested in hosting a celebration would have access to event funding through the proposed Neighbourhood Celebration Grant program.

Tall Ship Festival

At the Parks, Recreation and Cultural Services Committee held January 30, 2018, Committee made the following referral:

That staff examine the potential of hosting a Mexican tall ship for a 2019 Tall Ships event in celebration of Richmond's 140th anniversary and report back.

Staff will pursue the attendance of a "class A" tall ship from Mexico or South America. If the response is positive, a report will be brought forward to Council for a Tall Ship Festival, either a standalone event or in conjunction with an existing festival depending on the availability of the ship, requesting event and budget approval.

City-wide Event Marketing Campaign Program & City Branded Assets

The City-wide event marketing campaign (formerly Days of Summer) and City branded shared resources are programs that support all of the City's major events and have been historically funded as part of the major event program. The comprehensive marketing campaign promotes all of the major events to the region through the major media outlets (e.g., CTV, Bell media radio stations, The Province newspaper, Georgia Straight, etc.). The City-branded assets allow the events to properly recognize the City as the producer of the event, promote sponsors correctly and support the events infrastructure.

Corporate Partnerships & Federal Grants

Each event relies on its sponsorship revenue to deliver the proposed project scope and quality programming. Based on the original list of proposed events, staff projected that sponsorship and federal grant targets, for all 2019 events, reach approximately \$445,000. This amount is approximately 22 per cent of the overall budget.

In 2017, the City's major festivals, as part of the Richmond Canada 150 program, were supported by numerous corporate partnerships and federal grants totalling \$411,260 in cash and budget relief value in-kind. An additional \$54,600 federal grant was received through the *Building Communities Through Arts and Heritage Fund* via the Richmond Arts Coalition for the Maritime Festival.

Financial Considerations

Table 1: Program Budget Summary

A) PROPOSED EVENTS & PROGRAMS	2018 City Funding <i>Approved</i>	2019 City Funding <i>Recommended</i>	Sponsorship, Grants & Other Revenue	2019 Total Project Budget
ANNUAL FESTIVALS:				
Children's Arts Festival	\$75,000	\$ 75,000	\$90,000	\$165,000
Cherry Blossom Festival	\$25,000	\$35,000	\$5,000	\$40,000
Doors Open Richmond	\$0	\$20,000	\$10,000	\$30,000
Richmond Canada Day in Steveston	\$250,000	\$ 250,000	\$80,000	\$330,000
Richmond Maritime Festival	\$200,000	\$300,000	\$100,000	\$400,000
Richmond World Festival	\$400,000	\$ 400,000	\$160,000	\$560,000
City-wide marketing campaign	\$85,000	\$ 85,000	\$0	\$85,000
City branded shared resources	\$15,000	\$ 15,000	\$0	\$15,000
Program Contingency	\$50,000	\$50,000	\$0	\$50,000
SUB TOTAL	\$1,100,000	\$1,230,000	\$445,000	\$1,675,000
B) PROPOSED EVENTS	2018 City Funding <i>Recommended</i>	2019 City Funding <i>Recommended</i>	Sponsorship, Grants & Other Revenue	2019 Total Project Budget
2018 Garden City Lands Farmer's Market	\$28,000	\$0	\$0	\$0
2019 Garden City Lands Farmer's Market	\$0	\$28,000	\$0	\$28,000
SUB TOTAL	\$28,000	\$28,000	\$0	\$28,000
C) PROPOSED PROGRAMS		2019 City Funding <i>Recommended</i>	Sponsorship, Grants & Other Revenue	2019 Total Project Budget
Neighbourhood Celebration Grant Program		\$75,000	\$0	\$75,000
Video Series: History of Richmond		\$200,000	\$0	\$200,000
SUB TOTAL		\$ 275,000	\$0	\$275,000
TOTAL PROGRAM BUDGET	\$1,128,000	\$1,533,000	\$445,000	\$1,978,000

Financial Impact

If approved, \$2,006,000 (2018 - \$28,000 and 2019 - \$1,978,000) will be included in the 5 Year Financial Plan (2018-2022), of which, \$1,561,000 will come from City's Rate Stabilization Account and \$445,000 from projected sponsorship, earned revenue and grants. In the event that sponsorship revenues do not meet projected targets, staff will adjust the event's scope and budget accordingly.

Conclusion

The proposed schedule of events for 2019 continues the City's tradition of providing numerous opportunities for people to celebrate and engage with their community. Richmond has become a leader in Metro Vancouver when it comes to offering free or low cost festivals to its residents and the attendance and feedback shows this.

The events support the City's Council Term Goal of creating a vibrant, active and connected city. Over the past few years, each event was well attended, strongly supported through corporate sponsorships, created meaningful community partnerships, provided numerous volunteer opportunities and received significant positive public feedback.



Bryan Tasaka
Manager, Major Events and Film
(604-276-4320)



**Richmond Zoning Bylaw 8500
Amendment Bylaw 9627 (RZ 15-712886)
3760/3780 Blundell 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. 001-124-251

Strata Lot 1 Section 22 Block 4 North Range 7 West New Westminster District Strata Plan NW122 together with an interest in the common property in proportion to the unit entitlement of the strata lot as shown on Form 1.

P.I.D. 001-124-269

Strata Lot 2 Section 22 Block 4 North Range 7 West New Westminster District Strata Plan NW122 together with an interest in the common property in proportion to the unit entitlement of the strata lot as shown on Form 1.

2. This Bylaw may be cited as "**Richmond Zoning Bylaw 8500, Amendment Bylaw 9627**".

FIRST READING

OCT 24 2016

A PUBLIC HEARING WAS HELD ON

NOV 21 2016

SECOND READING

NOV 21 2016

THIRD READING

NOV 21 2016

OTHER CONDITIONS SATISFIED

FEB 20 2018

ADOPTED

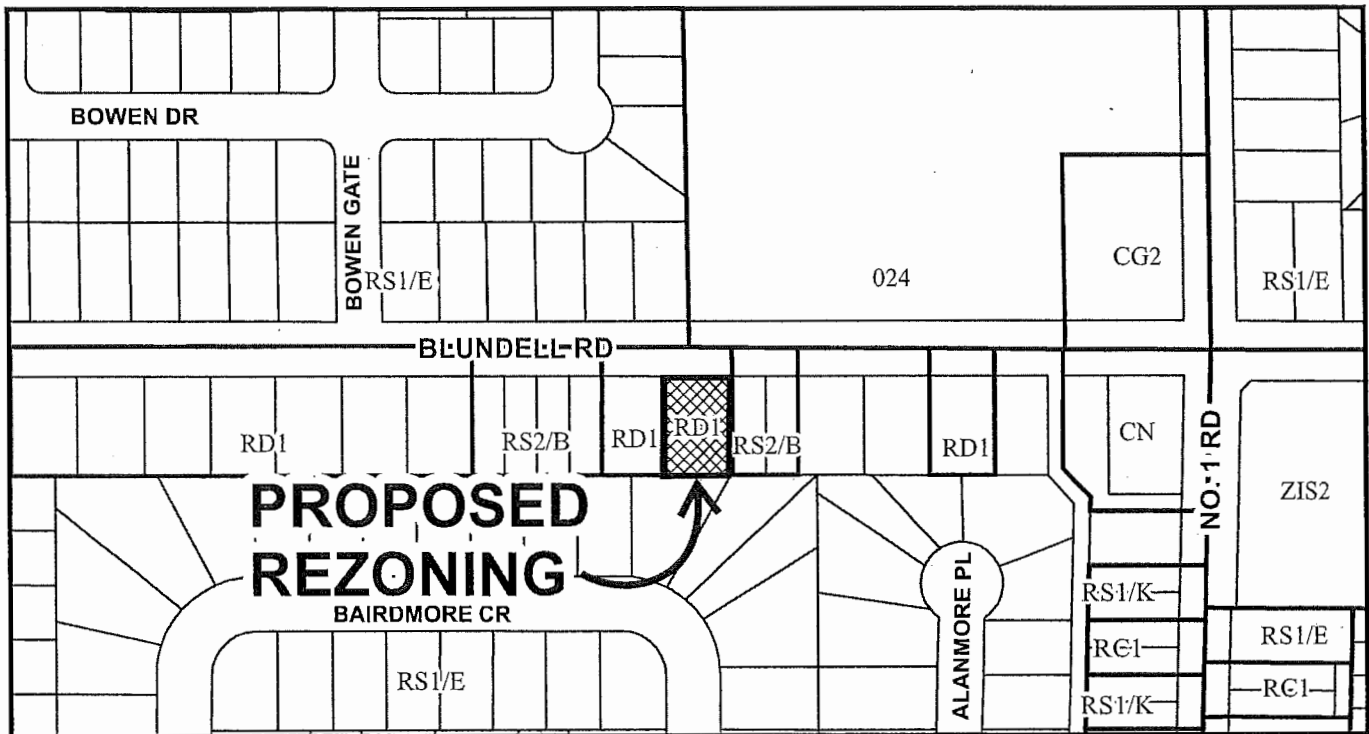
CITY OF RICHMOND
APPROVED by <i>BK</i>
APPROVED by Director or Solicitor <i>ll</i>

MAYOR

CORPORATE OFFICER



City of Richmond



591	3611	3635	3651				
29	18.29	18.29	20.12	140.95			
BLUNDELL RD							
12.19 3668	12.19 3680	12.19 3688	24.38	24.38	12.19 3800	12.19 3820	24.38
36.58	36.58	36.58	3720	3740	3760	3780	3840
36.58	36.58	36.58	36.58	36.58	36.58	36.58	36.58
12.19	12.19	12.19	24.38	24.38	12.19	12.19	24.38
20.12	20.12	37.17	32.34	6.73	20.05	33.29	



RZ 15-712886

Original Date: 12/11/15

Revision Date: 10/11/16

Note: Dimensions are in METRES

CNCL - 390



**Richmond Zoning Bylaw 8500
Amendment Bylaw 9705 (RZ 16-734445)
5071 Steveston Highway**

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

1. Richmond Zoning Bylaw 8500, Section 8.6 entitled "Low Density Townhouses (RTL1, RTL2, RTL3, RTL4)", is amended by inserting the following subsection 8.6.11.3 after subsection 8.6.11.2:

" 3. Section 8.6.6.4 shall not apply to the lot identified in Section 8.6.11.3. a), which shall have a minimum rear yard setback of 1.2 m:

a) 5071 Steveston Highway
P.I.D. 007-501-731
Lot 74 Except: Firstly: Part Subdivided by Plan 37390 Secondly: Part Subdivided by Plan 53481; Section 36 Block 4 North Range 7 West New Westminster District Plan 26017 "
4. 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. 007-501-731
Lot 74 Except: Firstly: Part Subdivided by Plan 37390 Secondly: Part Subdivided by Plan 53481; Section 36 Block 4 North Range 7 West New Westminster District Plan 26017
5. This Bylaw may be cited as "**Richmond Zoning Bylaw 8500, Amendment Bylaw 9705**".

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

OTHER CONDITIONS SATISFIED

ADOPTED

APR 24 2017

MAY 15 2017

MAY 15 2017

MAY 15 2017

MAR 07 2018

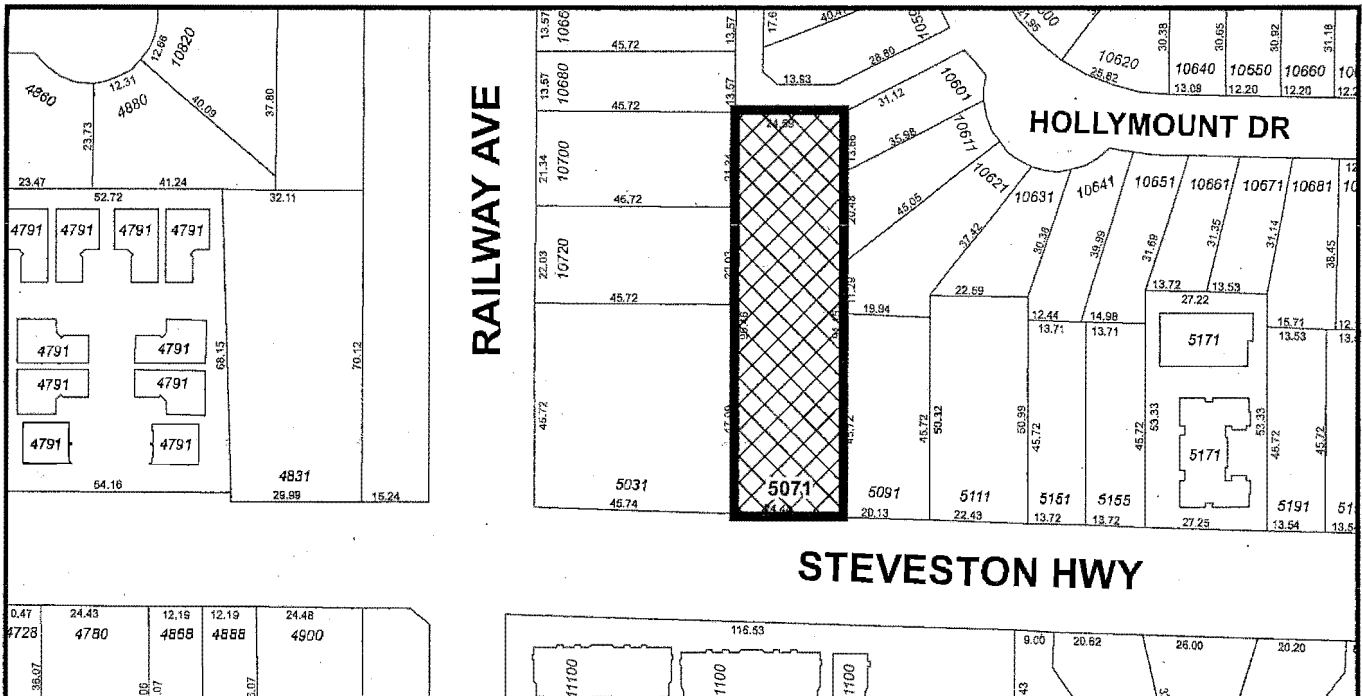
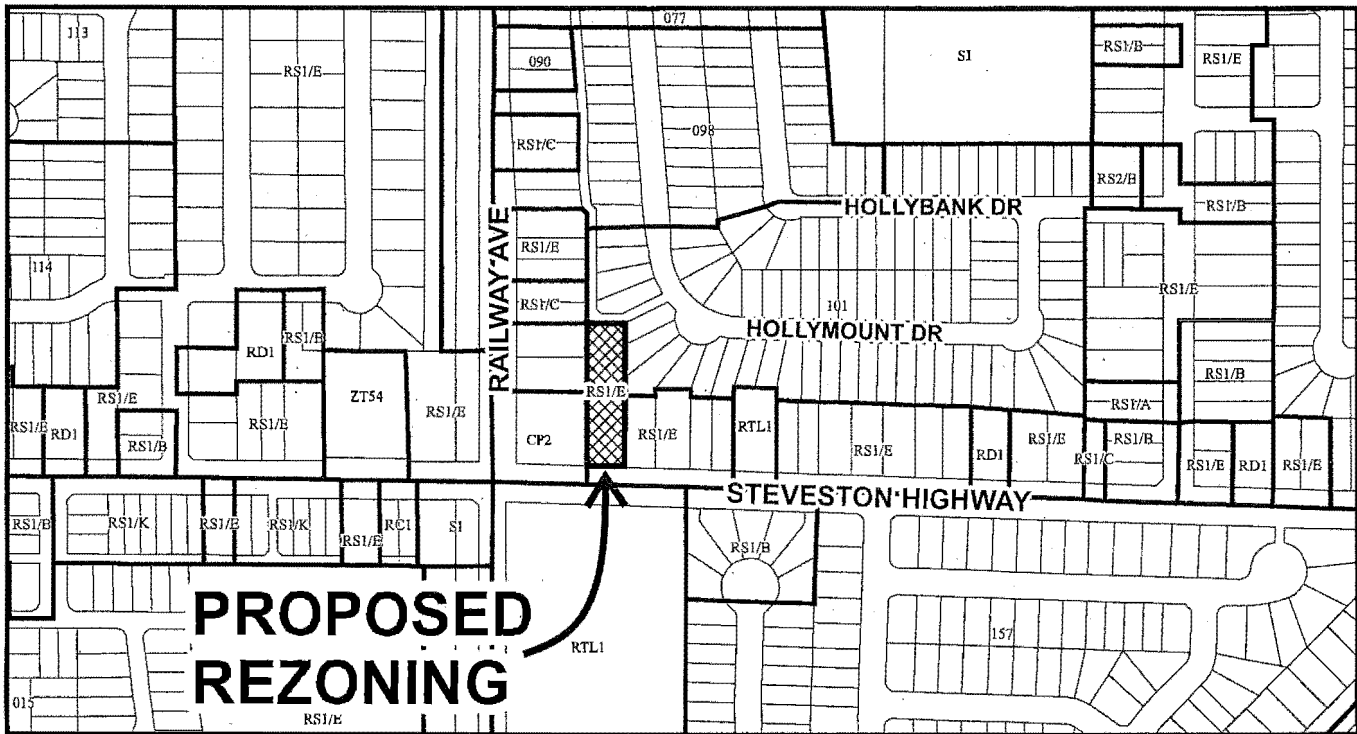


MAYOR

CORPORATE OFFICER



City of Richmond



RZ 16-734445

Original Date: 07/05/16

Revision Date:

Note: Dimensions are in METRES



Consolidated 5 Year Financial Plan (2018-2022) Bylaw No. 9800

The Council of the City of Richmond enacts as follows:

1. Schedule "A", Schedule "B" and Schedule "C" which are attached and form part of this bylaw, are adopted as the Consolidated 5 Year Financial Plan (2018-2022).
2. 5 Year Consolidated Financial Plan (2017-2021) Bylaw 9663 and all associated amendments are repealed.
3. This Bylaw is cited as "**Consolidated 5 Year Financial Plan (2018-2022) Bylaw No. 9800**".

FIRST READING

FEB 13 2018

SECOND READING

FEB 13 2018

THIRD READING

FEB 13 2018

ADOPTED

CITY OF RICHMOND
APPROVED for content by originating dept. <i>W</i>
APPROVED for legality by Solicitor <i>SS</i>

MAYOR

CORPORATE OFFICER

SCHEDULE A:

CITY OF RICHMOND

CONSOLIDATED 5 YEAR FINANCIAL PLAN (2018-2022)

REVENUE AND EXPENSES

(In \$000's)

	2018 Budget *	2019 Plan	2020 Plan	2021 Plan	2022 Plan
Revenue:					
Property Taxes	216,703	226,240	236,227	246,653	257,499
User Fees	100,786	104,224	107,693	111,350	115,168
Sales of Services	39,246	39,572	40,092	40,599	41,116
Gaming Revenue	16,500	16,500	16,500	16,500	16,500
Investment Income	14,694	15,103	15,420	16,326	17,574
Payments In Lieu Of Taxes	14,245	14,729	15,171	15,641	16,126
Other Revenue	10,921	11,208	11,506	11,814	12,132
Licenses And Permits	10,384	10,626	10,832	11,053	11,279
Grant Revenue	7,692	7,799	7,901	8,035	8,171
Developer Contributed Assets	47,410	33,360	33,360	33,360	33,360
Development Cost Charges	31,638	19,775	14,987	15,595	12,430
Other Capital Funding Sources	11,275	11,825	11,125	11,125	11,125
	521,494	510,961	520,814	538,051	552,480
Expenses:					
Community Safety	101,786	102,569	105,425	108,980	112,580
Engineering and Public Works	76,076	66,972	68,232	69,722	71,268
Community Services	66,159	63,298	65,966	68,627	70,641
Finance and Corporate Services	28,162	24,761	25,511	26,534	27,607
Fiscal	22,006	19,222	18,988	18,552	18,088
Debt Interest	1,679	1,677	1,677	1,677	1,677
Corporate Administration	9,950	10,149	10,433	10,791	11,162
Planning and Development Services	16,120	16,165	16,714	17,418	18,158
Utility Budget					
Water Utility	42,161	43,353	44,955	46,645	48,407
Sanitary Sewer Utility	31,930	33,105	34,700	36,415	38,227
Sanitation and Recycling	16,369	16,701	17,294	18,245	19,261
Richmond Public Library	10,758	10,900	11,175	11,523	11,885
Richmond Olympic Oval Corporation	16,211	16,535	16,866	17,203	17,547
	439,367	425,407	437,936	452,332	466,508
Annual Surplus	82,127	85,554	82,878	85,719	85,972

SCHEDULE A (CONT'D):

CITY OF RICHMOND
CONSOLIDATED 5 YEAR FINANCIAL PLAN (2018-2022)
TRANSFERS
(In \$000's)

	2018 Budget *	2019 Plan	2020 Plan	2021 Plan	2022 Plan
Transfers:					
Debt Principal	4,761	4,951	5,149	5,355	5,570
Transfer To (From) Reserves	66,999	69,700	71,963	74,325	76,792
Transfer To (From) Surplus	(34,116)	(3,551)	(1,871)	(1,807)	(1,076)
Capital Expenditures - Current Year	160,064	133,716	104,938	86,131	97,484
Capital Expenditures - Prior Years	257,680	224,878	179,784	137,746	104,968
Capital Expenditures - Developer	47,410	33,360	33,360	33,360	33,360
Contributed Assets					
Capital Expenditures - Richmond Public Library	892	892	892	892	892
Capital Expenditures - Richmond Olympic Oval Corporation	1,362	-	-	-	-
Capital Funding	(422,925)	(378,392)	(311,337)	(250,283)	(232,018)
Transfers/Amortization offset:	82,127	85,554	82,878	85,719	85,972
Balanced Budget	\$-	\$-	\$-	\$-	\$-
Tax Increase	3.30%	2.99%	2.98%	2.95%	2.99%

* 2018 Budget includes approved one-time expenditures and carryforwards funded by rate stabilization accounts. The projections for 2019 through 2022 are base budgets to deliver the same level of service and do not include estimates of carryforwards or one-time expenditures that may be approved in future years.

SCHEDULE B:

CITY OF RICHMOND

5 YEAR FINANCIAL PLAN

CAPITAL FUNDING SOURCES (2018-2022)

(In \$000's)

	2018	2019	2020	2021	2022
DCC Reserves					
Drainage DCC	-	1,154	97	97	-
Park Development DCC	4,167	4,421	2,586	2,257	2,210
Park Land Acquisition DCC	5,964	5,964	5,964	5,400	3,237
Roads DCC	19,274	6,305	5,739	5,505	5,123
Sanitary DCC	588	1,223	103	1,436	150
Water DCC	1,645	708	498	900	1,710
Total DCC	\$31,638	\$19,775	\$14,987	\$15,595	\$12,430
Statutory Reserves					
Affordable Housing	620	625	625	625	625
Arts Culture Heritage	3,645	-	-	-	-
Capital Building and Infrastructure	28,351	1,000	-	1,311	-
Capital Reserve	19,924	52,162	39,262	17,061	31,470
Child Care	220	60	60	60	60
Drainage Improvement	16,753	16,213	14,538	14,213	15,234
Equipment Replacement	4,810	4,080	1,237	2,951	3,480
Neighbourhood Improvement	-	94	-	-	-
Public Art Program	348	464	100	100	100
Sanitary Sewer	10,530	6,697	6,367	6,634	5,140
Waterfront Improvement	-	1,000	-	-	-
Watermain Replacement	11,792	10,385	8,632	8,849	10,209
Total Statutory Reserves	\$96,993	\$92,780	\$70,821	\$51,804	\$66,318
Rate Stabilization					
Rate Stabilization	8,049	-	-	-	-
Total Rate Stabilization	\$8,049	-	-	-	-
Other Sources					
Enterprise Fund	100	550	550	550	550
Grant and Developer Contribution	11,275	11,825	11,125	11,125	11,125
Other Sources	8,878	6,835	5,556	5,186	5,191
Sewer Levy	643	-	-	-	-
Solid Waste and Recycling	300	300	300	300	300
Water Levy	2,188	1,650	1,600	1,570	1,570
Total Other Sources	\$23,384	\$21,160	\$19,131	\$18,731	\$18,736
Total Capital Program	\$160,064	\$133,715	\$104,939	\$86,130	\$97,484

SCHEDULE C:

**CITY OF RICHMOND
CONSOLIDATED 5 YEAR FINANCIAL PLAN (2018-2022)
STATEMENT OF POLICIES AND OBJECTIVES**

Revenue Proportions By Funding Source

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

Objective:

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

Policies:

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

Table 1 shows the proportion of total revenue proposed to be raised from each funding source in 2018.

Table 1:

Funding Source	% of Total Revenue
Property Taxes	49.8%
User Fees	23.9%
Sales of Services	9.2%
Gaming Revenue	3.8%
Investment Income	3.4%
Payments in Lieu of Taxes	3.3%
Licenses and Permits	2.4%
Grants	1.8%
Other	2.4%
Total Operating and Utility Funding Sources	100.0%

SCHEDULE C (CONT'D):

**CITY OF RICHMOND
CONSOLIDATED 5 YEAR FINANCIAL PLAN (2018-2022)
STATEMENT OF POLICIES AND OBJECTIVES**

Distribution of Property Taxes

Table 2 provides the 2017 distribution of property tax revenue among the property classes. 2018 estimated roll figures will be received in January 2018.

Objective:

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

Policies:

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

Table 2: (Based on the 2017 Revised Roll figures)

Property Class	% of Tax Burden
Residential (1)	56.28%
Business (6)	35.79%
Light Industry (5)	7.18%
Others (2,4,8 & 9)	0.75%
Total	100.00%

Permissive Tax Exemptions

Objective:

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

Policy:

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



**Development Permit Panel
Wednesday, January 31, 2018**

Time: 3:30 p.m.
Place: Council Chambers
Richmond City Hall
Present: Joe Erceg, Chair
Robert Gonzalez, General Manager, Engineering and Public Works
Cecilia Achiam, General Manager, Community Safety

The meeting was called to order at 3:30 p.m.

Minutes

It was moved and seconded

That the minutes of the meeting of the Development Permit Panel held on January 17, 2018 be adopted.

CARRIED

1. Development Permit 16-735007
(REDMS No. 5611727)

APPLICANT: Alex Sartori
PROPERTY LOCATION: 6020 No. 4 Road
INTENT OF PERMIT:

Permit the construction of a Single-Family Residential Dwelling at 6020 No. 4 Road on a site zoned "Agriculture (AG1)" and designated as an Environmentally Sensitive Area (ESA).

Development Permit Panel

Wednesday, January 31, 2018

Applicant's Comments

Richard Zhang, Bouthouse Design Group, Inc., briefed the Panel on the changes to the proposed development's site and landscape plans in response to the Panel's referrals at the April 12, 2017 and September 27, 2017 meetings of the Panel and highlighted the following:

- the proposed house size and farm home plate area have been reduced and now fully comply with the "Agriculture (AG1)" zone;
- the house and septic field have been shifted westward to reduce the impacts on the Environmentally Sensitive Area (ESA);
- previously proposed structures and landscaping atop the septic field have been removed and will be covered with grass;
- the driveway has been moved slightly northward but is still south of the mid-point of the lot; and
- the grading plan has been adjusted.

Alex Sartori, Sartori Environmental Inc., noted that (i) the vegetated portion of the ESA has been increased from 27 per cent, (ii) birch trees have been removed from the plant list in response to public comments, (iii) native species are proposed to be planted in the ESA, (iv) fencing will be installed along the outside edge of delineated ESA to protect the ESA, (v) an invasive plant species management plan is proposed for the management and removal of invasive plants within the ESA, and (vi) an irrigation system is proposed for watering of landscaped areas and to increase the survivability of newly planted trees and shrubs.

In response to a query from the Panel, Mr. Sartori acknowledged that the three-year annual monitoring and reporting to the City by a Qualified Environmental Professional is intended to ensure survivability of new plantings and control the growth of invasive plant species in the ESA.

In response to a further query from the Panel, Mr. Sartori confirmed that in lieu of birch trees, a dense mix of native riparian trees, shrubs and ground cover species are proposed to be planted in the ESA.

Staff Comments

Wayne Craig, Director, Development, noted that (i) the applicant has worked hard with staff to address the Panel's concerns, (ii) the revised proposal has significantly increased the extent of planting on the subject site, and (iii) the City will hold the landscape security for the duration of the three-year monitoring period for the ESA landscaping area.

Gallery Comments

None.

Development Permit Panel
Wednesday, January 31, 2018

Correspondence

None.

Panel Decision

It was moved and seconded

That a Development Permit be issued which would permit the construction of a Single-Family Residential Dwelling at 6020 No. 4 Road on a site zoned "Agriculture (AG1)" and designated as an Environmentally Sensitive Area (ESA).

CARRIED

2. Development Permit 17-774155

(REDMS No. 5660408)

APPLICANT: Suncor Energy Inc.

PROPERTY LOCATION: 11991 Steveston Highway

INTENT OF PERMIT:

Permit the modification of an existing commercial building and drive-through to accommodate a drive-through restaurant establishment as a secondary use to the gas station at 11991 Steveston Highway on a site zoned "Gas Station Commercial (ZC15) – Broadmoor and Ironwood Area".

Applicant's Comments

Anna Stilwell, Suncor Energy, noted the following revisions to the design of the rooftop mechanical screening and other proposed measures to address the Panel's referral at the January 17, 2018 meeting of the Panel:

- the previously proposed height of the rooftop mechanical equipment screen has been reduced by 0.7 meters (2.3 feet), which is now consistent with the existing height of the existing rooftop mechanical equipment screening;
- the rooftop mechanical screening has been redesigned and horizontal slats with reveals are proposed to provide additional detailing and articulation to the structure;
- the colour of the proposed rooftop screening will match the existing colour of the building; and
- a silencer will be installed on one rooftop mechanical equipment and a new mechanical equipment with lower sound level generation has been selected to comply with the City's Noise Regulation Bylaw.

Development Permit Panel

Wednesday, January 31, 2018

In response to a query from the Panel, Ms. Stilwell acknowledged that the applicant worked with staff in developing the proposed measures to address Panel's concerns regarding the design and height of the previously proposed rooftop screening for mechanical equipment.

Gallery Comments

None.

Correspondence

None.

Panel Discussion

The Chair noted that the applicant has satisfactorily addressed Panel's concern regarding the height of the previously proposed rooftop mechanical equipment screening in view of the proximity of the project's location to residential developments.

Panel Decision

It was moved and seconded

That a Development Permit be issued which would permit the modification of an existing commercial building and drive-through to accommodate a drive-through restaurant establishment as a secondary use to the gas station at 11991 Steveston Highway on a site zoned "Gas Station Commercial (ZC15)- Broadmoor and Ironwood Area".

CARRIED

3. New Business

Mr. Craig advised that there are no agenda items for the next scheduled meeting of the Panel on Wednesday, February 14, 2018.

It was moved and seconded

That the meeting of the Development Permit Panel scheduled on Wednesday, February 14, 2018 be cancelled.

CARRIED

Development Permit Panel
Wednesday, January 31, 2018

4. **Date of Next Meeting: February 28, 2018**

5. **Adjournment**

It was moved and seconded

That the meeting be adjourned at 3:50 p.m.

CARRIED

Certified a true and correct copy of the
Minutes of the meeting of the
Development Permit Panel of the Council
of the City of Richmond held on
Wednesday, January 31, 2018.

Joe Erceg
Chair

Rustico Agawin
Auxiliary Committee Clerk



**Development Permit Panel
Wednesday, February 28, 2018**

Time: 3:30 p.m.
Place: Council Chambers
Richmond City Hall
Present: Cecilia Achiam, Chair
Serena Lusk, General Manager, Community Services
John Irving, Director, Engineering

The meeting was called to order at 3:30 p.m.

Minutes

It was moved and seconded

That the minutes of the meeting of the Development Permit Panel held on January 31, 2018 be adopted.

CARRIED

1. Development Permit 16-721500
(REDMS No. 5724405)

APPLICANT: Western-Citimark River Front Townhouse Project Ltd.

PROPERTY LOCATION: 10311 River Drive

INTENT OF PERMIT:

1. Permit the construction of 86 townhouse units and a two-storey mixed-use building with amenity space and a child care facility at 10311 River Drive on a site zoned "Residential Mixed Use Commercial (ZMU17) – River Drive/No. 4 Road (Bridgeport)"; and
2. Vary the provisions of Richmond Zoning Bylaw 8500 to reduce the required West Side Yard from 6.0 m to 4.5 m.

Development Permit Panel

Wednesday, February 28, 2018

Applicant's Comments

Wayne Fougere, Fougere Architecture Inc., provided an overview of the proposed development and highlighted the following:

- the project is the third phase of the four-phase Parc Riviera development which includes townhouses and a two-storey mixed-use building with amenity space and a City-owned child care facility;
- the child care facility is sited at the southwest corner of the subject site to allow for maximum sunlight exposure and to facilitate easy access into the facility;
- pedestrian access to townhouse entries is provided from the street, the public pedestrian walkway along the east edge of the site, mews at the centre of the site, and the internal drive aisles;
- one public and two semi-private pedestrian walkways are provided from River Drive to the dike through the subject site;
- a one and a half-meter reduction of the required minimum setback for the west side yard for one building is requested; and
- the proposed setback variance is mitigated by grade changes in the adjacent park which reduces the apparent height of the three-storey building adjacent to the park to a two-storey building.

Mary Chan Yip, PMG Landscape Architects, briefed the Panel on the main landscaping features of the project and noted the following:

- street fronting townhouse units and front yards facing the internal mews provide a pedestrian-friendly character to the project;
- all townhouse units are provided with semi-private outdoor spaces at grade;
- the project has been designed to utilize the character of the dike edge along the waterfront to tie the neighbourhood together;
- the depression between the dike and townhouse units on the north edge creates a symbolic slough design along the dike frontage;
- the two proposed planting schemes consist of native planting along the river's edge and urban planting along River Drive to provide transition to the single-family neighbourhood across the street;
- proposed planting for the Environmentally Sensitive Area (ESA) modified enhancement area along the north edge of the site is pulled into the site, providing a transition from natural to urban landscape;
- primarily drought tolerant species are proposed for the project;
- while the project is located adjacent to a new Tait Park and in close proximity to the Tait Neighbourhood School Park across River Drive, smaller scale on-site indoor and outdoor amenity spaces will also be provided;

Development Permit Panel

Wednesday, February 28, 2018

- separate outdoor play areas are provided for the two age group program areas in the child care facility;
- pervious pavings are proposed in some areas on the site for groundwater recharge; and
- lighting will be provided for the mews and street edges.

Panel Discussion

In response to queries from the Panel, Mr. Fougere advised that (i) raising the finished grade of the site to meet the future height of the dike was not considered due to potential additional cost to the project and height transition to the dike, park and neighbourhood, (ii) all the townhouse units meet the required minimum floodplain elevation of 2.9 meters, and (iii) the living spaces of the four-storey townhouse units adjacent to the dike and the three-storey units adjacent to the park are proposed to match the grades.

In response to a query from the Panel, Wayne Craig, Director, Development, noted that the proposed child care facility will be transferred to the City as a strata lot as part of the zoning requirements, and the strata plan will include, among others, general guidelines for maintenance.

In response to further queries from the Panel, Mr. Fougere noted that (i) the common outdoor amenity area on the roof deck of the mixed-use building is adjacent to the indoor amenity room and can be accessed through an elevator on the ground floor, (ii) the ground floor stair and elevator access to the indoor and outdoor amenity spaces on the second floor is separate from the child care facility, (iii) seven parking spaces are provided for the exclusive use of the child care facility, and (iv) the child care facility will have separate metering and electrical and mechanical room.

In response to a further query from the Panel, Mr. Craig confirmed that the applicant will not build affordable housing units on-site as the entire site provided funding towards the City's capital Affordable Housing Reserve which was used to provide funding towards the Storeys project.

In response to a query from the Panel, Ms. Chan reviewed the extent of the ESA in the subject site, noting that townhouse decks along the north edge of the site will be contained with low rail fencing to provide separation between the semi-private outdoor amenity space and the ESA.

Staff Comments

Mr. Craig advised that (i) servicing agreements associated with the proposal include frontage works along River Drive, the construction of the public pedestrian walkway along the east edge of the site and dike improvements, (ii) the child care facility is a collaborative effort between City staff and the developer to fulfill zoning requirements, (iii) the ESA will be subject to a legal agreement to ensure maintenance by the future strata, (iv) five convertible units are proposed for the project, and (v) the project has been designed to achieve EnerGuide 82 rating standards and the City's aircraft noise mitigation standards.

Development Permit Panel
Wednesday, February 28, 2018

In addition, Mr. Craig noted that the proposed west side yard setback variance for the subject site is similar to the variance granted to Phase 2 development on the west side of the City park.

Gallery Comments

None.

Correspondence

None.

Panel Decision

It was moved and seconded

That a Development Permit be issued which would:

1. *permit the construction of 86 townhouse units and a two-storey mixed-use building with amenity space and a child care facility at 10311 River Drive on a site zoned "Residential Mixed Use Commercial (ZMU17) – River Drive/No. 4 Road (Bridgeport)"; and*
2. *vary the provisions of Richmond Zoning Bylaw 8500 to reduce the required West Side Yard from 6.0 m to 4.5 m.*

CARRIED

2. Development Permit 16-741741

(REDMS No. 5677991 v. 2)

APPLICANT: Vancouver Airport Fuel Facilities Corporation (VAFFC)

PROPERTY LOCATION: 15040 Williams Road

INTENT OF PERMIT:

Permit the construction of a Marine Terminal Facility for aviation/jet fuel delivery at 15040 Williams Road on a site zoned "Industrial (I)" and partially designated as an Environmentally Sensitive Area (ESA).

Applicant's Comments

Mark McCaskill, FSM Management Group, briefed the Panel on the applicant's response to Panel's referral at the November 29, 2017 meeting of the Panel and highlighted the following:

- planting to the north triangle area of the property has been increased by 25 per cent after allowing for the minimum space required for operational and maintenance activities;

4.

Development Permit Panel

Wednesday, February 28, 2018

- proposed tree sizes and pot sizes for shrubs and groundcovers have been increased to the largest reasonable sizes without compromising survivability in the north triangle area and elsewhere in the site;
- the design of the viewing platform has been modified and the proposed voluntary cash-in-lieu payment has been increased to approximately \$204,000; and
- an intertidal bench planting area is proposed to be added in the intertidal Environmentally Sensitive Area (ESA).

In addition, Mr. McCaskill provided details on the proposed intertidal bench.

In reply to queries from the Panel, Mr. McCaskill acknowledged that (i) the intertidal bench has been raised to just below the high water mark to enhance the survivability of plant species, (ii) the bench cannot be expanded to the north as it will encroach into the dike structure, (iii) a few pre-engineered service structures are proposed on site, (iv) the marine terminal facility will be fully operational twice a month or weekly depending on the size of the vessel delivering the fuel, (v) the intertidal bench will be filled with substrate to mitigate the effects of strong current and wave action to bench planting, and (vi) the unplanted strip at the north triangle area will be used to provide a gravel access road and equipment storage area.

Staff Comments

Mr. Craig advised that (i) the new planting area at the north triangle area combined with the previously committed Riparian Management Area (RMA) and landscape planting will result in total planting area of 46 per cent of the entire triangle area, (ii) the viewing platform will be constructed by the City at a later date and that Parks Department has determined the platform location and design meets the City's open space and trail objectives for the area, (iii) part of the applicant's voluntary cash-in-lieu contribution will be used for enhancements to the existing city park trail to the west of the subject site, (iv) City staff solicited the opinion of third party experts regarding intertidal ESA planting in compliance with Panel's recommendation, (v) the City's third party review was conducted by PGL Environmental Consultants and Northwest Hydraulics and these consultants supported the provision of the proposed intertidal bench and have provided recommendations to improve the bench survivability which the applicant and City staff have reviewed and agreed to, (vi) the design of the intertidal bench planting will form part of the servicing agreement for the dike construction on the site, and (vii) there will be legal agreements to ensure maintenance of all ESA planting on the site.

In response to queries from the Panel, Mr. Craig confirmed that (i) ESA planting will be subject to a three-year monitoring period, (ii) the proposed intertidal bench planting will be monitored for five years, and (iii) the City will have monetary securities provided to ensure that these areas are installed and maintained accordingly.

Gallery Comments

None.

Development Permit Panel
Wednesday, February 28, 2018

Correspondence

None.

Panel Discussion

The Panel expressed support to the applicant's response to Panel's comments at the previous consideration of the proposal.

Panel Decision

It was moved and seconded

That a Development Permit be issued which would permit the construction of a Marine Terminal Facility for aviation/jet fuel delivery at 15040 Williams Road on a site zoned "Industrial (I)" and partially designated as an Environmentally Sensitive Area (ESA).

CARRIED

3. Date of Next Meeting: March 14, 2018

4. Adjournment

It was moved and seconded

That the meeting be adjourned at 4:10 p.m.

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the Development Permit Panel of the Council of the City of Richmond held on Wednesday, February 28, 2018.

Cecilia Achiam
Chair

Rustico Agawin
Auxiliary Committee Clerk



City of Richmond

Report to Council

To: Richmond City Council

Date: March 7, 2018

From: Robert Gonzalez
Chair, Development Permit Panel

File: 01-0100-20-DPER1-
01/2018-Vol 01

Re: Development Permit Panel Meeting Held on September 13, 2017

Staff Recommendation

1. That the recommendation of the Panel to authorize the issuance of a Development Permit (DP 17-763780) for the property at 5071 Steveston Highway be endorsed, and the Permit so issued.

Robert Gonzalez
Chair, Development Permit Panel
(604-276-4150)

SB:blg

Panel Report

The Development Permit Panel considered the following item at its meeting held on September 13, 2017.

DP 17-763780 – ORIS (TLP) DEVELOPMENTS CORP. – 5071 STEVESTON HIGHWAY
(September 13, 2017)

The Panel considered a Development Permit application to permit the construction of nine townhouses on a site zoned “Low Density Townhouses (RTL4)”. The proposal includes variances for small car parking spaces and reduced lot width.

Dana Westermarck, of Oris Consulting Ltd., provided a brief presentation regarding the proposal, including:

- The lot width variance is requested due to the peculiar shape, with a frontage of 80 feet and depth of 300 feet.
- The small car parking space variance is requested to accommodate bicycle parking in the garages.
- Primary vehicular access is from Steveston Highway. The two rear units have garage access from the existing rear lane.
- A right-of-way over the proposed drive-aisle and rear pedestrian path on the site will provide shared access for the use of future redevelopment to the northwest and east of the site.

In response to Panel queries, Mr. Westermarck and Architect, Greg Andrews, of The Andrews Architects Inc., advised that:

- In addition to wood fencing at the west property line, the existing Cedar hedge within the property of the neighbouring pub to the west will be retained to provide a buffer.
- The proposed northern two-storey duplex building garage is accessed off the rear City lane and visitor parking spaces are located within the subject site.
- There will be no potential privacy issues with the single-family home across the rear lane, as it is not in close proximity to the proposed two-storey duplex building.
- There is almost a one-meter grade difference between Steveston Highway and the City lane. The rear of the property will be filled and the rear building will interface with the rear lane.

Staff noted that: (i) the requested lot width variance is technical due to the site geometry; (ii) the requested small car parking variance is consistent with variances granted to similar projects; (iii) one convertible unit is proposed; and (iv) the Servicing Agreement includes frontage improvements to Steveston Highway and the rear City lane, extending to Hollymount Drive.

In response to Panel queries, staff noted that: (i) no turning movement restrictions are proposed; and (ii) garbage and recycling will be collected from the rear lane.

No correspondence was submitted to the Panel regarding the Development Permit application.

The Panel recommends the Permit be issued.