



**City Council**

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

**Monday, March 13, 2017  
7:00 p.m.**

Pg. #      ITEM

MINUTES

1. *Motion to:*

- (1) *adopt the minutes of the Regular Council meeting held on February 27, 2017; and* (distributed previously)
- (2) *receive for information the Metro Vancouver ‘Board in Brief’ dated February 24, 2017.*

CNCL-9

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AGENDA ADDITIONS & DELETIONS

COMMITTEE OF THE WHOLE

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

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3. Delegations from the floor on Agenda items.

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

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
- Programming at McDonald Beach Park
- Acute Care Tower at Richmond Hospital
- Land use applications for first reading (to be further considered at the Public Hearing on Tuesday, April 18, 2017):
  - 11671 and 11691 Cambie Road – Rezone from RS1/E to RTL4 (Interface Architecture Inc. – applicant)
  - 8480 No. 5 Road – Rezone from AG1 to ASY (Matthew Cheng Architect Inc. – applicant)
  - 9051 and 9071 Steveston Highway – Rezone from RS1/E to RC2 (Harj Johal – applicant)
  - 10140 and 10160 Finlayson Drive – Rezone from RS1/D to RS2/B (Benn Panesar – applicant)
  - 9880 Granville Avenue and 7031 No. 4 Road – Rezone from RS1/F to RTM2 (Zhao XD Architect Ltd. – applicant)

5. *Motion to adopt Items No. 6 through No. 13 by general consent.*



6. **COMMITTEE MINUTES**

*That the minutes of:*

CNCL-16

- (1) *the **Parks, Recreation and Cultural Services Committee** meeting held on February 28, 2017;*

## Council Agenda – Monday, March 13, 2017

Pg. #      ITEM

CNCL-29      (2)    *the **General Purposes Committee** meeting held on March 6, 2017;  
and*

CNCL-36      (3)    *the **Planning Committee** meeting held on March 7, 2017;  
be received for information.*



Consent  
Agenda  
Item

7.    **PROGRAMMING AT MCDONALD BEACH PARK**

(File Ref. No. 11-7000-01) (REDMS No. 5315665 v. 5)

CNCL-46

**See Page CNCL-46 for full report**

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

*That no changes be undertaken to the existing dog off-leash area at McDonald Beach Park as detailed in the staff report titled “Programming at McDonald Beach Park,” dated February 10, 2017, from the Senior Manager, Parks.*



Consent  
Agenda  
Item

8.    **ACUTE CARE TOWER AT RICHMOND HOSPITAL**

(File Ref. No.)

CNCL-53

**See Page CNCL-53 for full report**

**GENERAL PURPOSES COMMITTEE RECOMMENDATION**

*That a letter be written to the Premier, the Minister of Health, the Minister of Finance, Richmond MLAs, the Leader of the Opposition and Vancouver Coastal Health calling on the provincial government to commit to a new hospital tower to replace the north tower in Richmond.*



Consent  
Agenda  
Item

9.    **APPLICATION BY INTERFACE ARCHITECTURE INC. FOR  
REZONING AT 11671 AND 11691 CAMBIE ROAD FROM “SINGLE  
DETACHED (RS1/E)” ZONE TO “LOW DENSITY TOWNHOUSES  
(RTL4)” ZONE**

(File Ref. No. RZ 12-8060-20-009293; 14-670471) (REDMS No. 5304096 v. 3)

CNCL-64

**See Page CNCL-64 for full report**

PLANNING COMMITTEE RECOMMENDATION

*That Richmond Zoning Bylaw 8500, Amendment Bylaw 9293, for the rezoning of 11671 and 11691 Cambie Road from “Single Detached (RS1/E)” zone to “Low Density Townhouses (RTL4)” zone, be introduced and given first reading.*



Consent  
Agenda  
Item

10. **APPLICATION BY MATTHEW CHENG ARCHITECT INC. FOR REZONING AT 8480 NO. 5 ROAD FROM “AGRICULTURE (AG1)” TO “ASSEMBLY (ASY)”**

(File Ref. No. 12-8060-20-009537; RZ 14-674068) (REDMS No. 4929297 v. 8)

CNCL-125

See Page CNCL-125 for full report

PLANNING COMMITTEE RECOMMENDATION

*That Richmond Zoning Bylaw 8500, Amendment Bylaw 9537, for the rezoning of 8480 No. 5 Road from “Agriculture (AG1)” to “Assembly (ASY)”, be introduced and given first reading.*



Consent  
Agenda  
Item

11. **APPLICATION BY HARJ JOHAL FOR REZONING AT 9051 AND 9071 STEVESTON HIGHWAY FROM “SINGLE DETACHED (RS1/E)” TO “COMPACT SINGLE DETACHED (RC2)”**

(File Ref. No. 12-8060-20-009646; RZ 16-728719) (REDMS No. 5223594)

CNCL-170

See Page CNCL-170 for full report

PLANNING COMMITTEE RECOMMENDATION

*That Richmond Zoning Bylaw 8500, Amendment Bylaw 9646, for the rezoning of 9051 and 9071 Steveston Highway from the “Single Detached (RS1/E)” zone to the “Compact Single Detached (RC2)” zone, be introduced and given first reading.*



Consent  
Agenda  
Item

12. **APPLICATION BY BENN PANESAR FOR REZONING AT 10140 AND 10160 FINLAYSON DRIVE FROM “SINGLE DETACHED (RS1/D)” TO “SINGLE DETACHED (RS2/B)”**

(File Ref. No. 12-8060-20-009684; RZ 15-713737) (REDMS No. 5303933)

CNCL-189

See Page CNCL-189 for full report



PLANNING COMMITTEE RECOMMENDATION

*That Richmond Zoning Bylaw 8500, Amendment Bylaw 9684, for the rezoning of 10140 and 10160 Finlayson Drive from “Single Detached (RS1/D)” to “Single Detached (RS2/B)”, be introduced and given first reading.*



Consent  
Agenda  
Item

13. **APPLICATION BY ZHAO XD ARCHITECT LTD. FOR REZONING AT 9880 GRANVILLE AVENUE AND 7031 NO. 4 ROAD FROM “SINGLE DETACHED (RS1/F)” ZONE TO “MEDIUM DENSITY TOWNHOUSES (RTM2)” ZONE**

(File Ref. No. 12-8060-20-009868; RZ 15-708960) (REDMS No. 5235558 v. 2)

CNCL-208

See Page CNCL-208 for full report

PLANNING COMMITTEE RECOMMENDATION

*That Richmond Zoning Bylaw 8500, Amendment Bylaw 9686, for the rezoning of 9880 Granville Avenue and 7031 No. 4 Road from “Single Detached (RS1/F)” zone to “Medium Density Townhouses (RTM2)” zone, be introduced and given first reading.*



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CONSIDERATION OF MATTERS REMOVED FROM THE  
CONSENT AGENDA

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NON-CONSENT AGENDA ITEMS

GENERAL PURPOSES COMMITTEE

Mayor Malcolm D. Brodie, Chair

(Item Removed from the Consent Agenda due to Councillor Conflict of Interest)

14. **SHORT-TERM RENTALS - PROPOSED BYLAWS AND OPTIONS**

(File Ref. No. 03-0900-01) (REDMS No. 5324334 v. 8)

CNCL-232

See Page CNCL-232 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

*In respect to bed and breakfast (“B&B”) uses in single-family and agricultural zones, implementing a distance buffer between B&B establishments and to the enhanced enforcement of such short-term rental regulation:*

- (1) *That Official Community Plan Bylaw 9000, Amendment Bylaw 9691, which amends Official Community Plan Bylaw 9000 by adding a provision for a 500 meter buffer between B&B establishments be introduced and given first reading;*
- (2) *That Bylaw 9691, having been considered in conjunction with:*
  - (a) *the City’s financial plan and capital program; and*
  - (b) *the Greater Vancouver Regional District Solid Waste and Liquid Waste Management Plans;**is hereby found to be consistent with said program and plans in accordance with section 477(3)(a) of the Local Government Act;*
- (3) *That Bylaw 9691 be sent to the Agricultural Land Commission for comment;*
- (4) *That Bylaw 9691, having been considered in accordance with section 475 of the Local Government Act and the City’s Official Community Plan Bylaw Preparation Consultation Policy 5043, is found not to require further consultation;*
- (5) *That Richmond Zoning Bylaw 8500, Amendment Bylaw 9647 to amend definitions, be introduced and given first reading;*
- (6) *That Richmond Zoning Bylaw 8500, Amendment Bylaw 9692 to require a distance buffer between B&Bs, be introduced and given first reading;*
- (7) *To incorporate enhanced business licencing requirements and increase fees and penalties, that:*
  - (a) *Business Regulation Bylaw No. 7538, Amendment Bylaw No. 9649;*
  - (b) *Business Licence Bylaw No. 7360, Amendment Bylaw No. 9650;*
  - (c) *Municipal Ticket Information Authorization Bylaw No. 7321, Amendment Bylaw No. 9651; and*
  - (d) *Consolidation Fees Bylaw No. 8636, Amendment Bylaw No. 9652;**each be introduced and given first, second and third readings;*

- (8) *That the proposed communication plan described in Attachment 12 of this report explaining the proposed changes (identified in the above recommendation) to the short-term rental regulations be endorsed; and*
- (9) *That:*
  - (a) *the information regarding tax requirements including whether a hotel tax should apply to short-term rentals provided in this report be received for information; and*
  - (b) *staff be directed to engage the Province of British Columbia to discuss regulatory changes to the Provincial Sales Tax in regards to the Municipal and Regional District Tax, including the definition of accommodation providers;*
- (10) *That staff conduct a one-year review of the City's proposed short-term rental regulation, and include issues surrounding a requirement for the operator of the short-term rental to be the owner of the property and report back to Council;*
- (11) *That staff consider options and report back on the issue of short-term rentals for multi-family dwellings; and*
- (12) *That staff formulate a robust public engagement process to address additional options and regulatory and enforcement gaps for future consideration.*



## PLANNING COMMITTEE

Councillor Linda McPhail, Chair

15. **APPLICATION BY 1056023 HOLDINGS LIMITED PARTNERSHIP FOR REZONING AT 12320 TRITES ROAD (FORMERLY 12280/12320 TRITES ROAD) FROM “LIGHT INDUSTRIAL (IL)” ZONE TO “SINGLE DETACHED (ZS23) – STEVESTON” ZONE**

(File Ref. No. 12-8060-20-009675; RZ 16-723761) (REDMS No. 5267412 v. 2)

CNCL-310

See Page CNCL-310 for full report

## PLANNING COMMITTEE RECOMMENDATION

Opposed: Cllr. Steves

*That Richmond Zoning Bylaw 8500, Amendment Bylaw 9675, for the rezoning of 12320 Trites Road (Formerly 12280/12320 Trites Road) from the “Light Industrial (IL)” zone to the “Single Detached (ZS23) – Steveston” zone, be introduced and given first reading.*



FINANCE AND CORPORATE SERVICES DIVISION

16. **CEREMONY TO COMMEMORATE THE 100TH ANNIVERSARY OF THE BATTLE OF VIMY RIDGE**  
(File Ref. No. 01-0168-01) (REDMS No. 5335514)

CNCL-345

See Page **CNCL-345** for full report

STAFF RECOMMENDATION

*That a jointly hosted ceremony between the City and the Royal Canadian Legion Branch 291, to be held at City Hall plaza on April 9, 2017, to commemorate the 100th anniversary of the Battle of Vimy Ridge, be approved.*

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PUBLIC ANNOUNCEMENTS AND EVENTS

NEW BUSINESS

BYLAW FOR ADOPTION

- CNCL-348      Richmond Zoning Bylaw No. 8500, Amendment **Bylaw No. 9560**  
(5411/5431 Clearwater Drive, RZ 15-700420)  
Opposed at 1<sup>st</sup> Reading – None.  
Opposed at 2<sup>nd</sup>/3<sup>rd</sup> Readings – None.

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ADJOURNMENT

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## **For Metro Vancouver meetings on Friday, February 24, 2017**

*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, 604-451-6016, [Greg.Valou@metrovanancouver.org](mailto:Greg.Valou@metrovanancouver.org) or Kelly Sinoski, 604-451-6105, [Kelly.Sinowski@metrovanancouver.org](mailto:Kelly.Sinowski@metrovanancouver.org)*

## **Metro Vancouver Regional District - Parks**

### **Regional Parks Facilities for Connecting People with Nature Policy**

**APPROVED**

The Board approved a new policy that establishes the types of facilities that Metro Vancouver will provide to facilitate passive outdoor activities located within regional parks and connect people with nature.

### **Widgeon Marsh Regional Park Reserve – Background Information and Public Engagement Development of a Regional Park Management Plan**

**APPROVED**

Widgeon Marsh Regional Park Reserve is 626 hectares of wetland and second-growth forest situated at the confluence of Pitt Lake, Widgeon Creek and the lower Pitt River. The southern portion of the regional park reserve is within the City of Coquitlam, while the northern half lies within Electoral Area A.

The site is managed as a regional park reserve, essentially a park-in-waiting. No park facilities have been developed and access is limited to a small group of residents and researchers under permit. In 2015, Metro Vancouver initiated a park planning process with the goal of developing a plan that will eventually see WMRPR open as a regional park.

Metro Vancouver staff has completed the pre-planning work necessary to undertake a management plan for Widgeon Marsh Regional Park Reserve. A management plan will prepare the park reserve for opening to the public and for subsequent use as a regional park. Background reports indicate that, with its highly sensitive natural systems and spectacular setting, this site presents a unique opportunity to connect people with nature. It also presents an opportunity to preserve some of the most ecologically sensitive land in the region. A delicate balance of access and conservation will be critical for the success of this future regional park.

The Board authorized staff to undertake public engagement associated with the preparation of a park management, and directed staff to report back with a summary of the feedback received from the public engagement events and a draft Widgeon March Regional Park Reserve Management Plan.

### **Metro Vancouver Regional District Regional Parks Regulation Amending Bylaw No. 1244, 2017**

**APPROVED**

The Board approved bylaw amendments to increase select regional park rental and permit fees and charges. Fees and charges are set based on an analysis of operating costs against a detailed review of



fees for services and facilities offered by member municipalities and other government and non-profit agencies. These increases are projected to generate an additional \$5,000 in revenue.

## **Metro Vancouver Regional District**

### **2017 Regional District Sustainability Innovation Fund Applications**

**APPROVED**

The Regional District Sustainability Innovation Fund was created by the Board in 2004 to provide financial support to Regional District projects that contribute to the region's sustainability.

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

- Exploring Innovative Access and Pricing Mechanisms for a Multipurpose Direct Current Fast Charger for Electric Vehicles at Metrotower III ("DCFC at MT3"): \$100,000 in 2017 and \$50,000 in 2018
- National Industrial Symbiosis Program (NISP) - Canada - Metro Vancouver: \$80,000 in 2017 and \$20,000 in 2018

### **Appointment of the 2017 Local Government Treaty Table Representatives to the Katzie and Tsleil-Waututh Negotiations**

**APPROVED**

The Board approved the following official appointments:

- Councillor Barbara Steele, Surrey, as the local government treaty table representative to the Katzie negotiations for 2017
- Councillor Mary-Ann Booth, West Vancouver, as the local government treaty table representative to the Tsleil-Waututh negotiations for 2017

### **Appointment of Metro Vancouver's 2017 Representative to the UBCM First Nations 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) First Nations Relations Committee for 2017.

### **Appointment of a Metro Vancouver Observer to the Fraser Valley Aboriginal Relations Committee for 2017**

**APPROVED**

The Board appointed Councillor Bonita Zarrillo, City of Coquitlam, as the Metro Vancouver Aboriginal Relations Committee observer to the Fraser Valley Aboriginal Relations Committee meetings for 2017.

**Corporation of Delta – Proposed Amendments to the Fraser Sewerage Area Boundary****APPROVED**

On November 7, 2016, the Corporation of Delta (Delta) requested an expansion to the GVRD Fraser Sewerage Area boundary to include a proposed new building on a property located at 6625 60 Avenue to allow for the establishment and operation of a proposed craft brewery facility with accessory farm office and farm equipment storage on a 16-acre farm property.

The Board resolved that the extension of sewerage services to the property at 6625 60 Avenue is not inconsistent with the provisions of Metro Vancouver 2040: Shaping Our Future, and forwarded the requested Fraser Sewerage Area expansion application to the GVS&DD Board for consideration.

**Consideration of the City of North Vancouver's Amended Regional Context Statement****APPROVED**

The Board accepted the City of North Vancouver's amended Regional Context Statement as submitted to Metro Vancouver on December 15, 2016.

The amended Regional Context Statement is generally consistent with Metro 2040, and has only incorporated a minor mapping correction.

**Metro Vancouver Financial Planning and Budget Oversight****APPROVED**

In response to a Notice of Motion adopted at the January 27, 2017 board meeting, the MVRD Board recommended to the Board Chair that the existing 2017 standing committee structure be maintained, and directed the Finance and Intergovernment Committee and Performance and Audit Committee to review their specific Terms of Reference to ensure each committee is providing a value-added role to the financial review of Metro Vancouver.

**District of West Vancouver – "Metro Vancouver Regional District Security Issuing Bylaw No. 1240, 2017"****APPROVED**

The District of West Vancouver Council has requested the authorization of a loan of \$28,716,500 for the construction of a new police services and municipal hall facility. The District subsequently passed the required Security Issuing Resolution on November 29th, 2016 to borrow the remaining \$5,694,123 of the amount authorized by the bylaw. This represents the outstanding portion of the Loan Authorization Bylaw. The Board approved the request and forwarded it onto the Inspector of Municipalities for Certificate of Approval.

**City of White Rock – “Metro Vancouver Regional District Security Issuing Bylaw No. 1241, 2017”****APPROVED**

The City of White Rock Council has requested the authorization of a loan of \$6,219,000 for water system infrastructure and improvements. The Board approved the request and forwarded it onto the Inspector of Municipalities for Certificate of Approval.

**Township of Langley – “Metro Vancouver Regional District Security Issuing Bylaw No. 1242, 2017”****APPROVED**

The Township of Langley Council has requested the authorization of a loan of \$33,535,000 for East Langley water supply connection costs. The Board approved the request and forwarded it onto the Inspector of Municipalities for Certificate of Approval.

**Adoption of Greater Vancouver Regional District Electoral Area A Emergency Planning and Management Establishing Bylaw No. 1238, 2016****APPROVED**

In 2016, Metro Vancouver undertook a review of its emergency management plan for Electoral Area A, which indicated the need for an establishing bylaw for emergency planning and management within Electoral Area A. At its November 25, 2016 meeting, the Greater Vancouver Regional District Electoral Area A Emergency Planning and Management Establishing Bylaw No. 1238, 2016 was given three readings and forwarded to the Electoral Area A Director for consent, and to the Inspector of Municipalities for statutory approval.

The Board passed and finally adopted the bylaw.

**Greater Vancouver Water District****2017 Liquid Waste Sustainability Innovation Fund Applications****APPROVED**

The Liquid Waste Sustainability Innovation Fund was created by the Board in 2004 to provide financial support to Liquid Waste Utility projects that contribute to the region's sustainability.

That the Board approved fund allocation from the Liquid Waste Sustainability Innovation Fund to the following projects:

- Genomics Approach to Anaerobic Digestion Optimization: \$460,000 over four years, starting in 2017
- High Efficiency Aeration Demonstration
  - \$750,000 over two years, starting in 2017, and that staff





- directly retain Perlemax Ltd to enable access to their proprietary technology
- Microwave-enhanced Advanced Oxidation Process Sludge Destruction Pilot: \$850,000 over four years, starting in 2017

## **Transfer of Sewerage, Drainage and Water Facilities Policies**

**APPROVED**

Since 2002, planning and development of the regional sewerage, drainage and water systems and associated facilities have followed the 2002 criteria. To improve clarity, staff have prepared policies for both the GVS&DD and the GVWD to formalize these criteria and identify the key steps that may be considered when contemplating the potential transfer of ownership of facilities. The policies were considered and endorsed by the Regional Engineers Advisory Committee (REAC) at their meeting on November 18, 2016.

The Board approved the Transfer of Sewerage and Drainage Facilities Policy as presented.

## **Five-Year Collaborative Biosolids Research Agreement with Thompson Rivers University**

**APPROVED**

Metro Vancouver was approached by Thompson Rivers University seeking financial support for its proposed application to the Natural Sciences and Engineering Research Council of Canada for an Industrial Research Chair in Reclamation Science. Such research would provide practical, applied reclamation solutions to BC industries whose work results in significant land disturbance such as mining, an industry where biosolids from Metro Vancouver has been used effectively as a tool to return organic matter and nutrients to the land, re-establishing vegetation and associated ecosystems.

The Board endorsed a five-year collaborative biosolids research agreement between the Greater Vancouver Sewerage and Drainage District and Thompson Rivers University at a cost of up to \$375,000, subject to funding contribution from Natural Sciences and Engineering Research Council of Canada.

## **Award of Contract Resulting from Request for Proposal (RFP) No. 16-168: Construction Management Services for the Annacis Island WWTP Outfall Project**

**APPROVED**

A construction management consultant is required for the Annacis Island WWTP outfall project to oversee and ensure the successful execution of this technically challenging and complex project that involves tunneling as well as working in the river.

The Board authorized a contract in the amount up to \$529,598 (exclusive of taxes) to Hatch Corporation resulting from RFP No. 16-168 for Construction Management Services for the Annacis Island Wastewater Treatment Plant Outfall Project Phase 1 - Pre-construction Activities.



**Award of Phase D, Construction Engineering Services: Annacis Island Wastewater Treatment Plant Cogeneration Backup Power Project**

**APPROVED**

An RFP was issued in 2012 for engineering consulting services for the Annacis Island WWTP Cogeneration Back-up Power Project and it was contemplated that the work will be undertaken in four phases. A contract was awarded to the highest-ranked proponents, ABV Consultants Ltd.

The Board authorized a contract for Phase D, Construction Engineering Services, for an amount up to \$3,200,000 (exclusive of taxes) to ABV Consultants Ltd., who have completed the previous design phases, for Annacis Island Wastewater Treatment Plant (AIWWTP) Cogeneration Backup Power Project.

**Support for an International Water Industry Position Statement on Flushable Products**

**APPROVED**

The improper disposal of wipes causes problems for the regional and municipal sewer systems and can result in clogs and sewage overflows into homes, businesses and the environment.

The Canadian Water and Wastewater Association is developing a technical standard under International Standards Organization (ISO) that will protect infrastructure and the environment. The CWWA is seeking support of an international position statement formulated by an international consortium of water and wastewater organizations regarding the labelling of products as flushable that will help to move the process forward. It is recommended that Metro Vancouver join with over 320 global supporters and officially endorse this position statement.

The Board endorsed the International Water Industry Position Statement on Nonflushable and 'Flushable' Labelled Products.

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

**2017 Water Sustainability Innovation Fund Applications**

**APPROVED**

The Water Sustainability Innovation Fund was created by the Board in 2004 to provide financial support to water utility projects that contribute to the region's sustainability.

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

- Earthquake Early Warning System: \$100,000
- Smart Watering App: \$80,000



## **Transfer of Sewerage, Drainage and Water Facilities Policies**

**APPROVED**

Since 2002, planning and development of the regional sewerage, drainage and water systems and associated facilities have followed the 2002 criteria. To improve clarity, staff have prepared policies for both the GVS&DD and the GVWD to formalize these criteria and identify the key steps that may be considered when contemplating the potential transfer of ownership of facilities. The policies were considered and endorsed by the Regional Engineers Advisory Committee (REAC) at their meeting on November 18, 2016.

The Board approved the Transfer of Sewerage and Drainage Facilities Policy as presented.

## **Watershed Access Policy**

**APPROVED**

A revised Watershed Access Policy is required with the specific inclusion of Board direction on First Nation watershed access requests. The proposed update will provide a comprehensive, clear and concise policy for staff and watershed entry applicants to follow.

Maintaining the protection of watersheds for pristine source drinking water supply remains a top priority for Metro Vancouver. An updated Watershed Access Policy will improve operational efficiencies and contribute to stronger working relationships with First Nations.

The Board approved the revised Watershed Access Policy.

## **Agreement for Beneficial Use of Drinking Water Treatment Residuals with Lafarge Canada Inc.**

**APPROVED**

Staff have been working for several years on identifying beneficial uses of drinking water treatment residuals from the Seymour-Capilano Filtration Plant. Recently, an industrial trial with Lafarge showed that the material could replace a portion of virgin red shale in cement production.

Stack tests conducted by Lafarge in September 2015, March and December 2016 utilizing residuals were well within Lafarge's Air Quality Permit limits. Residuals are acceptable for use as an alternate raw material as per regional air quality regulations.

The Board authorized a three-year agreement to supply Lafarge Canada Inc. with drinking water treatment residuals for beneficial use as raw material in its cement manufacturing process, at a total cost of up to \$1.3M. This program is expected to result in a 31% reduction to the Drinking Water Residuals Program budget in lieu of landfill disposal.



## Parks, Recreation and Cultural Services Committee

Date: Tuesday, February 28, 2017  
Place: Anderson Room  
Richmond City Hall  
Present: Councillor Harold Steves, Chair  
Councillor Ken Johnston  
Councillor Carol Day  
Councillor Bill McNulty  
Absent: Councillor Linda McPhail  
Call to Order: The Chair called the meeting to order at 4:00 p.m.

### MINUTES

It was moved and seconded

*That the minutes of the meeting of the Parks, Recreation and Cultural Services Committee held on January 24, 2017, be adopted as circulated.*

**CARRIED**

### NEXT COMMITTEE MEETING DATE

March 28, 2017, (tentative date) at 4:00 p.m. in the Anderson Room

### COMMUNITY SERVICES DIVISION

#### 1. 2016 EVENTS REVIEW

(File Ref. No. 11-7000-01) (REDMS No. 5235642)

Jane Fernyhough, Director, Arts, Culture and Heritage Services, presented a video highlighting 2016 City events (copy on file, City Clerk's Office).

**Parks, Recreation & Cultural Services Committee**  
**Tuesday, February 28, 2017**

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Concern was expressed with regard to the use of City parks for political events. Cathryn Volkering Carlile, General Manager, Community Services, advised that City parks are open to all users and any political events were organized independently.

It was moved and seconded

*That the staff report titled "2016 Events Review", dated February 1, 2017, from the Director, Arts, Culture and Heritage Services, be received for information.*

**CARRIED**

**2. PROGRAMMING AT MCDONALD BEACH PARK**

(File Ref. No. 11-7000-01) (REDMS No. 5315665 v. 5)

It was moved and seconded

*That no changes be undertaken to the existing dog off-leash area at McDonald Beach Park as detailed in the staff report titled "Programming at McDonald Beach Park," dated February 10, 2017, from the Senior Manager, Parks.*

The question on the motion was not called as discussion ensued with regard to reviewing the park's dog off-leash area.

The Chair expressed concern that users of the dog off-leash area were not Richmond residents and added that there are regional parks in proximity to McDonald Beach that can accommodate dog use.

In reply to queries from Committee, Mike Redpath, Senior Manager, Parks, advised that staff is anticipating that the future report on McDonald Beach Park can be presented at a closed Council meeting by the end of the year.

Discussion then ensued with regard to community support for the dog off-leash area and the use of the Woodward's Landing campsite by the Girl Guides of Canada.

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

**3. COMMITTEE STANDING ITEMS**

**(i) Garden City Lands**

Questions on the Garden City Lands (GCL) soil installation and photographs of the site were distributed (attached to and forming part of these minutes as Schedule 1).

In reply to queries from Committee, Jamie Esko, Manager, Parks Planning, Design and Construction, spoke on (i) the development of the dike and perimeter trails, (ii) the soil composition of the site, and (iii) the materials used for the different layers of the dike.

**Parks, Recreation & Cultural Services Committee**  
**Tuesday, February 28, 2017**

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Ms. Esko noted that the top mulch layer used on the GCL originated from a site on General Currie Road and No. 4 Road. She further noted that soils are tested before installation on-site.

It was suggested that the questions and photographs related to GCL development (Schedule 1) be referred to staff for review.

In reply to queries from Committee regarding promotion of the GCL, Mike Redpath, Senior Manager, Parks, noted that information on GCL development is available on the GCL webpage and on the City's website. He added that aerial drone footage of the site can be uploaded to the website.

Discussion ensued with regard to the GCL development timeline.

In response to queries, Mr. Redpath advised that the GCL Legacy Landscape Plan, approved by Council, provides information on the GCL's perimeter trail and farmland development.

As a result of the discussion, staff were directed to provide a memorandum to update Council on the stages of GCL development.

In reply to queries from Committee, Ms. Esko noted that (i) the Agricultural Land Commission (ALC) has advised that construction of the perimeter trails may commence 60 days after approval of the non-farm use application in March 2016, (ii) parking areas are planned for the GCL and that a non-farm use application to the ALC is required to develop parking areas on-site, and (iii), staff can examine opening portions of the trails to the public as they are completed.

The Chair expressed concern with regard to the construction methods and the 8-inch minus gravel used on the GCL central dike.

The Chair distributed a map of the Britannia Historic Shipyard and Dyke Road (attached to and forming part of these minutes as Schedule 2), and spoke on developing tour bus access to the Britannia Historic Shipyard along Dyke Road.

The following **referral motion** was then introduced:

It was moved and seconded

*That staff consider:*

- (1) repaving a portion of Dyke Road from Trites Road around Paramount Pond to London Landing; and*
  - (2) remove speed bumps; and*
- report back to the Parks, Recreation and Cultural Services Committee and Public Works and Transportation Committee.*

**Parks, Recreation & Cultural Services Committee**  
**Tuesday, February 28, 2017**

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The question on the motion was not called as discussion ensued with regard to current condition of Dyke Road.

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

The Chair distributed correspondence from Kelvin Higo, dated February 16, 2017, regarding the preservation of the Atagi/Yamanaka Boatworks buildings east of the Britannia Heritage Shipyard (attached to and forming part of these minutes as Schedule 3).

The Chair commented on the historical significance of the Atagi/Yamanaka Boatworks buildings and the City's discussions with the Steveston Harbour Authority to preserve them.

The following **referral motion** was then introduced:

It was moved and seconded

*That staff review the protections available to preserve the Atagi/Yamanaka Boatworks buildings and report back.*

**CARRIED**

**4. MANAGER'S REPORT**

None.

**ADJOURNMENT**

It was moved and seconded

*That the meeting adjourn (4:33 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 28, 2017.

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Councillor Harold Steves  
Chair

---

Evangel Biason  
Legislative Services Coordinator

Garden City Lands

Photo's by Carol Day Taken Feb 28th, 2017

Questions for staff:

The 8" minus gravel was used as a base for the middle dyke and roadway and then covered with a smaller gravel will this smaller gravel be the top coat used for making the dykes accessible with wheel chairs and strollers ?

The Clay placed on either side of the gravel dyke is quite soft and mucky , will it compress over time ?

The Organic mulch top coat on top of the clay has mulched branches, and some concrete, bricks and plastic contaminates, will future loads be more organic and clean?

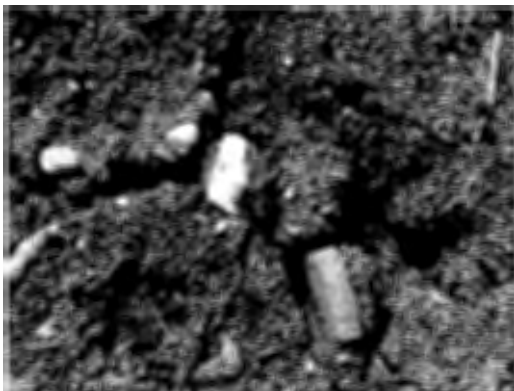
The large piles of gravel and mulch located on the west side of the Garden City Lands will that be distributed or is it staying in place ?



## Garden City lands Feb 28, 2017



2





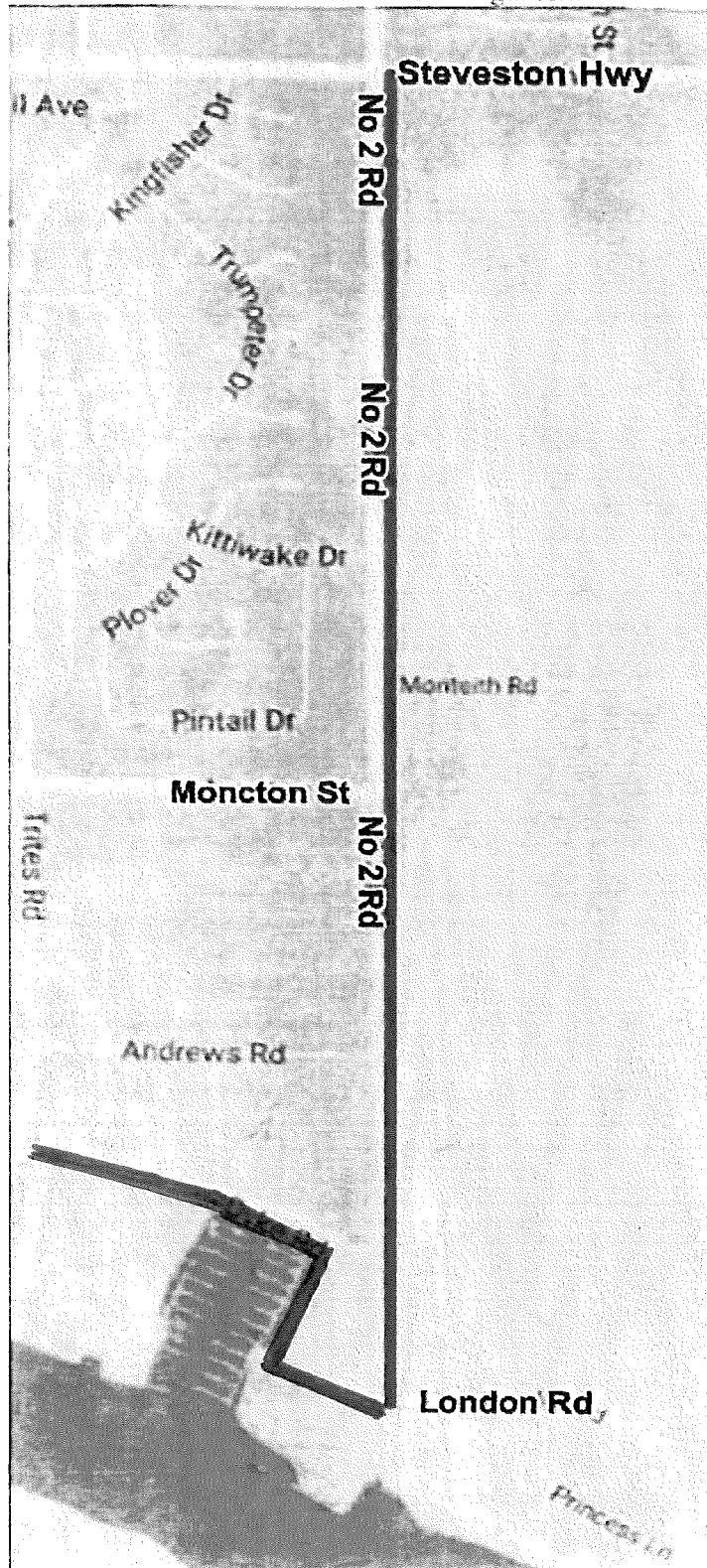
February 1, 2017

- 4 -

Schedule 2 to the Minutes of the  
Parks, Recreation & Cultural  
Services Committee meeting of  
Richmond City Council held on  
Tuesday, February 28, 2017.

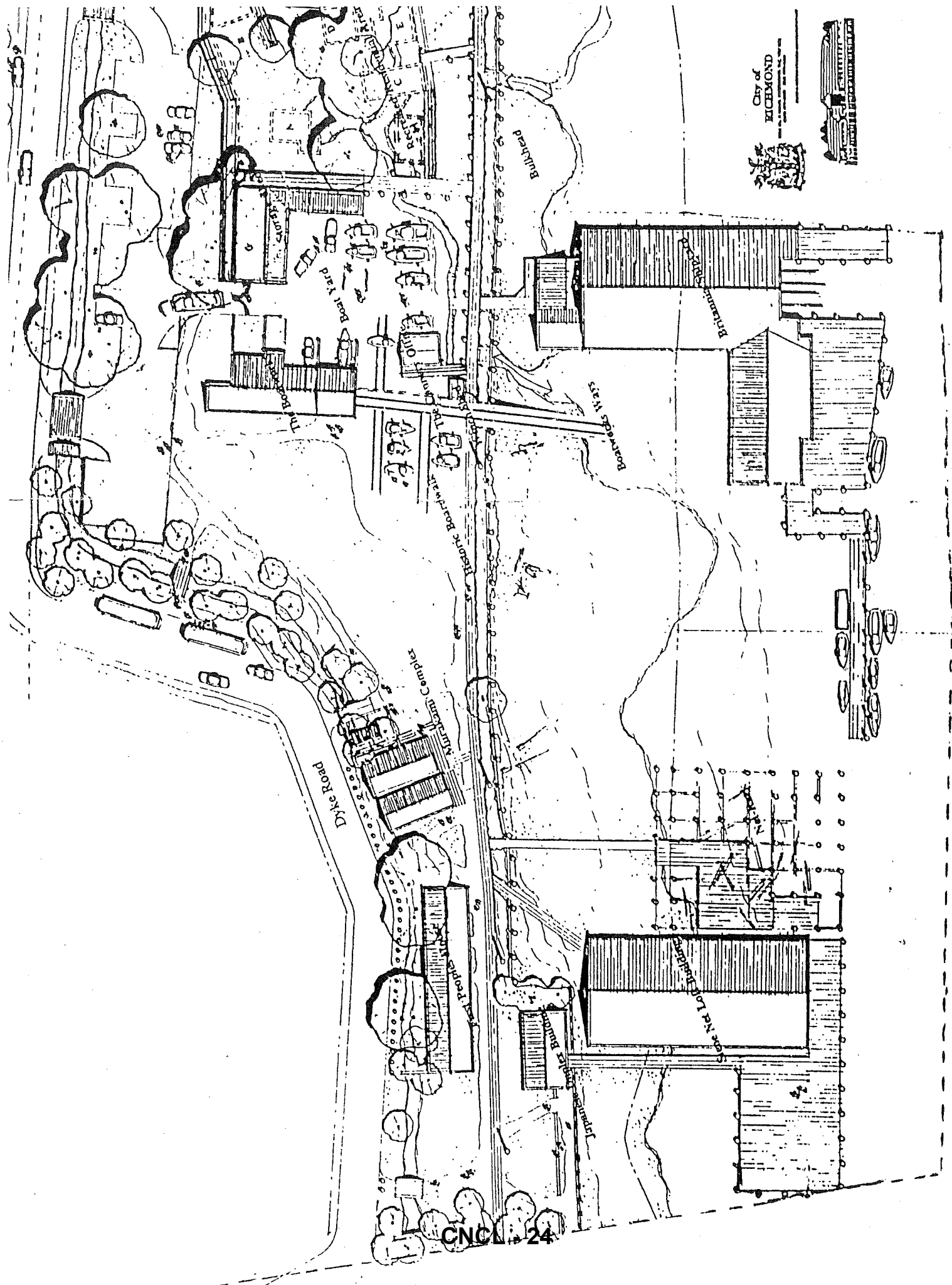
**Attachment 1**

No. 2 Road Box Culvert Alignment



CNCL - 23  
PWT - 46

CITY OF  
RICHMOND



Schedule 3 to the Minutes of the Parks, Recreation & Cultural Services Committee meeting of Richmond City Council held on Tuesday, February 28, 2017.



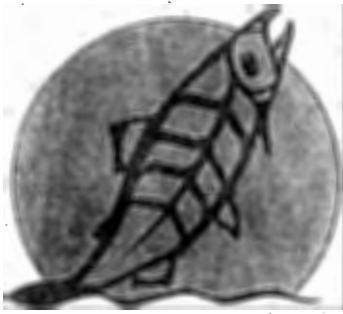
**From:** kelvin Higo [mailto:kelvinhigo@gmail.com]  
**Sent:** Thursday, 16 February 2017 14:21  
**To:** Mayor and Councillors  
**Cc:** Semple, Dave; Fernyhough, Jane  
**Subject:** Atagi/Yamanaka Boatworks

Earlier this year, I sent a letter to the chairman of the Steveston Harbour Authority, a copy of which is attached, suggesting that the SHA and the City review whether there was an opportunity to do a property exchange for the Atagi/Yamanaka Boatwork site and have it attached to the Britannia Historic Shipyard property which is located immediately to the west of these buildings.

The Atagi/Yamanaka site would be used to preserve the history of the boatbuilding industry in Steveston as well as other maritime activities related to the fishing industry. Personally I do not think that Federal or Provincial institutions such as the Harbour Authority can only look at their mandate through a narrow lens but rather they should also be cognizant of the environmental, historical and cultural importance of the properties they manage on behalf of its citizens.

Recently the SHA sent me their response which I have also attached. I still believe that the acquisition of the Atagi/Yamanaka Boatworks buildings would be a valuable asset to the City especially at this time when we are reviewing the possibility of having the Steveston area designated a historic site.

As the City has not had the opportunity to consider the suggestion of acquiring the Atagi/Yamanaka Boatworks site, I thought it prudent to raise this matter in the event that the City wishes to pursue this directly with the SHA.



February 14, 2017

## STEVESTON HARBOUR AUTHORITY

12740 Trites Road, Richmond, B.C. V7E 3R8 604-272-5539 Fax 604-271-6142

Kevin Higo  
[kelvinhigo@gmail.com](mailto:kelvinhigo@gmail.com)

Dear Mr. Higo,

Thank you for your letter dated July 11, 2016 and our sincere apologies for the delayed response.

The Steveston Harbour Authority has a mandate to operate a commercial fishing harbour on behalf of the Government of Canada. While your suggestion is an interesting one, we are very mindful of the need to operate within this mandate, particularly in light of so many fishing stocks appearing to be rebounding. It is our view that the best way to preserve the heritage of the fishing industry in Steveston is to ensure that current fishers have a place to operate their businesses for decades, and hopefully centuries, to come.

Thank you for your interest in the Steveston Harbour Authority.

Best regards,

Robert Kiesman, Chairman  
Steveston Harbour Authority

Ken Yoshikawa, Secretary/Treasurer  
Steveston Harbour Authority

July 11, 2016

Mr. Robert Kiesman  
Board Chairman  
Steveston Harbor Authority

Dear Mr. Kiesman:

My name is Kelvin Higo and I am a long time resident of Steveston. I am currently president of the Steveston Kendo Club and chair of the Steveston Japanese Canadian Cultural Center Advisory Committee.

As our Community Groups representative I wish to bring to your attention a suggestion for your Board's consideration.

As you know the Harbor Authority has jurisdiction over many buildings and structures along the Steveston waterfront. In particular there are two buildings that I feel should be part of the City of Richmond's property inventory. I am referring to the Atagi/Yamanaka Boatworks buildings located just east of the Britannia Historic Shipyard complex.

If these two buildings are preserved and added to the City's inventory, my suggestion is for these two buildings to house displays depicting the Japanese boat building history in Steveston. For example, it could permanently display the "Ryoshi - Nikkei Fishermen" display that was installed at the Gulf of Georgia Historic Cannery several years ago. It could also house other maritime artifacts in the City of Richmond collections.

I feel that the site where these buildings are situated could be exchanged for other property under the domain of the City satisfactory to both parties.

I think that the addition of the property to the Britannia Historic Shipyard site would add another dimension to the preservation of the fishing history in Steveston.

Your Board's consideration of this suggestion is appreciated. I can be reached via email at [kelvinhigo@gmail.com](mailto:kelvinhigo@gmail.com) or by telephone at 604-241-7444.

Yours truly,

Kelvin Higo





## General Purposes Committee

Date: Monday, March 6, 2017

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 4:00 p.m.

### MINUTES

It was moved and seconded

*That the minutes of the meeting of the General Purposes Committee held on February 20, 2017, be adopted as circulated.*

**CARRIED**

### DELEGATION

1. New Acute Care Tower at Richmond Hospital

Natalie Meixner, President and CEO, Richmond Hospital Foundation, joined by Kyle Shury, Chair of the Board of Directors and Dr. Ken Poon, Head of Surgery, Richmond Hospital, spoke of the Richmond Hospital's need for a new Acute Care Tower (the "Project.")

## General Purposes Committee

### Monday, March 6, 2017

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With the aid of a PowerPoint presentation (copy on file, City Clerk's Office), Ms. Meixner provided background information with regard to the proposed Project's timing, highlighting that Vancouver Coastal Health's Board approved its concept plan in 2016 and submitted it to the Province of BC. Ms. Meixner then advised that the Project rests with the Province to approve the concept plan and advance to the business planning stage.

She provided statistical information regarding the proposed Project, emphasizing that Richmond residents ranked a new acute care tower at Richmond Hospital as the single most important upcoming capital project. Ms. Meixner then highlighted that with the aid of generous donors and organizations, \$25 million in funding has been committed toward the Foundation's campaign goal of \$40 million for the proposed Project. She remarked that a commitment from the Province is imperative to ensure the Project proceeds in a timely manner.

Dr. Poon spoke of the Hospital's current tower, noting that it was built over 50 years ago and is well past its infrastructure lifespan. He commented on several ways in which the current tower no longer meets today's standards for care, such as operating rooms that are built below the flood plain and are too small to accommodate today's medical technology.

Ms. Meixner then requested that Richmond City Council pass a resolution requesting the Province's approval of the concept plan so that Vancouver Coastal Health may move forward on the proposed Project's business plan.

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

It was moved and seconded

***That a letter be written to the Premier, the Minister of Health, the Minister of Finance, Richmond MLAs, the Leader of the Opposition and Vancouver Coastal Health calling on the provincial government to commit to a new hospital tower to replace the north tower in Richmond.***

**CARRIED**

In accordance with Section 100 of the *Community Charter*, Councillor Carol Day declared herself to be in a conflict of interest with respect to Item No. 2 as she and her spouse are owners of a bed and breakfast and left the meeting at 4:31 p.m.

**General Purposes Committee**  
**Monday, March 6, 2017**

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**FINANCE AND CORPORATE SERVICES DIVISION**

**2. SHORT-TERM RENTALS - PROPOSED BYLAWS AND OPTIONS**

(File Ref. No. 03-0900-01) (REDMS No. 5324334 v. 8)

With the aid of a PowerPoint presentation (copy on file, City Clerk's Office), Cecilia Achiam, Director, Administration and Compliance, provided background information and highlighted the following regarding the proposed changes to short-term rental regulations:

- existing regulations will be enhanced and enforcement will be intensified along with increased fines and penalties;
- "short-term rental" will be defined;
- "agri-tourism accommodation" will require rezoning;
- Bed and Breakfast (B&B) operations will not be permitted in homes with secondary suites, granny flats, or coach houses;
- primary residence of B&B operator will be verified annually;
- B&B operations will be limited to maximum of three bedrooms with a maximum of two people per room;
- a 500 metre buffer between all new B&B operations will be implemented;
- B&B operators must notify their neighbours of their business and provide operator contact information; and
- B&B operators will be encouraged to carry adequate liability and property damage insurance.

Discussion took place and concern was expressed regarding how the City would address regulatory and enforcement gaps, particularly how short-term rental operations would be dealt with in multi-family dwellings.

In reply to queries from Committee, Ms. Achiam and Carli Edwards, Manager, Customer Services and Licencing, advised that the proposed regulatory changes address short-term rental operations in single-family dwellings only and a B&B business licence is issued to an applicant not the property.

Discussion further ensued regarding the City's ability to require that a B&B operator be the owner of the property and it was noted that such discussion take place in closed session due to its nature. Also, concern was expressed regarding the safety of dwellings with B&B operations.

## General Purposes Committee

### Monday, March 6, 2017

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Ms. Edwards spoke of the business licence bylaw, noting that a B&B business licence is not issued unless it complies with building, fire, and health regulations. Also, she remarked that since B&Bs are a residential use, they are not required to have separate water and heating systems.

In reply to further queries from Committee, Ms. Achiam and Ms. Edwards advised that (i) B&B operations will be limited to maximum of three bedrooms with a maximum of two people per room, (ii) site specific zoning remains an option for Council to consider implementing, (iii) a combination of fees and increased fines will support increased enforcement activity of short-term rentals, (iv) staff have engaged with the Richmond Chamber of Commerce for information sharing purposes only, and (v) B&B operations will not be permitted in homes with secondary suites, granny flats, or coach houses, thus those affordable housing options remain on the rental market.

The Chair recessed the meeting at 5:21 p.m. to resolve into closed session to hear legal advice on short-term rentals.

\*\*\*\*\*

The meeting reconvened at 5:33 p.m. with all members of Council present, except Councillor Day.

It was moved and seconded

*In respect to bed and breakfast ("B&B") uses in single-family and agricultural zones, implementing a distance buffer between B&B establishments and to the enhanced enforcement of such short-term rental regulation:*

- (1) *That Official Community Plan Bylaw 9000, Amendment Bylaw 9691, which amends Official Community Plan Bylaw 9000 by adding a provision for a 500 meter buffer between B&B establishments be introduced and given first reading;*
- (2) *That Bylaw 9691, having been considered in conjunction with:*
  - (a) *the City's financial plan and capital program; and*
  - (b) *the Greater Vancouver Regional District Solid Waste and Liquid Waste Management Plans;**is hereby found to be consistent with said program and plans in accordance with section 477(3)(a) of the Local Government Act;*
- (3) *That Bylaw 9691 be sent to the Agricultural Land Commission for comment;*
- (4) *That Bylaw 9691, having been considered in accordance with section 475 of the Local Government Act and the City's Official Community Plan Bylaw Preparation Consultation Policy 5043, is found not to require further consultation;*

**General Purposes Committee**  
**Monday, March 6, 2017**

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- (5) *That Richmond Zoning Bylaw 8500, Amendment Bylaw 9647 to amend definitions, be introduced and given first reading;*
- (6) *That Richmond Zoning Bylaw 8500, Amendment Bylaw 9692 to require a distance buffer between B&Bs, be introduced and given first reading;*
- (7) *To incorporate enhanced business licencing requirements and increase fees and penalties, that:*
  - (a) *Business Regulation Bylaw No. 7538, Amendment Bylaw No. 9649;*
  - (b) *Business Licence Bylaw No. 7360, Amendment Bylaw No. 9650;*
  - (c) *Municipal Ticket Information Authorization Bylaw No. 7321, Amendment Bylaw No. 9651; and*
  - (d) *Consolidation Fees Bylaw No. 8636, Amendment Bylaw No. 9652;**each be introduced and given first, second and third readings;*
- (8) *That the proposed communication plan described in Attachment 12 of this report explaining the proposed changes (identified in the above recommendation) to the short-term rental regulations be endorsed; and*
- (9) *That:*
  - (a) *the information regarding tax requirements including whether a hotel tax should apply to short-term rentals provided in this report be received for information; and*
  - (b) *staff be directed to engage the Province of British Columbia to discuss regulatory changes to the Provincial Sales Tax in regards to the Municipal and Regional District Tax, including the definition of accommodation providers;*
- (10) *That staff conduct a one-year review of the City's proposed short-term rental regulation, and include issues surrounding a requirement for the operator of the short-term rental to be the owner of the property and report back to Council;*
- (11) *That staff consider options and report back on the issue of short-term rentals for multi-family dwellings; and*
- (12) *That staff formulate a robust public engagement process to address additional options and regulatory and enforcement gaps for future consideration.*

## General Purposes Committee

### Monday, March 6, 2017

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The question on the motion was not called as discussion ensued and staff was directed to provide periodic updates to Council on short-term rentals.

Also, there was agreement to postpone calling the question on the motion in order to hear delegations from members of the audience.

Lynda ter Borg, Sandpiper Court resident, was of the opinion that the staff report presented to Committee did not address Council's previous direction to staff on short-term rentals. She cited concern regarding not implementing a proof of insurance requirement and the definition of owner/operator, among other concerns.

Katherine McCreary, 7560 Glacier Crescent, expressed concern that the staff report presented to Committee does not indicate concurrence from departments like Fire-Rescue, Affordable Housing, Building Approvals, and Transportation. Also, she queried the proposed regulation amendments in relation to inspections of bed and breakfast operations and the proposed Official Community Plan amendment and its compliance with Metro Vancouver's regional growth strategy.

Anne Lerner, No. 2 Road resident, was of the opinion that Council should implement strict rules with regards to short-term rentals and define in detail the term "owner/operator." Also, she expressed concern regarding the rental of homes for less than 30-days.

In reply to queries from the Chair, Ms. Edwards advised that following receipt of a bed and breakfast business licence application, staff conduct an inspection of the home to verify that the plans submitted match those submitted to the City when the home was originally built. Terry Crowe, Manager, Policy Planning, stated that only major amendments to the Official Community Plan require Metro Vancouver's approval.

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

## ADJOURNMENT

It was moved and seconded

*That the meeting adjourn (5:57 p.m.).*

**CARRIED**

**General Purposes Committee**  
**Monday, March 6, 2017**

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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 6, 2017.

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Mayor Malcolm D. Brodie  
Chair

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Hanieh Berg  
Legislative Services Coordinator



## Planning Committee

Date: Tuesday, March 7, 2017

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 21, 2017, be adopted as circulated.*

**CARRIED**

### NEXT COMMITTEE MEETING DATE

March 21, 2017, (tentative date) at 4:00 p.m. in the Anderson Room



**Planning Committee**  
**Tuesday, March 7, 2017**

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**PLANNING AND DEVELOPMENT DIVISION**

1. **APPLICATION BY INTERFACE ARCHITECTURE INC. FOR REZONING AT 11671 AND 11691 CAMBIE ROAD FROM "SINGLE DETACHED (RS1/E)" ZONE TO "LOW DENSITY TOWNHOUSES (RTL4)" ZONE**

(File Ref. No. RZ 12-8060-20-009293; 14-670471) (REDMS No. 5304096 v. 3)

Edwin Lee, Planner 1, reviewed the application noting that completed traffic studies on Mellis Drive and Bargaen Drive have indicated no traffic or pedestrian issues and no further improvements are currently required.

In reply to queries from Committee, Wayne Craig, Director, Development, noted that there will be no vehicle access to Mellis Drive and no cross access to the Coast Capital parking lot.

It was moved and seconded

*That Richmond Zoning Bylaw 8500, Amendment Bylaw 9293, for the rezoning of 11671 and 11691 Cambie Road from "Single Detached (RS1/E)" zone to "Low Density Townhouses (RTL4)" zone, be introduced and given first reading.*

**CARRIED**

2. **APPLICATION BY MATTHEW CHENG ARCHITECT INC. FOR REZONING AT 8480 NO. 5 ROAD FROM "AGRICULTURE (AG1)" TO "ASSEMBLY (ASY)"**

(File Ref. No. 12-8060-20-009537; RZ 14-674068) (REDMS No. 4929297 v. 8)

A letter from the neighbouring Az-Zahraa Islamic Centre was distributed (attached to and forming part of these minutes as Schedule 1).

David Brownlee, Planner 2, reviewed the application, noting that the application is consistent with the 2041 Official Community Plan (OCP) and is not subject to Agricultural Land Reserve (ALR) restrictions. He added that a future Development Variance Permit application would be required to vary the proposed building's height over the 12 meter limit permitted under ASY zoning. Also, Mr. Brownlee commended the applicant for their response to concerns raised by the Az-Zahraa Islamic Centre to the proposed building designs.

It was moved and seconded

*That Richmond Zoning Bylaw 8500, Amendment Bylaw 9537, for the rezoning of 8480 No. 5 Road from "Agriculture (AG1)" to "Assembly (ASY)", be introduced and given first reading.*

**CARRIED**

**Planning Committee**  
**Tuesday, March 7, 2017**

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3. **APPLICATION BY HARJ JOHAL FOR REZONING AT 9051 AND 9071 STEVESTON HIGHWAY FROM "SINGLE DETACHED (RS1/E)" TO "COMPACT SINGLE DETACHED (RC2)"**

(File Ref. No. 12-8060-20-009646; RZ 16-728719) (REDMS No. 5223594)

Mr. Craig briefed Committee on the application, highlighting that the proposed development will include four secondary suites.

It was moved and seconded

*That Richmond Zoning Bylaw 8500, Amendment Bylaw 9646, for the rezoning of 9051 and 9071 Steveston Highway from the "Single Detached (RS1/E)" zone to the "Compact Single Detached (RC2)" zone, be introduced and given first reading.*

**CARRIED**

4. **APPLICATION BY 1056023 HOLDINGS LIMITED PARTNERSHIP FOR REZONING AT 12320 TRITES ROAD (FORMERLY 12280/12320 TRITES ROAD) FROM "LIGHT INDUSTRIAL (IL)" ZONE TO "SINGLE DETACHED (ZS23) – STEVESTON" ZONE**

(File Ref. No. 12-8060-20-009675; RZ 16-723761) (REDMS No. 5267412 v. 2)

Correspondence from Vadim and Victoria Gavrilo of 12386 Trites Road and Kathryn and Derek Smith, 12382 Trites Road was distributed (attached to and forming part of these minutes as Schedule 2 and Schedule 3).

Mr. Craig reviewed the application, noting that the proposed development is consistent with the Trites Area Plan and will provide a cash contribution to the City's Affordable Housing Reserve Fund.

In reply to queries from Committee, Mr. Craig and Sara Badyal, Planner 2, noted that staff have advised the applicant of the concerns raised by adjacent property owners and that contact information of the letter writers can be provided to the applicant.

Discussion ensued with regard to the historical zoning of the area and options to allow a mix of industrial and residential use on the subject site.

In reply to queries from Committee, Terry Crowe, Manager, Policy Planning, noted that the area was originally zoned for industrial use, however after consultation with local residents, the area was designated for residential use in the OCP and will eventually be rezoned for residential use. Mr. Craig added that retaining industrial uses as part of a mixed-use redevelopment would require an amendment to the OCP.

**Planning Committee**  
**Tuesday, March 7, 2017**

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It was moved and seconded

*That Richmond Zoning Bylaw 8500, Amendment Bylaw 9675, for the rezoning of 12320 Trites Road (Formerly 12280/12320 Trites Road) from the "Light Industrial (IL)" zone to the "Single Detached (ZS23) – Steveston" zone, be introduced and given first reading.*

**CARRIED**

Opposed: Cllr. Steves

5. **APPLICATION BY BENN PANESAR FOR REZONING AT 10140 AND 10160 FINLAYSON DRIVE FROM "SINGLE DETACHED (RS1/D)" TO "SINGLE DETACHED (RS2/B)**

(File Ref. No. 12-8060-20-009684; RZ 15-713737) (REDMS No. 5303933)

Cynthia Lussier, Planner 1, reviewed the application, noting that the proposed subdivisions will take place over two phases. She added that the applicant has agreed to plant five new trees and a servicing agreement for water, sanitary connections and frontage improvements along Finlayson Drive. Ms. Lussier added that the proposed development will provide secondary suites for all new lots.

It was moved and seconded

*That Richmond Zoning Bylaw 8500, Amendment Bylaw 9684, for the rezoning of 10140 and 10160 Finlayson Drive from "Single Detached (RS1/D)" to "Single Detached (RS2/B)", be introduced and given first reading.*

**CARRIED**

6. **APPLICATION BY ZHAO XD ARCHITECT LTD. FOR REZONING AT 9880 GRANVILLE AVENUE AND 7031 NO. 4 ROAD FROM "SINGLE DETACHED (RS1/F)" ZONE TO "MEDIUM DENSITY TOWNHOUSES (RTM2)" ZONE**

(File Ref. No. 12-8060-20-009868; RZ 15-708960) (REDMS No. 5235558 v. 2)

Mr. Lee reviewed the application, noting that the proposed development will provide convertible units and a cash-in-lieu contribution to the Affordable Housing Reserve Fund.

It was moved and seconded

*That Richmond Zoning Bylaw 8500, Amendment Bylaw 9686, for the rezoning of 9880 Granville Avenue and 7031 No. 4 Road from "Single Detached (RS1/F)" zone to "Medium Density Townhouses (RTM2)" zone, be introduced and given first reading.*

**CARRIED**

**Planning Committee**  
**Tuesday, March 7, 2017**

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**7. MANAGER'S REPORT**

**(i) *Non-Farm Use Applications***

Mr. Craig briefed Committee on two non-farm use application decisions made by the Agricultural Land Commission (ALC), noting that both the applications submitted by Mahal Farm and May Farm were denied.

**(ii) *Planning Approval Timelines and Housing Supply Study***

Mr. Craig provided a memorandum (copy on-file, City Clerk's Office), advising that staff have given clarification to the study's authors to correct reported inaccuracies in a recent study on the linkages between planning approval timelines and the housing supply.

**(iii) *Open House on Agricultural Land Reserve House Size Regulations***

Mr. Crowe briefed Committee on the recent open house on ALR house size regulations, noting that (i) there were approximately 250 attendees, (ii) attendees were encouraged to respond to the questionnaire by March 12, 2017, and (iii) an information session will be scheduled for the Agricultural Advisory Committee (AAC), Richmond Farmer's Institute (RFI) and another possible group of agricultural land owners on March 8, 2017.

In reply to queries from Committee, Mr. Crowe noted that staff will not schedule additional information sessions for private interest groups and that staff will consider simplifying the technical language used in the consultation materials. Mr. Crowe added that staff are available to assist individuals with the questionnaire.

**(iv) *Application for the Rezoning of 11680 Sealord Road and the 702 Single-Family Lot Size Policy***

In reply to queries from Committee, Mr. Craig spoke on the status of the rezoning application of 11680 Sealord Road, noting that staff are in process of responding to a referral to review lot subdivision and the City's 702 Single-Family Lot Size Policy.

**ADJOURNMENT**

It was moved and seconded  
*That the meeting adjourn (4:40 p.m.).*

**CARRIED**

**Planning Committee**  
**Tuesday, March 7, 2017**

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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 7, 2017.

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Councillor Linda McPhail  
Chair

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Evangel Biason  
Legislative Services Coordinator

Schedule 1 to the Minutes of the *T6: Planning Committee*  
Planning Committee meeting of *March 7, 2017*  
Richmond City Council held on *re: Item # 2 (RZ 14-674068)*  
Tuesday, March 7, 2017.



## Az-Zahraa ISLAMIC CENTRE

SHIA MUSLIM COMMUNITY OF BRITISH COLUMBIA

8580 #5 ROAD RICHMOND BC CANADA V6Y 2V4 TEL: 604.274.7869 [www.az-zahraa.org](http://www.az-zahraa.org)

March 4, 2017

Planning Committee  
City of Richmond  
Richmond, BC

**RE: RZ 14-674068 8480 No 5 Road Temple Rezoning Application**

Dear Sir/Madam,

We are writing in appreciation of the information recently provided to us by Mr. David Brownlee, with regards to the rezoning application for the proposed Buddhist Temple at 8480 Number 5 Road.

We really appreciate all the efforts that Mr. Brownlee and the Members of the Buddhist Community along with their architect, have made to address the concerns we brought forward. While it is not perfect with the height being over the permissible limit, our Community is sympathetic to the needs of the Buddhist Community.

With these changes, we are now in a position to support their application. Being their neighbours on both sides of the property (8580 and 8320 No. 5 Rd), we look forward to a mutually supportive and fruitful relationship.

Best regards,

Shaheen Rashid  
Secretary, The Shia Muslim Community of BC  
[secretary@az-zahraa.org](mailto:secretary@az-zahraa.org)

CC: Mr. David Brownlee



Schedule 2 to the Minutes of the  
Planning Committee meeting of  
Richmond City Council held on  
Tuesday, March 7, 2017.

TO: Planning Committee  
March 7, 2017  
re: item #4 (R216-723761)

To: Developer Address

AND

City of Richmond Address

And To: Insurance Company

February 23, 2017

To whom it may concern:

Our names are Vadim Gavrilov and Victoria Gavrilova and we are the owners of a home located at 12386 Trites Road in Richmond. We have lived at this address for the last 11 years and bought it in 2006 (year). We love our home, which we bought practically new, and love living in the Steveston neighbourhood.

For the past 2 weeks, there has been extensive construction going on close to us, roughly at the intersection of Moncton and Trites Road. There is an old commercial plaza located there that is being destroyed to make way for a new residential development. As a result of all the levelling that has been going on these past few weeks, our house has been shaking and groaning every day, starting from 8:00 am until the work is finished around 5 or 6:00 pm. The first and second floors of our home shake so much that it feels like a constant earthquake. The house literally groans and it is impossible to sleep or not be disturbed by the constant noise and disruption. We are certain that our house is shaking due to the construction down the street on Trites Road, as this sort of thing has never happened before (even during brief earthquakes).

We are both deeply concerned that this sort of shaking may cause structural and foundational damage to our home in the long run. We have not yet seen any cracks in our walls but are checking repeatedly. If there is any structural damage to our house as a result of all this construction and we are required to fix it, we will be forced to seek compensation from whoever is responsible for this building project at Trites and Moncton and the irresponsible way in which it is being carried out.

It is not only our house that is feeling the effects of this construction. One of our closest neighbours, Derek Smith, came to our home recently to discuss the situation. His house, which is to the left of our home and slightly closer to the construction, is also shaking and groaning and Derek is also concerned about any potential structural damage that may occur.

We ask that you please do something about the disruption this development and construction are causing the neighbourhood and that you do so urgently, before any long term structural damage occurs to our home and to the homes of our neighbours.

Respectfully yours,

\_\_\_\_\_  
Vadim Gavrilov

and

\_\_\_\_\_  
Victoria Gavrilova

CNCL - 43



Kathryn and Derek Smith  
12382 Trites Rd., Richmond, BC, V7E 3R7  
Phone: 778-875-0677 E-mail: [kathryn.fung@gmail.com](mailto:kathryn.fung@gmail.com)



February 23, 2017

Joe Erceg  
City of Richmond  
Planning & Development Department  
6911 No. 3 Road  
Richmond, British Columbia  
V6Y 2C1  
(via e-mail: [planningdevelopment@richmond.ca](mailto:planningdevelopment@richmond.ca))

**Re: File #: RZ 16-723761**  
**Trites Rd. rezoning and development by 1056023 Holdings Limited Partnership**

Dear Joe Erceg,

We are writing to express concerns about property damage at our home (12382 Trites Rd.) that we believe is a result of the rezoning and development north of us on Trites Rd. In brief, the properties located at 12320/12280 Trites Rd were sold by 0843003 BC Ltd. to 1056023 Holdings Limited Partnership. On March 3, 2016, the 1056023 Holdings Limited Partnership applied to the City of Richmond for permission to rezone 12320/12280 Trites Rd from Light Industrial (IL) to Single Family (ZS23) in order to create 30 single family lots, file number RZ 16-723761. The contact name for this application is Matt Stogryn, phone 604-278-5298. It is unclear how Mr. Stogryn is connected to the numbered company that owns the site. The other name that also appears on the application is Peter Luan.

According to the Richmond News article dated April 5, 2016, the previous tenants were given six months' notice to vacate by the new owners. In late 2016, demolition of the buildings at those addresses began. There appears to only be one building left (the former Steveston Bottle Depot) as of the date of this letter. We believe the demolition has caused





changes to our building envelope and/or foundation. In the past two months, we have noticed new gaps between several kitchen floor boards that were not previously present (see photos).

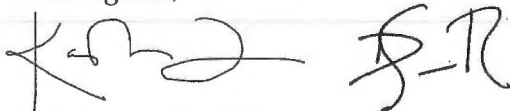


In addition to visible gaps, there has been noticeable shaking of our home and the development of new rattling sounds in the walls. Multiple times during the day, walls and closets on the upper levels of the home will visibly shake with audible sounds. Tremors can also be felt when sitting/lying down on the furniture several times a day. It feels as if the house is being subjected to repeated small earthquakes. New audible sounds and shaking are apparent on the ground level of our home near the centre wall. The rate at which these changes are occurring is concerning.

Several other property owners in the area have noted new sounds and movement during this demolition period.

We are writing to express concern about private property damage resulting from developments approved by the City and to see what options are available to assist residents in this situation. It would also be appreciated if contact information can be provided for the developer overseeing this project.

Kind regards,



Kathryn and Derek Smith





# City of Richmond

## Report to Committee

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

**From:** Mike Redpath  
Senior Manager, Parks

**Re:** **Programming at McDonald Beach Park**

**Date:** February 10, 2017

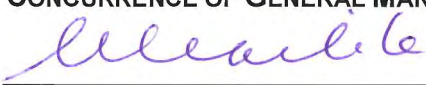

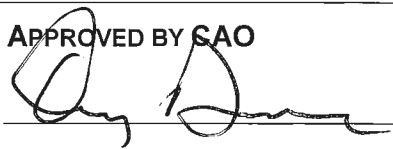
**File:** 11-7000-01/2017-Vol  
01

### Staff Recommendation

That no changes be undertaken to the existing dog off-leash area at McDonald Beach Park as detailed in the staff report titled "Programming at McDonald Beach Park," dated February 10, 2017, from the Senior Manager, Parks.

Mike Redpath  
Senior Manager, Parks  
(604-247-4942)

Att. 3

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

## **Staff Report**

### **Origin**

At the July 21, 2016, Parks, Recreation and Cultural Services Committee meeting, staff received the following referral:

*That staff investigate removing the dog off-leash area in McDonald Beach Park and developing McDonald Beach Park as a regular park site with potential for a Girl Guide campsite and report back.*

### **Analysis**

#### **Girl Guide Campsite – Woodward's Landing**

The Girl Guides of Canada have operated a 2.5 acre campsite on City-owned property at Woodward's Landing for approximately 20 years (Attachment 1).

Over 1,800 Girl Guides, Boy Scouts and members of other community groups camp at the site annually. Campers learn outdoor and camping skills, leadership skills, and participate in a variety of programs and activities including cycling, walking, music and story-telling, and environmental stewardship activities.

The location and existing on-site infrastructure make Woodward's Landing a desirable location for a campsite. Benefits to this site include:

- Its proximity to a grocery store and drug store for shopping for supplies;
- Its adjacency to the Horseshoe Slough Trail and South Dyke Trail for cycling and walking;
- Perimeter fencing and the presence of a caretaker for site security;
- Landscaping suitable for camping (i.e., flat and well-drained surface area);
- dedicated washrooms for campers;
- Access to drinking water;
- A covered picnic shelter and picnic tables;
- A cooking shelter; and
- A group campfire circle.

The Girl Guides contributed to funding the caretaker's suite and other infrastructure and landscaping on the site including the picnic shelter and campfire circle. Under the terms of the current agreement, the Girl Guides are responsible for maintaining the campsite in good repair and have been able to fulfill these responsibilities.

Should Council determine that this property would be better used for an alternative purpose in the future, under the current terms the City is able to terminate the agreement upon giving Girl Guides 90 days written notice.

### McDonald Beach Park - Dog Off-Leash Area

McDonald Beach Park (Attachment 2) is located at the north end of Sea Island and is home to the only public boat launch on the North Arm of the Fraser River. This is a popular boat launch as it offers easy access to Howe Sound, Vancouver harbour and popular fishing areas. McDonald Beach Park is also home to picnic tables, a public washroom, a network of trails and an unfenced dog off-leash area.

With the presence of over 7,000 licensed dogs in the City and given Richmond's growing population, there is significant demand for areas where residents can safely and responsibly exercise their dogs off-leash. Off-leash areas create opportunities for social connections between residents, increased compliance with bylaws outside of off-leash areas, reduced conflict between park users and help to create better socialized dogs.

In order to effectively achieve these positive outcomes, the City initiated its dog off-leash program in 1999 with four locations. Since that time, the program has grown to include 12 sites throughout the City (Attachment 3), including McDonald Beach Park. McDonald Beach Park is one of three unfenced off-leash areas in the City. These larger, unfenced areas are very popular as they offer greater opportunities to exercise dogs and provide an open atmosphere enjoyed by dog owners.

During the recent off-leash program expansion in 2014 / 2015, the Parks Department installed four pilot locations throughout the City. Throughout the year-long public consultation period, staff heard from numerous residents, the vast majority of whom offered their support for the expansion of the off-leash program.

Based on staff observations and feedback from residents, McDonald Beach Park is the City's most popular off-leash area. Not only does the open space offer the ideal location for residents to responsibly exercise their dogs, it is the only designated off-leash area in the City that provides access to water. McDonald Beach Park also provides an ideal location for this well-used dog park as it is not adjacent to residential areas.

### Proposed Girl Guide Campsite – McDonald Beach Park

McDonald Beach Park offers several significant challenges to the development of a campsite including:

- Sound pollution due to its proximity to the airport;
- The presence of fire ants;
- Potential conflict with other park uses, including the boat launch; and
- Lack of infrastructure including dedicated washrooms, fencing, picnic and cooking shelters and appropriate landscaping for camping.

### **Financial Impact**

None.

## **Conclusion**

No further action will be taken at this time to either remove the dog off-leash area at McDonald Beach Park or to relocate the Girl Guide campsite.

Any potential changes to programming at McDonald Beach Park will be the subject of future reports to Council.

At present, staff are working with the Girl Guides of Canada to enter into a new Licence to Occupy Agreement at Woodward's Landing, which will be the subject of a future report to Council. Any changes to the current agreement terms can be considered at that time.

A handwritten signature in black ink, appearing to read 'CM Fenwick'.

Marie Fenwick  
Manager, Parks Programs  
(604-244-1275)

- Att. 1: Map - Woodward's Landing  
2: Map - McDonald Beach Park  
3: Map - Dog Off-Leash Areas



Woodwards Landing





McDonald Beach Park



Dog Off-Leash Areas





RICHMOND HOSPITAL  
FOUNDATION  
列治文醫院基金會  
Caring Together for Your Health

## A critical juncture for a new Acute Care Tower



- Thank you for the opportunity to present to you today. I'm Natalie Meixner, President & CEO of Richmond Hospital Foundation and I'm joined today by Kyle Shury, Richmond Hospital Foundation Board Chair and Dr. Ken Poon, Head of Surgery at Richmond Hospital.
- We are joined today by other board members including Harold Goodwyn, RCG Group...as well as (TBC)
- We would like to thank the Mayor and Councilors for your tremendous public support over the past year. The council motion that you passed unanimously last year and your collective voices have helped to raise the profile and demonstrate how important the need for a new Acute Care Tower is for Richmond. I'd also like to acknowledge all of your individual efforts including attending and speaking at events, meeting with us one on one, advocating for this issue in the media, participating in Foundation direct mail campaigns and to you Mayor Brodie, for making RHF a beneficiary of your annual fundraising dinner Mayor's Dinner
- Now more than ever, it's important for ALL of us in the community to speak with a united voice.
- We come to you today to provide an update from a year ago when we first asked for your help and leadership.
- We are asking for the City of Richmond's help in passing a motion calling on the Provincial Government to move now to the business plan stage for a new Acute

Care Tower.

## Progress on initial planning but timing uncertain



- In June 2016, the Province announced it had approved the first phase of planning for a new Acute Care Tower, the Concept Plan.
- The Vancouver Coastal Health Richmond team began work in June and completed the initial concept plan well ahead of schedule in January. We would like to commend the extra effort of Jennifer MacKenzie, Chief Operating Officer for Vancouver Coastal Health Richmond along with her team.
- The Board of Vancouver Coastal Health approved the plan in January and submitted it to the Ministry of Health.
- Now the Provincial Government needs to formally approve the Concept Plan and make the decision to advance to the Business Plan stage of planning.
- We do not know how long this decision-making process will take but we cannot assume it will simply happen. The people of Richmond with your leadership need to make their voices heard so that Richmond is not left behind when it comes to health care.

## New Acute Care Tower: our community's highest priority

Capital infrastructure projects in Richmond requiring tax dollars:	% who rank this as <u>most important project</u>		% who rank this in their <u>top 2 projects</u>	
	GenPop	Donors	GenPop	Donors
A new Patient Care Tower at Richmond Hospital	<b>52%</b>	<b>64%</b>	<b>85%</b>	<b>86%</b>
Earthquake-proofing existing public buildings like fire halls and school	24%	14%	51%	53%
A bridge to replace the Massey tunnel	18%	13%	33%	31%
New parks and recreational facilities	3%	3%	12%	8%
New cultural centres like art galleries or libraries	2%	2%	12%	10%
New sports arenas, stadiums, and sports facilities	1%	4%	5%	9%

Bases: GenPop; n=400, Donors; n=200

eNRG Group 2017

Both donors and the general population see the value in investing in a new Patient Care Tower at Richmond Hospital. Within the general population 1 in 2 (52%) rank this as the most important capital project to invest in

This year, Richmond Hospital Foundation undertook its bi-annual market research and commissioned an independent public opinion poll to better understand what citizens of Richmond felt was the most important publicly funded infrastructure needs for them and their families.

Both Richmond residents generally and our donors were asked to prioritize a number of capital infrastructure projects in Richmond that require public dollar investments.

Both donors and Richmond residents prioritize a new patient care tower as the single most important capital project.

A staggering 85% of the general population rank it in their top 2 choices.

## Foundation & donors are ready but provincial commitment required



Last month we were honoured to announce Dr. Tony and Mrs. Nancy Yurkovich's lead gift to the Acute Care Tower.

Their gift combined with commitments from more than 10 other families and organizations, now total \$25 million in funding commitments toward our campaign goal of \$40 million for the new tower. Who knows? Maybe we will be able to raise more than that.

The Foundation and our donors will do our part to raise the necessary funds, but there are many donors who want assurances that the Province will finish the planning and commit to building a new Acute Care Tower

Even with approval today, it will most likely take five years or more to design and construct a new patient tower.

## Hospital announcements: When is it Richmond turn?

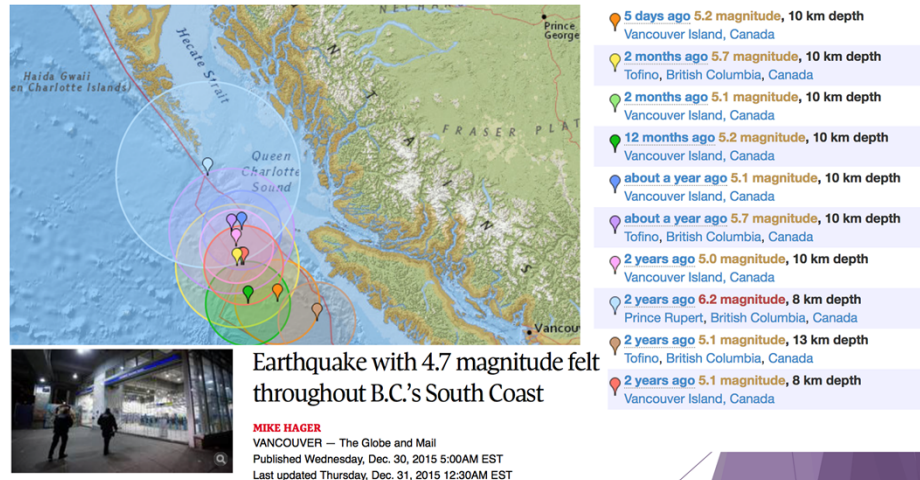


- New hospitals are being built or renewed across BC and have received government approval.
- The Province has announced major capital health infrastructure investments
  - Most recent is the Kamloops Royal Inland Hospital Patient Care Tower which will receive a total of \$417 million. Their Foundation is contributing \$20 million.
  - In Penticton the Patient Care Tower will receive a total of \$312 million
  - In Campbell River & Comox Valley, two new hospitals, an hour apart, will have received more than \$600 million. No donor money is being used.
  - In Vancouver the VGH Operating Rooms will be funded for \$102 million.
  - In New Westminster the Royal Columbian Hospital will receive a total of \$259 million
  - In Burnaby, planning is now underway for a renewal project for Burnaby Hospital costing anywhere from \$517 million to \$622 million.

- Everyone knows that the need in Richmond is equally as strong and we are still waiting for our outdated acute care facilities to be replaced .
- When will it be Richmond's turn and how long do we have to wait?



# Seismically unstable hospital tower



- Very briefly we would like to recap the three major areas that a new Acute Care Tower would address, namely: seismic instability, obsolete facilities and dramatic growth in our population, particularly our seniors population.
- Built in 1966, the original hospital tower is now more than 50 years old and has a seismic capacity that meets only 17% of current standards. It would sustain major structural damage with possible complete collapse in a moderate to strong earthquake.
- A moderate earthquake on the Richter scale is 5 to 5.9. We experienced two moderate earthquakes in our region recently and one in Dec. 30, 2015. The threat is very real and Richmond is at risk.



## Obsolete & severely deficient infrastructure



- While Richmond Hospital's medical and surgical teams are truly excellent, the infrastructure of the original tower is obsolete and no longer meets today's standards.
- Our Operating Rooms, for example, are built below the flood plain and are at risk in a flood or tsunami. They are also too small to accommodate today's medical technology. The current standard in hospitals is double the size of our operating rooms.
- For infection control, the current standard in hospital is to have 80% single occupancy rooms. At Richmond Hospital we have triple and quad occupancy rooms at Richmond Hospital and only 10% are single occupancy.
- The original tower is well past its lifespan and has been rated as 79% deficient with failing systems including the building envelope, the plumbing system and the HVAC system. The building also has a severe lack of electrical capacity. Anything rated at 30% is considered "poor." In October, all elevators in the North Tower went down for nearly a day and medical equipment, food and medicine needed to be transported by stairs. A permanent repair is still not completed.
- This is not only a matter of infrastructure. As you can imagine, doctors and nurses regularly choose to work in hospitals with state-of-the-art facilities and equipment. As major investments are made elsewhere, Richmond risks losing high caliber doctors and nurses to other jurisdictions.

## Mounting growth in both general & seniors populations



- Richmond has reached a tipping point and our growth is outpacing our capacity.
- In 1966, when the hospital was first opened, Richmond had 50,000 residents and had 132 beds.
- Today, 50 years later, we have 218,000 residents and we have 233 funded beds.
- By 2030, Richmond is expected to surpass 250,000 people.
- In addition, Richmond has the fastest growing seniors population in the whole of British Columbia.
- From present day to 2030, we will see the number of seniors more than double to 65,000.
- Because the population of Richmond has the longest life expectancy in Canada at 85 years, this is already placing extreme pressure on our hospital's ability to provide acute care services.
- We can see the grey tsunami about to hit Richmond and so Richmond needs to be ready for this.

## **We Need the Province's Commitment Now**

**SAY YES TO  
RICHMOND HOSPITAL!**



- We continue to meet with our local MLAs regularly who have kept our needs on the front burner. While they have been champions, we need the full support of the Province, including the Minister of Health and the Premier
- We need the provincial government's commitment now, before an earthquake strikes and before our population outstrips our acute care in-patient capacity.
- Today, we ask you again to pass a resolution, asking the Province to approve the Concept Plan now and immediately fund the Business Plan stage for a new Acute Care Tower at Richmond Hospital.



# City of Richmond

## Report to Committee Planning and Development Division

**To:** Planning Committee  
**From:** Wayne Craig  
Director, Development

**Date:** February 24, 2017

**File:** RZ 14-670471

**Re:** Application by Interface Architecture Inc. for Rezoning at 11671 and 11691 Cambie Road from "Single Detached (RS1/E)" Zone to "Low Density Townhouses (RTL4)" Zone

### Staff Recommendation

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9293, for the rezoning of 11671 and 11691 Cambie Road from "Single Detached (RS1/E)" zone to "Low Density Townhouses (RTL4)" zone, be introduced and given first reading.

*Wayne Craig*  
Wayne Craig  
Director, Development

EL:blg  
Att. 9

### REPORT CONCURRENCE

#### ROUTED TO:

Affordable Housing  
Transportation

#### CONCURRENCE



#### CONCURRENCE OF GENERAL MANAGER

*[Signature]*  
FOR JOE EYEG

## Staff Report

### Origin

Interface Architecture Inc. has applied to the City of Richmond for permission to rezone 11671 and 11691 Cambie Road (Attachment A) from “Single Detached (RS1/E)” zone to “Low Density Townhouses (RTL4)” zone in order to permit the development of 20 townhouse units with vehicle access from Cambie Road (Attachment B). A Report to Committee (Attachment C) was taken to Planning Committee on September 22, 2015.

The original proposal was to rezone the subject site to permit the development of 21 townhouse units with vehicle access from Mellis Drive. To address Committee comments and in response to comments from a public delegation related to on-street vehicle parking, traffic and pedestrian conditions in the vicinity of the development on Mellis Drive, the Planning Committee directed staff to:

*“Examine options to address matters related to:*

- (1) On-street parking along Mellis Drive;*
- (2) Traffic flow along Mellis Drive and Borgen Drive; and*
- (3) Pedestrian traffic in the area.”*

This supplemental report is being brought forward now to:

- Address the Planning Committee referral with respect to the traffic and parking conditions in the vicinity of the proposed development near Mellis Drive; east of Borgen Drive; in the east Cambie area of Richmond.
- Provide a summary of revisions made to the proposal, details of the public consultation undertaken, and updated staff comments on the revised proposal.

### Finding of Fact

Please refer to the attached updated Development Application Data Sheet (Attachment D) for a comparison of the development data with the relevant bylaw requirements. Please refer to the original Staff Report dated September 10, 2015 (Attachment C) for information pertaining to related City’s policies and studies, pre-Planning Committee public input, as well as staff comments on site servicing and frontage improvements, covenants and easements currently registered on Title, tree retention and replacement, and requested variances.

### Analysis

#### Assessment of On-Street Parking

In response to the Planning Committee referral, Transportation and Community Bylaws staff visited the surrounding area of the 11670-block of Cambie Road on three consecutive dates between September 29, 2015 and October 1, 2015 between the hour of 7:30 p.m. to 8:30 p.m. Figure 1 indicates the study area. Table 1 provides detailed counts of the observed parked vehicles.



### Bergen Drive

Between Cambie Road and Mellis Drive, parking on Bergen Drive is restricted on the east side of the street from 7:00 a.m. to 6:00 p.m. on weekdays for capacity reasons. The visual surveys conducted indicated very few vehicles parked on Bergen Drive in the evenings on the west side; with minimal to no vehicles observed parked on the east side. The maximum number of vehicles observed parked was two on the west side of the street. None of the vehicles were parked illegally and traffic was observed to flow smoothly on Bergen Drive during the surveys.

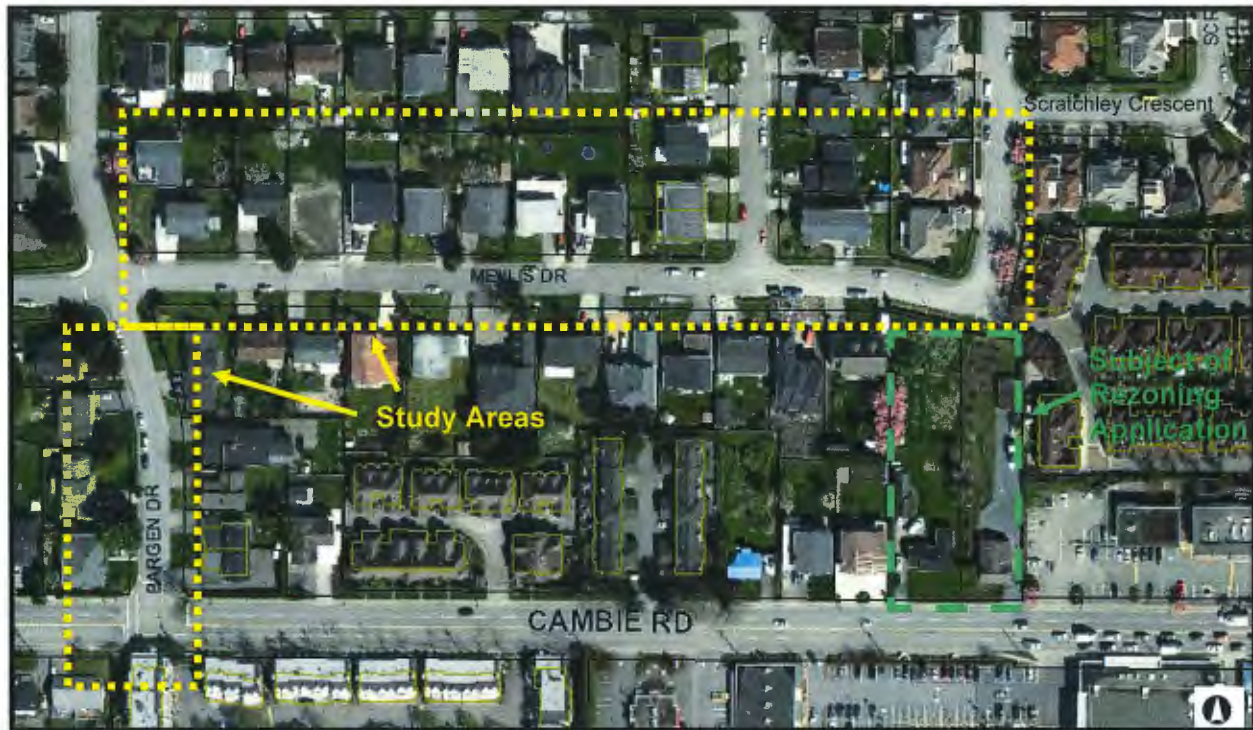


Figure 1: Traffic and Parking Study Area

### Mellis Drive

On-street parking is permitted on Mellis Drive between Bergen Drive and the subject site. The on-street parking is typically utilized at approximately 64% on the south side, and up to four vehicles parked on the north side. There is no parking permitted in front of the subject site and along the curved section of the Mellis Drive, as the roadway turns north, due to sightline and wheel path requirements. No parking violations or safety concerns were noted during the surveys and traffic was observed to flow smoothly in this section of roadway as well.

Date	Time	Bergen Drive		Mellis Drive		
		West Side	East Side <sup>(2)</sup>	South Side	North Side	West Side <sup>(1)</sup>
Tuesday, September 29, 2015	7:30 pm	2	0	8	4	3
Wednesday, September 30, 2015	7:30 pm	2	0	6	4	2
Thursday, October 1, 2015	8:30 pm	1	0	9	0	2
<b>On Street Parking Supply</b>		4	2	14	14	3

(1) Mellis Drive in this section to Scratchley Crescent runs north-south.

(2) Parking Restriction 7 a.m.-6 p.m. Monday-Friday.

### **Mellis Drive Speed Surveys**

Traffic speed counters were installed on Mellis Drive from October 1, 2015 to October 6, 2015 in both directions of traffic. Two locations were studied: the first; along the straight portion of the street (11700-block), and the second one; to capture the vehicle speeds at the east end of Mellis Drive; where it curves north (11900-block). For the straight section of Mellis Drive in the 11700-block; the average speed in both directions was 35 km/h; which is well within the permitted posted speed of 50 km/h. Along the curved section of roadway in the 11900-block; the average speeds were 34 km/h in the southbound direction, and 29 km/h in the eastbound direction. Again, the vehicle speeds were within the posted speed limit. Based on these results, staff conclude that no notable speeding activities exist on this section of Mellis Drive, and no speed mitigation measures are warranted at this time.

### **Bergen Drive and Cambie Road Intersection – Pedestrian Movements**

The Bergen Drive-Cambie Road intersection currently has a pedestrian signal controlled crosswalk across the west leg of the intersection; providing pedestrians the ability to cross Cambie Road on walk indication; with a red traffic signal facing Cambie Road when the pedestrian pushbutton is pressed. The crosswalk is located on the west leg of the intersection to reduce the potential conflicts with vehicles; particularly left-turn vehicles, making the southbound to east bound left turn from Bergen Drive.

To evaluate the operation and assess any concerns with pedestrian and vehicle conflicts at this intersection, vehicular and pedestrian counts were conducted on Tuesday November 3, 2015 in the morning and afternoon peak hours. Based on the number of pedestrian and vehicular traffic movements at the intersection, an upgrade from the pedestrian signal to a full traffic signal is not warranted at this time. Staff support the installation of vehicle detection loops on Bergen Drive which will change the traffic lights on Cambie Road from green to red to better address the demand of vehicles on the local street during the peak hours. Further, no safety concerns or conflicts were observed for motorists turning right (westbound) from Bergen Drive to Cambie Road during the pedestrian walk phase (i.e., when the traffic on Cambie Road is stopped to allow pedestrians to cross). As noted earlier, motorists turning left (eastbound) from Bergen Drive to Cambie Road do not create any conflicts with pedestrians, as the crosswalk is on the west side of the intersection.

### **Traffic Study Conclusion**

The traffic studies conducted on Mellis Drive and Bergen Drive in the study area indicate no traffic or pedestrian safety issues that would require further improvements at this time. As well, as there were no traffic violations or excessive number of vehicles parked on the street during the site visits, no immediate actions are recommended at this time. Staff will continue to monitor this location to determine if any changes to the traffic and parking conditions require further actions.

Staff note that while the traffic studies were conducted in late 2015, there have been no major changes to land use or density in the area to suggest that the results are no longer valid. Staff are of the opinion that the results of the studies still accurately reflect on-street parking and vehicle speed in the area.

**Site Access**

In response to comments from the Planning Committee and the public delegation at the Planning Committee held September 22, 2015, the applicant is proposing to relocate the single site access from Mellis Drive to Cambie Road. Transportation staff supports the proposed access as it will be located as far away from the No. 5 Road/Cambie Road intersection as possible and be restricted to right-in/right-out movements from Cambie Road to the site. This access will be located at the west end of site's Cambie Road frontage. This vehicular access would also be secured by a Public Right-of-Passage (PROP) Statutory Right-of-Way (SRW) in favour of the adjacent properties to the west of the site, and could be utilized by the adjacent sites when they apply to redevelop into a townhouse development. Registration of a legal agreement on Title ensuring vehicle access is limited to Cambie Road only (with no vehicle access to or from Mellis Drive) will also be required prior to final adoption of the rezoning bylaw.

**Site Layout**

The site layout has also been revised to accommodate the vehicle access from Cambie Road. One unit in the townhouse cluster fronting Cambie Road and one visitor parking stall have been eliminated. The number of townhouse units proposed has been reduced from 21 units to 20 units. The number of visitor parking stalls provided on site has been reduced from five spaces to four spaces, which meets the minimum requirement of Richmond Zoning Bylaw 8500. The entry driveway off Mellis Drive has also been removed and replaced by a landscape feature. The design details of the landscape feature will be reviewed through the Development Permit application process as part of the review of the overall landscape design.

**Affordable Housing Strategy**

Consistent with the current Affordable Housing Strategy, the applicant will make a cash contribution to the Affordable Housing Reserve Fund at \$4.00 per buildable square foot for a contribution of \$97,077.28.

**Public Art**

The applicant will provide a contribution in the amount of \$0.83 per buildable square foot (2017 rate) to the City's Public Art Fund. The amount of the contribution would be \$20,143.54.

**Indoor Amenity Space**

The applicant is proposing a contribution in-lieu of on-site indoor amenity space in the amount of \$21,000 (based on a 20-unit townhouse development) as per the Official Community Plan (OCP) and Council Policy.

**Variances Requested**

The proposed development is generally in compliance with the "Low Density Townhouses (RTL4)" zone other than the variances noted below. Based on the review of the current plans for the project, the following variances are being requested:

- Reduce the minimum lot width from 50.0 m to 43.0 m on major arterial road;



- Reduce the front yard setback (Cambie Road) from 6.0 m to 4.5 m; and
- Reduce the rear yard setback (Mellis Drive) from 6.0 m to 4.5 m.

Staff support the requested variances recognizing that a wider side yard setback is provided on the east side to accommodate the pedestrian walkway, and a 2 m road dedication is required along the entire Cambie Road frontage. These variances will be reviewed in the context of the overall detailed design of the project; including architectural form, site design and landscaping at the Development Permit stage.

## **Public Consultation**

### **Open House**

An Open House was held on October 5, 2016 at the Cambie Community Centre regarding the revised development proposal. An Open House flyer was delivered by the applicant to approximately 203 households (see Attachment E for a map of the Notification Area) 10 days prior to the Open House.

Two options were presented at the Open House:

- Option A with two 2-storey end units fronting on Mellis Drive (Attachment F).
- Option B with a 6-unit townhouse cluster (2 to 3-storey units) fronting on Mellis Drive (Attachment G).

Four residents attended the Open House; all attendees reside within the notification area. Staff attended the Open House to observe the meeting and answer policy or process-related questions. Comment sheets were provided to all the attendees. Three completed comment sheets were received (Attachment H). Two attendees were in favour of Option A and generally support the driveway to the proposed townhouse development being relocated to take access from Cambie Road. The applicant is proposing to proceed with Option A.

### **Rezoning Sign**

An updated rezoning sign has been installed on the subject property. Staff have not received any comments from the public about the rezoning application in response to the placement of the updated rezoning sign on the property.

Should the Planning Committee endorse this application and Council grant first reading to the rezoning bylaw, the bylaw will be forwarded to a Public Hearing; where any area resident or interested party will have an opportunity to comment.

Public notification for the Public Hearing will be provided as per the *Local Government Act*.

### **Financial Impact or Economic Impact**

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

## **Conclusion**

In response to Planning Committee comments and delegation comments at the Planning Committee held September 22, 2015, the applicant has revised the proposal to reduce the number of units proposed from 21 to 20 townhouse units with sole vehicle access to and from Cambie Road. The proposal is consistent with the 2041 Official Community Plan (OCP) and East Cambie Area Plan land use designations. Further review of the project design is required to ensure a high quality project and design consistency with the existing neighbourhood context, and this will be completed as part of the Development Permit application review process.

The applicant has agreed to the list of rezoning considerations (signed concurrence on file) outlined in Attachment I.

On this basis, it is recommended that Zoning Bylaw 8500, Amendment Bylaw 9293, be introduced and given first reading.



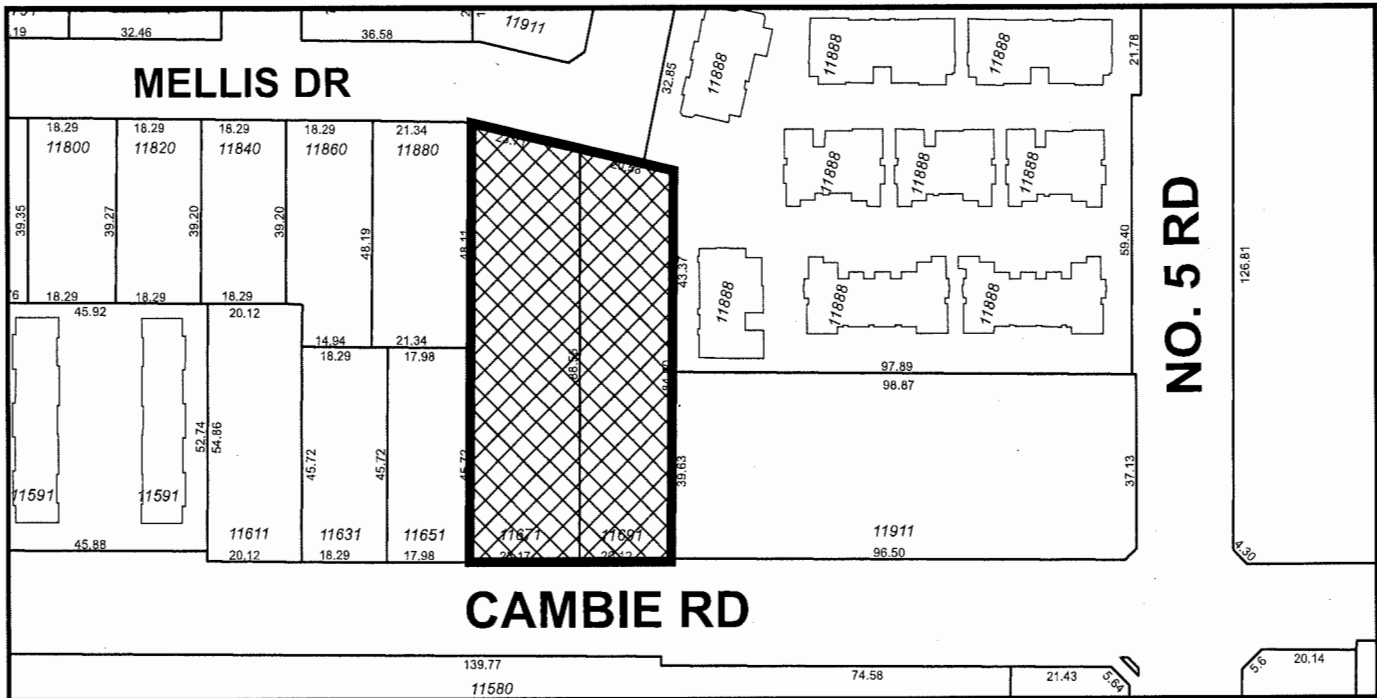
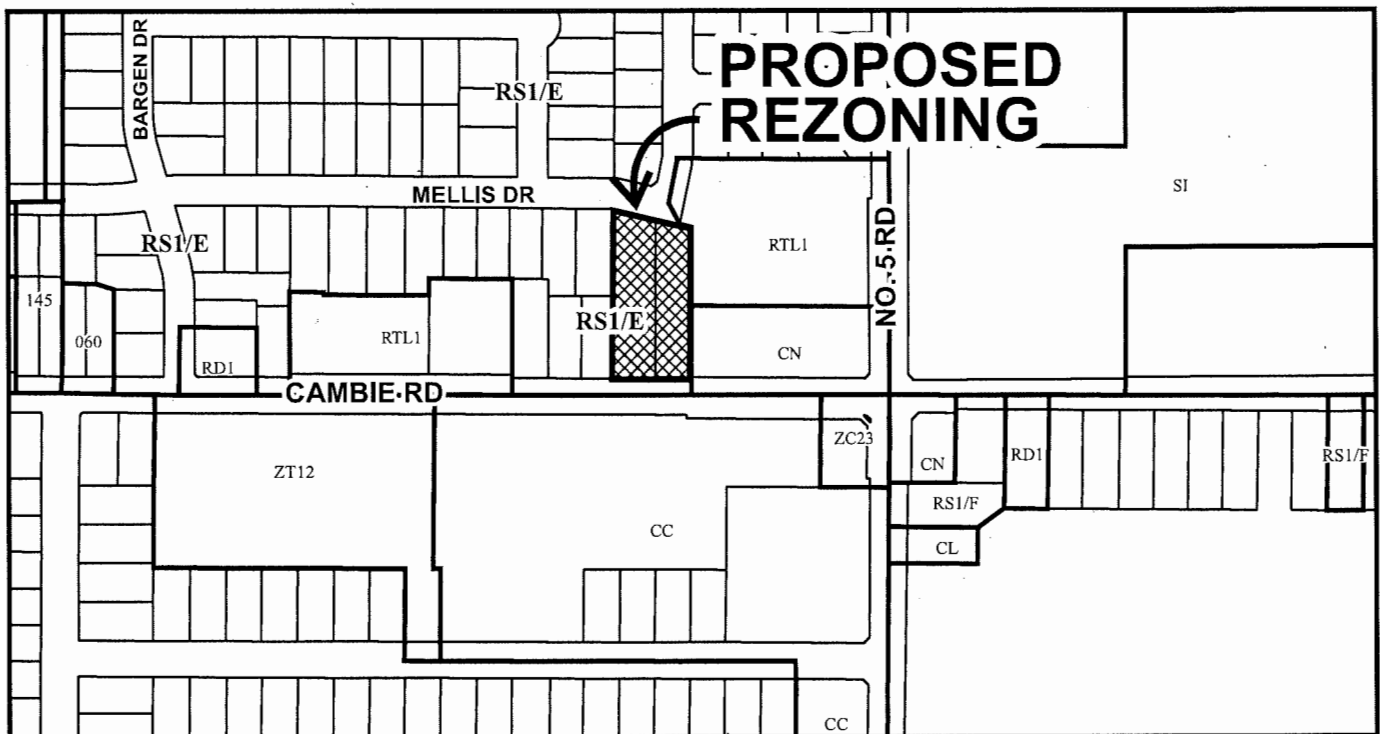
Edwin Lee  
Planner 1  
(604-276-4121)

EL:blg

- Attachment A: Location Map
- Attachment B: Conceptual Development Plans
- Attachment C: Report to Committee dated September 10, 2015
- Attachment D: Development Application Data Sheet
- Attachment E: Open House Notification Area
- Attachment F: Option A Presented at the Open House
- Attachment G: Option B Presented at the Open House
- Attachment H: Completed Comment Sheets Received at the Open House
- Attachment I: Rezoning Considerations



City of  
Richmond



RZ 14-670471

Original Date: 09/04/14

Revision Date: 09/11/15

Note: Dimensions are in METRES



# City of Richmond



RZ 14-670471

Original Date: 09/04/14

Revision Date:

Note: Dimensions are in METRES



[illegible]

**CNCL-74**





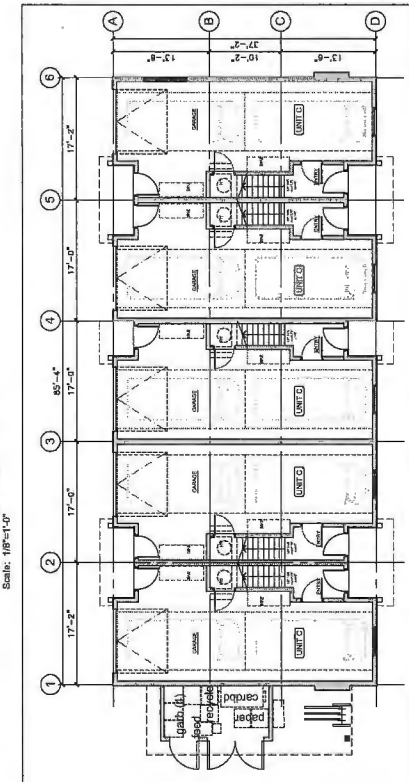
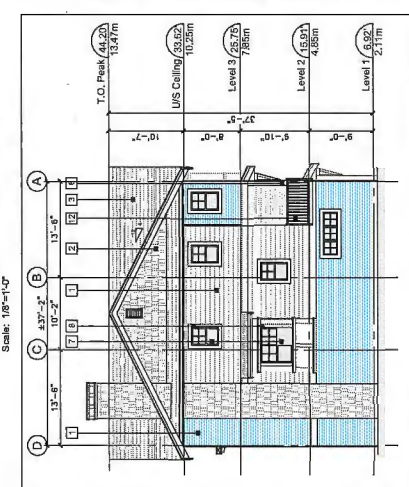
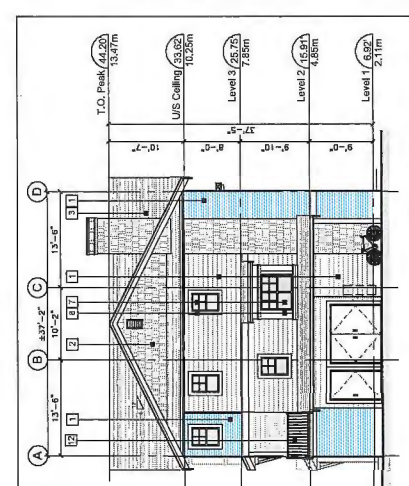
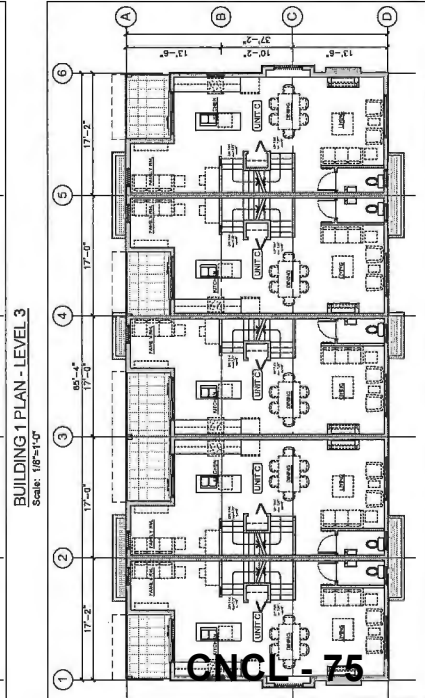
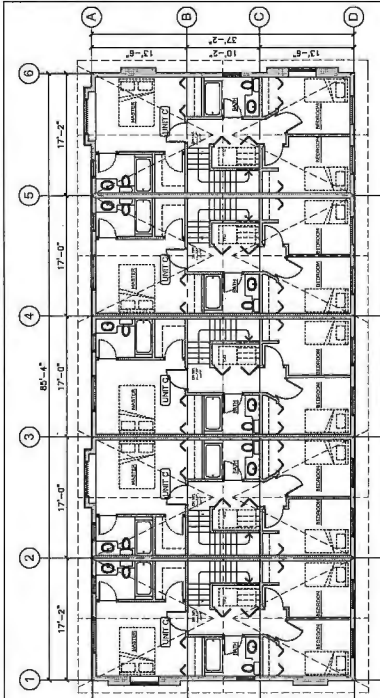
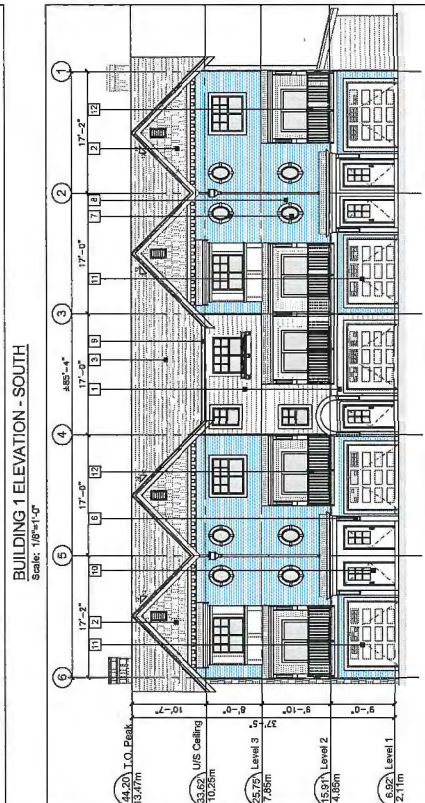
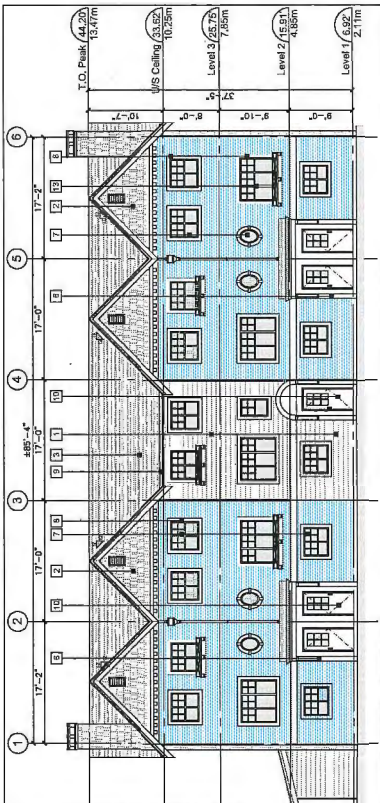
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100	ALB	1/24/14

INTERFACE

11000 Canfield Road  
Suite 100  
Dallas, TX 75243  
P 972.881.1142  
F 972.881.1143  
www.interfacearchitecture.com

PROJECT	Proposed 20-Unit Townhouse Development 11000 Canfield Road Dallas, TX
PROJECT NO.	1412
SCALE	As Shown
DATE	Aug. 1, 2014
DRAWN BY	KYC, SRS, B.L.
CHECKED BY	KYC
SHEET TITLE	BUILDINGS PLANS & ELEVATIONS - BUILDING 1
DRAWING	A3.1

- EXTERIOR FINISHES**
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ONCL- 75

**CNCL 76**







PROJECT	Proposed 20-Unit Townhouse Development 1347-1134 101st Avenue Barnstable, MA
PROJECT NO.	1412
SCALE	As Indicated
DATE	Aug. 1, 2014
DRAWN BY	KYC, DRS, J.L. AL
CHECKED BY	KYC
SHEET TITLE	BUILDING PLANS & ELEVATIONS: BUILDING 4
DRAWING	<b>A3.4</b>

**BUILDING 4 ELEVATION - NORTH**  
Scale: 3/32"=1'-0"

**BUILDING 4 ELEVATION - WEST**

**BUILDING 4 ELEVATION - SOUTH**  
 Scale: 3/32"=1'-0"

Architectural drawing of Building 4 Plan - Level 1, showing a convertible unit. The drawing includes a north arrow, a scale of 1/8" = 1'-0", and a title block with "UNIT A" and "UNIT B" options. The building is a two-story structure with a central entrance and multiple windows. The drawing is oriented horizontally on the page.

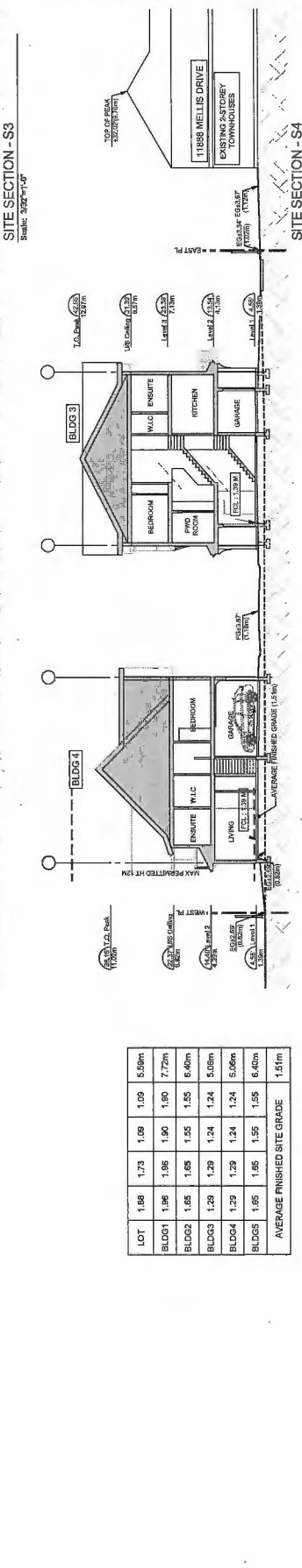
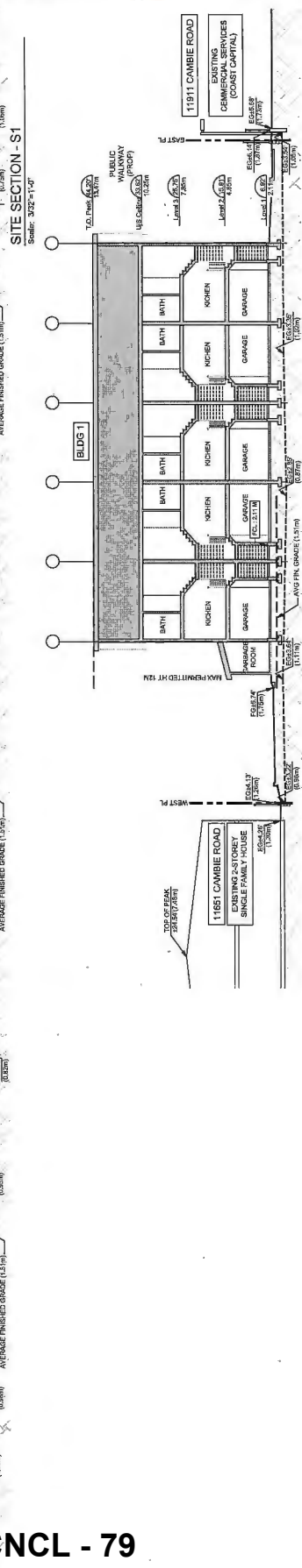
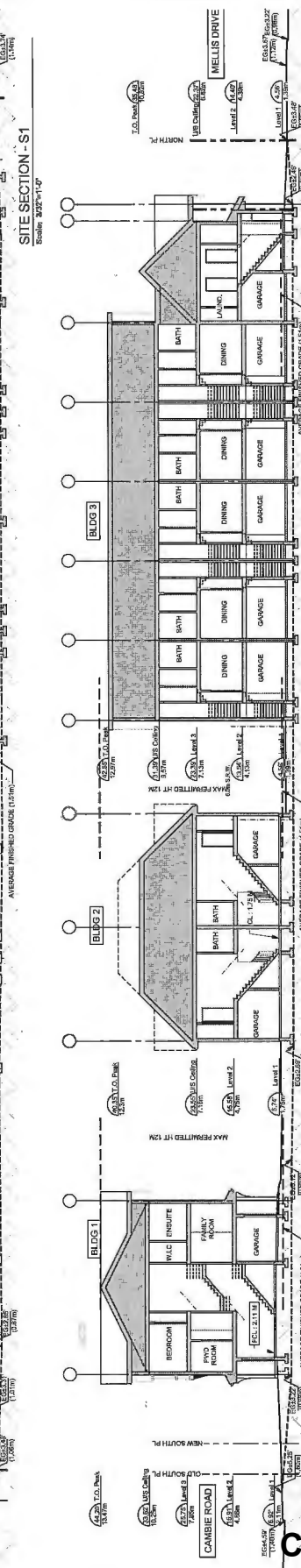
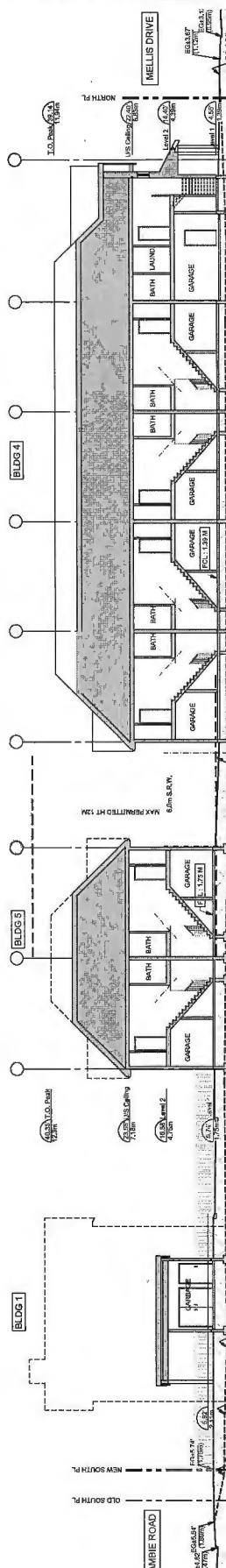
Architectural drawing of a two-story house with a gabled roof, showing the front and side elevations. The drawing includes labels for "UNIT A" and "UNIT B" and a scale bar indicating 1 inch equals 4 feet.

REVISIONS		
AUG 1, 2014	Issued for PZ Application	
MAY 27, 2014	Issued for Review	
DEC 04, 2014	Issued for Review	
JAN 03, 2015	Minor Revisions for Review	
AUG 27, 2015	Revised for Review	
FEB 24, 2017	Revised for Review	
CONSULTANTS		

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**INTERFACE:**  
 11000 Cambie Road  
 Richmond, BC V6X 3S5  
 T 604 451 1183  
 F 604 451 1148  
 www.interfacearchitects.com

PROJECT	Proposed 2-Unit Townhouse Development 11000 Cambie Road Richmond, B.C.
PROJECT NO.	1412
SCALE	As Shown
DATE	Aug. 1, 2014
DRAWN BY	KYC, SRS, B.L.
CHECKED BY	KYC
SHEET TITLE	SITE SECTIONS
DRAWING	A5.2



LOT	1.08	1.73	1.09	1.09	5.50m
BLDG1	1.96	1.96	1.90	1.90	7.72m
BLDG2	1.65	1.65	1.55	1.55	6.40m
BLDG3	1.29	1.29	1.24	1.24	5.00m
BLDG4	1.29	1.29	1.24	1.24	5.00m
BLDG5	1.65	1.65	1.55	1.55	6.40m
AVERAGE FINISHED SITE GRADE					1.51m







# City of Richmond

## Report to Committee Planning and Development Division

**To:** Planning Committee

**Date:** September 10, 2015

**From:** Wayne Craig  
Director of Development

**File:** RZ 14-670471

**Re:** Application by Interface Architecture Inc. for Rezoning at 11671 and 11691  
Cambie Road from Single Detached (RS1/E) to Low Density Townhouses (RTL4)

### Staff Recommendation

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9293, for the rezoning of 11671 and 11691 Cambie Road from "Single Detached (RS1/E)" to "Low Density Townhouses (RTL4)", be introduced and given first reading.

Wayne Craig  
Director of Development

WC:mp  
Att.

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

## **Staff Report**

### **Origin**

Interface Architecture Inc. has applied to the City of Richmond for permission to rezone 11671 and 11691 Cambie Road from "Single Detached (RS1/E)" zone to "Low Density Townhouses (RTL4)" zone in order to develop 21 townhouse units. Single family houses that previously occupied the site have been demolished. A location map is provided in Attachment 1.

### **Project Description**

The two properties, with a total frontage of 43.3 m, are proposed to be consolidated into one development parcel. The proposed 21 townhouse units are distributed in five buildings arranged around a T-shaped internal driveway with access from Mellis Drive. The six units fronting onto Cambie Road will have direct pedestrian access from the street and garage access from the rear, and the units in the interior buildings will have both their front entrances and garages from the internal driveway.

The two buildings along the west property line and the duplex located in the middle of the site along the east property line are two storeys in height. The building fronting onto Cambie Road and the building at the northeast corner are three storeys in height, but both buildings step down to two storeys where it adjoins the existing two-storey house on the west side and the street (i.e., Mellis Drive) to the north. A wider east side yard setback of 8.2 m is provided to the three-storey building at the northeast corner to reduce any potential impacts on the existing townhouse development to the east.

A common outdoor space is proposed in the middle of the site, and five visitor parking spaces are distributed around the site. The development also includes a 3.5m-wide Public Right-of-Passage (PROP) statutory right-of-way along the eastern edge of the site to provide a pedestrian link between Mellis Drive and Cambie Road.

A preliminary site plan, building elevations and landscape plan are contained in Attachment 2.

### **Findings of Fact**

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

### **Surrounding Development**

To the North: Across Mellis Drive are single-family homes on lots zoned "Single Detached (RS1/E)".

To the South: Across Cambie Road is a shopping centre on a lot zoned "Community Commercial (CC)".

To the East: A commercial development on a lot zoned "Neighbourhood Commercial (CN)", which is currently occupied by a financial institution, and a 33-unit townhouse development on a lot zoned "Low Density Townhouses (RTL1)" with vehicular access from Mellis Drive.

To the West: To the west are single family homes on lots zoned "Single Detached (RS1/E)". The properties fronting onto Cambie Road are designated "Residential", which may include multiple family housing, and the properties fronting onto Mellis Drive are designated "Residential (Single-Family Only)" in the East Cambie Area Plan (Attachment 4).

### **Related Policies & Studies**

#### 2041 Official Community Plan

The subject properties are designated "Neighbourhood Residential (NRES)" in the 2041 Official Community Plan (OCP), and "Residential", which permits multiple family housing, in the East Cambie Area Plan. The East Cambie Area Plan land use designation permitting multiple family housing encompasses the entire site. The townhouse proposal is consistent with these designations.

#### Floodplain Management Implementation Strategy

The applicant is required to comply with the requirement of Richmond Flood Plain Designation and Protection Bylaw 8204. A Flood Indemnity Restrictive Covenant is required to be registered on title prior to adoption of the rezoning bylaw.

#### Townhouse Energy Efficiency and Renewable Energy Policy

The applicant has committed to achieving an EnerGuide Rating System (ERS) score of 82 or higher and providing pre-ducting for solar hot water for the proposed development. A legal agreement specifying all units are to be built and maintained to the ERS82 or higher, and all units are to be solar-hot-water ready is required prior to rezoning bylaw adoption. As part of the Development Permit application process, the developer is also required to retain a Certified Energy Advisor (CEA) to complete an Evaluation Report to confirm details of construction requirements needed to achieve the rating.

#### OCP Aircraft Noise Sensitive Development (ANSD) Policy

The site is located within Area 4 of the ANSD map, which allows consideration of all new aircraft noise sensitive uses, including townhouses. An Aircraft Noise Sensitive Use Restrictive Covenant is to be registered on title prior to final adoption of the rezoning bylaw. Also, the applicant is to submit a report for indoor noise mitigation and climate control measures as part of the Development Permit application.

### **Public Input**

The applicant has forwarded confirmation that two development signs have been posted on the site. In addition, the applicant distributed notification to 41 adjacent properties (including properties along Mellis Drive and Bergen Drive located outside of the standard 50m notification

area) to seek input on the proposed development, and invite the residents to a public information meeting. The map showing the properties notified of the proposed development is included in Attachment 5.

The public information meeting was held at 7:00 pm on September 9, 2015 at Cambie Community Centre. The meeting was formatted as an open house to allow attendees to walk around the room, read information on display boards with the conceptual development plans and colour illustrations, and ask questions and/or provide comments. The developer, project architect, landscape architect and traffic consultant were in attendance, and Planning staff also attended the meeting to observe and answer questions about the application process.

Two households at 11880 Mellis Drive and 11720 Mellis Drive were represented at the public information meeting. The meeting attendees were generally supportive of the proposed development and appreciated its high quality design and provision of the proposed pedestrian walkway connecting Mellis Drive and Cambie Road. However, there were concerns regarding potential traffic impact in the established single-family neighbourhood to the north and parking spill-over onto Mellis Drive. The meeting attendees also provided written comments, which are attached to this report.

In addition to the written comments from the meeting attendees, two additional written submissions were received; one resident (no address provided, identified himself as a resident in the Mellis neighbourhood) expressing concerns about traffic increase and parking spill-over onto Mellis Drive, and a resident at 3920 Barga Drive expressing concerns regarding traffic impacts at the Barga Drive and Cambie Road intersection. (The proposed site access and traffic impacts are discussed in detail in the "Analysis" section of the report.)

A total of five written submissions (two submissions are from the same resident at 11720 Mellis Drive) received from residents are included in Attachment 6. Should the rezoning application proceed, a Public Hearing will provide opportunity for additional public input.

## **Analysis**

### OCP Compliance

The proposed rezoning is consistent with the 2041 OCP and East Cambie Area Plan land use designations which permit various housing types including townhouses along Cambie Road. Also, the proposed development is generally consistent with the Development Permit Guidelines for multiple-family developments contained in the 2041 OCP.

As identified in the 2041 OCP, a 3.5m-wide public walkway (a 2 m-wide hard-surfaced path with landscaping on both sides) will be provided along the east property line. The proposed walkway would significantly improve the neighbourhood connection by providing a direct pedestrian link from Mellis Drive to Cambie Road.

### Transportation and Site Access

Vehicular access is to be from Mellis Drive. Considering potential concerns from residents regarding traffic intrusion in the adjacent area that is predominantly characterized by single



detached homes, the applicant has submitted a Traffic Impact Assessment report prepared by Creative Transportation Solutions Ltd. in support of the proposed access. Based on the data collection and analysis, the consultant has concluded that the traffic impact of the proposed development on the adjacent roads would have a marginal increase in traffic volume over the existing condition.

Transportation staff have accepted that the traffic impacts presented in the report, and support the access from Mellis Drive with a condition that the developer agrees to upgrade traffic signals at the intersection of Barga Drive and Cambie Road, and to provide a partial cash contribution of \$20,000 for future provision of Accessible Pedestrian Signal (APS) and illuminated street signs at the intersection of Cambie Road and No.5 Road.

As part of the off-site roadworks to be secured through a Servicing Agreement (SA), the north leg of Barga Drive at Cambie Road will be upgraded to include vehicle detection devices, which will allow the existing pedestrian signal to transition to a red light on Cambie Road when a vehicle on Barga Drive is waiting at the intersection.

Staff support the proposed access from Mellis Drive based on the following:

- The Traffic Impact Assessment demonstrates that the impacts of the proposed development would be manageable.
- Traffic signal upgrades will be provided at the Cambie Road and Barga Drive intersection, and the developer has also agreed to provide a cash contribution for future improvements at the intersection of Cambie Road and No.5 Road as a condition of rezoning approval.
- The traffic signal upgrades at the intersection of Cambie Road and Barga Drive will improve traffic circulation for area residents that exit the neighbourhood via this intersection.
- The pedestrian walkway will encourage walking by improving connectivity and access to the neighbourhood and help reduce the reliance on private vehicles for short trips.
- Allowing access from Mellis Drive will limit driveway access that would impede through-traffic flow on the major road (i.e., Cambie Road) and help reduce conflicts between vehicular and pedestrian movements.
- A pedestrian-friendly streetscape can be achieved by avoiding vehicular access from Cambie Road.
- The Mellis Drive access will allow full movement access to/from the site for convenience of future residents.

Transportation staff have noted that, should Council wish to pursue access from Cambie Road, the site design could be adjusted through the DP process. If access to Cambie Road is to be accommodated, design features will need to be incorporated to limit turning movements at the site access to right-in and right-out only due to its proximity to the No.5 Road and Cambie Road intersection. As well, a restrictive covenant limiting turning movements may need to be required to be registered on title.

### Public Right-of-Passage (PROP)

A Public Right-of-Passage (PROP) statutory right-of-way over the internal driveway will be secured prior to final adoption of the rezoning bylaw to provide an access option from Mellis Drive for a future development to the west along Cambie Road. Should the City receive a development application for the adjacent sites to the west, access to the future development will be assessed by staff at the time of application.

### Site Servicing and Frontage Improvements

Prior to final adoption of the rezoning bylaw, the developer is required to enter into a SA for the design and construction of required frontage improvements on Cambie Road and Mellis Drive including new sidewalk and treed boulevard as well as any traffic signal modifications, utility relocations or upgrades. The SA will also include the design of construction of the pedestrian walkway including installation of way-finding signage, and a 2 m road dedication required along the entire Cambie frontage for future road widening.

### Existing Legal Encumbrance

A statutory right-of-way (registration number RD32263) for sanitary sewer runs east-west across the subject site. No permanent structure will be allowed on the right-of-way.

### Tree Retention and Replacement

A Tree Survey and a Certified Arborist's Report were submitted in support of the application. The City's Tree Preservation Coordinator has reviewed the Arborist Report and provided the following comments:

- Seven (7) trees located on the development site are all in poor condition and have been previously topped or exhibit structural defects such as cavities at the main branch union and co-dominant stems with inclusions. As a result, these trees are not good candidates for retention and should be replaced.
- Nine (9) trees located on neighbouring properties are to be retained and protected as per Arborist report specifications.

Based on the 2:1 tree replacement ratio goal stated in the OCP, 14 replacement trees are required for the removal of 7 trees. According to the preliminary landscape plan, the developer is proposing to plant over 20 new trees on-site. The size and species of replacement trees and a detailed landscape design will be reviewed at the Development Permit stage.

Tree protection fencing has been installed to City standards prior to the demolition of the houses that previously occupied the site in order to ensure the trees on the neighbouring properties are protected. The tree protection plan is included in Attachment 7. Prior to final adoption of the rezoning bylaw, proof that the owner has entered into a contract with a Certified Arborist to monitor all works to be done near or within the tree protection zones will be required.

### Requested Variances

The proposed development is generally in compliance with the “Low Density Townhouses (RTL4)” zone other than the variances noted below. Based on the review of the current plans for the project, the following variances are being requested:

- Reduce the front yard setback (Mellis Drive) from 6.0 m to 4.5 m.
- Reduce the rear yard setback (Cambie Road) from 6.0 m to 4.5 m.

Staff support the requested variances recognizing that a wider side yard setback is provided on the east side to accommodate the pedestrian walkway, and a 2 m road dedication is required along the entire Cambie Road frontage. These variances will be reviewed in the context of the overall detailed design of the project, including architectural form, site design and landscaping at the Development Permit stage.

### Affordable Housing Strategy

Consistent with the Affordable Housing Strategy, the applicant has agreed to make a cash contribution to the Affordable Housing Reserve Fund at \$2.00 per buildable square foot for a contribution of \$48,534.40.

### Public Art

The applicant has agreed to provide a voluntary contribution in the amount of \$0.77 per buildable square foot (2014 rate) to the City’s Public Art Fund. The amount of the contribution would be \$18,685.70.

### Indoor Amenity Space

The applicant is proposing a contribution in-lieu of on-site indoor amenity space in the amount of \$23,000 as per the OCP and Council Policy.

### Outdoor Amenity Space

Outdoor amenity space will be provided on-site. Based on the preliminary design, the size of the proposed outdoor amenity space meets the Official Community Plan (OCP) requirement of 6 m<sup>2</sup> per unit. Staff will work with the applicant at the Development Permit stage to ensure the configuration and design of the outdoor amenity space meets the Development Permit Guidelines in the 2041 OCP.

### Design Review and Future Development Permit Considerations

A Development Permit will be required to ensure that the proposed development is sensitively integrated with adjacent developments. The rezoning conditions will not be considered satisfied until a Development Permit application is processed to a satisfactory level. In association with the Development Permit, the following issues will be further examined in relation to the site.

- Compliance with Development Permit Guidelines for multiple-family developments contained in Section 14 of the 2041 OCP

- Refinement of building form and architectural character
- Provision of a convertible unit and design of other accessibility/aging-in-place features
- Details of the proposed sustainability features
- Landscaping and open space design: enhancement of the outdoor amenity area, Cambie Road and Mellis Drive frontages.
- Design details of the pedestrian walkway, including paving material, lighting, fencing and planting
- Opportunities to maximize permeable surface areas and better articulate hard surface treatment
- Use of Crime Prevention Through Environmental Design (CPTED) to minimize opportunities for crime and promote a sense of security

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

#### **Financial Impact or Economic Impact**

None

#### **Conclusion**

The proposed 21-unit townhouse development is consistent with the 2041 Official Community Plan and East Cambie Area Plan land use designations. Further design review will be conducted as part of the Development Permit application process to ensure a high quality project and consistency with the Development Permit Area guidelines.

It is recommended that Zoning Bylaw 8500, Amendment Bylaw 9293 be introduced and given first reading.



Minhee Park  
Planner 1

MP:cas

Attachment 1: Location Map

Attachment 2: Conceptual Development Plans

Attachment 3: Development Application Data Sheet

Attachment 4: East Cambie Area Plan Land Use Map

Attachment 5: Public Information Meeting Notification Area

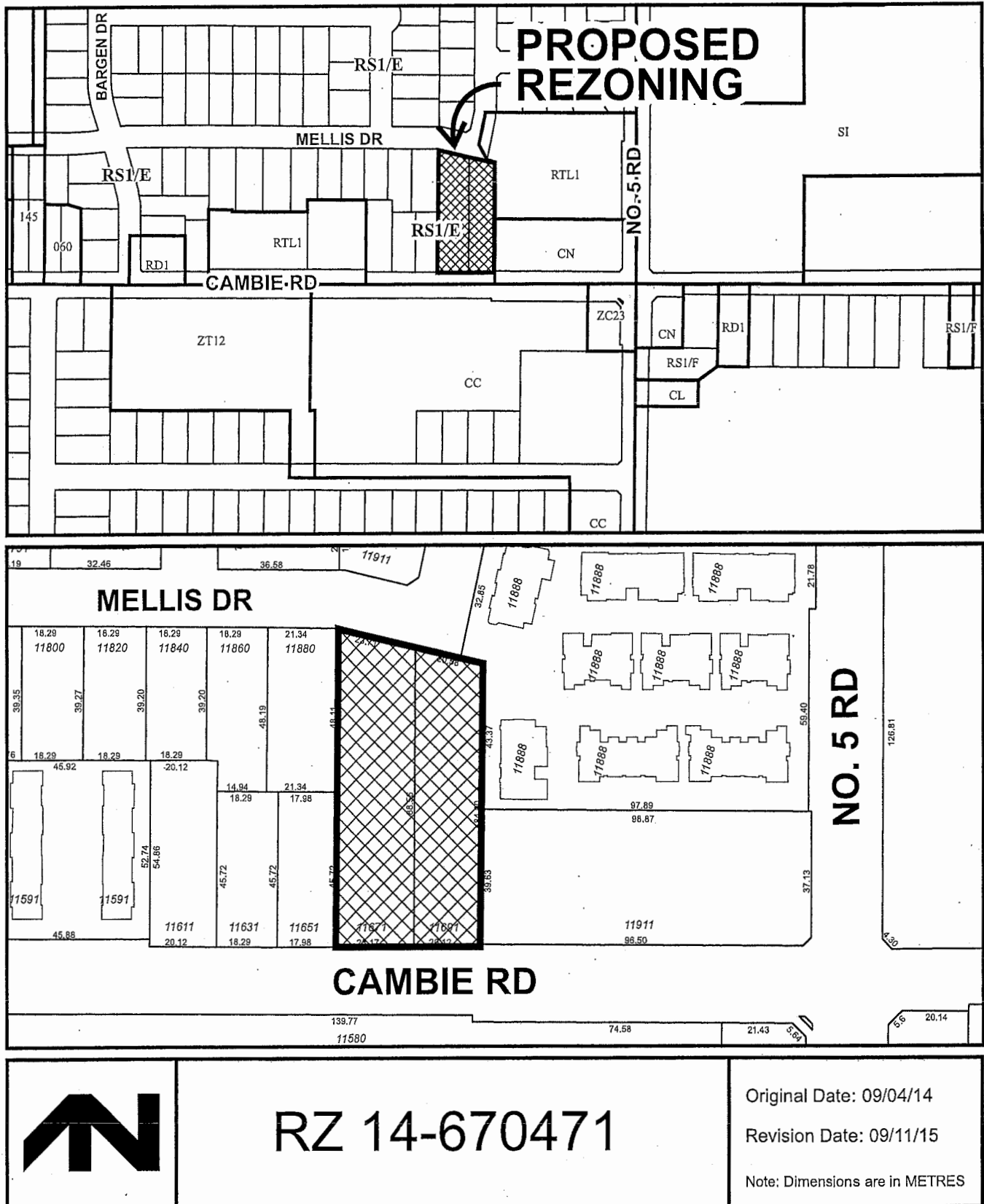
Attachment 6: Comments from Residents

Attachment 7: Tree Management Plan

Attachment 8: Rezoning Considerations

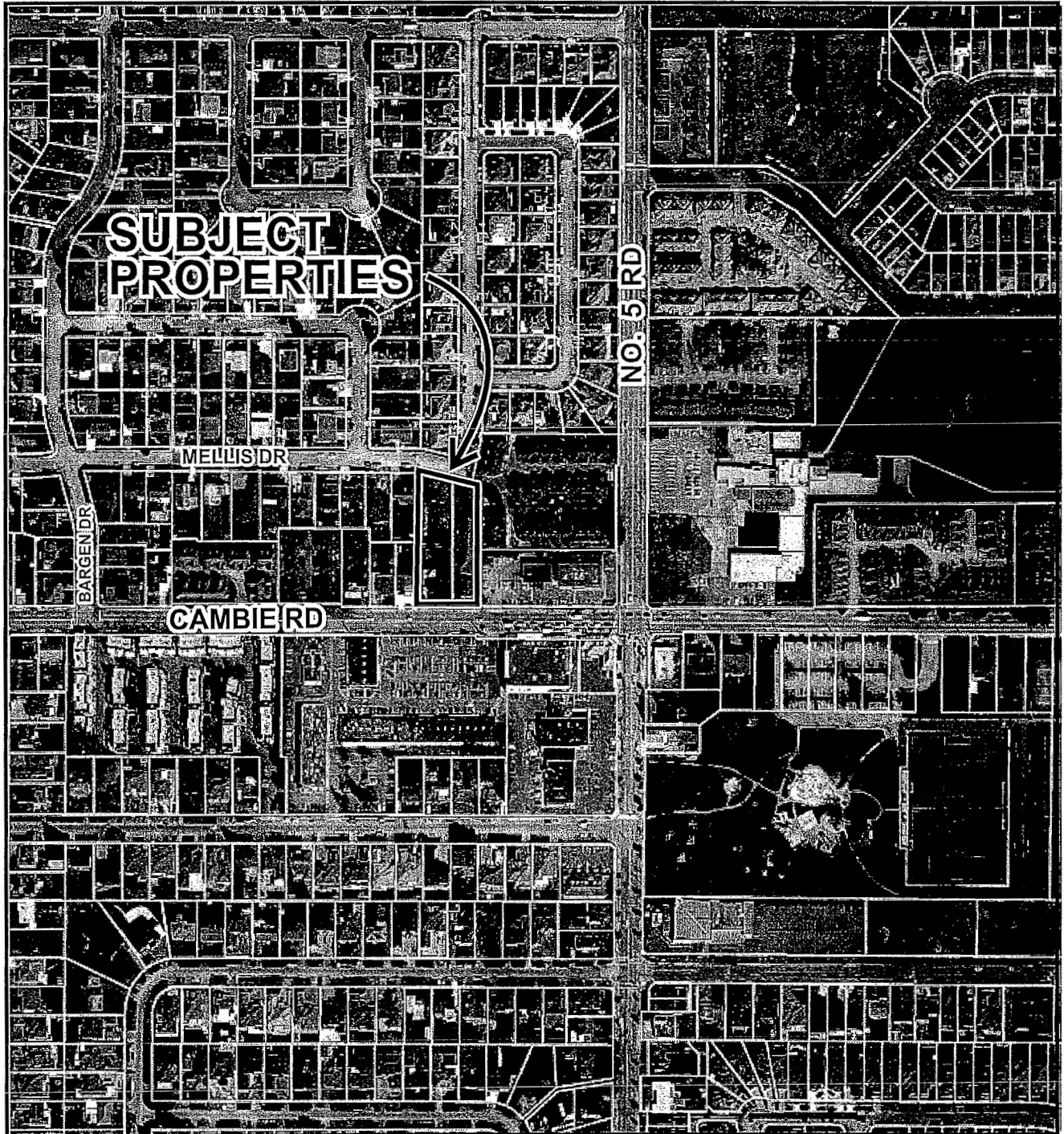


City of  
Richmond





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Richmond



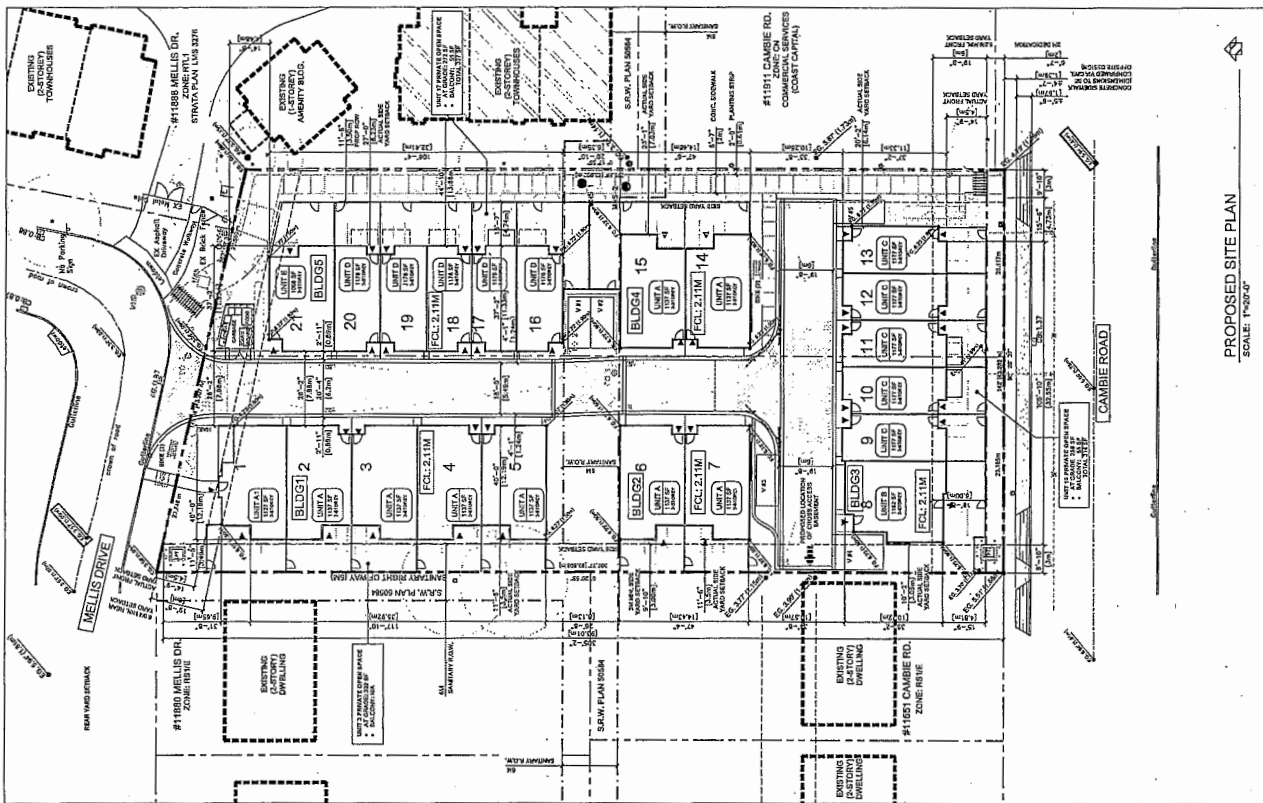
RZ 14-670471

Original Date: 09/04/14

Revision Date:

Note: Dimensions are in METRES

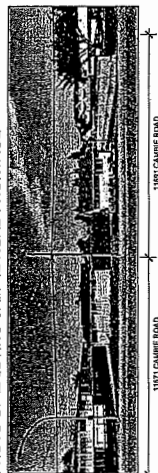
REVISIONS	<p>06/01/2014      Issued for 2nd Approval</p> <p>06/07/2014      Issued for Review</p> <p>06/14/2014      Issued for Review</p> <p>06/18/2015      After Review for Review</p> <p>06/22/2015      After Review</p>	
CONSULTANTS	<p>11500 Canale Road          Richmond, BC          V6V 2K6          T 604.281.1402          F 604.281.1148  <a href="http://www.interfaceincubator.com">www.interfaceincubator.com</a></p>	
PROJECT	<p>Proposed 2nd Unit          Transfer of Development Rights          11501/11503 Canale Road          Richmond, B.C.</p>	
PROJECT NO.	INTC	SCALE
DATE	Aug. 1, 2014	DATE
DRAWN BY	INTC, BRS, EL	DRAWN BY
CHECKED BY	INTC	CHECKED BY
SHEET TITLE	PROJECT DATA AND SITE PLAN	
DRAWING	A1.1	



## PROJECT DESCRIPTION:

[illegible]

## PHOTO OF EXISTING CAMBIE ROAD FRONTAGE



**CLASS 1 BIKE PARKING (Indoor)**

No. Unit	Unit Type	Class	Year	Class	Year	Total
A	B	C	D	E	F	
1	1	A1	1	1	1	1
1	1	B	1	1	1	1
5	5	C	2	2	10	10
5	5	D	2	2	10	10
1	1	E	1	1	1	1
21						31

CLASS 2 BIKE PARKING (Ouldaad)

## BIKE PARKING SUMMARY

JLDING (SF)	COVERED AREA		GARAGE		STABLE		FRONT PORCH
	AREA	EXEMPT	AREA	EXEMPT	AREA	EXEMPT	
8,895	(398)	(1,038)	(554)	2	5	2	24
3,420	(129)	(180)	(230)	1	7	1	24
10,893	(718)	(2,119)	(841)	7	1	1	24
3,420	(135)	(180)	(230)	1	7	1	24
10,832	(699)	(2,794)	(851)	6	1	1	24
37,131	(1,586)	(8,131)	(2,760)	24	1	1	24

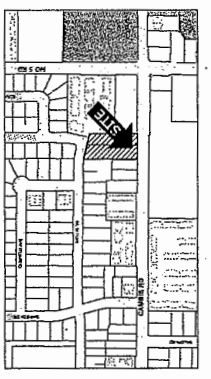
## PARKING SUMMARY

	NO. UNITS	TYPE 'A'	TYPE 'B'
BUILDING 1	5	4	1
BUILDING 2	2	2	—
BUILDING 3	6	—	—
BUILDING 4	2	2	—
BUILDING 5	6	—	—
TOTALS	21 units	8 'A'	1 'B'

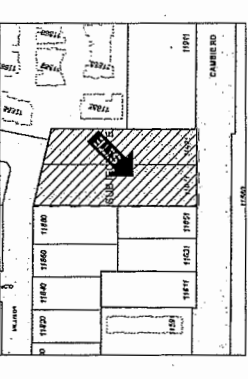
## DRAWING LIST

Landscape	1	SITE PLAN
	2	DETAILS
Architecture	1	PROJECT DATA AND SITE PLAN
	2	CONCEPTUAL DESIGN AND PLANNING PLAN
Structural	3	SITE PERMEABILITY / SPATIAL CALCULATION
	4	PAUL ORIENTAL FLOOR AREA BREAKDOWN
	5	FLOOR PLANS: BUILDING 2+4
	6	FLOOR PLANS: BUILDING 3
	7	FLOOR PLANS: BUILDING 4
	8	FLOOR PLANS: BUILDING 5
	9	FLOOR PLANS: BUILDING 6
	10	FLOOR PLANS: BUILDING 7
	11	ELEVATIONS: BUILDING 1
	12	ELEVATIONS: BUILDING 2
	13	ELEVATIONS: BUILDING 3
	14	ELEVATIONS: BUILDING 4
	15	ELEVATIONS: BUILDING 5
	16	ELEVATIONS: BUILDING 6
	17	ELEVATIONS: BUILDING 7
	Mechanical	1
2		SITE ELEVATIONS

## LOCATION PLAN



## CONTEXT PLAN



## ZONING SUMMARY

[illegible]

PERMITTED	CURRENTLY BEING	PROJECT SERVICES PROVIDED	REMARKS
LOT ZONING	400' MIN. WIDE	111. PROPOSED 140' MIN. TOWNSHIP	
MINIMUM LOT SIZE	2.0 ACRES	112. PROPOSED 140' MIN. TOWNSHIP	
DENSITY (MAX)	1 PER ACRE	113. PROPOSED 140' MIN. TOWNSHIP	
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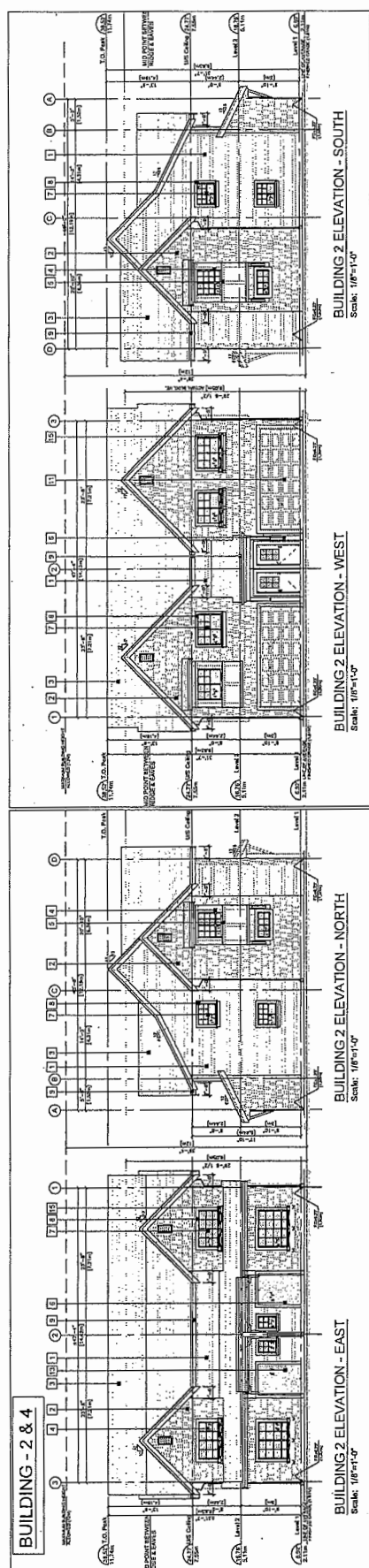
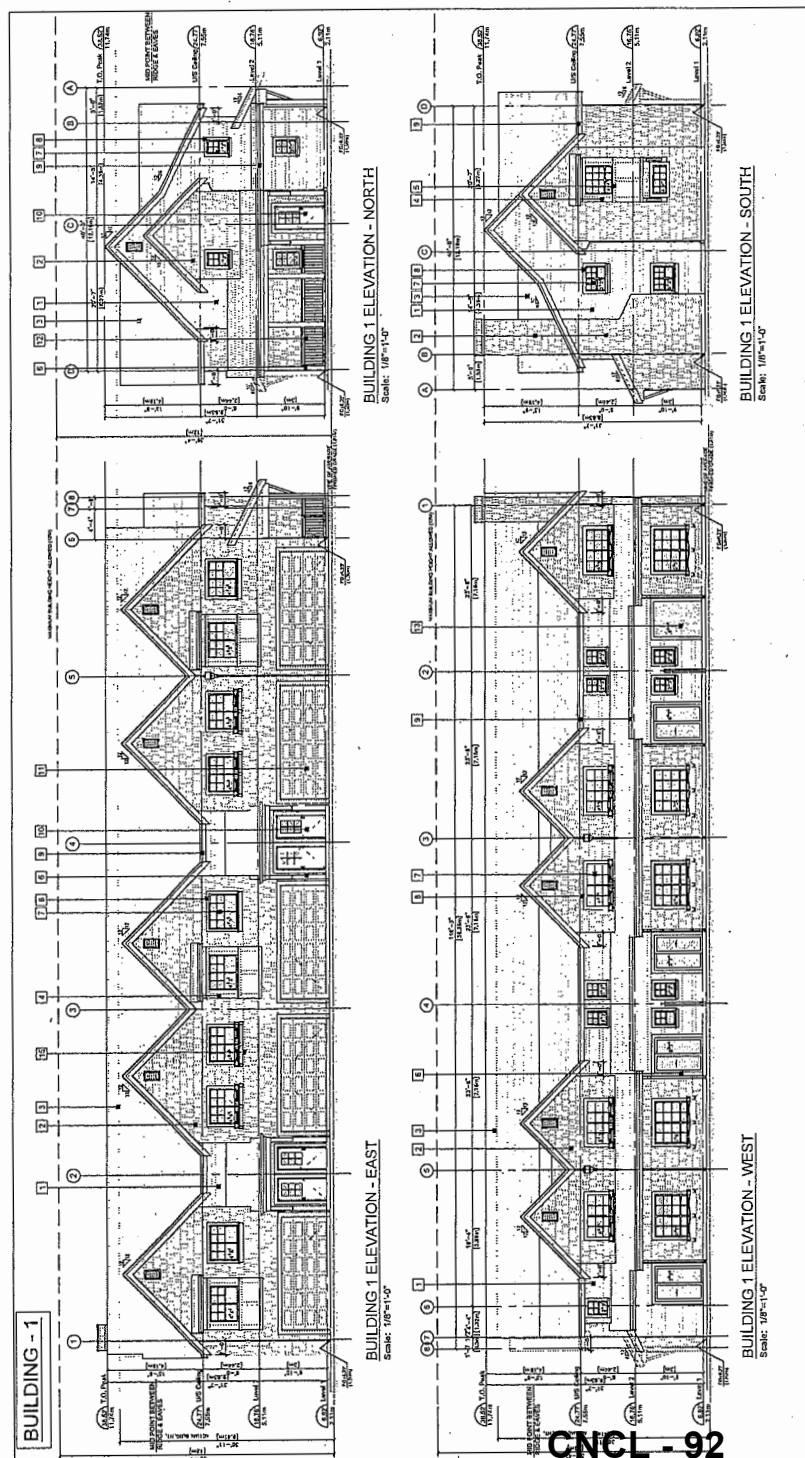
Suite 230  
11590 Cambie Road  
Richmond BC  
Canada V6X 3Z5  
T 604 821 1162  
F 604 621 1146  
[www.interfacearchitecture.com](http://www.interfacearchitecture.com)

PROJECT	Proposed 3-Unit Townhouse Development 1817 1/2 N. Carleton Road Riverside, IL, IL
PROJECT NO.	112
SCALE	As Noted
DATE	Aug. 1, 2014
DRAWN BY	KYC, BSE, EL
CHECKED BY	KYC
SHEET TITLE	ELEVATIONS: BUILDING 1/2/4
DRAWING	A3.1

### A3.1

## EXTERIOR FINISHES

- [illegible]









**CNCL - 95**

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New Westminster, British Columbia  
V3M 3L7  
Tel: 604.553.0044  
Fax: 604.553.0045  
email: office@m2la.com

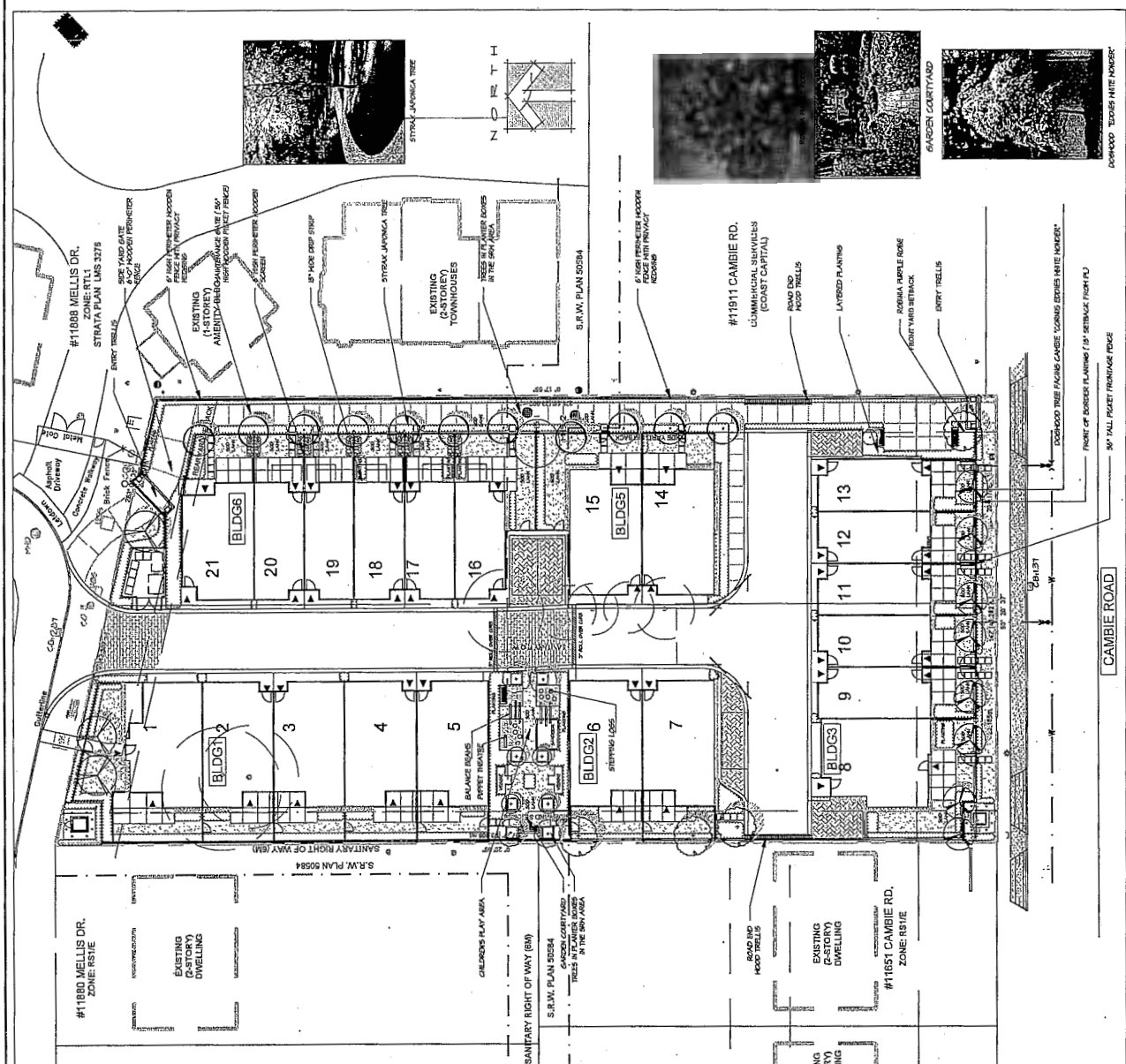
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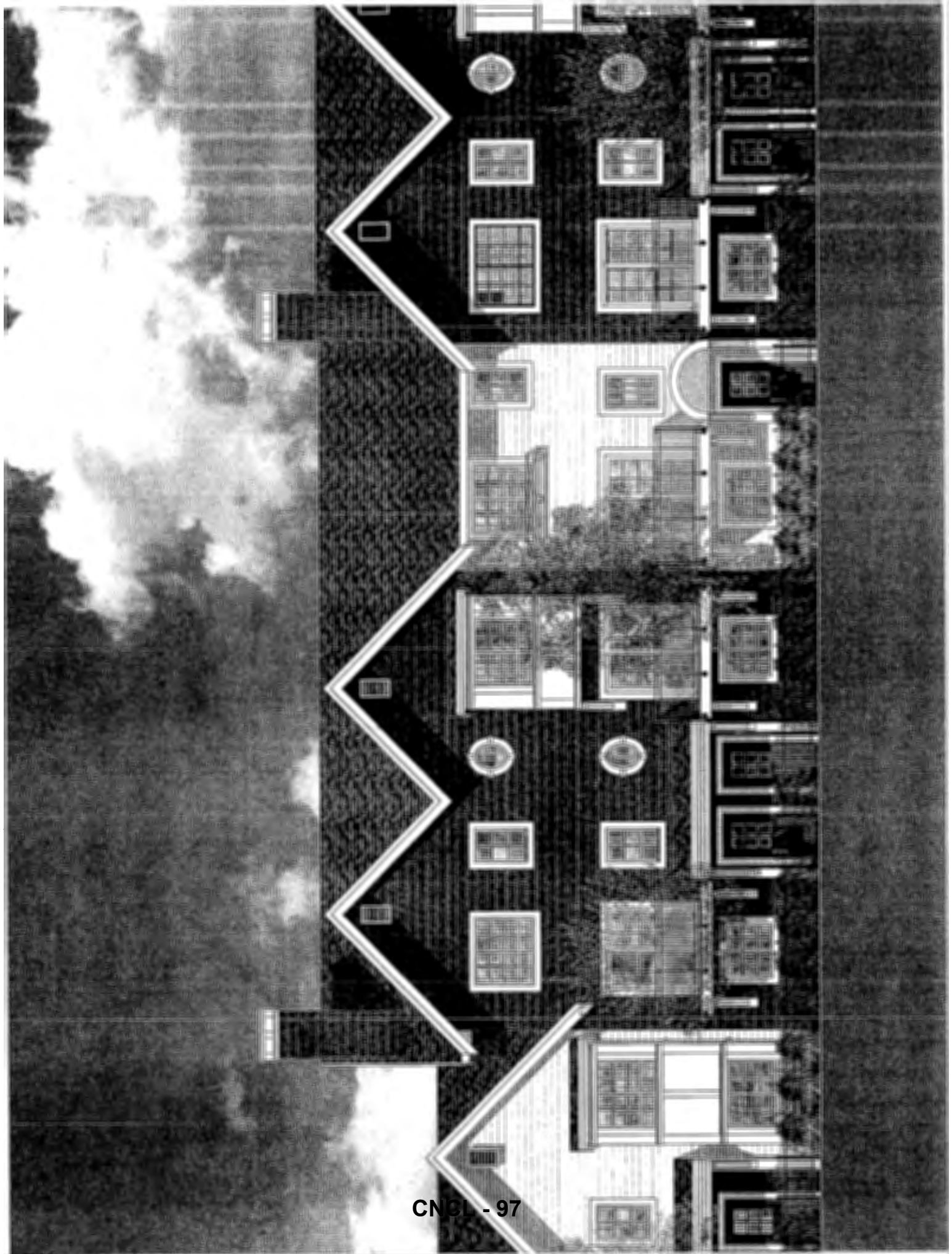
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11590 CAMBIE ROAD  
RICHMOND

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LAYOUT  
PLAN

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DATE:	05/01/2014

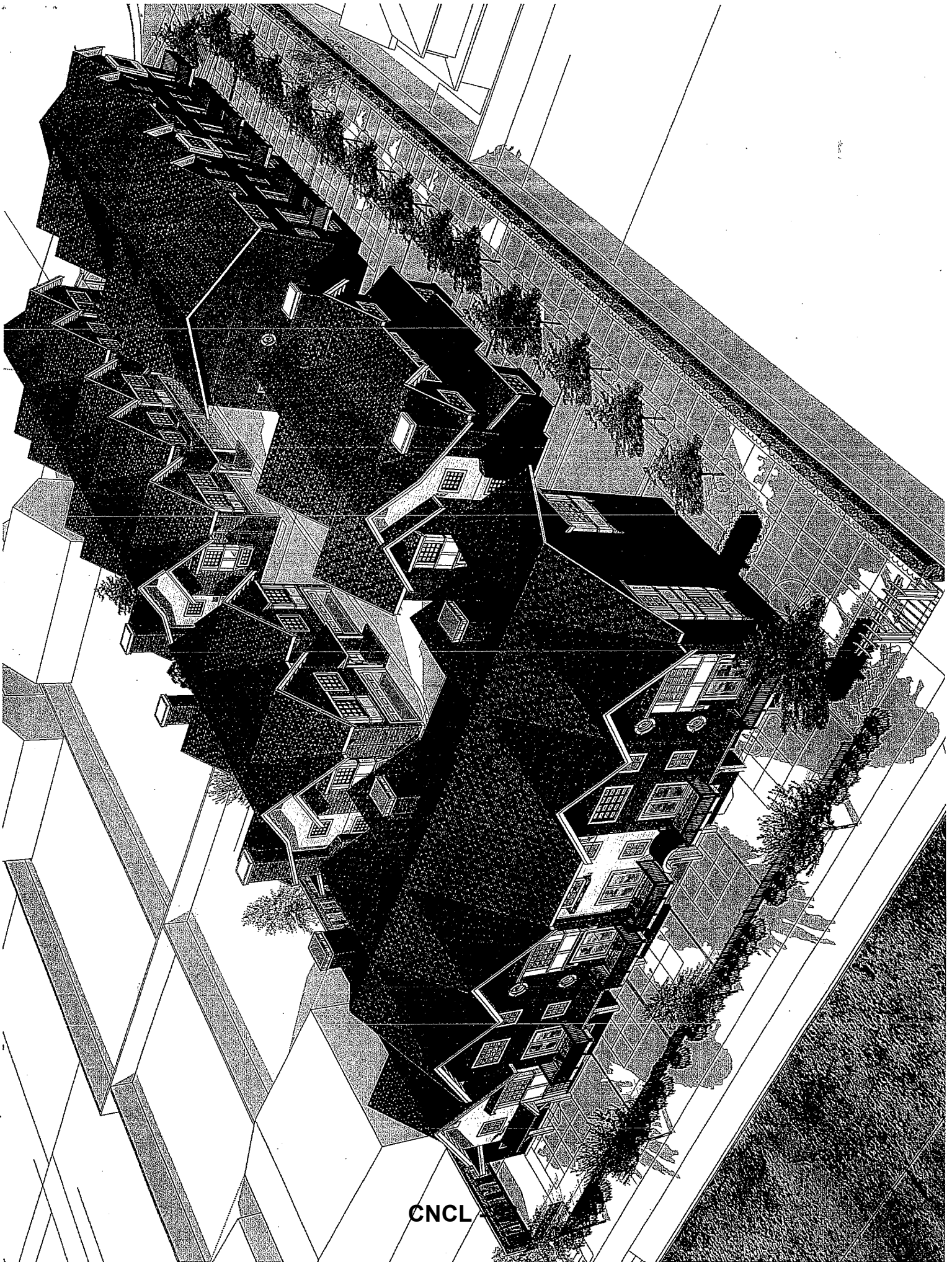
OF 2  
JOB NO: 10003





CNCL - 97





CNCL



**RZ 14-670471**

**Attachment 3**

Address: 11671 and 11691 Cambie Road

Applicant: Interface Architecture Inc.

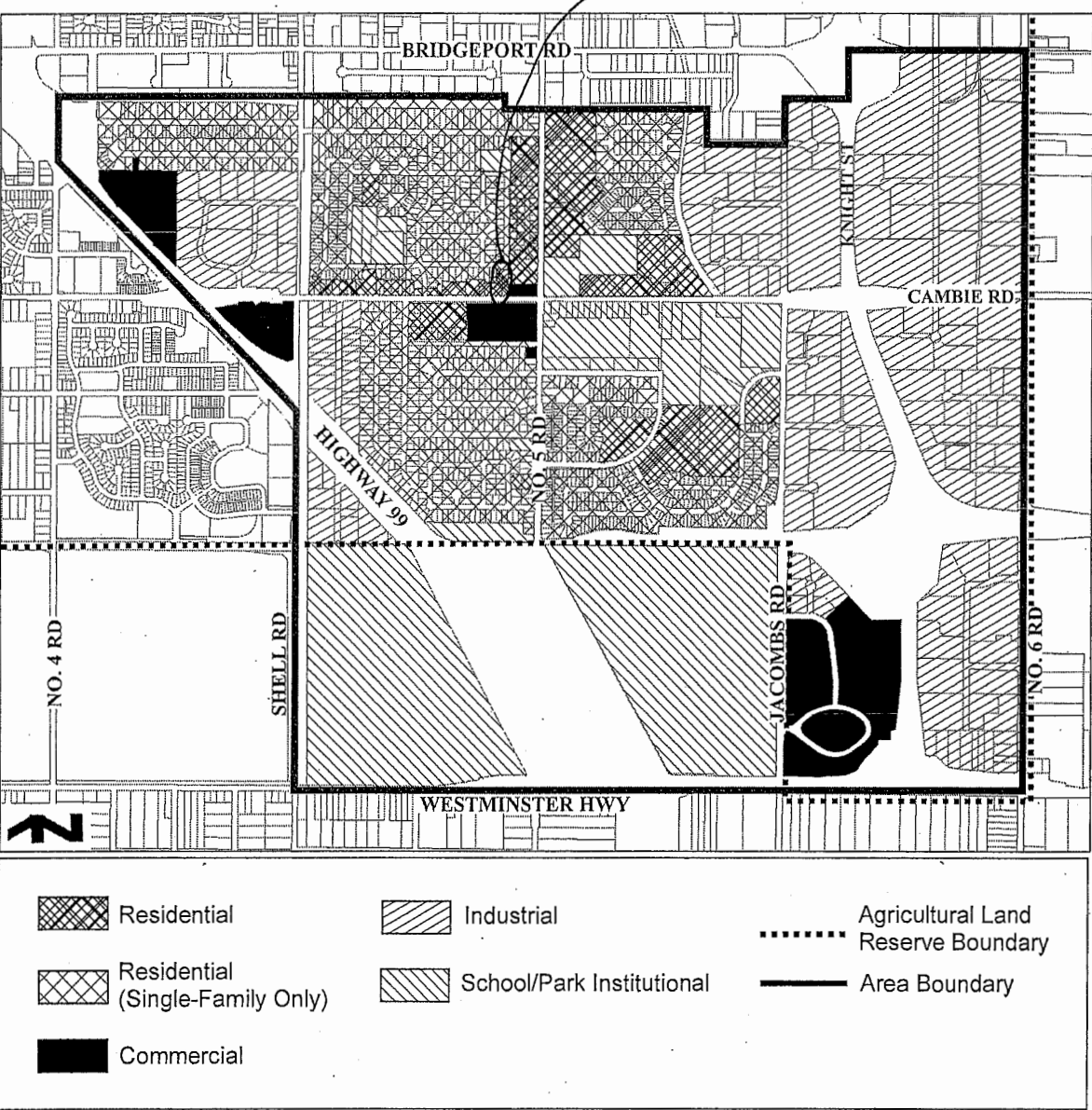
Planning Area(s): East Cambie

	<b>Existing</b>	<b>Proposed</b>
<b>Owner:</b>	11691 Cambie: John Josef Lewisch & Cora May Lewisch 11671 Cambie: Carol Jacqueline Lees & Terry Anne Neithercut	TBD
<b>Land Uses:</b>	Single Family Residential	Multi-family Residential
<b>OCP Designation:</b>	Neighbourhood Residential	No Change
<b>Area Plan Designation:</b>	Residential	No Change
<b>Zoning:</b>	Single Detached (RS1/E)	Low Density Townhouses (RTL4)
<b>Number of Units:</b>	2	21
<b>Lot Size:</b>	3,844 m <sup>2</sup>	3,757.4 m <sup>2</sup> (after 2m road dedication)

	<b>Bylaw Requirement</b>	<b>Proposed</b>	<b>Variance</b>
Floor Area Ratio:	Max. 0.6	0.6	none permitted
Lot Coverage – Building:	Max. 40%	38.5 %	none
Setback – Front Yard (m):	Min. 6 m	Min. 4.5 m	<b>Variance requested</b>
Setback – West Side Yard (m):	Min. 3 m	Min. 3.5 m	none
Setback – East Side Yard (m):	Min. 3 m	Min. 7 m	none
Setback – Rear Yard (m)	Min. 6 m	Min. 4.5 m	<b>Variance Requested</b>
Height (m):	Max. 12 m (3 storeys)	Max. 11.5 m (3 storeys)	none
Off-street Parking Spaces – Regular (R) / Visitor (V):	2 (R) and 0.2 (V) per unit	2 (R) and 0.2 (V) per unit	none
Off-street Parking Spaces – Total:	47	47	none
Tandem Parking Spaces:	Max. 50% (10 spaces)	10 spaces	none
Small Car Parking Spaces	Max. 50% (23 spaces)	11 spaces	none
Handicapped Parking Spaces	Min. 2% (1 space)	1 space	none
Amenity Space – Indoor:	Min. 70 m <sup>2</sup> or cash-in-lieu	Cash-in-lieu	none
Amenity Space – Outdoor:	Min. 6 m <sup>2</sup> x 21 units = 126 m <sup>2</sup>	211 m <sup>2</sup>	none

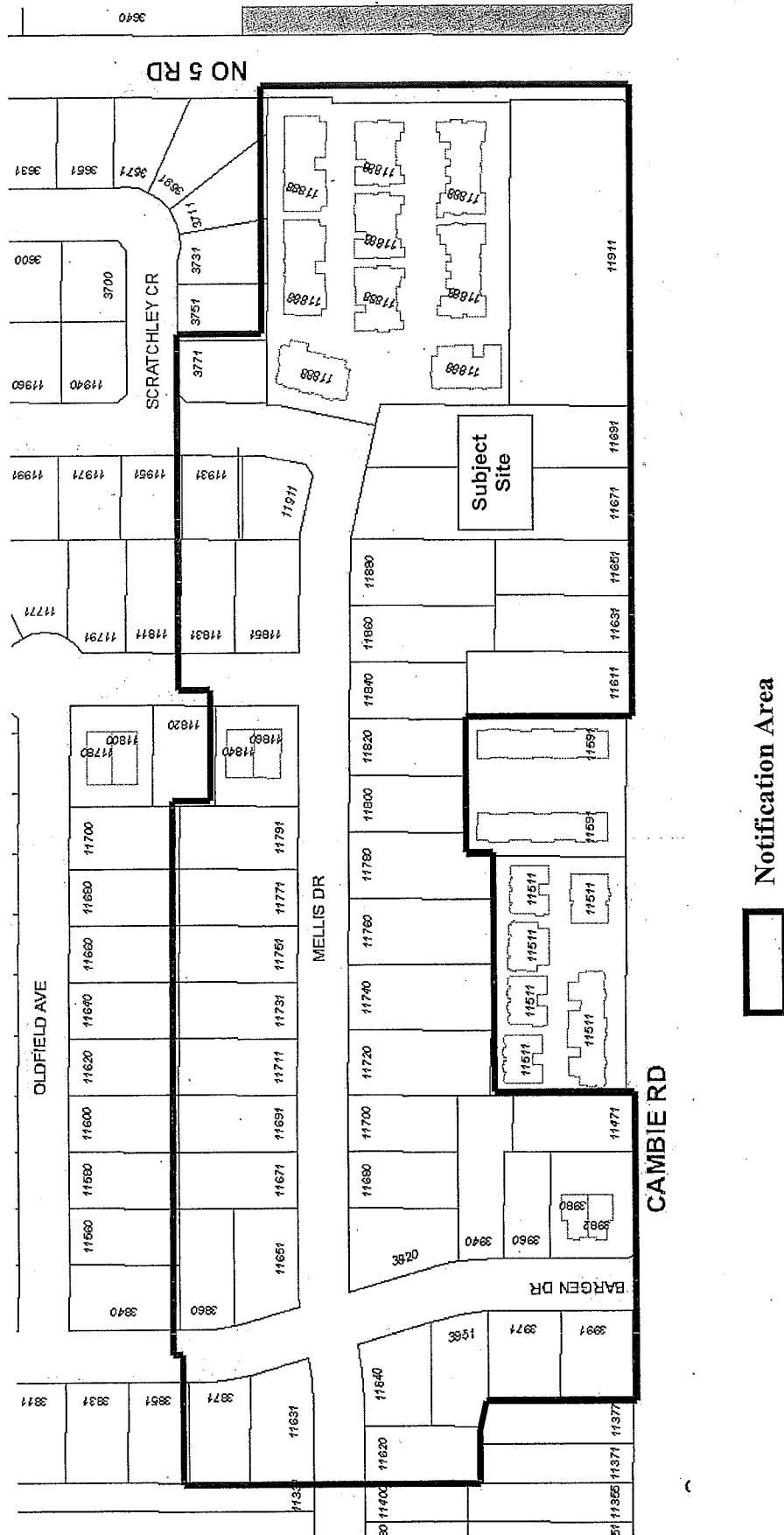
City of Richmond

**Land Use Map** Bylaw 9053 2015/02/23





# CNCL - 101



**Park, Minhee**

---

**From:** Peter Thackwray [pthackwray@gmail.com]  
**Sent:** Wednesday, 08 April 2015 8:34 AM  
**To:** Park, Minhee  
**Subject:** File No. RZ 14-670471 #230 - 11590 Cambie Road re-development plans  
**Categories:** Follow up

To Minhee Park,

With regards to the City of Richmond plans for re-development from Interface Architecture Inc. for #230-11590 Cambie Road. Based on plans I have seen for this development, which appears to include over 20 units (up to 35 in additional phases), the plans seem to indicate the access to this complex will be from Mellis Drive. As a resident in the Mellis neighbourhood this would create significant traffic concerns. With a 30+ townhouse complex in the south-east corner of Mellis Drive already creating street parking issues along with entry and exit traffic issues from this neighbourhood during significant periods of the day (particularly at Bergen & Cambie) we could not possibly absorb a complex with the requested size and design in that same corner of Mellis Drive. If this complex were to go ahead, it would have to be restricted to Cambie Road for its driveway access. Mellis is already overtaxed in this corner and based on the plans we should expect the parking situation to become impossible, and the many additional vehicles trying to exit this neighbourhood (onto No.5 Road, Cambie, or Shell) would create traffic jams that would be unbearable.

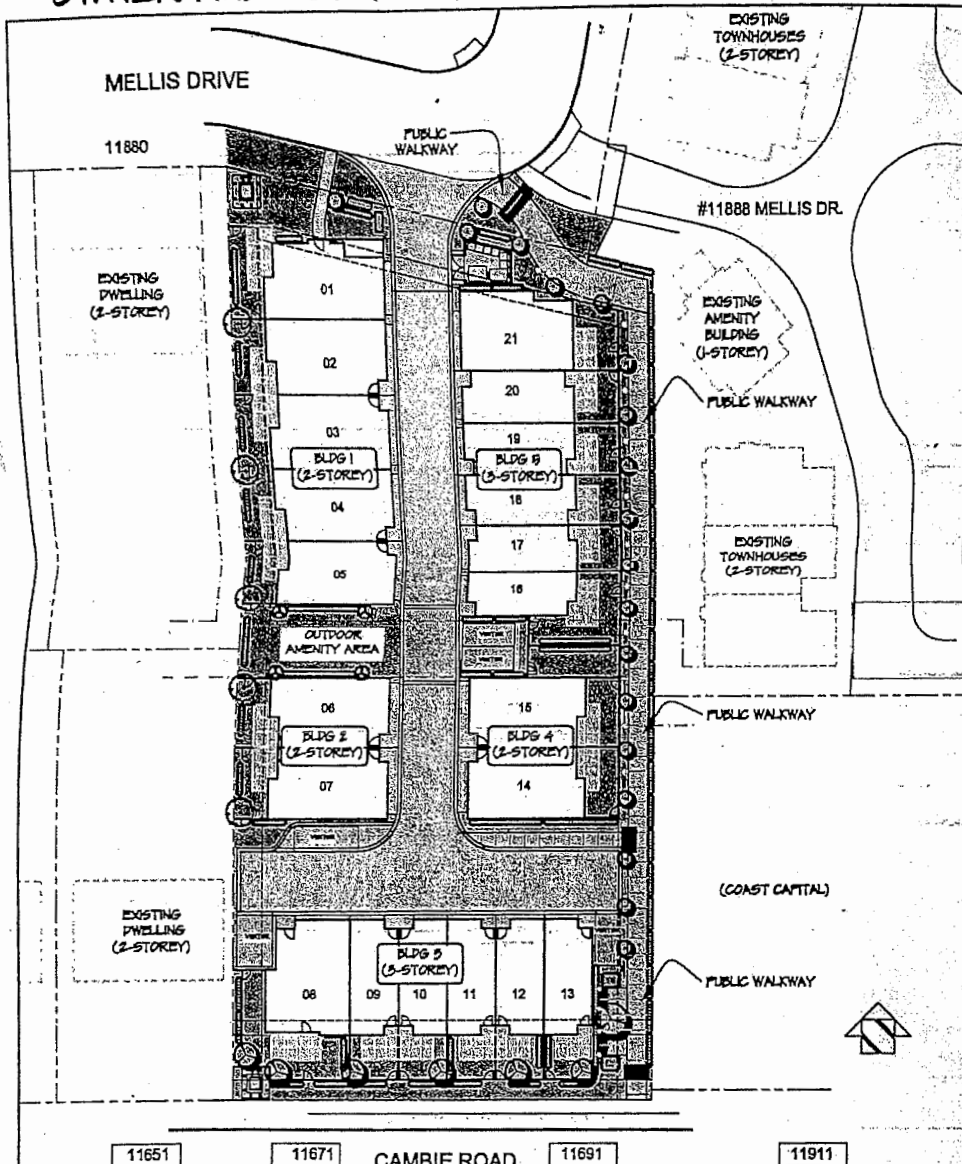
If the building of this complex must go ahead, the only reasonable option would be for the road access to be limited to the four lane Cambie Road *only*. Mellis Drive and this neighbourhood would otherwise become a compete traffic jam, which would be undesirable for the residents and the city. By adding all these vehicles and creating even more traffic in this area, there would be concerns for pedestrians, and children who have to walk through this residential area to get to school (Mitchell Elementary, McNeely Elementary, and Cambie Secondary).

Please reply to confirm to have received this email.

Thank you.

Peter Thackwray

# OWNER AND OCCUPANT: WE ARE SEEKING YOUR FEEDBACK & SUPPORT



## 'BURBERRY LANE DEVELOPMENT'

PRESENTS

A PROPOSAL TO DEVELOP A 20-UNIT CLUSTER OF HIGH-QUALITY TOWNHOMES AT 11671 & 11691 CAMBIE ROAD

REZONING CURRENTLY UNDER STAFF REVIEW

- \* TWENTY (20) TOWNHOMES ARE PROPOSED IN 5 SEPARATE BUILDINGS
- \* SITE ACCESS FROM MELLIS DRIVE
- \* A PEDESTRIAN WALKWAY IS PROVIDED THROUGH THE SITE CONNECTING MELLIS DRIVE AND THE TRAFFIC LIGHT INTERSECTION AT CAMBIE AND NO. 3 RD
- \* EACH UNIT HAS ENCLOSED PARKING FOR 2 CARS. THERE ARE 5 VISITOR SPACES
- \* THE TRAFFIC REPORT PREPARED FOR THIS PROJECT CONCLUDES THAT THERE WILL BE NO SIGNIFICANT NEGATIVE IMPACT ON LOCAL TRAFFIC *40 vehicles total*
- \* ZONING VARIANCES ARE REQUESTED:
  - INTERNAL DRIVE AISLE WIDTH REDUCED FROM 6.7 M TO 6.2 M
  - PRIVATE OPEN SPACE REDUCED FROM 30 M<sup>2</sup> TO NO LESS THAN 28 M<sup>2</sup>
- \* CITY CONTACT: MINHEE PARK
  - TEL: 604-276-4100
  - EMAIL: MPARK@RICHMOND.CA
  - MAIL: 6011 NO. 3 ROAD RICHMOND BC V6Y 2C1

## FEEDBACK

ADDRESS: 3920 BARGEN DR  
 NAME: ROBERT WOOD  
 INITIALS: JRW

- ☐ I UNDERSTAND THE PROPOSAL
- ☐ I HAVE NO ISSUES WITH THE PROPOSAL
- ☒ I HAVE CONCERNS
- ☒ NOTIFY ME OF THE NEXT CITY PUBLIC MEETING FOR THIS PROJECT

COMMENTS: 40 additional vehicles exiting from MELLIS to BARGEN to CAMBIE.

BARGEN is now a very busy congested street, constant traffic day and night.

FOR COMMENTS TO BE INCLUDED IN THE CITY STAFF REPORT TO BE PRESENTED TO THE CITY'S PLANNING COMMITTEE, ENSURE COMMENTS ARE SUBMITTED BY 9:00 PM WEDNESDAY SEPTEMBER 9, 2015 TO

PROJECT CONTACT: ASAD KHAN

TEL: 604-555-2202  
 EMAIL: ASAD@SLEOPMAN.NA  
 MAIL: #304-13292 CROYDON C SURREY BC V3S 0Z6

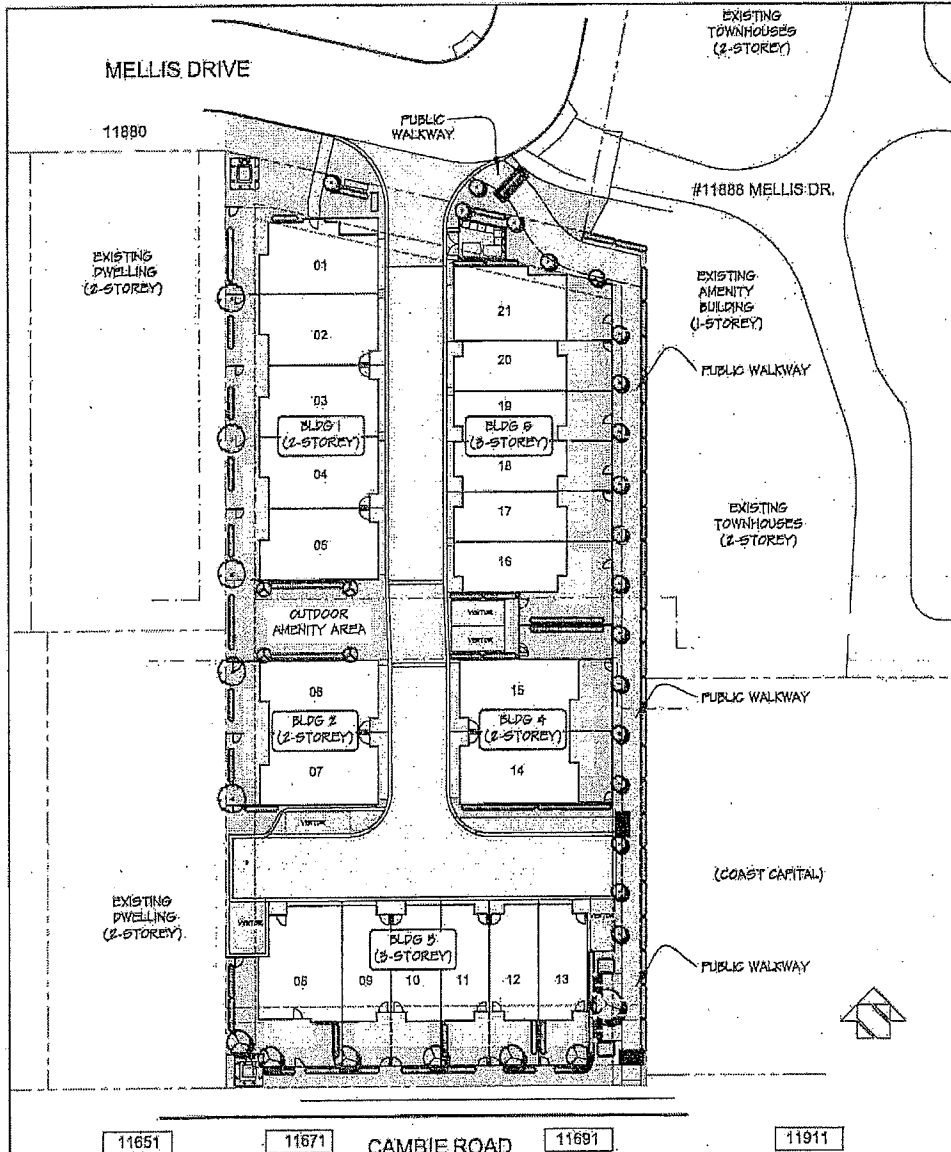
YOU ARE INVITED TO ATTEND

A PUBLIC INFORMATION MEETING TO PROVIDE INPUT

LOCATION: CAMBIE COMMUNITY CENTER, 12800 CAMBIE ROAD  
 DATE: WEDNESDAY SEPTEMBER 9, 2015  
 TIME: 7:00 PM TO 9:00 PM



# OWNER AND OCCUPANT: WE ARE SEEKING YOUR FEEDBACK & SUPPORT



## 'BURBERRY LANE DEVELOPMENT'

PRESENTS

A PROPOSAL TO DEVELOP A 21-UNIT CLUSTER OF HIGH-QUALITY TOWNHOMES AT 11671 & 11691 CAMBIE ROAD

REZONING CURRENTLY UNDER STAFF REVIEW

- \* TWENTY (21) TOWNHOMES ARE PROPOSED IN 5 SEPARATE BUILDINGS
- \* SITE ACCESS FROM MELLIS DRIVE
- \* A PEDESTRIAN WALKWAY IS PROVIDED THROUGH THE SITE CONNECTING MELLIS DRIVE AND THE TRAFFIC LIGHT INTERSECTION AT CAMBIE AND NO. 6 RD
- \* EACH UNIT HAS ENCLOSED PARKING FOR 2 CARS. THERE ARE 5 VISITOR SPACES
- \* THE TRAFFIC REPORT PREPARED FOR THIS PROJECT CONCLUDES THAT THERE WILL BE NO SIGNIFICANT NEGATIVE IMPACT ON LOCAL TRAFFIC
- \* ZONING VARIANCES ARE REQUESTED:
  - INTERNAL DRIVE AISLE WIDTH REDUCED FROM 6.7 M TO 6.2 M.
  - PRIVATE OPEN SPACE REDUCED FROM 30 M2 TO NO LESS THAN 28 M2.
- \* CITY CONTACT: MINHEE PARK  
TEL: 604-276-4188  
EMAIL: MPARK@RICHMOND.CA  
MAIL: 6011 NO. 3 ROAD  
RICHMOND BC V6Y 2C1

## FEEDBACK

ADDRESS: 11720 MELLIS DRIVE  
NAME: ADAM KHAN  
INITIALS: AK

- ☒ I UNDERSTAND THE PROPOSAL
- ☐ I HAVE NO ISSUES WITH THE PROPOSAL
- ☒ I HAVE CONCERNS
- ☒ NOTIFY ME OF THE NEXT CITY PUBLIC MEETING FOR THIS PROJECT

COMMENTS:

- PARKING IS A CONCERN.

- ACCESS FROM MELLIS TO CAMBIE IS GREAT!

## YOU ARE INVITED TO ATTEND A PUBLIC INFORMATION MEETING TO PROVIDE INPUT

LOCATION: CAMBIE COMMUNITY CENTER, 12800 CAMBIE ROAD  
DATE: WEDNESDAY SEPTEMBER 9, 2015  
TIME: 7:00 PM TO 9:00 PM



FOR COMMENTS TO BE INCLUDED IN THE CITY STAFF REPORT TO BE PRESENTED TO THE CITY'S PLANNING COMMITTEE, ENSURE COMMENTS ARE SUBMITTED BY 5:00 PM WEDNESDAY SEPTEMBER 9, 2015 TO:

PROJECT CONTACT: ASAD KHAN

TEL: 604-558-2202  
EMAIL: ASAD@ISLEOFMANNICA  
MAIL: #504-10202 CROYDON DR.  
SURREY BC V3S 0Z5

September 10, 2015

Emailed to: mpark@richmond.ca

**Minhee Parks, Planner**  
City of Richmond  
6911 No. 3 Road  
Richmond, BC V6Y 2C1

Dear Minhee Park,

**FEEDBACK RE: PROPOSED REZONING OF 11671 & 11691 CAMBIE ROAD "BURBERRY LANE DEVELOPMENT"**


I attended the public information last night hosted by Isle of Mann for a proposal to rezone 11671 & 11691 Cambie Road. I live on Mellis Drive just a few houses down from this development. I am excited about the project and feel the proposed 21 unit townhouse development will greatly improve the former lands. I understand the City OCP currently allows townhouse developments along Cambie Road so it makes sense to permit rezoning of these lands.

The following items were raised at the meeting and I believe the city and developer will address these issues as the project progresses through the approval/consultation process:

- A well lit public walkway from Mellis Drive to Cambie Road is a great idea and will help alleviate pedestrian traffic at Bergen Drive and Cambie Road.
- Concerns over street parking along Mellis Drive and if number of visitor parking stalls proposed is sufficient. I believe 12 of the 21 unit townhouses will have enclosed double side-by-side parking and only 9 units will have tandem parking. Future strata bylaws will restrict the conversion of any enclosed parking space into dwelling space.
- The proposed zoning variance presented at the meeting was different than what was noted in the handout.
- Consideration will be given to upgrade the pedestrian crosswalk signal at Bergen Drive and Cambie Road by the city. This signal does not work with current traffic patterns.
- The proposed architectural style of development fits within the overall form and character of the neighbourhood and project scale feels right. There will be further opportunities during the design development stage to comment on this further.

Overall, the proposed development looks promising and the developer appears to have an excellent track record with delivering quality and sustainable projects. I support this project based on what I see today and look forward to the next city public meeting.

Sincerely,

  
Adam Khong  
11720 Mellis Drive  
Richmond, BC V6X 1M1

## Park, Minhee

---

**From:** Isabel Humphreys [isabel.humphreys@univarcanada.com]  
**Sent:** Thursday, 10 September 2015 10:49 AM  
**To:** Park, Minhee  
**Cc:** isabelha47@gmail.com  
**Subject:** Feedback - Burberry Lane Development

Concerns regarding the current proposal for "Burberry Lane" development:

### Parking

Each proposed unit has enclosed parking for two cars, however at least 9 of the units have tandem parking. Tandem parking will result in owners seeking a parking alternative – most likely on the street outside – which is Mellis Drive. As you can see in the photo below, the houses on Mellis Drive – which have ample parking with double driveways – are now swamped with parked cars from the existing townhouse complex at 11880 Mellis Drive:



Mellis Drive was never designed for cars parked both sides of the street – it is too narrow. The City installed some "No Parking" signs after multiple accidents in the "L" bend.

The "Burberry Lane" proposal includes 5 visitor spaces. I believe this needs to be increased.

Thanks for your consideration

Bryan and Isabel Alexander  
11880 Mellis Drive  
Richmond BC V6X 1M1  
604-273-7962

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# APPENDIX 3 TREE PROTECTION PLAN

SCALED TO FIT  
2.5 0 5 10  
ALL DISTANCES ARE IN METRES



## TREE PROTECTION FENCING

Minimum Radial Distance from trunk

#	Type	DBH	Metres	Feet
8	Cherry	46cm	2.8m	9.1ft
9	Cherry	48cm	2.9m	9.4ft
10	Cherry	50cm	3.0m	9.8ft
12	Pine	28cm	2.0m	6.6ft
13	Pine	27cm	2.0m	6.6ft
16	Magnolia	28cm	1.7m	5.5ft

TOWNHOUSE

S.R.W. PLAN 50584

MINIMUM SIDE  
SETBACK

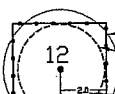
## TREE INVENTORY

#	Type	Action	DBH	MPZ
1	Apple	Remove	30/20cm	2.4m
2	Hazelnut	Remove	20/20cm	2.0m
3	Plum	Remove	29cm	1.7m
4	Pear	Remove	23cm	1.4m
5	Hazelnut	Remove	25/20cm	2.2m
6	Hazelnut	Remove	15/15cm	2.0m
7	Hazelnut	Remove	15/15/15	2.0m
8	Cherry	Retain	46cm	2.8m
9	Cherry	Retain	48cm	2.9m
10	Cherry	Retain	50cm	3.0m
11	Cherry	Retain	45cm	2.7m
12	Pine	Retain	28cm	2.0m
13	Pine	Retain	27cm	2.0m
14	Maple	Retain	30cm	1.8m
15	Maple	Retain	35cm	2.1m
16	Magnolia	Retain	28cm	1.7m

EXISTING FIRE  
HYDRANT

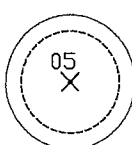
## LEGEND

TREE PROPOSED  
FOR RETENTION

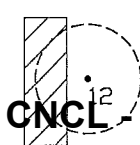


CANOPY  
PROTECTION ZONE  
(MPZ)  
FENCING DIMENSIONS  
IN METRES  
PROTECTION  
FENCING

TREE PROPOSED  
FOR REMOVAL



AREA REQUIRING  
ARBORIST SUPERVISION



CNCL - 107

Page 7

NOTES:  
1. SITE LAYOUT  
INFORMATION AND TREE  
SURVEY DATA PER  
SUPPLIED DRAWING

2. REFER TO ATTACHED  
TREE PROTECTION  
REPORT FOR  
INFORMATION CONCERNING  
TREE SPECIES, STEM  
DIAMETER, HEIGHT,  
CANOPY SPREAD AND  
CONDITION.

3. ALL MEASUREMENTS  
ARE METRIC

Froggers Creek  
Tree Consultants Ltd

7763 McGregor Avenue Burnaby BC V5J 4H4  
Telephone: 604-721-6002 Fax: 604-437-0970

11671 and 11691 Cambie Road Richmond BC

TREE PROTECTION DRAWING  
THE DRAWING PLOTS ALL TREES, PROPOSED FOR  
RETENTION, REMOVAL, THEIR CANOPIES,  
PROTECTION ZONES AND PROTECTION FENCING IN  
RELATION TO PROPOSED LAYOUT

December 21, 2014



## Rezoning Considerations

Development Applications Division  
6911 No. 3 Road, Richmond, BC V6Y 2C1

**Address:** 11671 and 11691 Cambie Road

**File No.:** RZ 14-670471

**Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 9293, the developer is required to complete the following:**

1. 2 m road dedication along the entire Cambie frontage.
2. Consolidation of all the lots into one development parcel.
3. Registration of a cross-access easement, statutory right-of-way, and/or other legal agreements or measures, as determined to the satisfaction of the Director of Development, over the full width and extent of the internal drive-aisle in favour of future residential developments to the west to allow future access from the subject property. Language should be included in the SRW document that the City will not be responsible for maintenance or liability within the SRW and that utility SRW under the drive aisle is not required.
4. Registration of a 3.5 metre wide Public Right-of-Passage (PROP) statutory right-of-way along the entire eastern edge of the site for access for a pedestrian walkway, including installation of way-finding signage on the subject property. The City would assume maintenance and liability for hard surfaces and the owner would assume maintenance and liability of soft landscaping.
5. Submission of a Contract entered into between the applicant and a Certified Arborist for supervision of any on-site works conducted within the tree protection zone of the trees located on the neighbouring properties to be retained. The Contract should include the scope of work to be undertaken, including: the proposed number of site monitoring inspections, and a provision for the Arborist to submit a post-construction assessment report to the City for review.
6. Registration of a Flood Indemnity Covenant on title.
7. Registration of an Aircraft Noise Sensitive Use Restrictive Covenant on title.
8. City acceptance of the developer's offer to voluntarily contribute \$0.77 per buildable square foot (e.g. \$18,685.7) to the City's public art fund.
9. City acceptance of the developer's offer to voluntarily contribute \$2.00 per buildable square foot (e.g. \$ 48,534.4) to the City's affordable housing fund.
10. Contribution of \$23,000 in-lieu of on-site indoor amenity space.
11. Registration of a legal agreement on title prohibiting the conversion of the tandem parking area into habitable space.
12. Registration of a legal agreement on title identifying that the proposed development must be designed and constructed to meet or exceed EnerGuide 82 criteria for energy efficiency and that all dwellings are pre-ducted for solar hot water heating.
13. Enter into a Servicing Agreement\* for the design and construction of engineering infrastructure improvements. Works include, but may not be limited to:

### Cambie Road Frontage Improvements

- a) Along the Cambie Road frontage, a minimum 1.5m wide new concrete sidewalk at the new property line and a minimum of 1.5m treed/landscape boulevard

### Intersection of Borgen Drive and Cambie Road

- a) Installation of side street detection and count-down timer
- b) All civil, utility and traffic signal modifications required due to this development are sole responsibility of the developer including but not limited to:
  - Traffic pole/base relocations
  - Hydro pole relocation and other utility relocation
  - Junction box/conduit relocations
  - Associated traffic signal cable/conductors and vehicle detector loops.
  - Signal head additions or modifications

**CNCL - 108**

Initial: \_\_\_\_\_

- Pavement markings and signage, including yellow truncated dome tactile warning strips
- Traffic signal modification design drawings (to be identified during the SA process) the design of the intersection is to be the TAC standard for intersection design.

#### Intersection of Cambie Road and No. 5 Road

- a) Contribution of \$20,000 related to provision of Accessible Pedestrian Signal (APS) and illuminated street signs

#### Mellis Drive Frontage Improvements

- a) Along the Mellis Drive frontage, a minimum 1.5m wide new concrete sidewalk at the new property line and a minimum of 1.5m treed/landscape boulevard. Road pavement modification and existing curb alignment works may be required to smooth out the roadway near the vicinity of the site. Additional signage and pavement marking may be required.
- b) SA should demonstrate two SU9 trucks passing simultaneously in opposing directions, with adequate clearance eastbound to northbound on Mellis Drive.

#### Water Works

- a) Using the OCP Model, there is 144 L/s of water available at a 20 psi residual at the Cambie Road frontage, and 199 L/s of water available at a 20 psi residual at the Mellis Drive frontage. Based on the proposed development, the site requires a minimum fire flow of 220 L/s. Upgrade to the frontage water main along Mellis Dr and Cambie Road may be required. Or alternatively, the developer should submit fire flow calculations signed and sealed by a professional engineer based on the Fire Underwriter Survey (FUS) or International Organization for Standardization (ISO) to confirm that there is adequate available flow for onsite fire protection without upgrading the existing frontage water main.
- b) The two existing water service connections along the Cambie Road frontage are to be disconnected. Site water service to tie-in to Mellis Drive. Details to be finalized in the Servicing Agreement designs.

#### Storm Sewer Works

- a) Replace the existing storm manhole SMH2425 (fronting of 11911 Cambie Road) with a 1200mm diameter, and upgrade the frontage storm sewer main to 600mm diameter from SMH2425 to another new 1200mm diameter manhole at the west PL. Details to be finalized in the Servicing Agreement designs.
- b) Site storm drainage is to be directed towards Cambie Road, and one of the exiting tie-in points at Cambie Road is to be utilized for service connection; all other service connections are to be abandoned and/or removed at developer's cost. Details to be finalized in the Servicing Agreement designs.
- c) There is a shared IC with 11911 Cambie Road in the SE corner; the developer is required to confirm if 11911 Cambie Road is utilizing this IC. If yes, cap the west connection at IC and maintain the service to 11911 Cambie Road; if no, remove the IC and connections altogether as mentioned in item b.

#### Sanitary Sewer Works

- a) No upgrade is required to the sanitary sewer mains.
- b) The existing sanitary ICs and connections in the SROW are to be removed. Site sanitary service to tie-in to a new manhole on Mellis Drive at the west property line. Details to be finalized in the Servicing Agreement designs.

#### Private Utilities

- a) Developer is responsible for under-grounding of the property's electrical and telecommunication services along Cambie Road and Mellis Drive. The developer shall provide private utility companies with the required rights-of-ways for their equipment (e.g. Vista, PMT, LPT, SAC Pad, kiosks, etc.) and/or to accommodate the future under-grounding of the overhead lines. These equipments must be located on private property and not within the City's SROWs or Public Rights of Passage and not impact public amenities such as sidewalks, boulevards and bike paths. The developer is responsible for coordination with private utility companies.

#### General Items

- a) Additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering may be required, including, but not limited to, site investigation, testing, monitoring, site preparation, de-watering,

drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.

14. The submission and processing of a Development Permit\* completed to a level deemed acceptable by the Director of Development.

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

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

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

2. Complete a proposed townhouse energy efficiency report and recommendations prepared by a Certified Energy Advisor which demonstrates how the proposed construction will meet or exceed the required townhouse energy efficiency standards (EnerGuide 82 or better), in compliance with the City's Official Community Plan.

**Prior to a Development Permit\* issuance, the developer is required to complete the following:**

1. Submission of a Landscaping Security based on 100% of the cost estimate provided by the landscape architect.

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

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

**Note:**

- \* This requires a separate application.
- Where the Director of Development deems appropriate, the preceding agreements are to be drawn not only as personal covenants of the property owner but also as covenants pursuant to Section 219 of the Land Title Act.

All agreements to be registered in the Land Title Office shall have priority over all such liens, charges and encumbrances as is considered advisable by the Director of Development. All agreements to be registered in the Land Title Office shall, unless the Director of Development determines otherwise, be fully registered in the Land Title Office prior to enactment of the appropriate bylaw.

The preceding agreements shall provide security to the City including indemnities, warranties, equitable/rent charges, letters of credit and withholding permits, as deemed necessary or advisable by the Director of Development. All agreements shall be in a form and content satisfactory to the Director of Development.

- Additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering may be required including, but not limited to, site investigation, testing, monitoring, site preparation, dewatering, drilling, underpinning, anchoring, shoring, piling, pre-loading,

ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.

- Applicants for all City Permits are required to comply at all times with the conditions of the Provincial *Wildlife Act* and Federal *Migratory Birds Convention Act*, which contain prohibitions on the removal or disturbance of both birds and their nests. Issuance of Municipal permits does not give an individual authority to contravene these legislations. The City of Richmond recommends that where significant trees or vegetation exists on site, the services of a Qualified Environmental Professional (QEP) be secured to perform a survey and ensure that development activities are in compliance with all relevant legislation.

---

Signed

---

Date


**RZ 14-670471**
**Attachment D**

Address: 11671 and 11691 Cambie Road

Applicant: Interface Architecture Inc.

Planning Area(s): East Cambie

	Existing	Proposed
<b>Owner:</b>	1058460 B.C. Ltd.	No Change
<b>Site Size (m<sup>2</sup>):</b>	3,844 m <sup>2</sup>	3,757.7 m <sup>2</sup> (after road dedication)
<b>Land Uses:</b>	Single Family Residential	Multi-family Residential
<b>OCP Designation:</b>	Neighbourhood Residential	No Change
<b>Area Plan Designation:</b>	Residential	No Change
<b>702 Policy Designation:</b>	N/A	No Change
<b>Zoning:</b>	Single Detached (RS1/E)	Low Density Townhouses (RTL4)
<b>Number of Units:</b>	2	20
<b>Other Designations:</b>	N/A	No Change

On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Floor Area Ratio:	Max. 0.6	0.6 Max.	none permitted
Lot Coverage – Building:	Max. 40%	40% Max.	none
Lot Coverage – Non-porous Surfaces:	Max. 65%	65% Max.	none
Lot Coverage – Landscaping:	Min. 25%	25% Min.	none
Setback – Front Yard (Cambie Road) (m):	Min. 6 m	Min. 4.5 m	<b>Variance requested</b>
Setback – West Side Yard (m):	Min. 3 m	3.3 m	none
Setback – East Side Yard (m):	Min. 3 m	6.7 m	none
Setback – Rear Yard (Mellis Drive) (m):	Min. 6 m	Min. 4.5 m	<b>Variance Requested</b>
Height (m):	12.0 m (3 storeys)	12.0 m & 3 storeys Max.	none
Lot Dimensions (m):	Width: 50 m Depth: 35 m	Width: 43.3 m Depth: 86.7 m	<b>Variance Requested</b>
Off-street Parking Spaces – Regular (R) / Visitor (V):	2.0 (R) and 0.2 (V) per unit	2 (R) and 0.2 (V) per unit	none
Off-street Parking Spaces – Total:	40 (R) and 4 (V)	40 (R) and 4 (V)	none

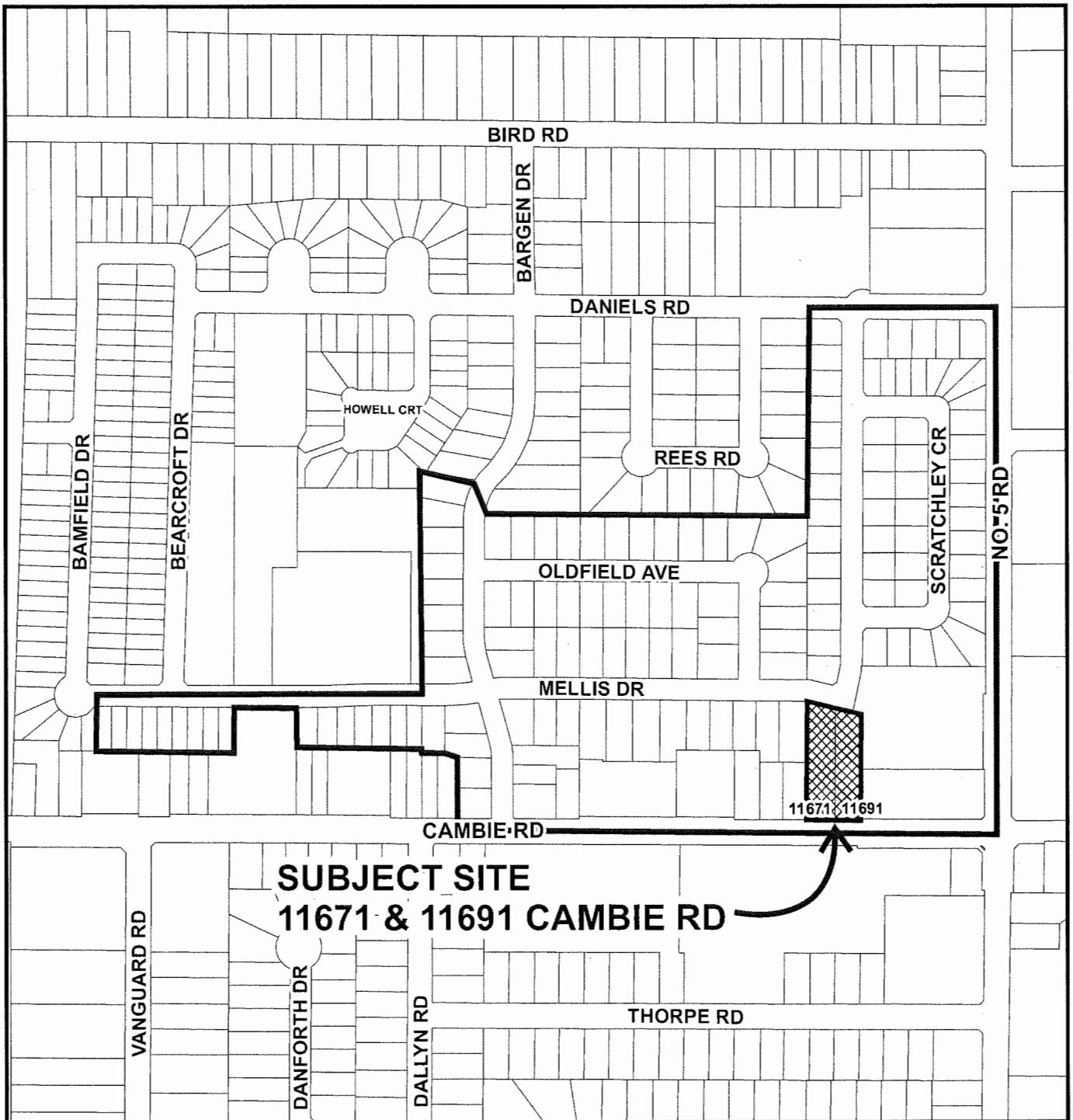


On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Tandem Parking Spaces:	Max. 50% of proposed residential spaces in enclosed garages (40 x Max. 50% = 20)	20	none
Small Car Parking Spaces	Max. 50% when 31 or more spaces are provided on site (44 x Max. 50% = 22)	10	none
Handicapped Parking Spaces	Min. 2% when 11 or more spaces are required (44 x 2% = 1 space)	1	none
Bicycle Parking Spaces – Class 1 / Class 2:	1.25 (Class 1) and 0.2 (Class 2) per unit	1.5 (Class 1) and 0.2 (Class 2) per unit	none
Off-street Parking Spaces – Total:	25 (Class 1) and 4 (Class 2)	30 (Class 1) and 4 (Class 2)	none
Amenity Space – Indoor:	Min. 70 m <sup>2</sup> or Cash-in-lieu	Cash-in-lieu	none
Amenity Space – Outdoor:	Min. 6 m <sup>2</sup> x 20 units = 120 m <sup>2</sup>	154 m <sup>2</sup> Min.	none

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



City of  
Richmond



**SUBJECT SITE**  
**11671 & 11691 CAMBIE RD**



**RZ 14-670471**  
**October 5, 2016 Open**  
**House Notification Area**

Original Date: 02/15/17

Revision Date:

Note: Dimensions are in METRES



**PROPOSED 20-UNIT  
TOWNHOUSE DEVELOPMENT**  
11671, 11691 CAMBIE ROAD, RICHMOND, BC  
**CNCL 115**

**SITE PLAN  
(OPTION A)**

**INTERFACE:**

11590 Cambie Road  
Richmond BC  
Canada V6X 3Z5

T 604 821 1162  
F 604 821 1146  
www.interfacearchitecture.com



**PROPOSED 20-UNIT  
TOWNHOUSE DEVELOPMENT**  
11671, 11691 CAMBIE ROAD, RICHMOND, BC

**SITE PLAN  
(OPTION B)**

**INTERFACE:**

Suite 230  
11590 Cambie Road  
Richmond BC  
Canada V6X 3Z5

T 604 821 1162  
F 604 821 1146  
www.interfacearchitecture.com



## COMMENT SHEET

PROPOSED 20-UNIT PROJECT: 11671, 11691 CAMBIE ROAD, RICHMOND

I feel that the revised options are much more suitable to the neighbourhood than the original site plan. With the driveway opening onto Cambie Rd, this will alleviate traffic concerns on Mellis Drive. I <sup>prefer</sup> ~~think~~ Option A over Option B.

(for more space, use back of sheet)



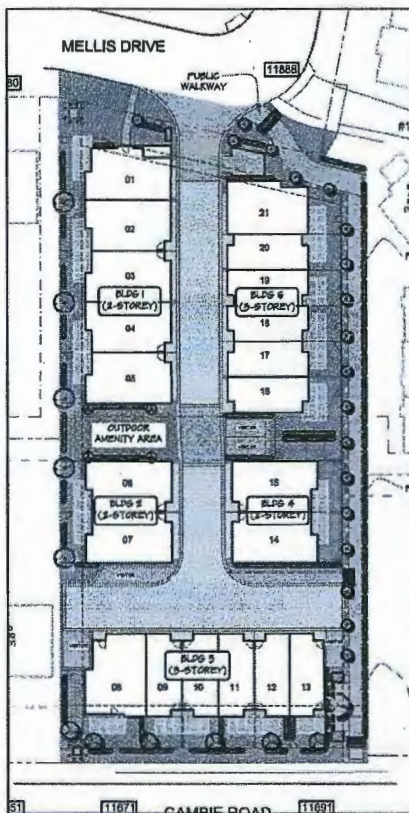
PROPOSED CAMBIE ROAD ELEVATION

## YOUR CONTACT INFORMATION:

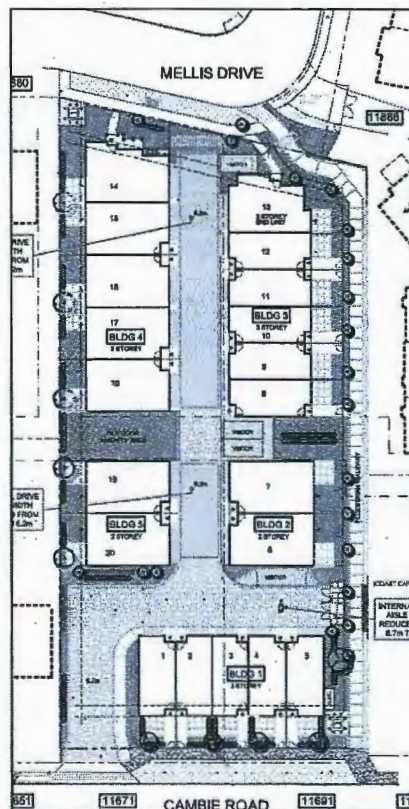
NAME: Winnie Tsang (print clearly)

ADDRESS: 15-11888 Mellis Dr  
Richmond, BC (print clearly)  
V6X 1M1

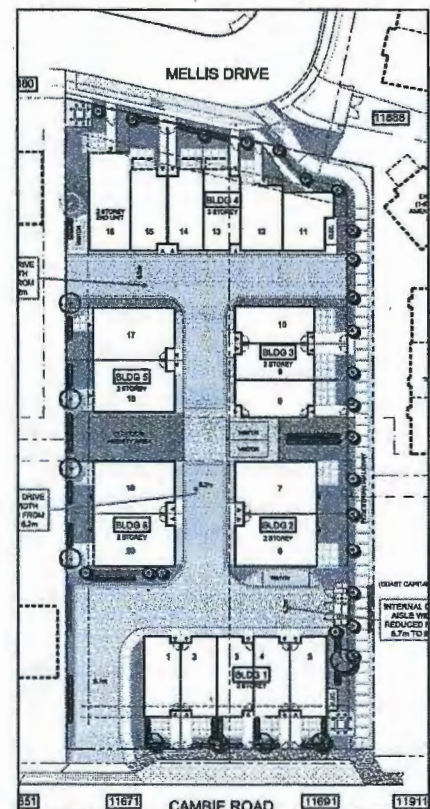
PLEASE CHECK ONE: ☒ OWNER ☐ RENTER



PREVIOUS SITE PLAN (SEPT 2015)



CURRENT SITE PLAN (OPTION A)



CURRENT SITE PLAN (OPTION B)



# COMMENT SHEET

PROPOSED 20-UNIT PROJECT: 11671, 11691 CAMBIE ROAD, RICHMOND

Either Option A or B addresses previous concerns of residents. I prefer Option A. This layout is more inviting. The townhouses don't have their back towards Mellis Drive.

(for more space, see back of sheet)



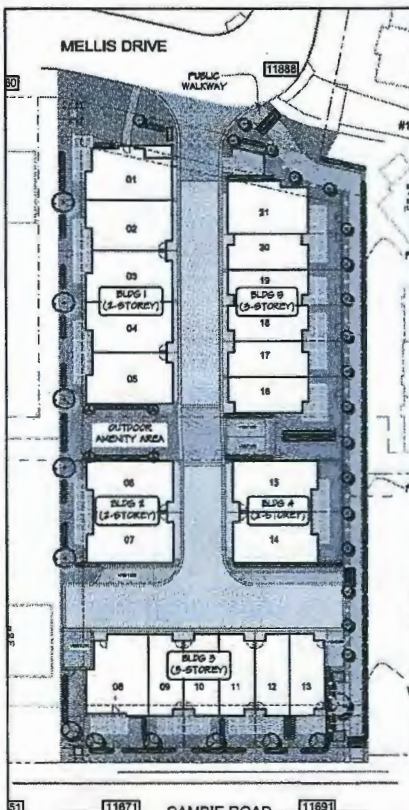
PROPOSED CAMBIE ROAD ELEVATION

## YOUR CONTACT INFORMATION:

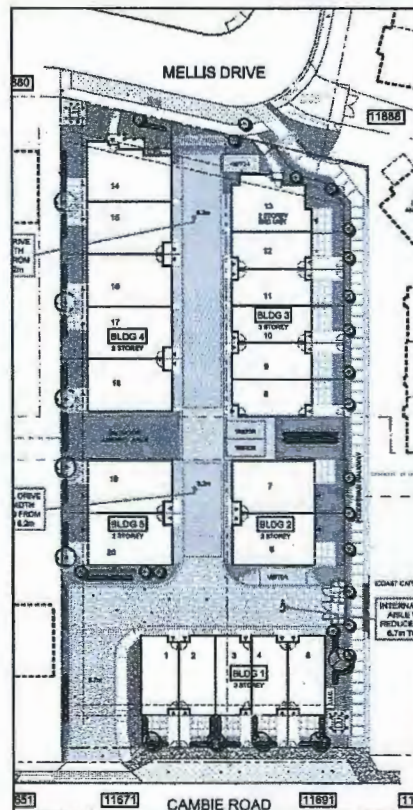
NAME: Adam Khong (print clearly)

ADDRESS: 11720 Mellis Drive (print clearly)

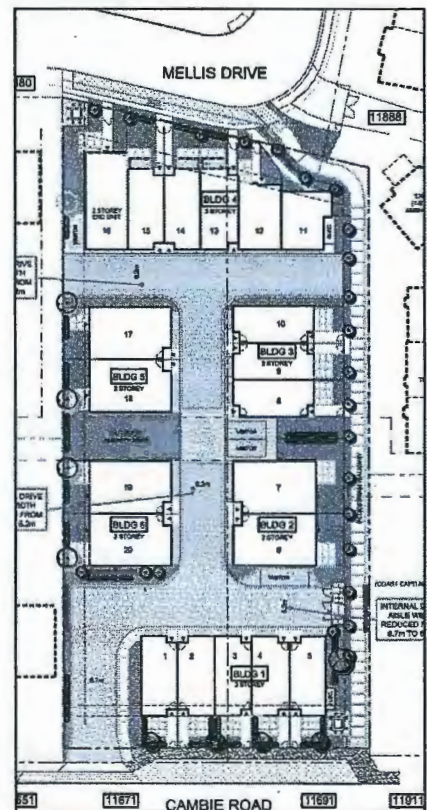
PLEASE CHECK ONE: ☒ OWNER ☐ RENTER



PREVIOUS SITE PLAN (SEPT 2015)



CURRENT SITE PLAN (OPTION A)



CURRENT SITE PLAN (OPTION B)



# COMMENT SHEET

PROPOSED 20-UNIT PROJECT: 11671, 11691 CAMBIE ROAD, RICHMOND

I UNDERSTAND THE PROPOSAL.

(for more space, use back of sheet)

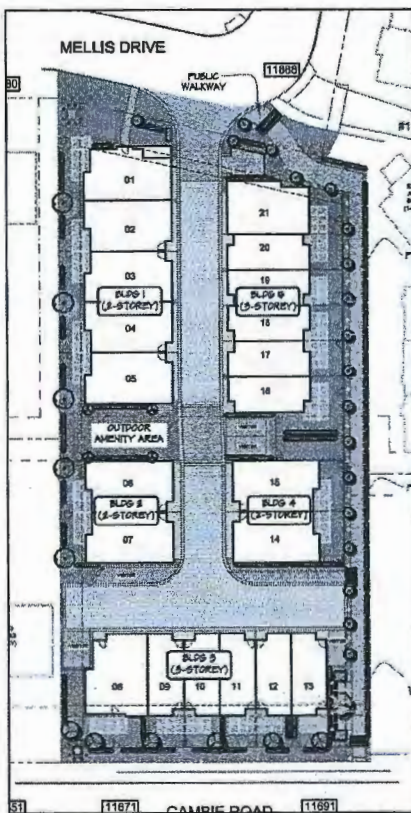


PROPOSED CAMBIE ROAD ELEVATION

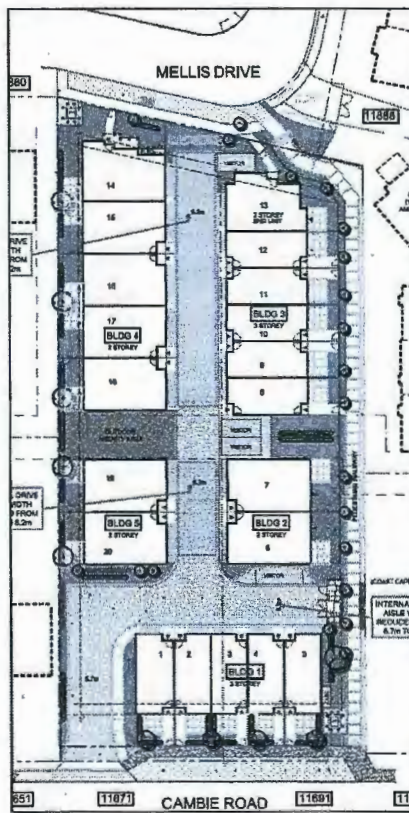
## YOUR CONTACT INFORMATION:

NAME: BRENDA TSE  
 ADDRESS: 3-11888 MELLIS DRIVE

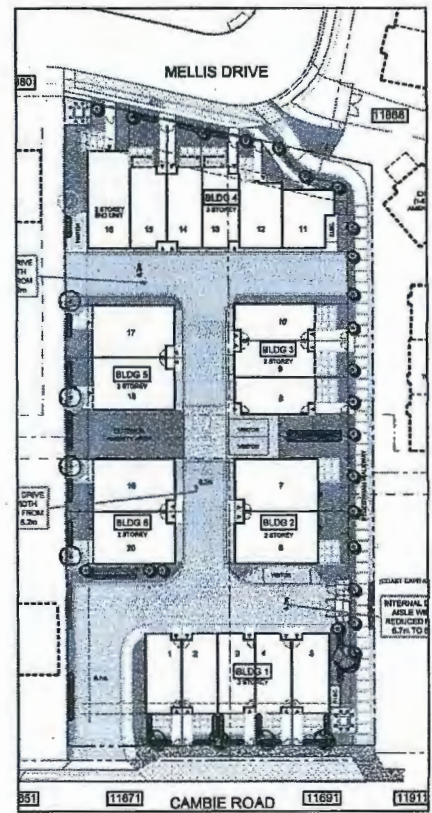
PLEASE CHECK ONE: ☒ OWNER ☐ RENTER



PREVIOUS SITE PLAN (SEPT 2015)



CURRENT SITE PLAN (OPTION A)



CURRENT SITE PLAN (OPTION B)



**Address:** 11671 and 11691 Cambie Road

**File No.:** RZ 14-670471

**Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 9293, the developer is required to complete the following:**

1. Consolidation of all the lots into one development parcel.
2. Dedicate 2.0 m across the entire Cambie Road frontage.
3. Registration of a 3.5 m wide Public Right-of-Passage (PROP) statutory right-of-way along the entire eastern edge of the site for access for a pedestrian walkway; including installation of way-finding signage on the subject property. The City would assume maintenance and liability for hard surfaces and the owner would assume maintenance and liability of soft landscaping.
4. Registration of a cross-access easement, statutory right-of-way (SRW), and/or other legal agreements or measures; as determined to the satisfaction of the Director of Development, over the full width and extent of the entry driveway in favour of future residential developments to the west to allow future access from the subject property. Language should be included in the SRW document that the City will not be responsible for maintenance or liability within the SRW and that utility SRW under the drive aisle is not required.
5. Registration of a legal agreement on Title ensuring that the only means of vehicle access is to and from Cambie Road; with limited turning movement at site access to right-in/right-out only; and that there be no vehicle access to or from Mellis Drive.
6. Registration of a Flood Indemnity Covenant on Title.
7. Registration of an Aircraft Noise Sensitive Use Restrictive Covenant on Title.
8. Registration of a legal agreement on Title prohibiting the conversion of the tandem parking area into habitable space.
9. Registration of a legal agreement on Title identifying that the proposed development must be designed and constructed to meet or exceed EnerGuide 82 criteria for energy efficiency and that all dwellings are pre-ducted for solar hot water heating.
10. Submission of a Contract entered into between the applicant and a Certified Arborist for supervision of any on-site works conducted within the tree protection zone of the trees located on the neighbouring properties to be retained. The Contract should include the scope of work to be undertaken, including: the proposed number of site monitoring inspections, and a provision for the Arborist to submit a post-construction assessment report to the City for review.
11. City acceptance of the developer's offer to voluntarily contribute \$0.83 per buildable square foot (e.g. \$20,143.54) to the City's Public Art fund.
12. City acceptance of the developer's offer to voluntarily contribute \$4.00 per buildable square foot (e.g. \$ 97,077.28) to the City's affordable housing fund.
13. Contribution of \$21,000 in-lieu of on-site indoor amenity space.
14. Enter into a Servicing Agreement\* for the design and construction of engineering infrastructure improvements. Works include, but may not be limited to:

Cambie Road Frontage Improvements

- a) Along the Cambie Road frontage, a minimum 2.0 m wide new concrete sidewalk at the new property line and a minimum of 1.5 m treed and landscape boulevard within the remaining width to the existing curb.

Mellis Drive Frontage Improvements

- a) New 1.5 m concrete sidewalk at property line and a minimum 1.5 m landscaped and treed boulevard to existing curb.

Public Walkway along the East Property Line

- a) The paved pathway to be 2.5 m with landscaped buffer on either side.
- b) Installation of way-finding signage.

Intersection of Bergen Drive and Cambie Road

- a) Installation of side street detection and count-down timer.
- b) All civil, utility and traffic signal modifications required due to this development are the sole responsibility of the developer including but not limited to:
  - Traffic pole/base relocations and/or new additions if required.
  - Hydro pole relocation and other utility relocation if required.
  - Junction box/conduit relocations and/or new additions if required.
  - Associated traffic signal cables/conductors and vehicle detector loops.
  - Signal head additions or modifications including countdown timer and flasher.
  - Pavement markings and signage.
  - Traffic signal modification design drawings (details to be identified during the SA process).

Intersection of Cambie Road and No. 5 Road

- a) Contribution of \$20,000 related to provision of Accessible Pedestrian Signal (APS) and illuminated street signs.

Water Works

- a) Using the OCP Model, there is 144 L/s of water available at a 20 psi residual at the Cambie Road frontage, and 199 L/s of water available at a 20 psi residual at the Mellis Drive frontage. Based on the proposed development, the site requires a minimum fire flow of 220 L/s. Upgrade to the frontage water main along Mellis Drive and Cambie Road may be required. Or alternatively, the developer should submit fire flow calculations signed and sealed by a professional engineer based on the Fire Underwriter Survey (FUS) or International Organization for Standardization (ISO) to confirm that there is adequate available flow for onsite fire protection without upgrading the existing frontage watermain.
- b) The two existing water service connections along the Cambie Road frontage are to be disconnected. Site water service to tie-in to Mellis Drive. Details to be finalized in the Servicing Agreement designs.

Storm Sewer Works

- a) Replace the existing storm manhole SMH2425 (fronting of 11911 Cambie Road) with a 1200 mm diameter, and upgrade the frontage storm sewer main to 600 mm diameter from SMH2425 to another new 1200 mm diameter manhole at the west property line. Details to be finalized in the Servicing Agreement designs.
- b) Site storm drainage is to be directed towards Cambie Road, and one of the exiting tie-in points at Cambie Road is to be utilized for service connection; all other service connections are to be abandoned and/or removed at developer's cost. Details to be finalized in the Servicing Agreement designs.
- c) There is a shared IC with 11911 Cambie Road in the south-east corner; the developer is required to confirm if 11911 Cambie Road is utilizing this IC. If yes, cap the west connection at IC and maintain the service to 11911 Cambie Road; if no, remove the IC and connections altogether as mentioned in item b.

Sanitary Sewer Works

- a) No upgrade is required to the sanitary sewer mains.
- b) The existing sanitary ICs and connections in the SROW are to be removed. Site sanitary service to tie-in to a new manhole on Mellis Drive at the west property line. Details to be finalized in the Servicing Agreement designs.

Private Utilities

- a) Developer is responsible for under-grounding of the property's electrical and telecommunication services along Cambie Road and Mellis Drive. The developer shall provide private utility companies with the required rights-of-ways for their equipment (e.g. Vista, PMT, LPT, SAC Pad, kiosks, etc.) and/or to accommodate the future under-grounding of the overhead lines. These equipments must be located on private property and not within the City's SROWs or Public Rights of Passage and not impact public amenities such as sidewalks, boulevards and bike paths. The developer is responsible for coordination with private utility companies.

### General Items

- a) Additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering may be required, including, but not limited to, site investigation, testing, monitoring, site preparation, de-watering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.
15. The submission and processing of a Development Permit\* completed to a level deemed acceptable by the Director of Development.

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

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

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

2. Complete a proposed townhouse energy efficiency report and recommendations prepared by a Certified Energy Advisor which demonstrates how the proposed construction will meet or exceed the required townhouse energy efficiency standards (EnerGuide 82 or better), in compliance with the City's Official Community Plan.

### **Prior to a Development Permit\* issuance, the developer is required to complete the following:**

1. Submission of a Landscaping Security based on 100% of the cost estimate provided by the landscape architect.

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

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

### **Note:**

- \* This requires a separate application.
- Where the Director of Development deems appropriate, the preceding agreements are to be drawn not only as personal covenants of the property owner, but also as covenants pursuant to Section 219 of the Land Title Act.

All agreements to be registered in the Land Title Office shall have priority over all such liens, charges and encumbrances as is considered advisable by the Director of Development. All agreements to be registered in the Land Title Office shall, unless the Director of Development determines otherwise, be fully registered in the Land Title Office prior to enactment of the appropriate bylaw.



The preceding agreements shall provide security to the City including indemnities, warranties, equitable/rent charges, letters of credit and withholding permits, as deemed necessary or advisable by the Director of Development. All agreements shall be in a form and content satisfactory to the Director of Development.

- Additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering may be required including, but not limited to, site investigation, testing, monitoring, site preparation, de-watering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.
- Applicants for all City Permits are required to comply at all times with the conditions of the Provincial *Wildlife Act* and Federal *Migratory Birds Convention Act*, which contain prohibitions on the removal or disturbance of both birds and their nests. Issuance of Municipal permits does not give an individual authority to contravene these legislations. The City of Richmond recommends that where significant trees or vegetation exists on site, the services of a Qualified Environmental Professional (QEP) be secured to perform a survey and ensure that development activities are in compliance with all relevant legislation.

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Signed

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Date



**Richmond Zoning Bylaw 8500  
Amendment Bylaw 9293 (RZ 14-670471)  
11671 and 11691 Cambie Road**

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

1. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, is amended by repealing the existing zoning designation of the following area and by designating it **"LOW DENSITY TOWNHOUSES (RTL4)"**.

P.I.D. 000-527-360

Lot B Except: Part Subdivided by Plan 83682, Section 25 Block 5 North Range 6 West New Westminster District Plan 9472

and

P.I.D. 011-397-781

Lot A Except: Part Subdivided by Plan 83682, Section 25 Block 5 North Range 6 West New Westminster District Plan 9472

2. This Bylaw may be cited as **"Richmond Zoning Bylaw 8500, Amendment Bylaw 9293"**.

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

OTHER CONDITIONS SATISFIED

MINISTRY OF TRANSPORTATION AND  
INFRASTRUCTURE APPROVAL

ADOPTED

\_\_\_\_\_  
MAYOR

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

CITY OF RICHMOND
APPROVED by <b>BK</b>
APPROVED by Director or Solicitor <b>JA</b>





# City of Richmond

## Report to Committee Planning and Development Division


**To:** Planning Committee  
**From:** Wayne Craig  
Director, Development

**Date:** February 22, 2017  
**File:** RZ 14-674068

**Re:** Application by Matthew Cheng Architect Inc. for Rezoning at 8480 No. 5 Road  
from "Agriculture (AG1)" to "Assembly (ASY)"

### Staff Recommendation

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9537, for the rezoning of 8480 No. 5 Road from "Agriculture (AG1)" to "Assembly (ASY)", be introduced and given first reading.

  
Wayne Craig  
Director, Development

DB:blg  
Att. 10

### REPORT CONCURRENCE

CONCURRENCE OF GENERAL MANAGER



FOR JOE FREELY

## Staff Report

### Origin

Matthew Cheng Architect Inc., on behalf of the Tung Cheng Yuen Buddhist Association, has applied to the City of Richmond to rezone the site at 8480 No. 5 Road from “Agriculture (AG1)” to “Assembly (ASY)” to permit development of a Buddhist temple. The site has been cleared of buildings and is currently vacant. A location map and aerial photograph are included in Attachment 1.

### Findings of Fact

#### Exception from the Agricultural Land Commission (ALC) Act

The subject site is located within in the Agricultural Land Reserve (ALR). The Agricultural Land Commission (ALC) has confirmed (Attachment 2) that because the property was on separate Certificate of Title, and was less than two acres in size as of December 21, 1972 when the ALR was established, it is not subject to the restrictions on the use of agricultural land contained in the *Agricultural Land Commission Act* and BC Regulation 171/2002 (Agricultural Land Reserve Use, Subdivision and Procedure Regulation). No application or approval from the ALC is required for this development.

#### Project Description

The subject site is 3,416.7 m<sup>2</sup> (36,777.46 ft<sup>2</sup>) in area. The proposed temple building will be a two-storey building, approximately 1,308.07 m<sup>2</sup> (14,080 ft<sup>2</sup>) in floor area. The building will contain parking on the ground level, a dining hall, offices, a library, and a dormitory containing two sleeping units on the main floor; and a worship hall on the top floor. The proposed uses are permitted under the “Assembly (ASY)” zone.

Attachment 3 shows a building elevation plan which fully meets the ASY zone with no variances and 12 m (39.37 ft.) in height. This plan set represents the subject of this Rezoning Application.

Attachment 4 shows a modified building elevation which would exceed the existing ASY zone’s 12 m (39.4 ft.) maximum height regulation by approximately 2.09 m (6.86 ft.). The modification would be to accommodate a distinctive roof peak that is more in keeping with traditional Chinese temple architecture. A separate Development Variance Permit (DVP) will be required if the applicant wishes to pursue a variance to the height of the building. A discussion of the issues related to a DVP are discussed more fully later in this report.

A Development Application Data Sheet providing details about the development proposal is contained in Attachment 5.

### Surrounding Development

North: A property owned by the Shia Muslim Community of BC; at 8320 No. 5 Road on a split- zoned site; “Assembly (ASY)” on the westerly 110 m and “Agriculture (AG1)” on the eastern portion, and located within the ALR and the No. 5 Road Backlands Policy area.

- East and South: A property owned by the Shia Muslim Community of BC; at 8580 No. 5 Road on a split-zoned site, “Assembly (ASY)” on the westerly one-third of the property (approximately 1.3 ha) and “Agriculture (AG1)” on the eastern portion. The site is located within the ALR and the No. 5 Road Backlands Policy area.
- West: Directly across No. 5 Road; at 8451 No. 5 Road, is a split-zoned property with “Roadside Stand (CR)” on the front portion and “Agriculture (AG1)” on the back portion. The property is located within the ALR, but is not located within the No. 5 Road Backlands Policy area.

### **Related Policies & Studies**

#### 2041 Official Community Plan/No. 5 Road Backlands Policy

The site is designated “Community Institutional” in the 2041 Official Community Plan (OCP) and “Agriculture, Institutional and Public” in the East Richmond McLennan Sub-Area Plan. The proposed development complies with the existing OCP and the Sub-Area Plan land use designation (Attachment 6).

As the entire site is designated “Community Institutional” in the OCP and it is entirely located within 110 m of No. 5 Road; the area designated for institutional uses; the applicant is not required to farm the site.

#### Floodplain Management Implementation Strategy

The proposed redevelopment must meet the requirements of the Richmond Flood Plain Designation and Protection Bylaw 8204. Registration of a flood plain covenant on Title is required prior to final adoption of the rezoning bylaw.

### **Public Consultation**

A rezoning sign has been installed on the subject property. Staff received two inquiries from the public regarding the application in response to the placement of the rezoning sign on the property. One e-mail was received from a member of the public who wanted to obtain more information about the application; the inquirer did not raise any specific concerns.

The other inquiry was from Shia Muslim Community of BC; which owns immediately neighbouring sites at 8320 No.5 Road (to the north) and 8580 No. 5 Road (to the south and east). The Muslim congregation submitted written comments on May 5, 2016, to express concerns that the height and massing of the building that was originally proposed for the site is out of character with the existing streetscape (Attachment 7). The Buddhist Association’s original proposal was for a building that was approximately 6 m (19.68 ft.) over the 12 m maximum height allowed under the ASY zoning.

In response to the concerns raised, the applicant made extensive revisions to their plans; reducing the overall height of the building, altering the shape of the roof peak to reduce the extent of the area requiring a height variance; and moving the building northward and closer to No. 5 Road – effectively moving further away from the adjacent Muslim building.

A revised plan indicating a building of approximately 14.09 m (46.23 ft.) in height was forwarded to the Shia Muslim Community for review and comment on December 20, 2016 and a follow up meeting between staff and representatives of the Shia Muslim Community took place on January 11, 2017. The Muslim representatives were appreciative of the changes, but did ask whether the building height could be reduced further, or that the building be moved to the north. Having reviewed the request, the applicant determined that neither option was possible without significant implications and they have requested the application to proceed. Staff have kept the Muslim Community apprised of this.

Should the Planning Committee endorse the rezoning application and Council grant first reading to the rezoning bylaw, the bylaw will be forwarded to a Public Hearing; where any area resident or interested party will have an opportunity to comment. A separate application will be required to address any variance to the building height. As shown in Attachment 3 the Architect has provided plans showing the ability for the site to be developed in accordance with the ASY zone.

Staff have reviewed the proposed zoning amendments, with respect to the *Local Government Act* and the City's OCP Consultation Policy No. 5043 requirements, and recommend that this report does not require referral to external stakeholders.

Public notification for the Public Hearing will be provided as per the *Local Government Act*.

#### Agricultural Advisory Committee (AAC)

The AAC reviewed the application at its meeting held on February 4, 2016, and passed the following motion.

*That the rezoning application at 8480 No. 5 Road be supported as presented.*

*Carried Unanimously*

The minutes of the meeting are included in Attachment 8.

#### **Analysis**

##### Vehicular Access and Parking

Vehicle access is provided by a single driveway access from No. 5 Road at the southwest corner of the property. At grade parking is provided along the perimeter of three sides of the site, located away from No. 5 Road.

The applicant has provided a parking study prepared by a transportation consultant to assess the parking needs of the site. The report notes that the proposed temple is expected to have very little activity on weekdays, and the proposed parking spaces to be provided can accommodate the estimated parking demand during weekly peak attendance period and special events. The applicant has also obtained a letter from the neighbour at 8600 No. 5 Road (India Cultural Centre) permitting the proposed temple to use four parking spaces located at 8600 No. 5 Road in case overflow parking is required during high attendance events.

The proposal will provide 75 parking spaces including two handicapped spaces. One medium sized loading stall is also provided in the northeast corner of the property. The provided parking fully meets the required amount of parking under the "Assembly (ASY)" zone.

Transportation staff reviewed the proposed driveway and parking configuration and have no concerns.

### Site Layout and Design

The temple building is proposed to be located with its main entrance fronting onto No. 5 Road and parking located along the sides and rear of the site. The building will be setback from the front property line by approximately 7.7 m allowing for a landscaped area along No. 5 Road. The perimeter of the site will be landscaped with various trees and shrubs, providing a visual relief from the adjacent properties. Permeable pavers are used for all the parking spaces adjacent to the property boundaries.

The building's design will be reflective of a traditional Buddhist architectural style incorporating symmetry, various traditional ornamental features, and a modified version of the traditional Chinese temple roof design. Handicapped parking stalls are located near the front entrance and near an elevator for individuals who may require assistance to enter the building.

### Anticipated Variance

As noted at the beginning of this report, Attachment 3 shows a building elevation plan which fully meets the ASY zone with a 12 m (39.37 ft.) in building height and no variances. Attachment 4 shows a modified building design with a building height of 14.09 m (46.22 ft.) that exceeds the existing ASY zone's maximum height regulation by 2.09 m (6.86 ft.).

The applicant has indicated that the taller building design illustrated in Attachment 4 is their strong preference as it accommodates a ceremonial roof peak design that is more reflective of traditional Buddhist temple architecture. Staff have made the applicant aware of concerns raised by the adjacent property owners and indicated that they would need to work with their neighbours if they wish to pursue a variance to the height of the building. Staff note that the applicant has made significant modifications to the site plan and reductions to their building design in response to the concerns raised.

Should the applicant wish to pursue the taller building design in Attachment 4 a separate Development Variance Permit application that will need to be considered by the Development Permit Panel on its own merits and by Council for issuance. Staff will again encourage the applicant to work with the neighbours to address their concerns as part of that application.

### Tree Retention and Replacement

The applicant has submitted a Certified Arborist Report; which identifies on-site and off-site tree species, assesses their condition, and provides recommendations on tree retention and removal in relation to the proposed development. The Report identifies 10 trees located on City property, 14 trees located on the subject site, 14 jointly-owned trees with 8580 No. 5 Road, one jointly-owned tree with 8320 No. 5 Road, 11 trees located on the neighbouring property to the

north at 8320 No. 5 Road, and eight trees located on the neighbouring property to the south at 8580 No. 5 Road.

The City's Tree Preservation Coordinator and Parks Department Arborist have reviewed the report, conducted visual tree assessments and provide the following comments; which are consistent with the Arborist Report submitted:

- 14 on-site trees (Tag #1, 2, 4, 5, 6, 7, 10, 23, 25, 30, 34, 35, 36 and 37) to be removed due to poor condition.
- 14 jointly-owned trees (Tag #9, 11, 12, 13, 14, 16, 20, 21, 22, 24, 26, 27, 28 and 29) to be removed due to poor condition. The applicant has obtained a letter from the neighbour at 8580 No. 5 Road authorizing the removal of these jointly-owned trees.
- Six off-site trees (Tag #15, 17, 18, 19, 31 and 32); located on the neighbour's site at 8580 No. 5 Road to be removed due to poor condition. The applicant has obtained a letter from the neighbour at 8580 No. 5 Road authorizing the removal of these trees.
- 11 off-site trees (Tag # NT4, NT5, NT6, NT7, NT8, NT9, NT10, NT11, NT12, NT13 and NT14) located at 8320 No. 5 Road and one jointly-owned tree (Tag #33) to be protected.
- There are 10 City-owned trees adjacent to the site. Nine City-owned trees (Tag # 8, NT15, NT 16, NT17, NT18, NT19, NT20, NT21 and NT22) to be removed due to poor condition and one City-owned tree (Tag #NT1) to be protected. Tag #8 is only a stump, so no compensation is necessary.
- Provide tree protection as per City of Richmond Tree Protection Information Bulletin Tree-03.
- Replacement trees should be specified at 2:1 ratio as per the OCP.

### *Tree Replacement*

The applicant wishes to remove 14 on-site trees (Trees # Tag #1, 2, 4, 5, 6, 7, 10, 23, 25, 30, 34, 35, 36 and 37) and 14 jointly-owned trees (Tag #9, 11, 12, 13, 14, 16, 20, 21, 22, 24, 26, 27, 28 and 29). The 2:1 replacement ratio would require a total of 56 replacement trees. The applicant has agreed to plant a total of 58 trees. The required replacement trees are to be of the following minimum sizes, based on the size of the trees being removed as per Tree Protection Bylaw No. 8057.

DBH of Tree Cut or Removed	No. of Trees Removed	No. of Replacement Trees (2 for 1)	Minimum Height of Coniferous Replacement Tree	Minimum Caliper of Deciduous Replacement Tree
20 - 30 cm	9	18	3.5 m	6 cm
30 – 40 cm	10	20	4 m	8 cm
40 – 50 cm	3	6	5 m	9 cm
50 – 60 cm	4	8	5.5 m	10 cm
60 cm+	2	4	6 m	11 cm

For the removal of the eight City-owned trees, the Parks Department requires the applicant to contribute to the City's Tree Compensation Fund in the total amount of \$4,550; which must be



secured prior to adoption of the rezoning bylaw. As part of the required Servicing Agreement for frontage works, the applicant will also be required to provide trees in the City boulevard.

The preliminary landscape plan submitted with the rezoning application shows 58 replacement trees will be planted on-site. To ensure that a minimum of 56 replacement trees are planted at construction stage and maintained, the applicant is required to submit a Final Landscape Plan; showing at least 56 replacement trees prior to final adoption of the rezoning bylaw. The security for the replacement trees to be planted must be included as part of the overall cost estimate of the landscape security; which must be submitted with the Final Landscape Plan.

### *Tree Protection*

Thirteen trees on neighbouring properties or on adjacent City lands are to be retained and protected. The applicant has submitted a tree protection plan showing the trees to be retained and the measures taken to protect them during development stage (Attachment 9). To ensure that the trees identified for retention are protected at development stage, the applicant is required to complete the following items:

- Prior to final adoption of the rezoning bylaw, submission to the City of a contract with a Certified Arborist for the supervision of all works conducted within or in close proximity to tree protection zones. The contract must include the scope of work required, the number of proposed monitoring inspections at specified stages of construction, any special measures required to ensure tree protection, and a provision for the arborist to submit a post-construction impact assessment to the City for review.
- Prior to demolition of the existing dwelling on the subject site, installation of tree protection fencing around all trees to be retained. Tree protection fencing must be installed to City standard in accordance with the City's Tree Protection Information Bulletin Tree-03 prior to any works being conducted on-site, and remain in place until construction and landscaping on-site is completed.
- To ensure successful retention of the 11 off-site trees located on the neighbouring property at 8320 No. 5 Road and one jointly owned tree, the preliminary drawings show the recommended minimum 4 m tree protection zone.
- To ensure successful retention of the one off-site tree on the City boulevard, the applicant is required to provide Tree Survival Security in the amount of \$1,300. The security will not be released until an acceptable impact assessment report is submitted and a landscaping inspection has been passed by City staff.

### Environmentally Sensitive Area

The property has a small (approximately 25 m<sup>2</sup>) Environmentally Sensitive Area (ESA) designation along the north and west property lines, which covers trees on the adjacent property to the north. This area is not to be impacted by the proposed development and an ESA Development Permit (DP) will not be required. Additional trees will be planted on the subject site to enhance and buffer the ESA as part of the proposed development. The proposed site plan also incorporates a tree protection zone setback for parking along the northern property boundary to minimize any potential impacts to the trees on the adjacent property.

### Site Servicing and Frontage Improvements

Prior to issuance of a Building Permit, the applicant will be required to secure the design and construction of off-site improvements along No. 5 Road through a Servicing Agreement, as stated in Attachment 10. The required works include:

- The design and construction of a 1.5 m wide treed and grassed boulevard and a new 1.5 m wide concrete sidewalk along No. 5 Road.
- Installation of a new water connection complete with meter and meter box.
- Upgrading of approximately 75 m of routing storm sewer.
- Relocation of an existing storm inspection chamber on the west property boundary.
- Installation of new sanitary service connections and inspection chambers along the frontage.
- Assessment of roadway lighting and recommendations for lighting upgrades, etc.

### **Financial Impact and Economic Impact**

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

### **Conclusion**

The proposal at 8480 No. 5 Road is consistent with the 2041 OCP policies that permit community institutional uses on the subject site. The applicant has made significant modifications to their original site and design plans in order to address concerns raised by the Shia Muslim Community Association representatives as owners of the adjacent property to the south.

Based on the submission to date, staff recommend that Zoning Bylaw 8500, Amendment Bylaw 9537, to rezone 8480 No. 5 Road from "Agriculture (AG1)" to "Assembly (ASY)" to permit development of a Buddhist temple, be introduced and given first reading.

Staff note that the proponents will need to make a separate Development Variance Permit application should they wish to pursue the proposed height variance as shown in their rezoning plans submission.



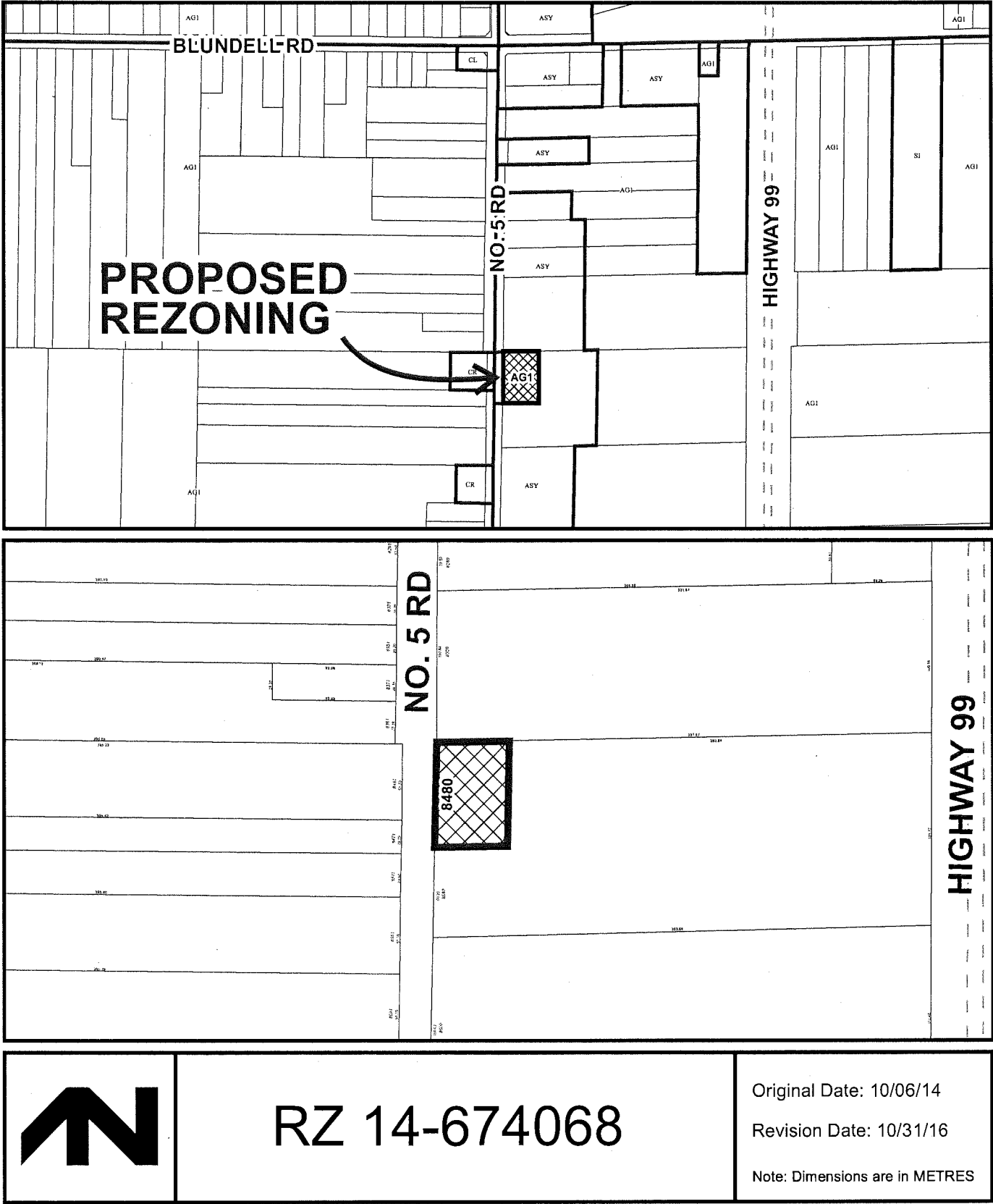
David Brownlee  
Planner 2  
(604-276-4200)

DB:blg

- Attachment 1: Location Map
- Attachment 2: Agricultural Land Commission Act Exemption
- Attachment 3: Conceptual Development Plans (Responds to “Assembly (ASY)”
- Attachment 4: Conceptual Development Plans with a Height Variance
- Attachment 5: Development Application Data Sheet
- Attachment 6: East Richmond McLennan Sub-Area Plan Land Use Map
- Attachment 7: Written Comments from the Shia Muslim Community of BC
- Attachment 8: Excerpt from February 4, 2016 Agricultural Advisory Committee Meeting  
Minutes
- Attachment 9: Tree Retention Plan
- Attachment 10: Rezoning Considerations

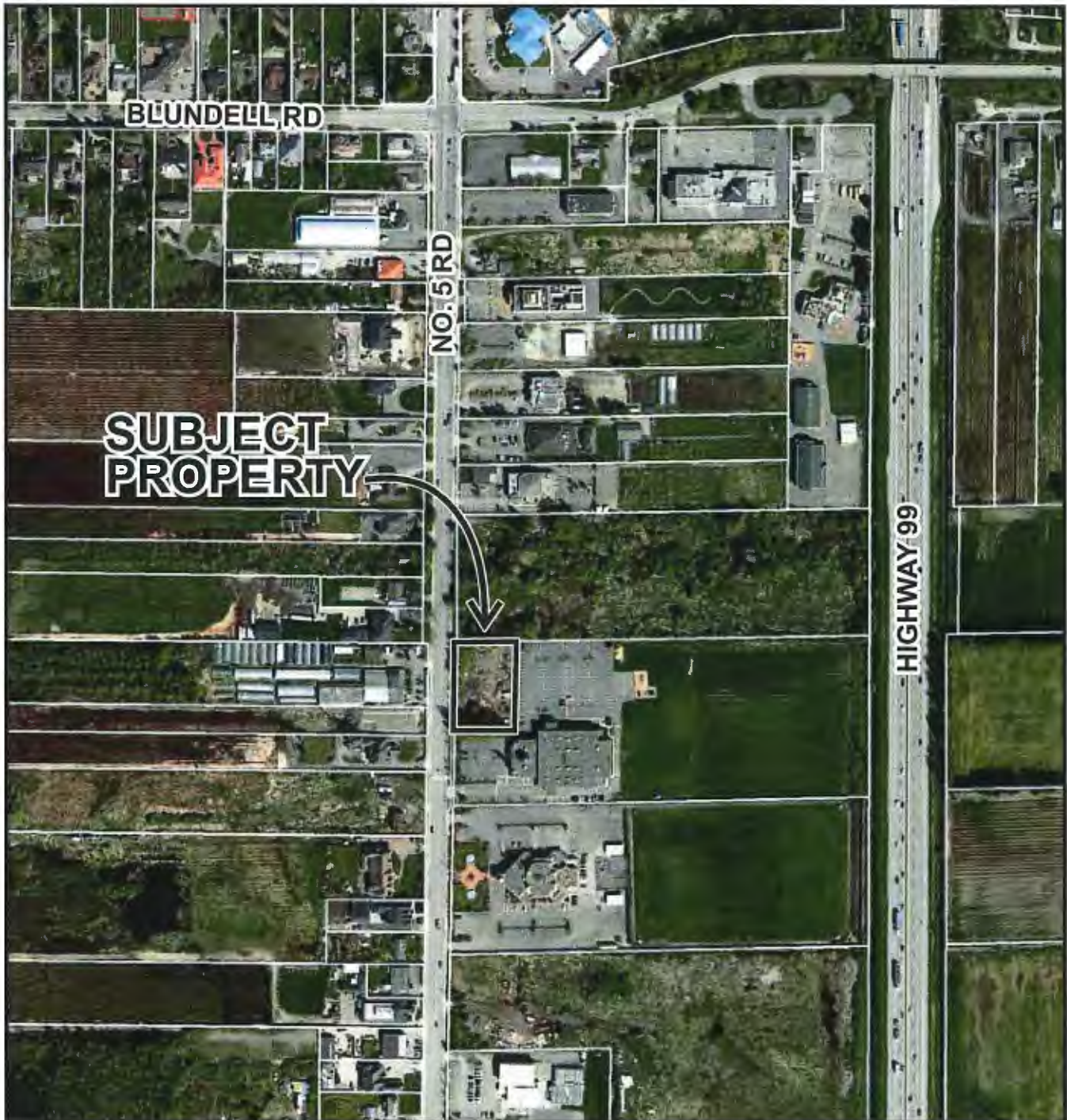


City of  
Richmond





City of  
Richmond



RZ 14-674068

Original Date: 10/07/14

Revision Date:

Note: Dimensions are in METRES

CNCL - 135



January 14, 2015

Minhee Park, Planner  
City of Richmond

**DELIVERED BY ELECTRONIC MAIL**

Dear Ms. Park:

**RE: 8480 No. 5 Road, Richmond**

This letter is further to correspondence, received by electronic mail on January 14, 2015, from you. The purpose of your correspondence was to confirm that the property is not subject to either the *Agricultural Land Commission Act* or BC Regulation 171/2002 (Agricultural Land Reserve Use, Subdivision and Procedure Regulation) as per s. 23(1) of the *Agricultural Land Commission Act* which reads:

Exceptions

- 23(1)** Restrictions on the use of agricultural land do not apply to land that, on December 21, 1972, was, by separate certificate of title issued under the *Land Registry Act*, R.S.B.C. 1960, c. 208, less than 2 acres in area.

Based on the information provided, the Agricultural Land Commission (the "ALC") has ascertained the following facts:

1. The property is legally described as:  
PID: 009-177-884  
Lot 14, Section 19, Block 4 North, Range 5 West, New Westminster District, Plan 29706;
2. The subdivision plan (Plan 29706) which created the property was deposited at the New Westminster Land Registry Office on July 15, 1966;
3. Certificate of Title No. 583213E existed from July 15, 1966 until cancelled on March 16, 1973. During this period of time the property was the only property identified on said Certificate of Title No. 583213E; and
4. The property is approximately 0.85 acres in size.

Given the above, the ALC confirms that the restrictions on the use of agricultural land contained in the *Agricultural Land Commission Act* and BC Regulation 171/2002 (Agricultural Land Reserve Use, Subdivision and Procedure Regulation) do not apply to the property; however, the property remains in the Agricultural Land Reserve.

Further correspondence with respect to this letter is to be directed to Eamonn Watson ([Eamonn.Watson@gov.bc.ca](mailto:Eamonn.Watson@gov.bc.ca)).

Yours truly,

PROVINCIAL AGRICULTURAL LAND COMMISSION

Per: 

Brian Underhill, Deputy Chief Executive Officer

cc: Fred Ngan, 22 - 5729 West Boulevard, Vancouver, BC V6M 3W8

85100-03-2015-MVRD-TungChengYuenBuddhistAssociation





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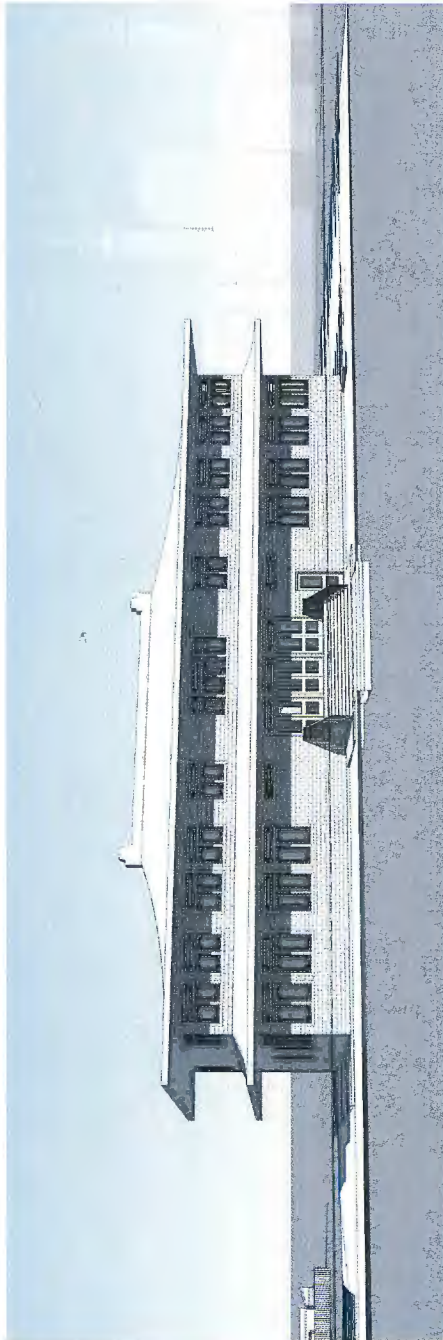
Consent:

PROJECT DATA

ADDRESS	METRIC (MSM)	EXISTING	METRIC (MSM)	PROPOSED
LEGAL DESCRIPTION	SURVEY PLAN OF LOT 14, SECTION 19, BLOCK 4 NORTH, RANGE 5 WEST, NEW WESTMINSTER DISTRICT, PLAN 28709	8480 NO.5 ROAD	8480 NO.5 ROAD	8480 NO.5 ROAD
PID	009-177-584	009-177-584	009-177-584	009-177-584
SITE AREA	3,416.7	3,416.7	3,416.7	3,416.7
LAND USE	RESIDENTIAL & AGRICULTURE	RESIDENTIAL & AGRICULTURE	RESIDENTIAL & AGRICULTURE	RESIDENTIAL & AGRICULTURE
CCP DESIGNATION	AGT	AGT	AGT	AGT
ZONING	AGT	AGT	AGT	AGT

FLOOR AREA RATIO (FAR)	METRIC (MSM)	EXISTING	METRIC (MSM)	PROPOSED
FLOOR AREA RATIO	1,708.37	0.5	1,708.37	0.5
FLOOR AREA RATIO	1,708.37	0.5	1,708.37	0.5
LOT COVERAGE	1,195.68	1,207.11	654.04	704.0
SETBACK-FRONT YARD	6	19.69	9.08	29.78
SETBACK-SIDE YARD (NORTH)	7.5	24.61	17.95	58.90
SETBACK-SIDE YARD (SOUTH)	7.5	24.61	18.58	60.97
SETBACK-REAR YARD	7.5	24.61	21.49	70.51
HEIGHT (PREFERRED HEIGHT)	12	38.37	12	38.37
LOT SIZE	3,416.7	3,416.7	3,416.7	3,416.7
OFF-STREET PARKING TOTAL	74.95	74.95	74.95	74.95
OFF-STREET PARKING (PER STREET PA TOTAL)	1.50	1.50	1.50	1.50
CLASS 1 BICYCLE SPACE	1 MEDIUM SIZE	1 MEDIUM SIZE	1 MEDIUM SIZE	1 MEDIUM SIZE
CLASS 2 BICYCLE SPACE	2.46	2.46	2.46	2.46
CLASS 3 BICYCLE SPACE	7.09	7.09	7.09	7.09

CNCL - 137



# Ji-Gong Buddhist Temple

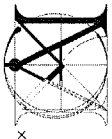
## 8480 NO.5 ROAD, RICHMOND B.C.

### JANUARY 30, 2017 ISSUED FOR PLANNING COMMITTEE

Sheet Number	Sheet Name
A000	COVER PAGE
A100a	CONTEXT PLAN
A100b	CONTEXT SHADOW STUDY
A101a	STREETSCAPES
A101b	TURCK TURNING RADIUS PLAN
A102	GRADE FLOOR PLAN
A103	UPPER FLOOR PLAN
A104	PARKING CALCULATION OVERLAY
A105	FLOOR AREA OVERLAY
A106	WEST & EAST ELEVATIONS
A107	NORTH & SOUTH ELEVATIONS
A108	ADDITIONAL 14.1M WEST & EAST ELEVATIONS
A109	ADDITIONAL 14.1M NORTH & SOUTH ELEVATIONS
A110	FLOOR AREA OVERLAY ROOF
A111	ADDITIONAL HEIGHT COMPARISON (WEST ELEVATIONS)
A112	ADDITIONAL HEIGHT COMPARISON (SOUTH ELEVATIONS)
A113	ADDITIONAL HEIGHT COMPARISON (NORTH ELEVATIONS)
A114	ADDITIONAL HEIGHT COMPARISON (EAST ELEVATIONS)
A115	SHRUB PLAN
A116	EXISTING TREE MANAGEMENT PLAN
A117	LANDSCAPE SPECIFICATIONS

COVER PAGE

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Revision Date:  
Print Date:  
A000



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ARCHITECT INC.**

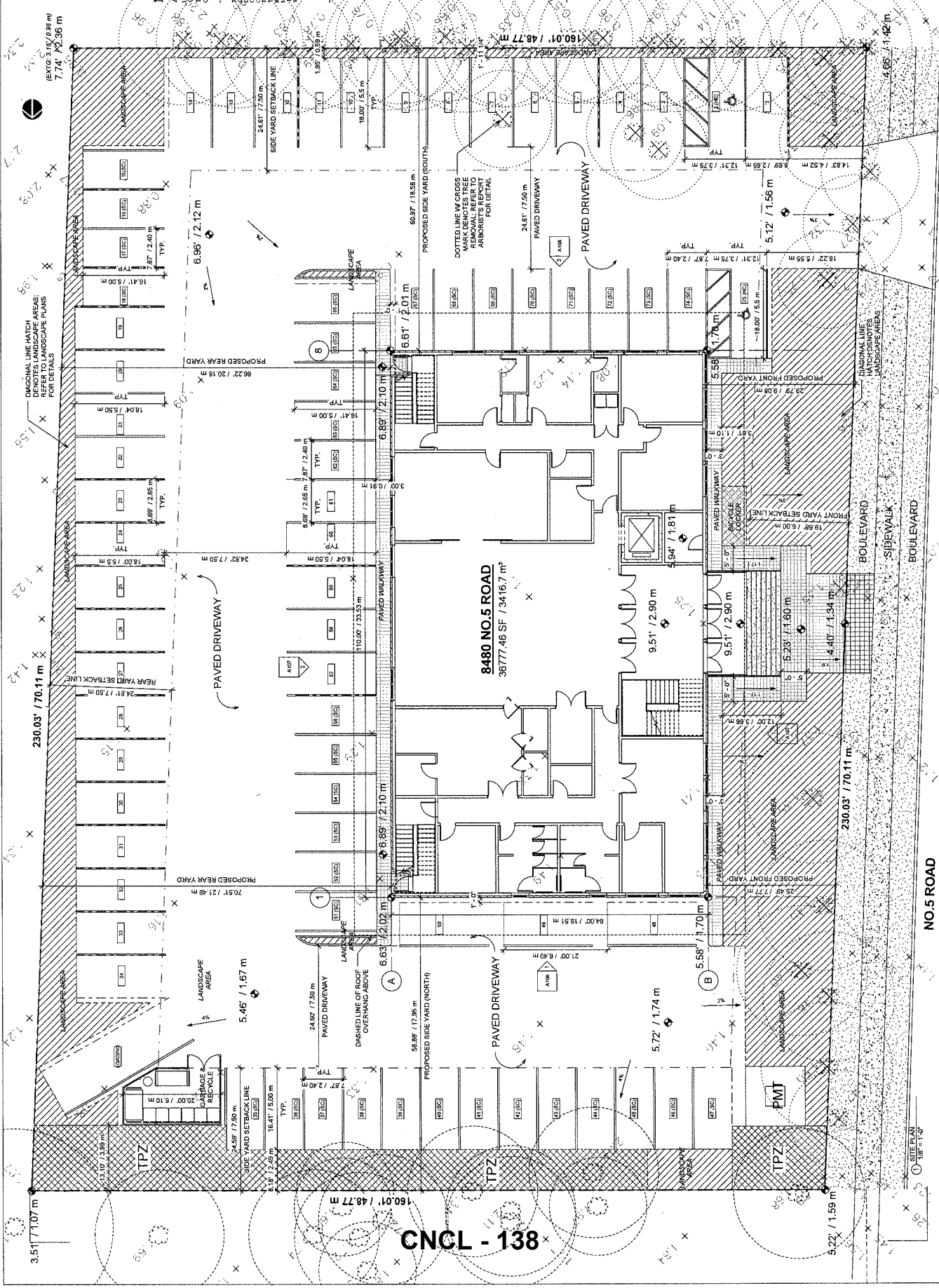
100-200 GOWAN AVENUE  
RICHMOND, BC V6V 1A1  
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Cell: (604) 944-9669 Email: matthew@mc.ca

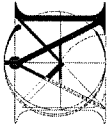
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**8480 NO.5 ROAD  
RICHMOND**

Sheet No:  
**SITE PLAN**

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Project Number: A101  
Revision Date: 11-14-17  
Revision Description: 1





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Consultant: \_\_\_\_\_

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RICHMOND**

Sheet Title:  
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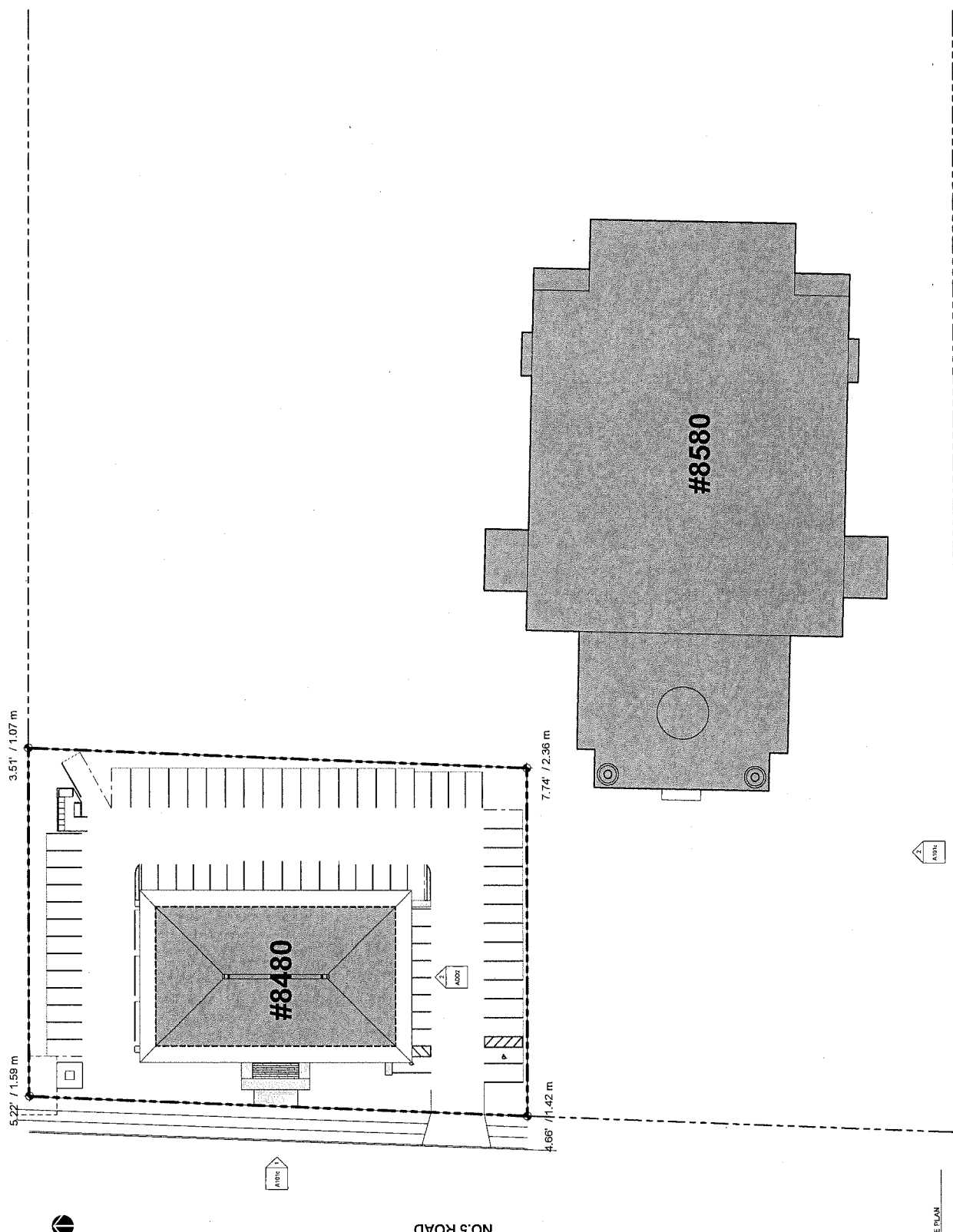
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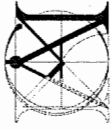
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NO. 5 ROAD

**CNCL - 139**

① 8480 & 8580 NO. 5 ROAD SITE PLAN  
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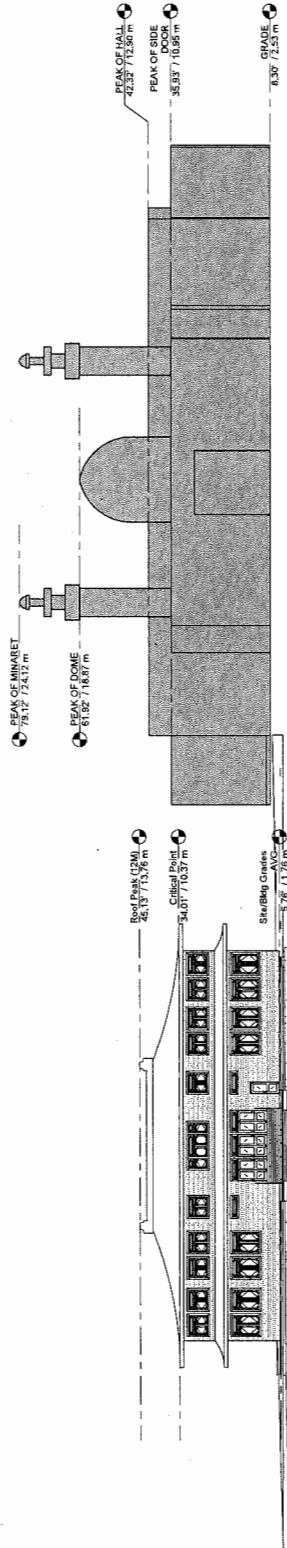
**MATTHEW CHENG  
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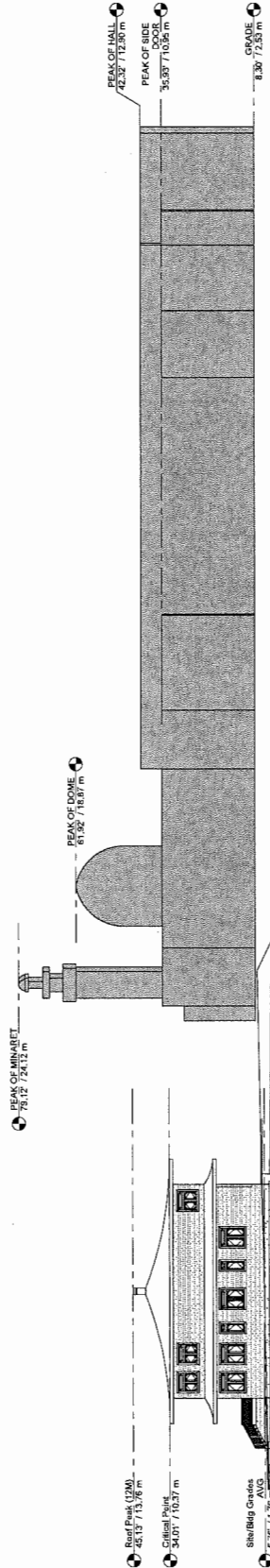
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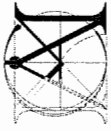


② EAST ELEVATION  
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Project File  
**8480 NO. 5 ROAD  
RICHMOND**

Sheet Title  
**STREETSCAPES**

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Project Number	
Revision Date	08/11/2011
Sheet No.	A101c



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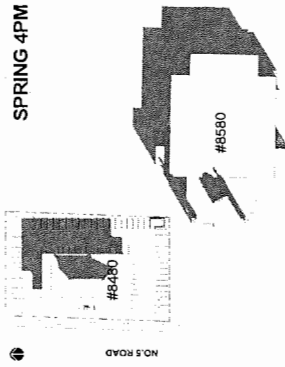
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RICHMOND**

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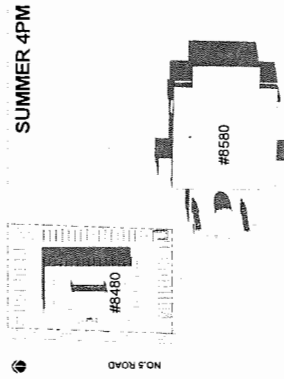
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Design Date:  
1/14/2015

**A101b**

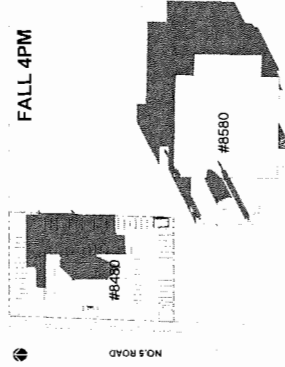
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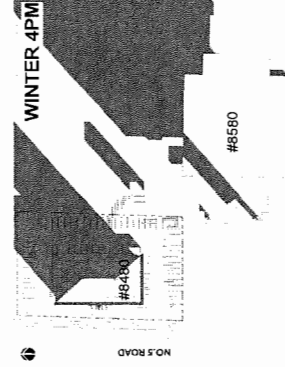
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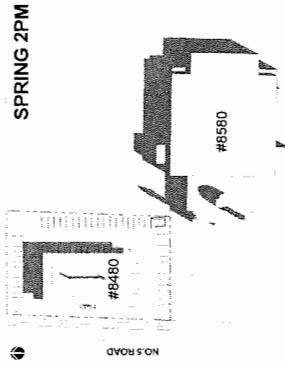
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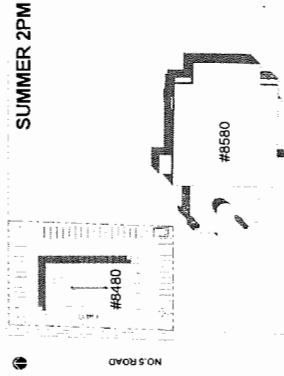
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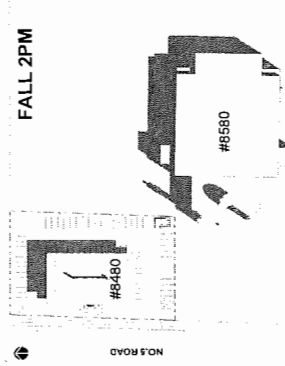
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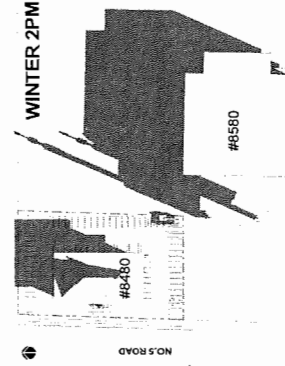
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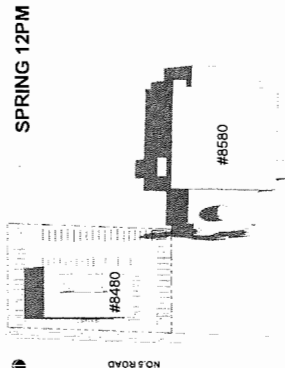
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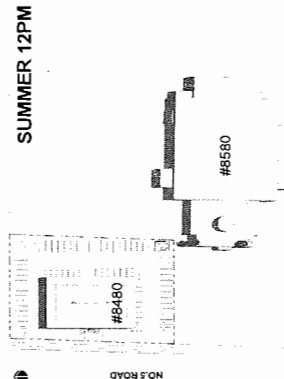
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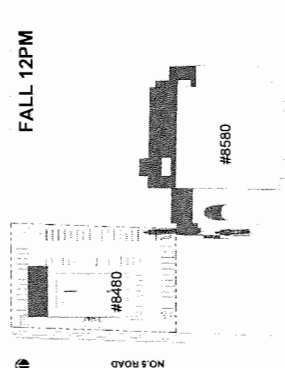
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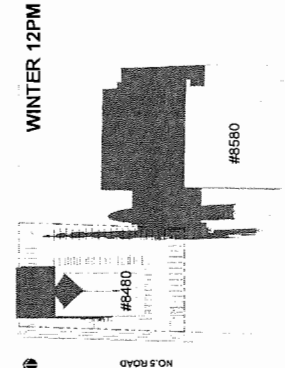
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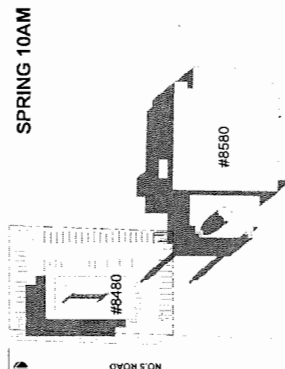
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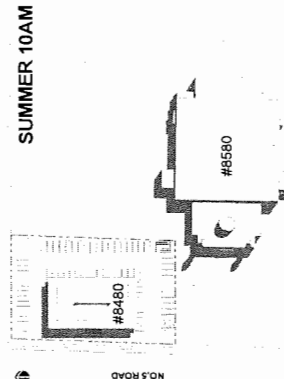
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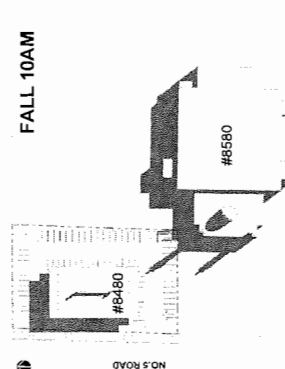
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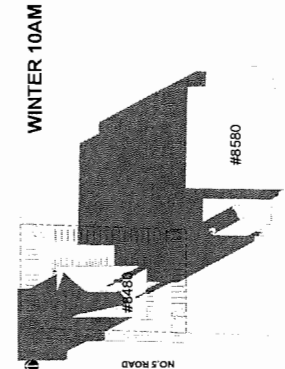
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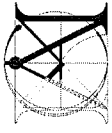


**FALL 10AM**



**WINTER 10AM**





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Revision

Comments

Project Title  
**8480 NO. 5 ROAD  
RICHMOND**

Sheet Title  
**TURCK TURNING  
RADIUS PLAN**

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Checked: MC

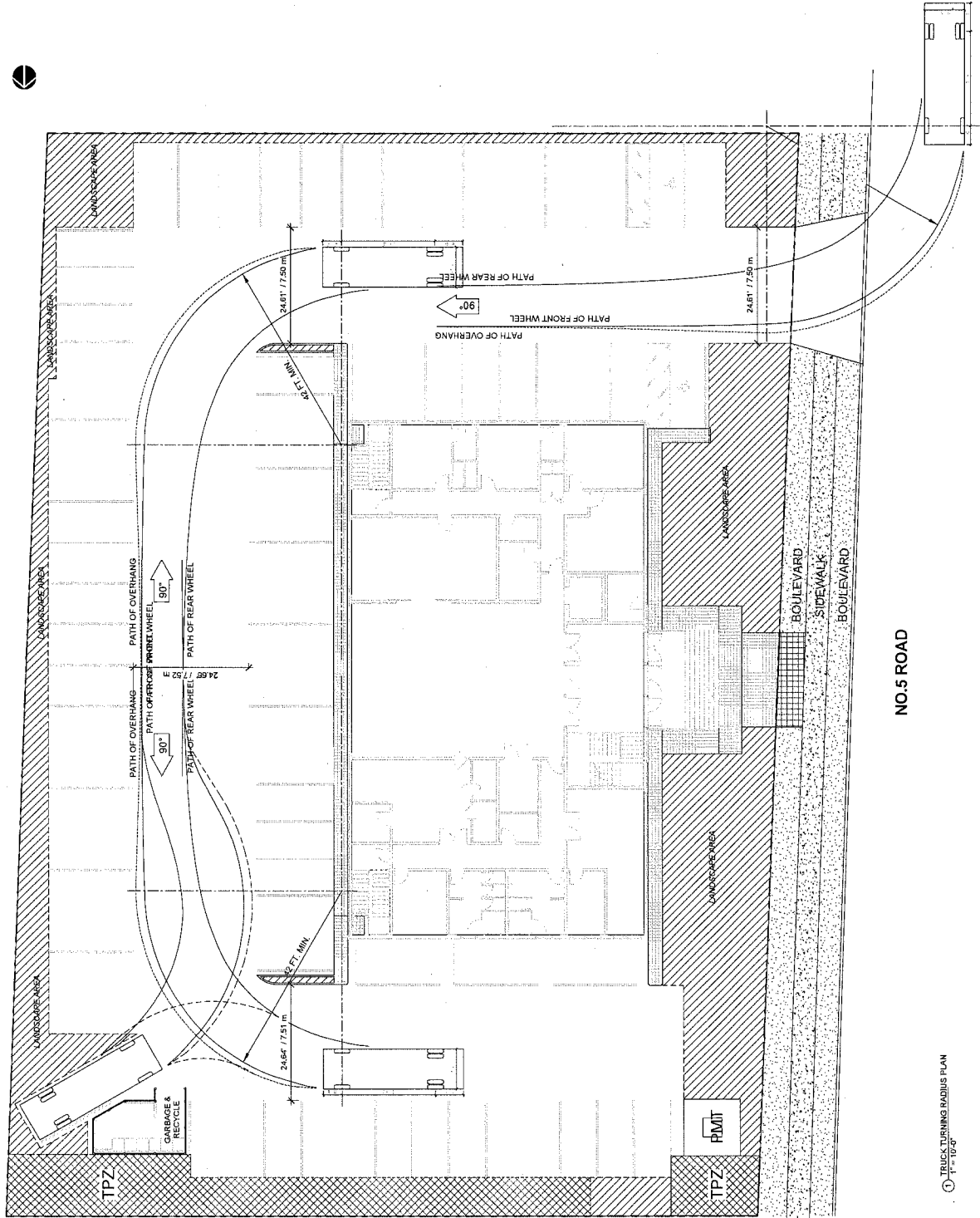
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Project Number

Revision Date

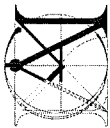
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File Name  
A101d



① TURCK TURNING RADIUS PLAN  
1" = 10'-0"





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8480 NO. 5 ROAD  
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Sheet Title  
GRADE FLOOR  
PLAN

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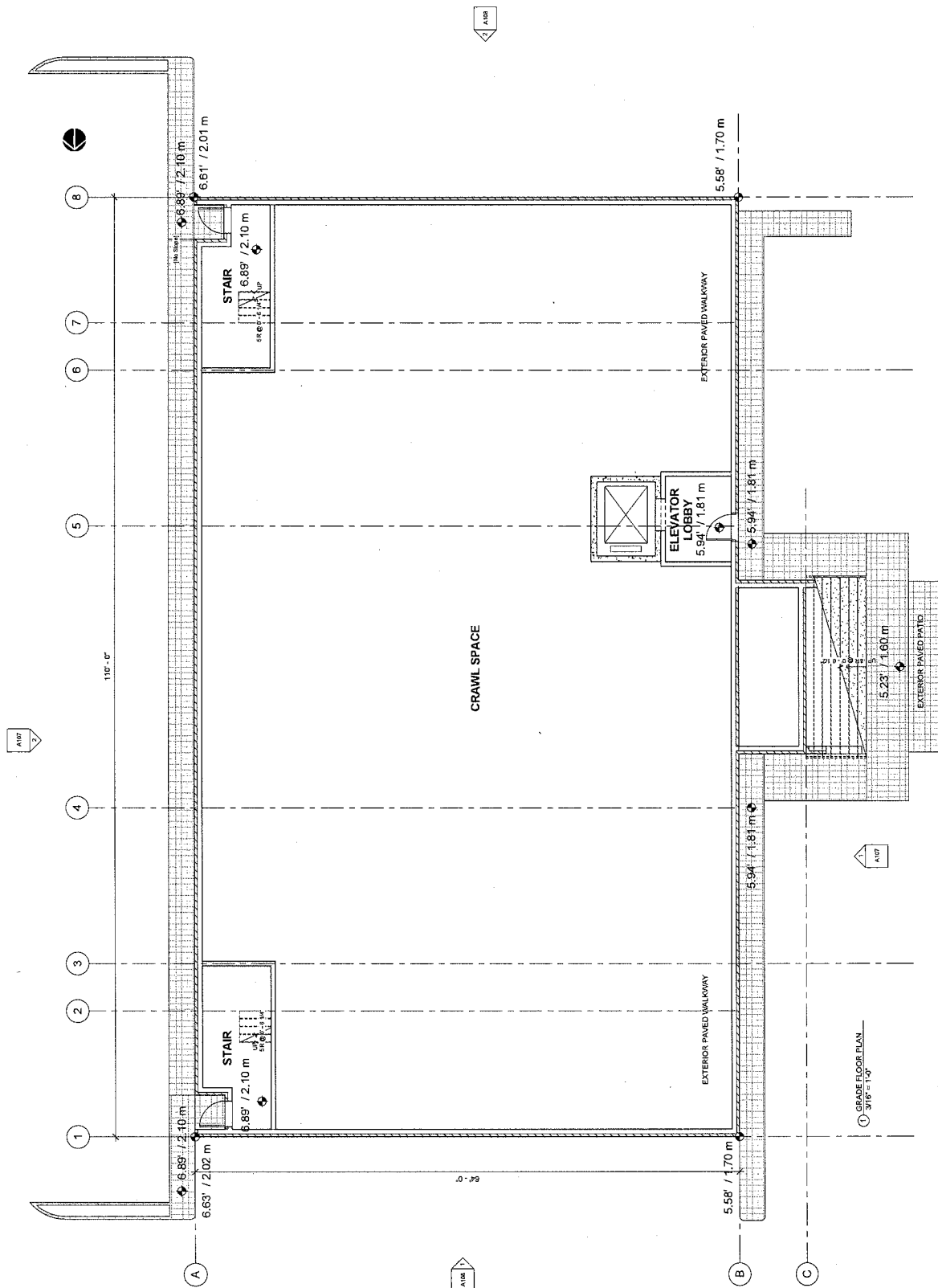
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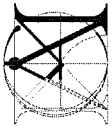
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Sheet Number  
A102



CNCL - 143



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Revision:

Consent:

Project Title:  
8480 NO. 5 ROAD  
RICHMOND

Sheet No.  
MAIN FLOOR  
PLAN

Drawn: RK

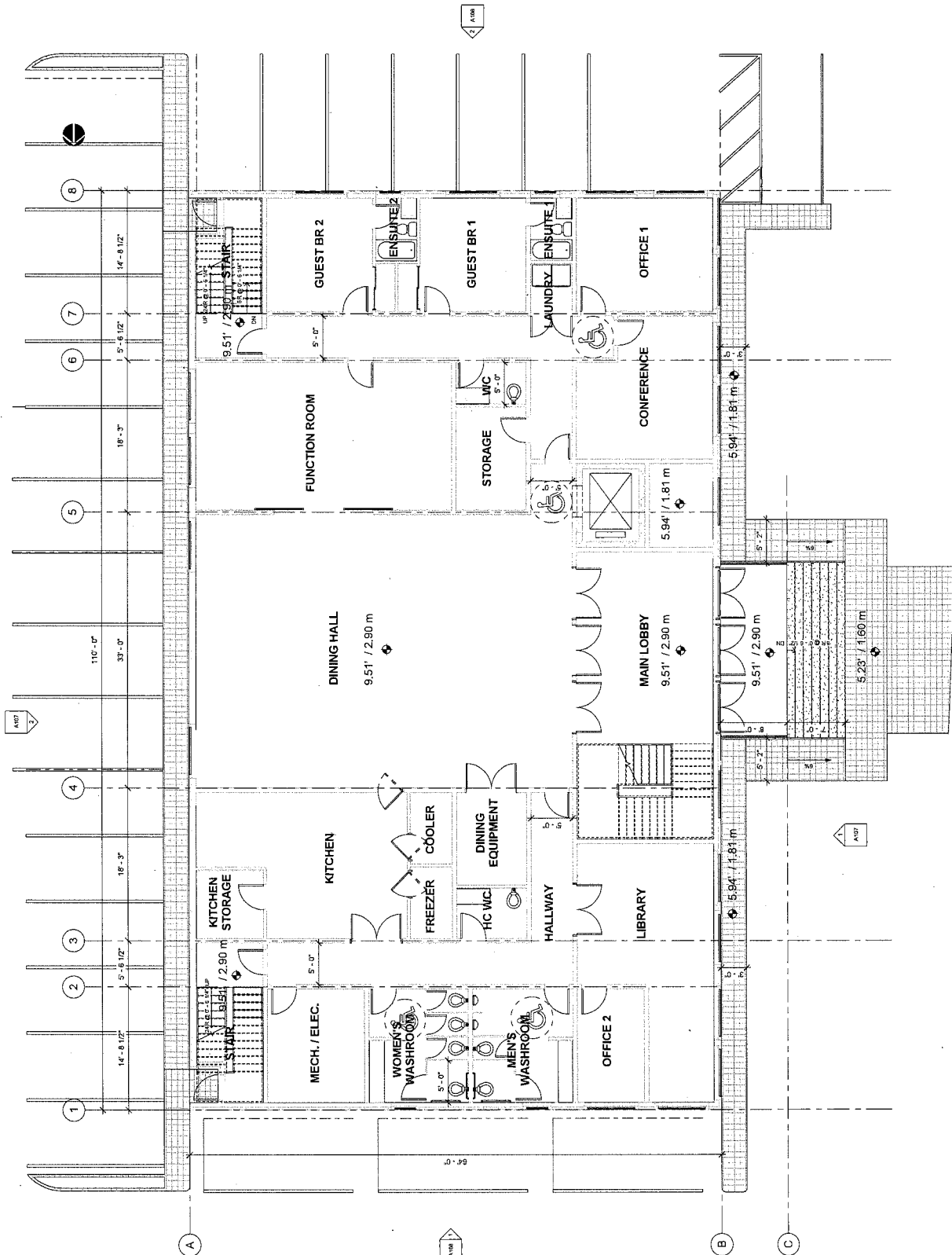
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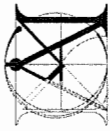
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Project Number:

Revised Date:

Drawn: RK  
Checked: MC  
Scale: 3/16" = 1'-0"  
Project Number:  
Revised Date:  
Page Date: 07/12/2017  
Drawing: A103





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Version:

Comments:

Project Title  
**8480 NO. 5 ROAD  
RICHMOND**

Client Name  
**UPPER FLOOR  
PLAN**

Drawn: RK

Checked: MC

Scale: 3/16" = 1'-0"

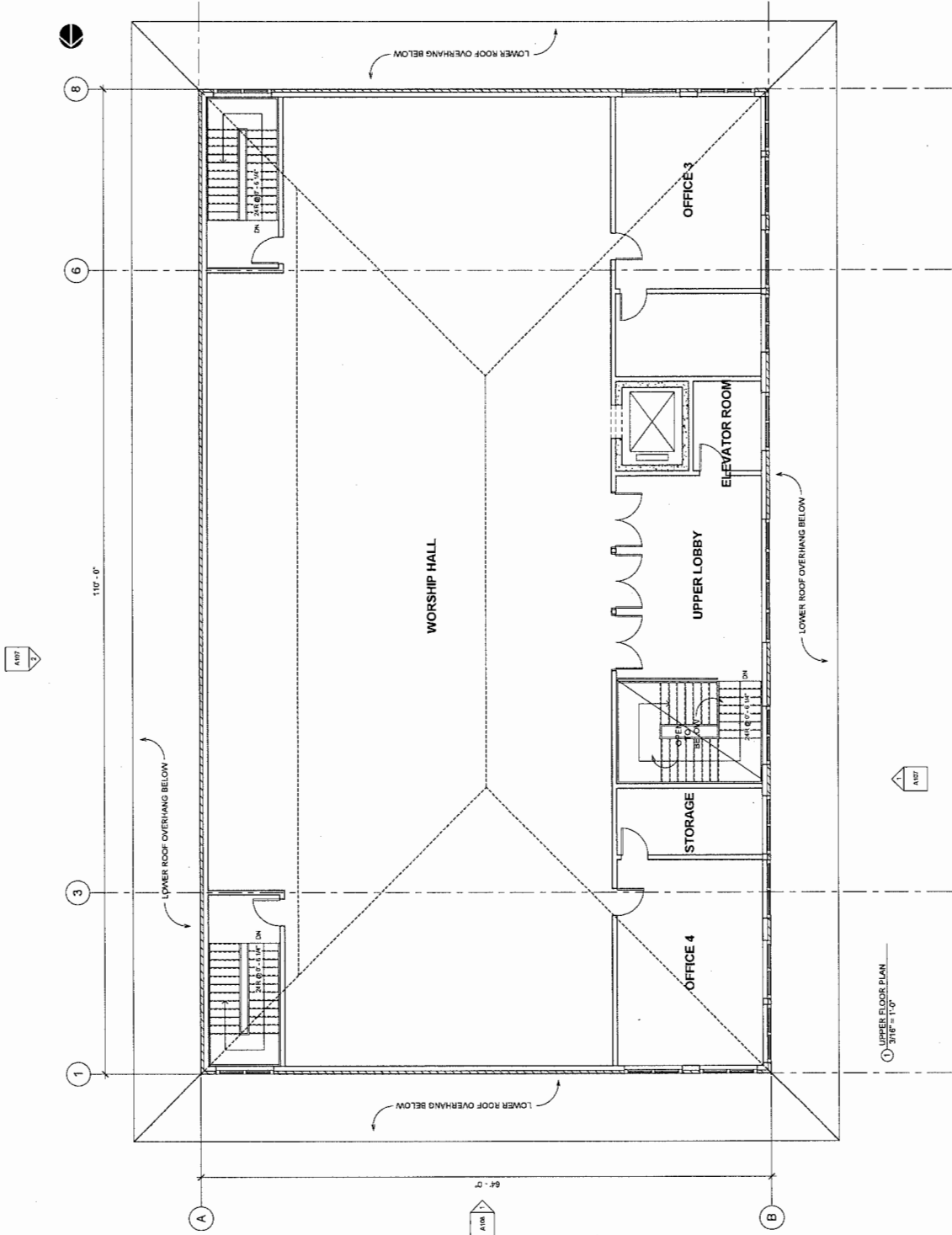
Project Number:

Revision Date:

Drawn By: **A104**

Print Date:

Print Date:





Unit 202 - 670 EVANS AVENUE  
VANCOUVER, BC V6A 2C9  
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[illegible]

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8480 NO.5 ROAD  
RICHMOND

# Short Title

Drinking: R/K

MC

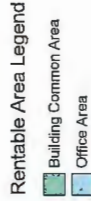
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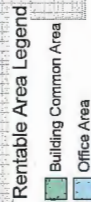
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David Miller

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UPPER FLOOR PARKING CALCULATION  
 AREA OVERLAY  
 ②  $\frac{118' = 1'-0''}{1}$



1 MAIN FLOOR PARKING CALCULATION  
AREA OVERLAY  
 $1.000' = 1'-0"$

COMMON AREA ROOM NAME	AREA		OCCUPANCY OF ROOM	NUMBER OF PARKING SPACE REQUIRED (10 SPACE PER 100 SM LEASABLE AREA)	NUMBER OF BICYCLE PARKING SPACE	
	IMPERIAL	METRIC			Class 1 (0.27/100sm)	Class 2 (0.78/100sm)
WORSHIP HALL	4,564	424.01	ASY	42.40	1.14	3.31
MAIN LEVEL LOBBY	377	35.02	ASY	3.50	0.09	0.27
UPPER LEVEL LOBBY	377	35.02	ASY	3.50	0.09	0.27
DINING HALL	1,512	140.47	ASY	14.05	0.38	1.10
FUNCTION ROOM	546	50.73	ASY	5.07	0.14	0.40
				68.53	1.84	5.34
						SURTOTAL

OFFICE AREA ROOM NAME	AREA		OCCUPANCY OF ROOM	NUMBER OF PARKING SPACE REQUIRED (3 SPACE PER 100 SM LEASABLE AREA)	NUMBER OF BICYCLE PARKING SPACE REQUIRED	
	IMPERIAL	METRIC			Class 1 (0.27/100sm)	Class 2 (0.78/100sm)
KITCHEN	365	33.91	OFFICE	1.02	0.09	0.26
LIBRARY	388	36.05	OFFICE	1.08	0.10	0.28
CONFERENCE ROOM	254	23.60	OFFICE	0.71	0.08	0.18
OFFICE 1	223	20.72	OFFICE	0.62	0.05	0.16
OFFICE 2	109	10.13	OFFICE	0.30	0.03	0.08
OFFICE 3	352	32.70	OFFICE	0.98	0.09	0.26
OFFICE 4	378	35.12	OFFICE	1.05	0.09	0.27
DORMITORY	344	31.96	0.33/ DORM	0.67	0.09	0.25
				6.44	0.63	1.75 SUBTOTAL

**REQUIRED** **74.96 TOTAL**

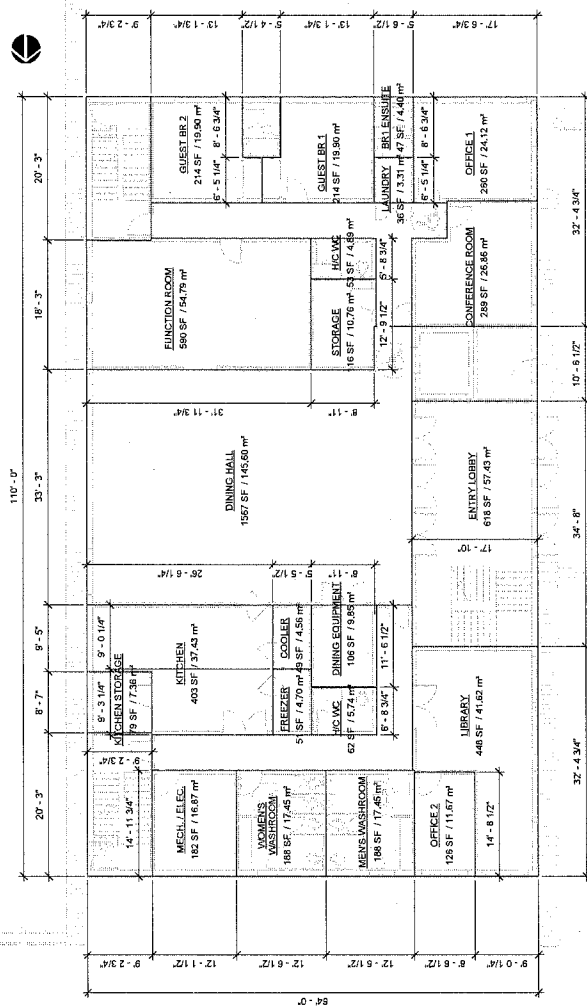
PROPOSED	75
STANDARD	37
SMALL CAR	36
H/C	2

MEN SIZE / OADIA

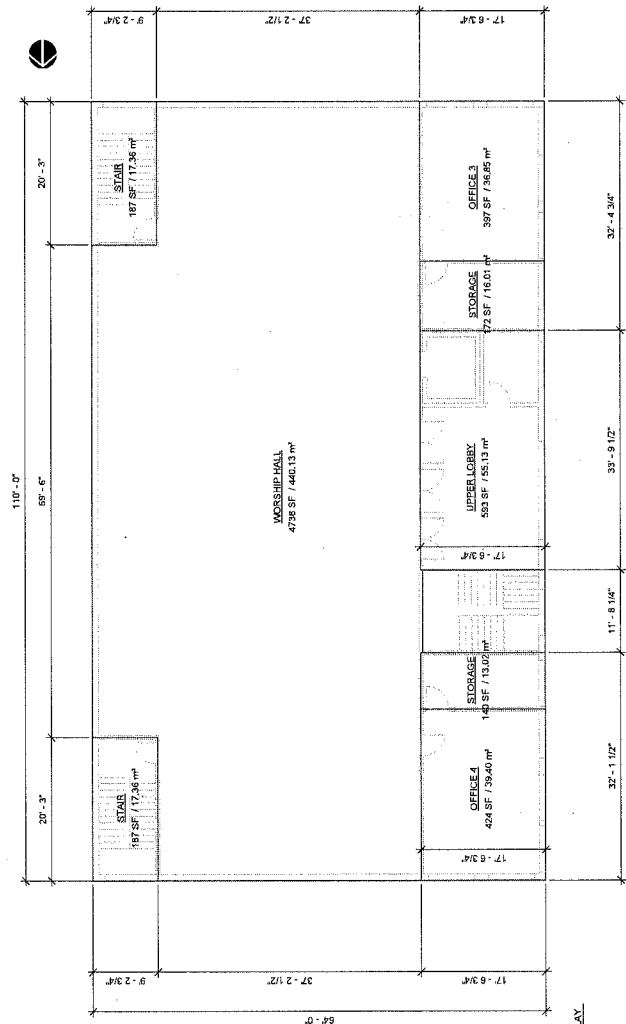
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<b>REQUIRED</b>	<b>2.46</b>
<b>PROPOSED</b>	<b>3</b>
<b>CLASS 2</b>	
<b>REQUIRED</b>	<b>7.09</b>
<b>PROPOSED</b>	<b>8</b>

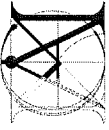
A106



1 MAIN FLOOR AREA OVERLAY  
1/8" = 1'-0"



② UPPER FLOOR AREA OVERLAY  
1/8" = 1'-0"



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Project:

Client:

8480 NO.5 ROAD  
RICHMOND

WEST & EAST  
ELEVATIONS

Drawn: RK

Checked: MC

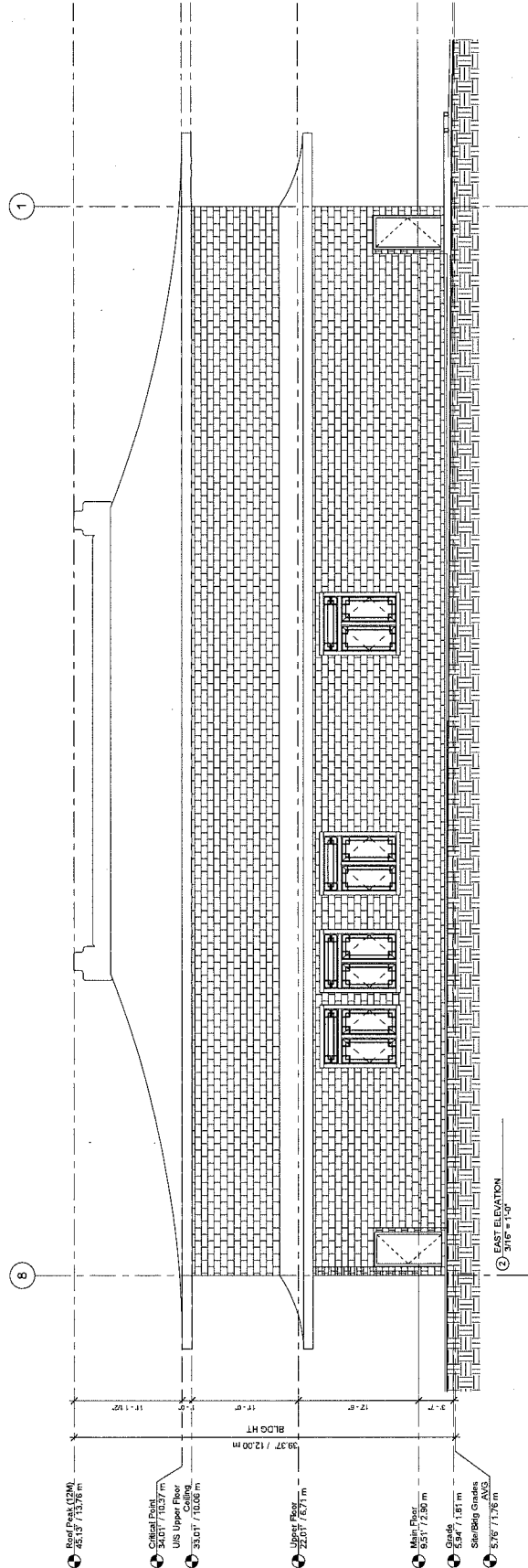
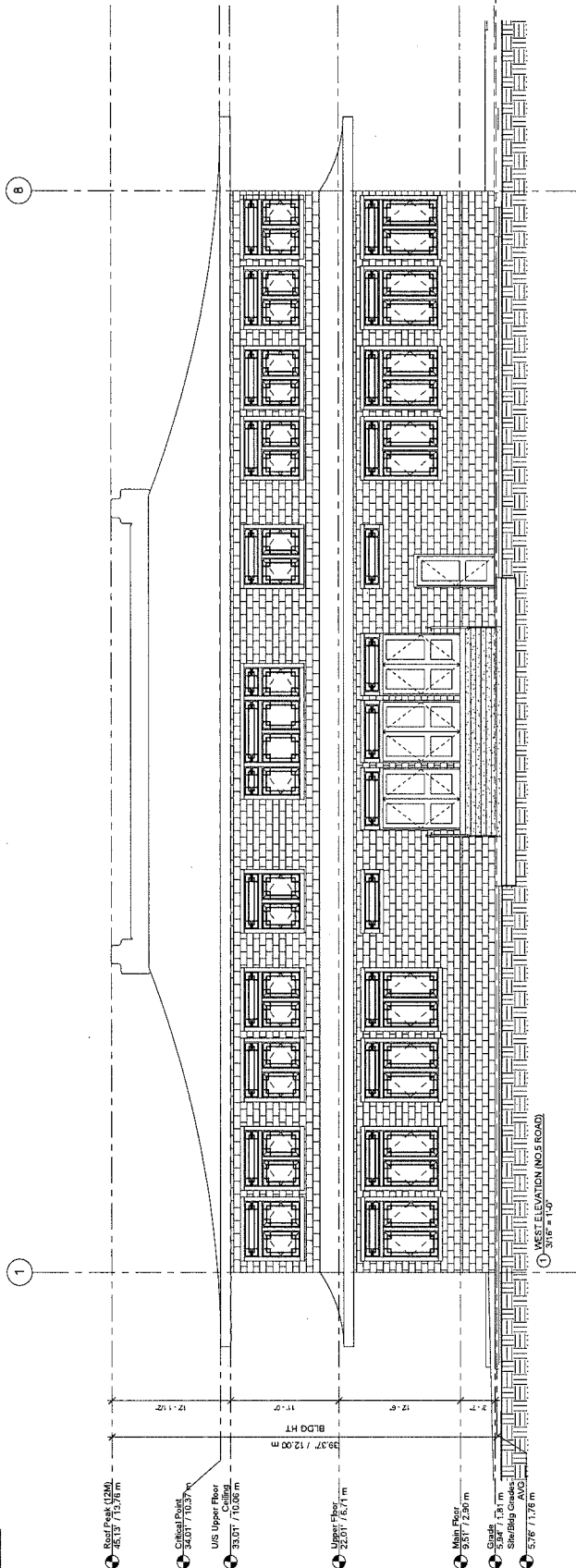
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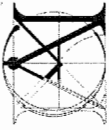
Revision Date:

Revision No.:

Print Date: 03/12/17  
Page No. A107







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BETWEEN THE DIMENSIONS AND ELEVATIONS  
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OTHER DRAWINGS SHALL BE RESOLVED BY  
WRITTEN COMMENT.

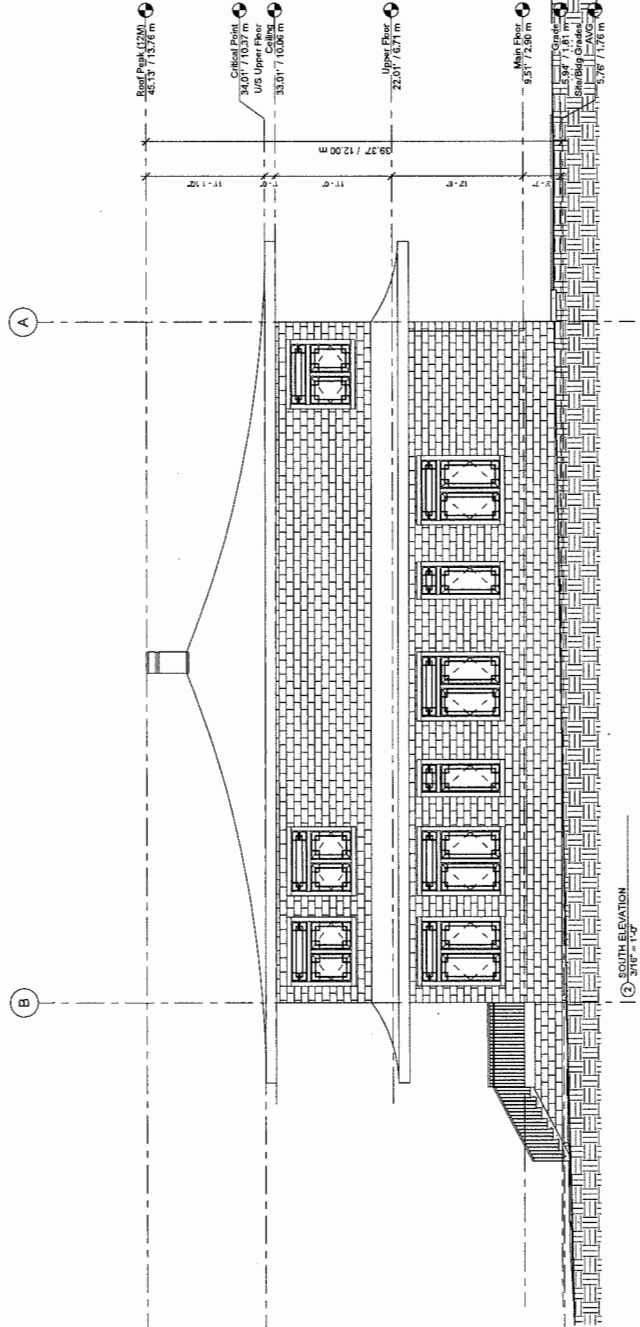
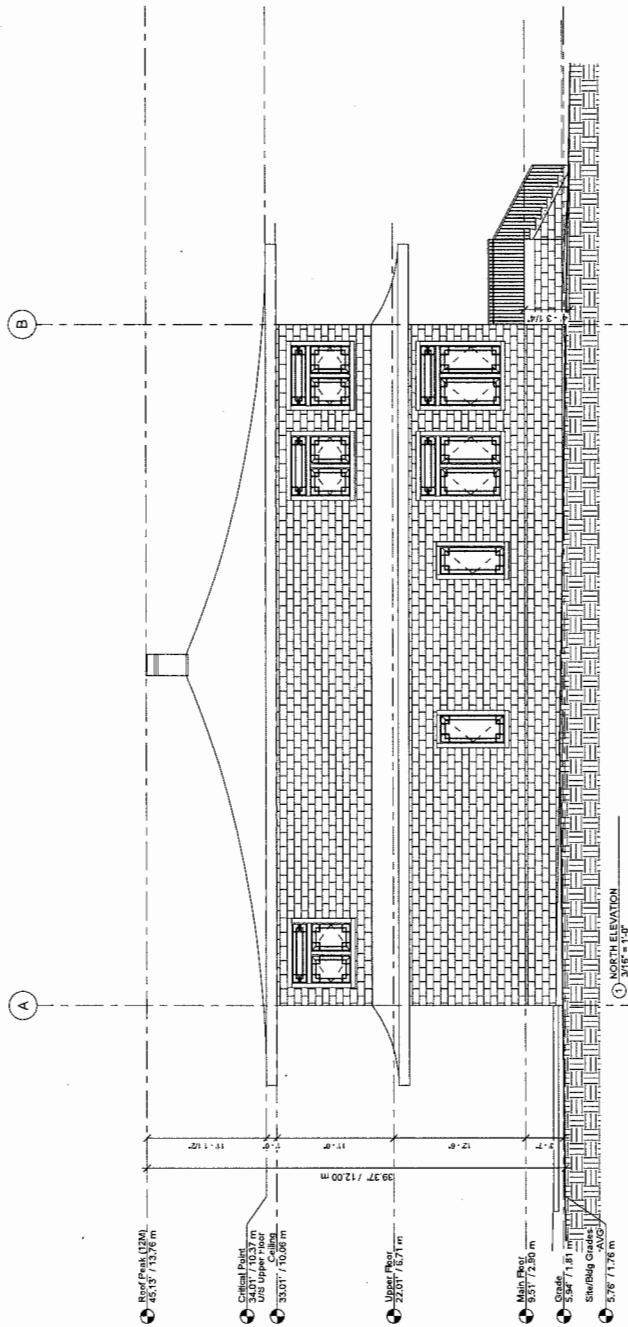
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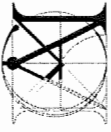
Comments:

Project No:  
**8480 NO.5 ROAD  
RICHMOND**

Sheet No:  
**NORTH & SOUTH  
ELEVATION**

Drawn: RK  
Checked: MC  
Scale: 3/16" = 1'-0"  
Project Number:  
Revision: 1st  
Date: 11/1/17  
Sheet No.:  
**A108**





**MATTHEW CHENG  
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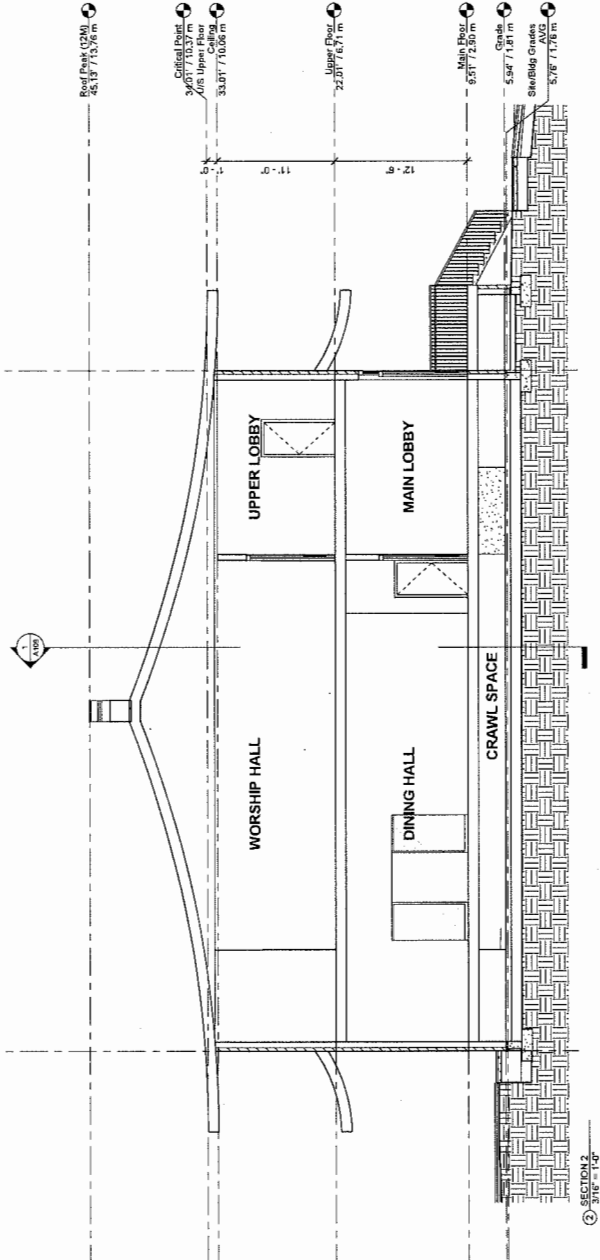
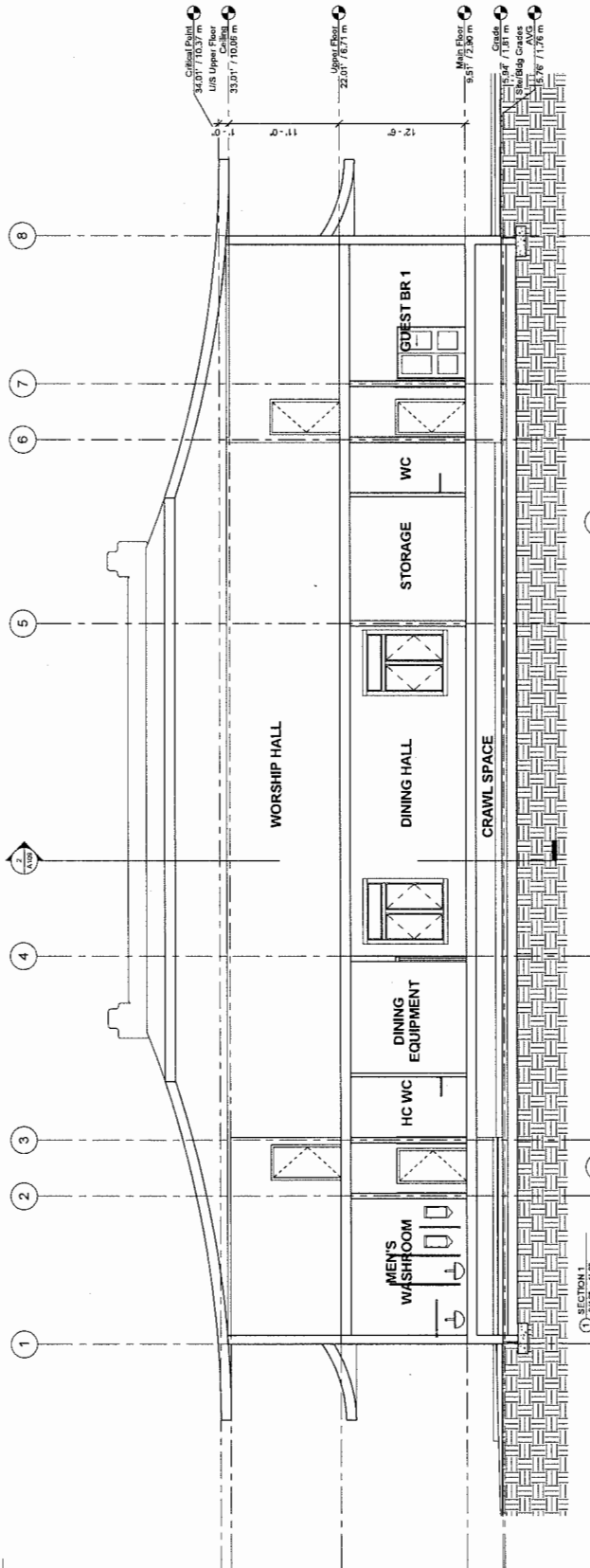
Revision:

Ground:

Project Title  
**8480 NO.5 ROAD  
RICHMOND**

Sheet Title  
**SECTIONS**

Drawn	RK
Checked	MC
Scale	3/16" = 1'-0"
Project Number	
Revision Date	Dec 11, 2017
Sheet Number	<b>A109</b>



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ARCHITECTS  
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Burnaby, British Columbia, V5C 6G9  
P: 604-294-0011 F: 604-294-0022

REAL



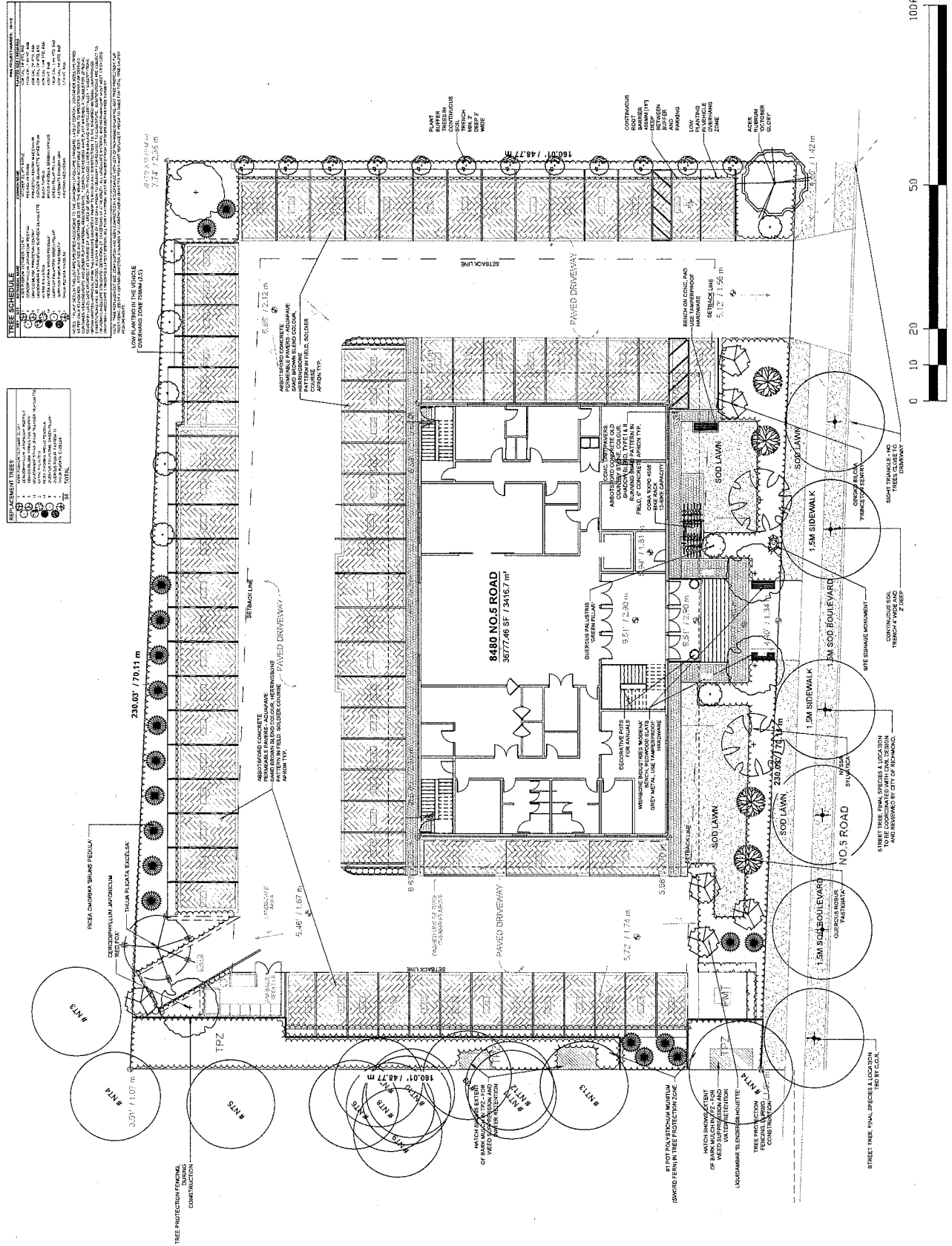
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PROJECT:  
**BUDDHIST TEMPLE**  
85 ROAD  
RICHMOND, BC

DRAWING TITLE:  
**LANDSCAPE PLAN**

DRAWING NUMBER:  
**L1**  
DATE: 10/15/14  
SCALE: 1/2" = 1'-0"  
DRAWN: CJA  
DESIGN: CJA  
CHECK: PMG  
PMG PROJECT NUMBER: 15-112

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Y (FMT).

PROJECT:

## BUDDHIST TEMPLE

#5 ROAD  
RICHMOND, BC

READING TITLE:

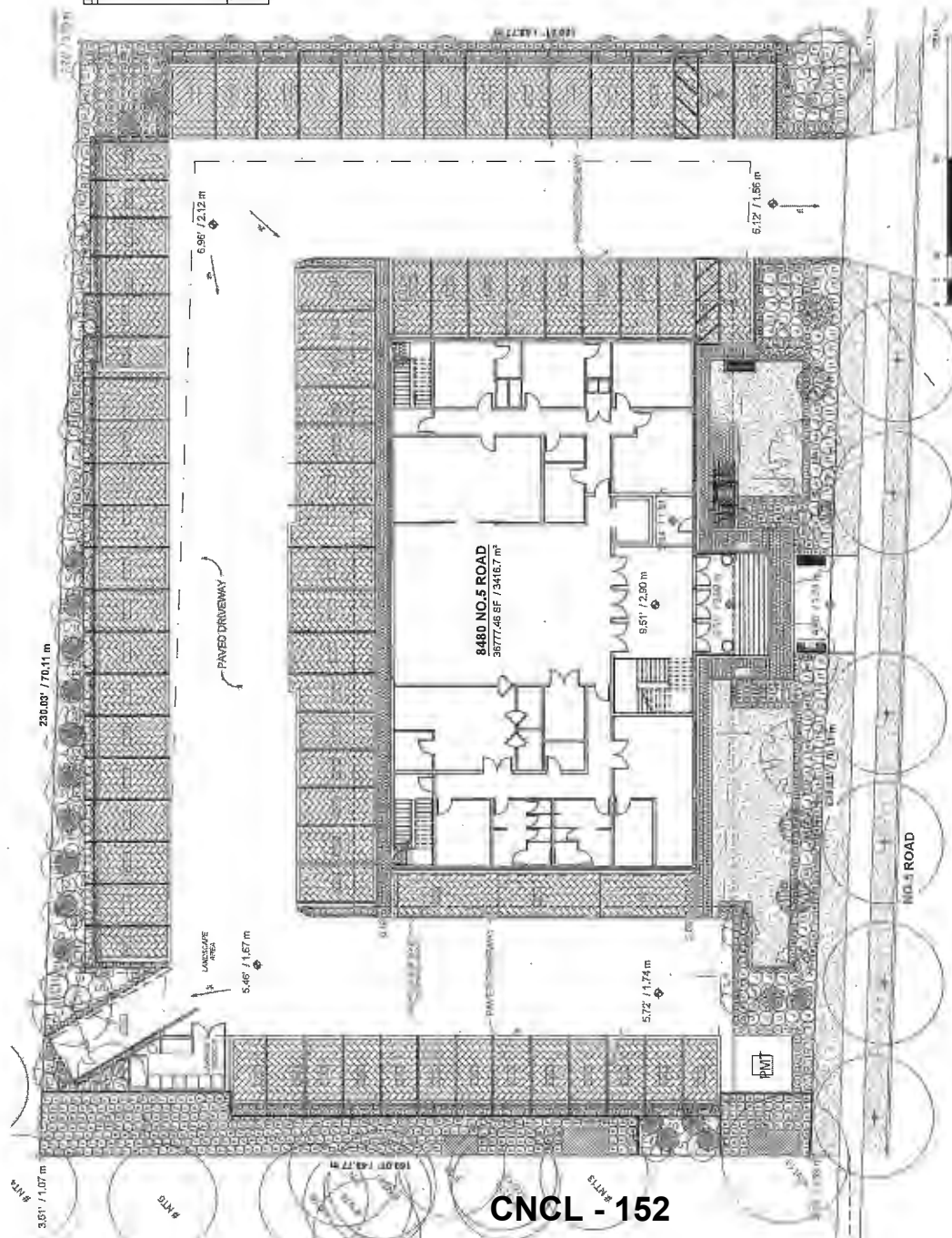
SHRUB

NAME: \_\_\_\_\_  
 SECTION OF \_\_\_\_\_  
 DRAWING NUMBER: \_\_\_\_\_

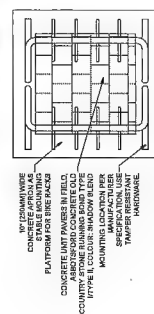
2

REGION	CM	DEA
EUROPE	100	100
AFRICA	100	100
ASIA	100	100
AMERICA	100	100
AUSTRALIA	100	100
NEW ZEALAND	100	100
OTHER	100	100

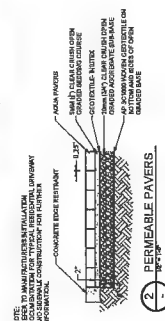
15-1112



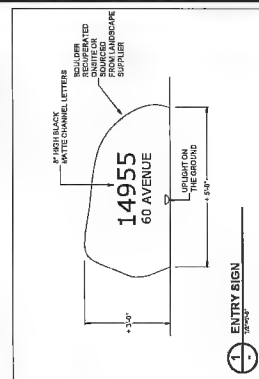
**CNCL - 152**



**5 BIKE RACK MOUNTING DETAIL**



#### 4 PLANTING IN POTS



① ENTRY SIGN



NO.	DATE	REVISION DESCRIPTION	DR.
1	11/15/00	NEW SET PLAN	CEB
2	11/15/00	NEW SET PLAN	CEB
3	11/15/00	NEW SET PLAN	CEB
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CONFIDENTIAL

**PROJECT:**

## BUDDHIST TEMPLE

455 ROAD  
RICHMOND, BC

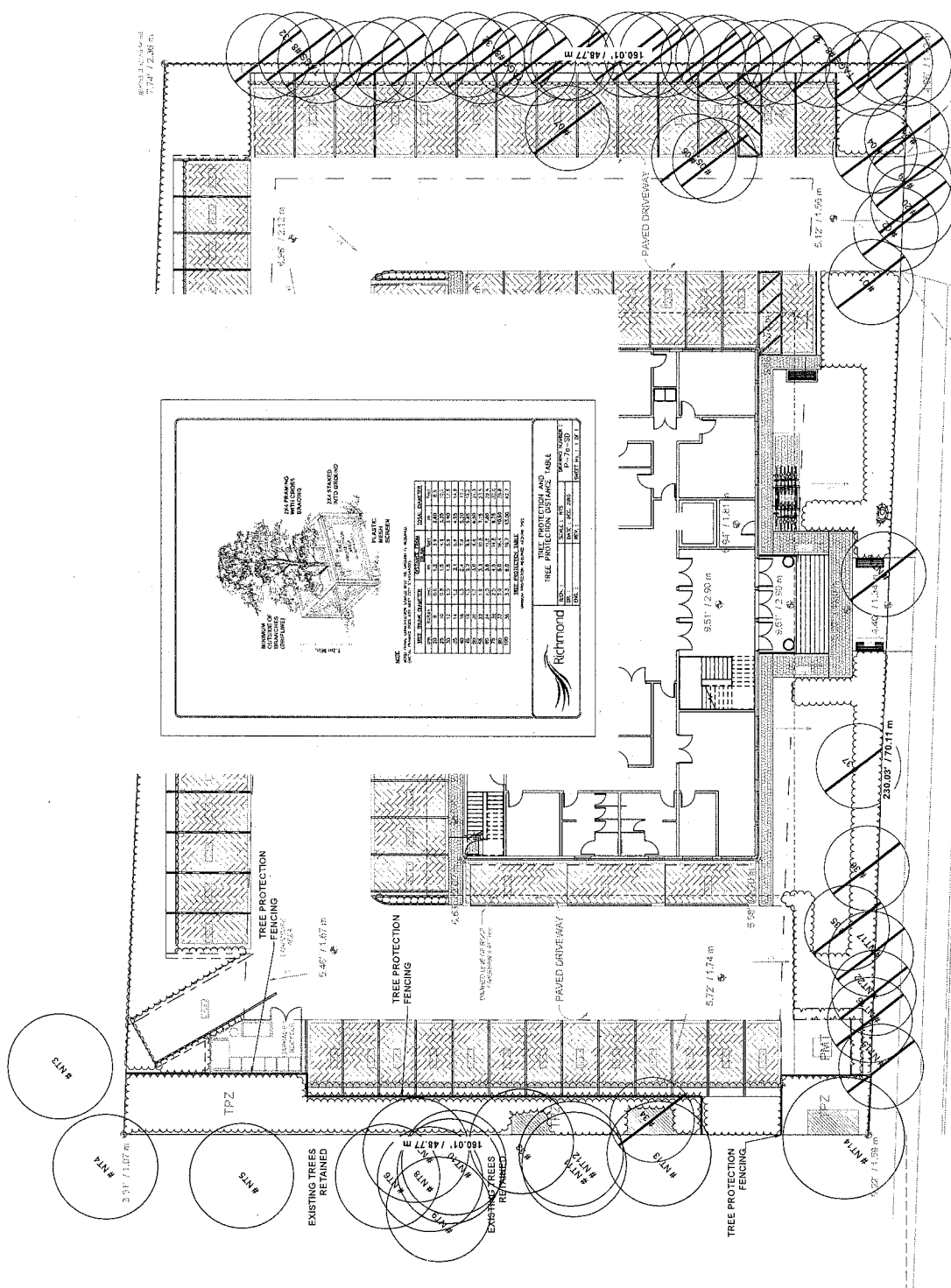
DRAWING TITLE:

### EXISTING TREE MANAGEMENT PLAN

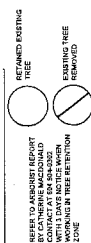
DATE: 15 JUL 06 DRAWING NUMBER:

**3**

Source	SS	DF	MS	F	Pr > F
Corrected Model	10.000	4	2.500	1.14	.333
Corrected Total	10.000	4			

15-112  
PMG PROJECT NUMBER:

NO. 5 ROAD



15112-1670

15-112









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## References

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**Conclusions**

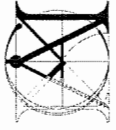
Project Title  
8480 NO.5 ROAD  
RICHMOND

# ADDENDUM 14.1M WEST & EAST ELEVATIONS

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<div>Event: <u>Author</u></div>	<div>Dep. AL:</div>
<div>Checked: <u>Checker</u></div>	<div>ADD</div>
<div>Size: <u>3/16" = 1'-0"</u></div>	
<div>Field Number:</div>	
<div>Revision Date:</div>	
<div>Print Date:</div>	







MATTHEW CHENG  
ARCHITECT INC.

100-202-091 EVANS AVENUE  
VANCOUVER, BC V6A 2S9  
Tel: (604) 681-6607 Fax: (604) 681-6607 Email: matthew@mc.ca

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CONDITIONS SHALL BE APPROVED IN WRITING BY THE ARCHITECT.  
THIS PLAN AND ELEVATION ARE PART OF ALL TERMS  
AND CONDITIONS OF THE AGREEMENT BETWEEN THE ARCHITECT  
AND THE CLIENT. ANY CHANGES TO THE PLAN SHALL BE  
APPROVED IN WRITING BY THE ARCHITECT.

Revised:

Consultant:

Project Title  
8480 NO.5 ROAD  
RICHMOND

Sheet Title  
FLOOR AREA  
OVERLAY ROOF

Drawn: RK

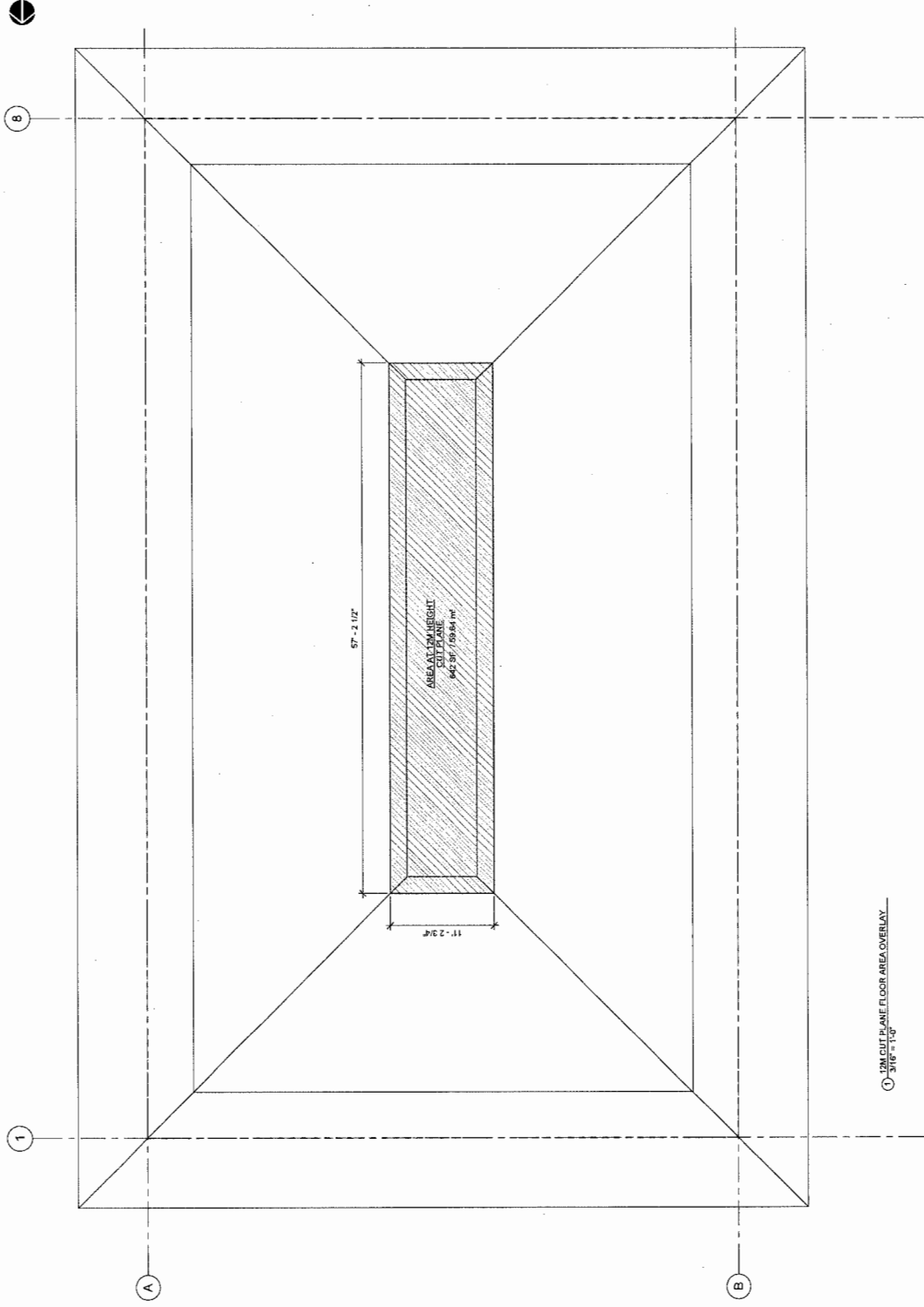
Checked: MC

Scale: 3/16" = 1'-0"

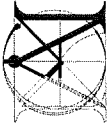
Project Number:

Revision Date:

Sheet Number  
ADD3



① 12M CUT PLANE FLOOR AREA OVERLAY  
3/16" = 1'-0"



MATTHEW CHENG  
ARCHITECT INC.

15th FLOOR, 609 EVANS AVENUE  
SUITE 1500, RICHMOND, BC  
V6X 1A1 (604) 731-5001 / FAX (604) 731-5988  
CELL (604) 649-6669 / Email: matthew@chc.ca

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CONSTRUCTION SHALL BE IN ACCORDANCE  
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RESPONSIBILITY IS LIMITED TO THE  
DESIGN AND CONSTRUCTION OF THE  
BUILDING. THE ARCHITECT DOES NOT  
WARRANT THE ACCURACY OF THE  
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WITHOUT THE WRITTEN CONSENT  
OF THE ARCHITECT.

Revision

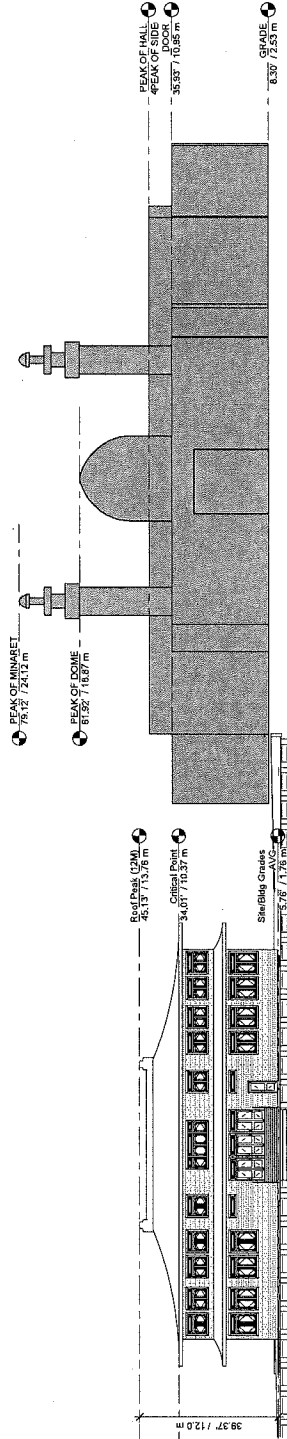
Consolidation

Project Title  
8480 NO. 5 ROAD  
RICHMOND

Sheet Title  
ADDENDUM  
HEIGHT  
COMPARISON  
(WEST  
ELEVATIONS)

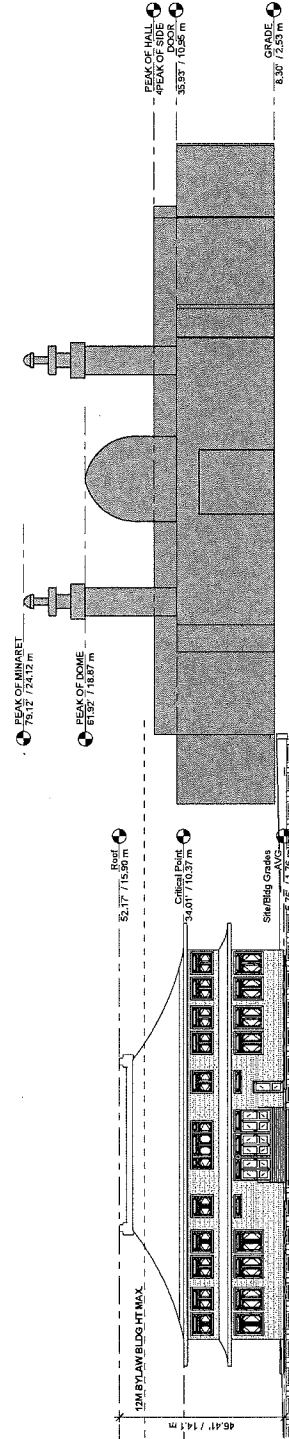
Drawn: RK  
Checked: MC  
Scale: 1/16" = 1'-0"  
Project Number:  
Revised Date:  
Revised By:  
Print Date: 02/28/17  
ADD4

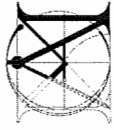
## PROPOSED HEIGHT / 12M



CNCL - 158

## PREFERRED HEIGHT / 14.1M





MATTHEW CHENG  
ARCHITECT INC.

100-305 GERRARD AVENUE  
EAST  
TORONTO, ONTARIO M4M 1B7  
Tel: (416) 731-3031 / Fax: (416) 731-3088  
Cell: (416) 464-9699 / Email: matthew@mcarch.ca

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CONFLICT, THE DIMENSIONS ON THIS  
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AS TO THE ACCURACY OF THE INFORMATION  
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MISTAKES OR OMISSIONS.

Project:

Conditions:

Project Title:  
8480 NO. 5 ROAD  
RICHMOND

Sheet Title:  
ADDENDUM  
HEIGHT  
COMPARISON  
(SOUTH  
ELEVATIONS)

Drawn: RK

Checked: M/C

Scale: 1/16" = 1'-0"

Project Number:

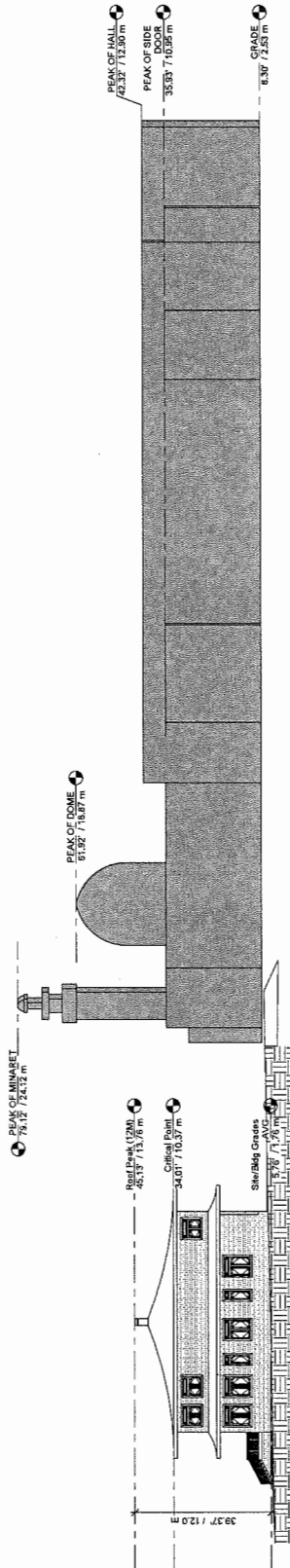
Revision Date:

Drawn By:

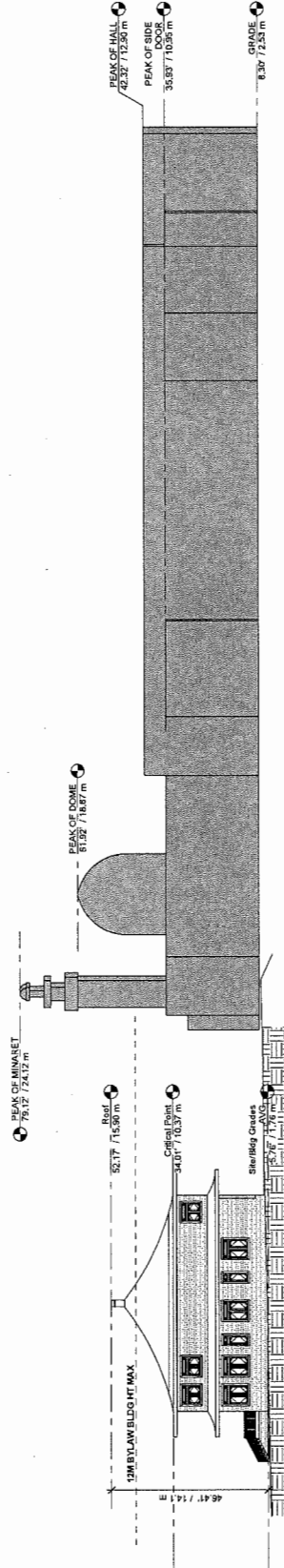
Project Name:  
02222017

ADD5

## PROPOSED HEIGHT / 12M



## PREFERRED HEIGHT / 14.1M




**RZ 14-674068**
**Attachment 5**

Address: 8480 No. 5 Road

Applicant: Matthew Cheng Architect Inc.

Planning Area(s): East Richmond – McLennan Sub-Area

	Existing	Proposed
<b>Owner:</b>	Tung Cheng Yuen Buddhist Association	No Change
<b>Site Size (m<sup>2</sup>):</b>	3,417.05 m <sup>2</sup>	No Change
<b>Land Uses:</b>	Vacant	Institutional
<b>OCP Designation:</b>	Community Institutional	No Change
<b>Area Plan Designation:</b>	Agriculture, Institutional and Public	No Change
<b>Zoning:</b>	Agriculture (AG1)	Assembly (ASY)
<b>Other Designations:</b>	ESA	ESA DP not required

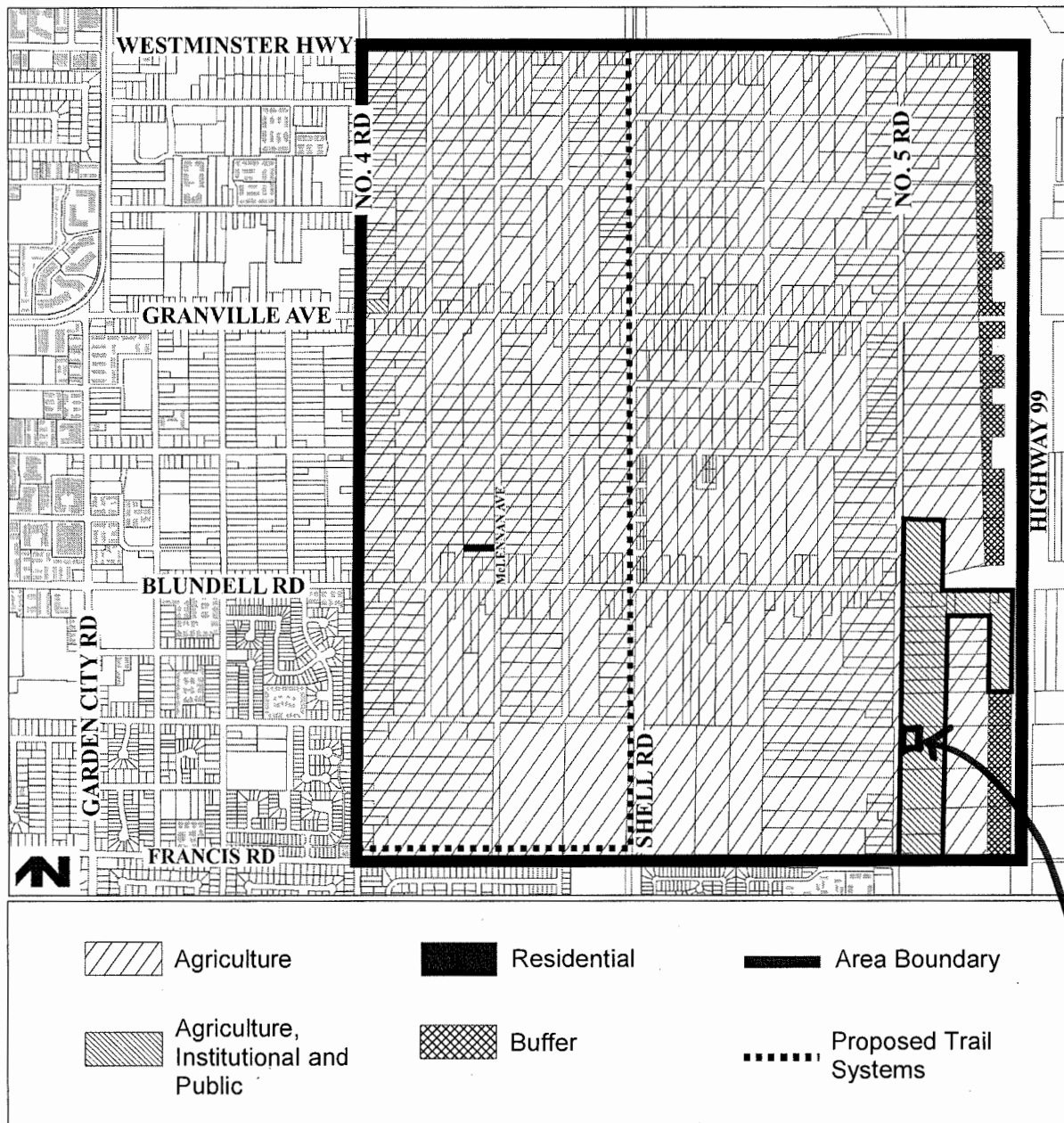
On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Floor Area Ratio:	Max. 0.5	0.4	none permitted
Lot Coverage – Building:	Max. 35 %	19 %	none
Setback – Front Yard (m):	Min. 6 m	7.7 m	none
Setback – North Side Yard (m):	Min. 7.5 m	17.95 m	none
Setback – South Side Yard (m)	Min. 7.5 m	18.58 m	none
Setback – Rear Yard (m)	Min. 7.5 m	20.24 m	none
Height (m):	12 m	12 m	none*
Off-street Parking Spaces – Total:	75	75	none
Accessible Parking Spaces	2	2	none
Loading Spaces	1 medium	1 medium	none
Bicycle Spaces	Class 1: 3 Class 2: 8	Class 1: 3 Class 2: 8	none

\* The applicant may wish to pursue a development variance application to accommodate a height variance for a more traditional peaked roof design. A separate application will be required.



City of Richmond

# Land Use Map

 Bylaw 8791  
2012/09/10


Subject Property

**Park, Minhee**

---

**From:** Riyaz Devji <riyaz@DEVJI.CO>  
**Sent:** Thursday, 5 May 2016 17:41  
**To:** Park, Minhee  
**Cc:** Riyaz Devji; Mohamed Ladak - VAN CITY SAVINGS CREDIT UNION (mohamed\_ladak@vancity.com); Ebrahim Rehmtulla; Shaheen Rashid  
**Subject:** Proposed Building at 8480 Number 5 Road  
**Attachments:** 20160505\_0920098378.pdf

Minhee,

It was a pleasure speaking with you yesterday and I hope you are keeping well. Here is the note we chatted about and I will send you some further information at the beginning of the week.

As we discussed, our Community (Shia Muslim Community of B.C.) owns the land on both sides of 8480 Number 5 Road (Lot 14), at 8580 Number 5 Road (Lot 20) and 8320 Number 5 Road (Sec 19). We have been advised of the proposed development of Lot 14 and have been provided with what we understand to be preliminary designs of the proposed building to be constructed on Lot 14. While we support the proposed use of Lot 14 for assembly purposes, we are gravely concerned about the size, massing and height of the building proposed to be built on Lot 14. We have no objection to the proposed use of the property for institutional or assembly purposes. All three lots are zoned for assembly use, and we are currently using Lot 20 for that same use. However, Lot 20 is approximately 9.8 acres or 3.91 hectares in area, and Sec 19 is approximately 8.26 acres or 3.34 hectares in area. Lot 14 is only .84 acres or .34 hectares, a very small lot for assembly use particularly given the parking requirements for such use.

We have reviewed the design of the building and have significant concerns with respect to the proposed design. Our particular objection is the fact that the current plans show a building that will have a solid roof line approximately six-storeys in height. Moreover the design shows that virtually entire lower level will consist of parking. This is presumably due to the small size of the lot and the parking spaces required. The Lot 14 Owner has achieved the required park spaces by designing a building that includes a full floor of above ground parking, thereby raising their building that already has a large mass for a small lot such that it greatly exceeds the scale of the other buildings along No. 5 Road. By including a full floor of parking, they have raised their building by an extra 12 or more feet along its entire width. Then they have added a high architectural roof structure that adds another 20 feet to the height. In reality they are trying to build a building that is too big for the land they have purchased.

A building of this height is very much out of character with the other buildings along No. 5 Road. Those buildings are all either one or two-storeys in height if they are located near the front of their properties (for example the Richmond Jewish Day School or the Subramaniya Swamy Temple). Others are taller if they are set back from No. 5 Road or are on larger lots. The proposed building is very much out of character of the neighbouring assembly buildings. While other lots may have domes or minarets that are higher, they are on buildings that are set back from No. 5 Road and do not continue along the entire length of the buildings. Thus they do not have the imposing mass that is so untenable with the proposed design.

We have been trying to meet with the Lot 14 Owner to develop other options for their site. We have indicated our willingness to do a land swap with the proponents by having them locate at the North end of the property at 8320 Number 5 Road, and licence or lease them portions of our sites for parking stalls at no cost so they need not build that lower floor. As we discussed, by not building the lower floor they could probably build the same building size they are requesting without needing a height variance. Despite a number of attempts to discuss these issues with the Lot 14

Owner, they have been rebuffed to date stating they would like to build the Centre as soon as possible and making any changes would delay their construction.

Again, we wish to formally record our strong objection to the proposed design and in particular to any variance or relaxation of any City bylaws or policies that may be granted by the City to allow a building of this mass and height, or any rezoning of Lot 14 to allow a building of such mass or height.

Please feel free to reach out to us if we can be of any further help. Take care and thanks for your help and support.

*Riyaz R. Devji,*

3103—667 Howe Street

Vancouver, British Columbia, Canada V6C 0B5

Direct Line: 604-657-1898

Cell Number: 360-420-7861

E-mail: [riyaz@devji.co](mailto:riyaz@devji.co)

**Excerpt from the Minutes from  
The Agricultural Advisory Committee Meeting**

**Thursday, February 4, 2016 – 7:00 p.m.  
M.2.002  
Richmond City Hall**

**4. Development Proposal – Rezoning 8480 No. 5 Road**

Staff provided a brief overview of the rezoning application at 8480 No. 5 Road to develop a new Buddhist temple. The Chair invited the applicants and the project architect to the table.

The Committee had the following questions and comments:

- The Committee asked further information about the site context and properties around the site.
- In response to the Committee' question regarding the capacity of the temple and its parking needs, the applicant noted that regularly there will be only approximately 20 people in the temple but for a special event, they anticipate approximately 100 people.
- The Committee asked about the height variance, and asked how the proposed building will fit into the context. In comparison, staff noted that the proposed height is slightly lower than the height of the existing Thrangu Monastery building at 8140 No. 5 Road.

As a result of discussion, the Committee passed the following motion:

*That the rezoning application at 8480 No. 5 Road be supported as presented.*

*Carried Unanimously*



QUEENS CONSULTING  
21484 8th Avenue  
Langley, BC  
V2T 1S7

604.984.0302  
collin@queensconsulting.com

# GENERAL NOTES:

COPYRIGHT RESERVED: This plan is the property of Collins Consulting and shall not be used or reproduced without written consent.

All landscape work to conform to the BC Planting Manual (7th Edition) as a minimum.

All tree work to conform to the International Society of Arboriculture (ISA) as a minimum.

**TREE PROTECTION:**  
Dimension protection barriers as shown and follow technical guidelines as per City of Langley. Barriers to be at least 1.2m in height and constructed of either snow fencing securely fastened to milled or wood stakes spaced to prevent the barrier from being pulled to the ground, or other form of barrier satisfactory to City Staff.

No entry of any kind to any tree within the protection zone includes people, vehicles, materials or equipment access or storage of any kind.

Consult Project Arborist or City Staff in detail about any tree issue.

Dimension in metres.

BAR SCALE  
0 1 2 3 4 5 10m

North Arrow  
NORTH SCALE: 1:150m  
FULL SIZE SHEET: 24" x 36"

SHEET No: 1 OF 1

DATE: 11 APRIL 2016

**PROPOSED  
BUDDHIST TEMPLE  
8480 No. 5 Rd  
Richmond, BC**

**DRAWING TITLE:  
TREE RETENTION  
PLAN**

NOTE OWNERSHIP OF TREES  
ALONG PROPERTY LINES.  
CO-OWNERS OF TREES HAVE  
AGREE IN WRITING TO REMOVAL

**8580 #5 RD**

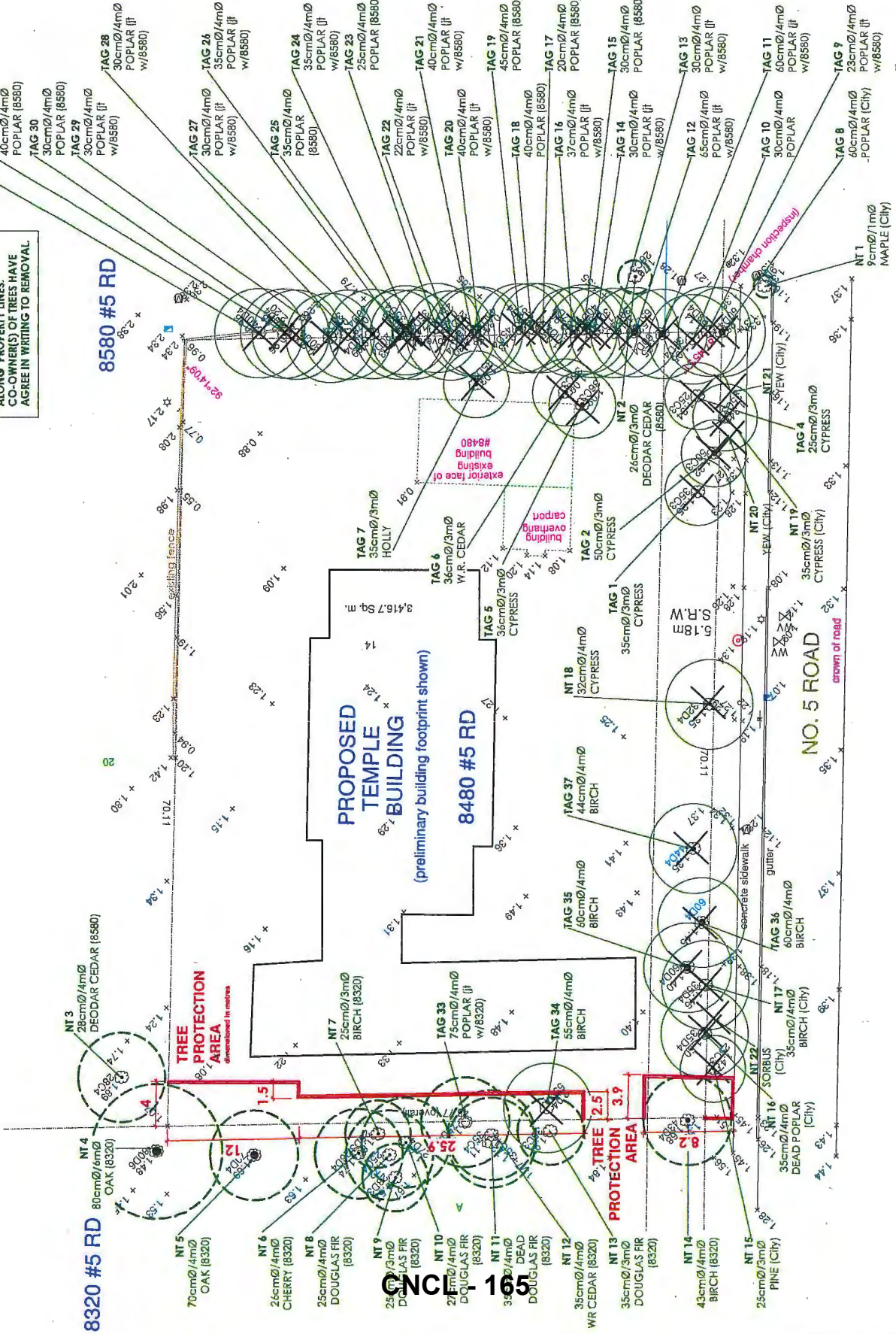
**8320 #5 RD**

**NO. 5 ROAD**

**PROPOSED  
TEMPLE  
BUILDING**  
(preliminary building footprint shown)

**8480 #5 RD**

**ENC - 165**







**City of  
Richmond**

**Rezoning Considerations**  
Development Applications Department  
6911 No. 3 Road, Richmond, BC V6Y 2C1

**Address:** 8480 No. 5 Road

**File No.:** RZ 14-674068

**Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 9537, the developer is required to complete the following:**

1. Submission of a Final Landscape Plan, prepared by a Registered Landscape Architect, to the satisfaction of the Director of Development, and deposit of a Landscaping Security based on 100% of the cost estimate provided by the Landscape Architect, including installation costs. The Landscape Plan should:
  - Include a mix of coniferous and deciduous trees.
  - Include the dimensions of tree protection fencing as illustrated on the Tree Retention Plan attached to this report.
  - Include the 56 required replacement trees with the following minimum sizes:

DBH of Tree Cut or Removed	No. of Trees Removed	No. of Replacement Trees (2 for 1)	Minimum Height of Coniferous Replacement Tree	Minimum Caliper of Deciduous Replacement Tree
20 - 30 cm	9	18	3.5 m	6 cm
30 - 40 cm	10	20	4 m	8 cm
40 - 50 cm	3	6	5 m	9 cm
50 - 60 cm	4	8	5.5 m	10 cm
60 cm+	2	4	6 m	11 cm

If required replacement trees cannot be accommodated on-site, a cash-in-lieu contribution in the amount of \$500/tree to the City's Tree Compensation Fund for off-site planting is required.

2. City acceptance of the developer's offer to voluntarily contribute \$ 4,550 to the City's Tree Compensation Fund for the planting of replacement trees within the City.
3. Submission of a Contract entered into between the applicant and a Certified Arborist for supervision of any on-site works conducted within the tree protection zone of the trees to be retained. The Contract should include the scope of work to be undertaken, including: the proposed number of site monitoring inspections, and a provision for the Arborist to submit a post-construction assessment report to the City for review.
4. Submission of a Tree Survival Security to the City in the amount of \$1,300 for the City-owned tree (Tag #NT1) to be retained. The security will not be released until an acceptable impact assessment report is submitted and a landscaping inspection has been passed by City staff.
5. Installation of appropriate tree protection fencing around all trees to be retained as part of the development prior to any construction activities, including building demolition, occurring on-site.
6. Registration of a flood plain covenant on Title identifying a minimum habitable elevation of 2.9 m GSC.

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

1. Enter into a Servicing Agreement\* for the design and construction of off-site improvements. Works include, but may not be limited to:

*Water works:*

- Using the OCP Model, there is 404.8 L/s of water available at a 20 psi residual at the No. 5 Road frontage. Based on the proposed development, the subject site requires a minimum fire flow of 250.0 L/s.



- The Developer is required to submit fire flow calculations signed and sealed by a professional engineer based on the Fire Underwriter Survey (FUS) or International Organization for Standardization (ISO) to confirm that there is adequate available flow for on-site fire protection.
- At the Developers cost, the City is to:
  - Cut and cap the existing water service connection on No. 5 Road.
  - Install a new water connection complete with meter and meter box.

*Storm Sewer Works:*

- The Developer is required to upgrade approximately 75 m of fronting storm sewer using a 600 mm diameter pipe from STMH4224 located approximately 4.0 m south of the south property line, up to the north property line.
- At the Developers cost, the City is to:
  - Cut and cap the existing storm service connection at the properties northwest corner, while retaining service to 8320 No. 5 Road.
  - Cut, cap and remove the existing storm sewer service connection and inspection chamber (IC) approximately 33 m south of the north property line.
  - Relocate the existing storm IC located on the west property line, approximately 57 m south of the north property line onto the City boulevard c/w a new service connection to meet the City's engineering standards.

*Sanitary Sewer Works:*

- At the Developers cost, the City is to install a new sanitary service connection complete with a new IC along proposed development frontage.

*Frontage Improvements:*

- The Developer is required to:
  - Provide a 1.5 m wide treed and grassed boulevard and a new 1.5 m wide concrete sidewalk along No. 5 Road.
  - Coordinate with BC Hydro, Telus and other private communication service providers:
    - To underground the proposed Hydro service lines.
    - When relocating/modifying any of the existing power poles and/or guy wires within the property frontages.
    - To determine if above ground structures are required and coordinate their locations (e.g. Vista, PMT, LPT, Shaw cabinets, Telus Kiosks, etc.).
  - Complete a roadway lighting assessment and recommend lighting upgrades during the service agreement.

*General Items:*

- Additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering may be required, including, but not limited to, site investigation, testing, monitoring, site preparation, de-watering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.
  - A sediment and control plan is required.
2. Submission of a Construction Parking and Traffic Management Plan to the Transportation Department. Management Plan shall include location for parking for services, deliveries, workers, loading, application for any lane closures, and proper construction traffic controls as per Traffic Control Manual for works on Roadways (by Ministry of Transportation) and MMCD Traffic Regulation Section 01570.

3. Obtain a Building Permit (BP) for any construction hoarding. If construction hoarding is required to temporarily occupy a public street, the air space above a public street, or any part thereof, additional City approvals and associated fees may be required as part of the Building Permit. For additional information, contact the Building Approvals Department at 604-276-4285.

**Note:**

- \* This requires a separate application.
- Where the Director of Development deems appropriate, the preceding agreements are to be drawn not only as personal covenants of the property owner, but also as covenants pursuant to Section 219 of the Land Title Act.  
  
All agreements to be registered in the Land Title Office shall have priority over all such liens, charges and encumbrances as is considered advisable by the Director of Development. All agreements to be registered in the Land Title Office shall, unless the Director of Development determines otherwise, be fully registered in the Land Title Office prior to enactment of the appropriate bylaw.  
  
The preceding agreements shall provide security to the City including indemnities, warranties, equitable/rent charges, letters of credit and withholding permits, as deemed necessary or advisable by the Director of Development. All agreements shall be in a form and content satisfactory to the Director of Development.
- Additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering may be required including, but not limited to, site investigation, testing, monitoring, site preparation, de-watering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.
- Applicants for all City Permits are required to comply at all times with the conditions of the Provincial *Wildlife Act* and Federal *Migratory Birds Convention Act*, which contain prohibitions on the removal or disturbance of both birds and their nests. Issuance of Municipal permits does not give an individual authority to contravene these legislations. The City of Richmond recommends that where significant trees or vegetation exists on site, the services of a Qualified Environmental Professional (QEP) be secured to perform a survey and ensure that development activities are in compliance with all relevant legislation.

Signed \_\_\_\_\_

Date \_\_\_\_\_



# City of Richmond

## Bylaw 9537

### Richmond Zoning Bylaw 8500 Amendment Bylaw 9537 (RZ 14-674068) 8480 No. 5 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 "ASSEMBLY (ASY)".

P.I.D. 009-177-884

Lot 14 Section 19 Block 4 North Range 5 West New Westminster District Plan 29706

2. This Bylaw may be cited as "Richmond Zoning Bylaw 8500, Amendment Bylaw 9537".

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

OTHER CONDITIONS SATISFIED

ADOPTED

\_\_\_\_\_  
MAYOR

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

CITY OF RICHMOND
APPROVED by <i>BK</i>
APPROVED by Director or Solicitor <i>il</i>



# City of Richmond

## Report to Committee Planning and Development Division

**To:** Planning Committee  
**From:** Wayne Craig  
Director, Development

**Date:** February 20, 2017  
**File:** RZ 16-728719


**Re:** Application by Harj Johal for Rezoning at 9051 and 9071 Steveston Highway from  
"Single Detached (RS1/E)" to "Compact Single Detached (RC2)"

### Staff Recommendation

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9646, for the rezoning of 9051 and 9071 Steveston Highway from the "Single Detached (RS1/E)" zone to the "Compact Single Detached (RC2)" zone, be introduced and given first reading.

  
Wayne Craig  
Director, Development

WC:jr  
Att. 6

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Affordable Housing	<input checked="" type="checkbox"/>	 For SA: KRC/da

## **Staff Report**

### **Origin**

Harj Johal has applied to the City of Richmond for permission to rezone 9051 and 9071 Steveston Highway from the “Single Detached (RS1/E)” zone to the “Compact Single Detached (RC2)” zone, to permit the properties to be subdivided to create four single-family lots, with vehicle access from an extension to the existing rear lane (Attachment 1). The proposed subdivision plan is shown in Attachment 2. There is an existing single-family dwelling on each of the properties, which would be demolished.

### **Findings of Fact**

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

### **Surrounding Development**

Development immediately surrounding the subject site is as follows:

- To the North: Single-family dwellings on lots zoned “Single Detached (RS1/E)”, with vehicle access from Ryan Crescent.
- To the South, across Steveston Highway: A single-family dwelling on a lot zoned “Agriculture (AG1)”, a golf course on a lot zoned “Golf Course (GC)”, and a Buddhist temple on a lot that is split-zoned “Agriculture (AG1)” and “Assembly (ASY)”; all with vehicle access from Steveston Highway.
- To the East: Four dwellings on lots zoned “Compact Single Detached (RC1)”; which were created through rezoning and subdivision in 2004, and which have vehicle access from a lane connecting to Steveston Highway.
- To the West: A single-family dwelling on a lot zoned “Single Detached (RS1/E)”, with vehicle access from Steveston Highway.

### **Related Policies & Studies**

#### **Official Community Plan/Broadmoor Area Plan**

The subject properties are located in the Broadmoor planning area. The Official Community Plan (OCP) designation for the subject properties is “Neighbourhood Residential” (Attachment 4). The proposed rezoning is consistent with this designation.

#### **Arterial Road Policy**

The subject properties are designated “Compact Lot Coach House” on the Arterial Road Policy Development Map, which allows for compact lot single detached or compact lot coach house developments, based on compliance with the applicable zoning bylaw. The Arterial Road Policy requires all compact lot developments to be accessed from a functional municipal lane only. This application involves the dedication and construction of an extension to the existing rear lane. The proposed rezoning and ensuing development is consistent with the Arterial Road Policy.

**Agricultural Land Reserve (ALR) Buffer Zone**

Consistent with the OCP guidelines, the applicant is required to register a covenant on Title prior to rezoning to secure a 4.0 m wide landscaped Agricultural Land Reserve (ALR) buffer along the Steveston Highway frontage. The legal agreement will identify the ALR buffer area, ensure that the landscaping will not be abandoned or removed, and indicate that the property is potentially subject to impacts of noise, dust, and odour resulting from agricultural operations.

Prior to final adoption of the rezoning bylaw, the applicant must submit a Landscape Security to the City, to ensure that the landscaped buffer is installed.

**Floodplain Management Implementation Strategy**

The proposed redevelopment must meet the requirements of the Richmond Flood Plain Designation and Protection Bylaw 8204. Registration of a flood indemnity covenant on Title is required prior to final adoption of the rezoning bylaw.

**Public Consultation**

A rezoning sign has been installed on the subject property. Staff have not received any comments from the public about the rezoning application in response to the placement of the rezoning sign on the property.

Should the Planning Committee endorse this application and Council grant first reading to the rezoning bylaw, the bylaw will be forwarded to a Public Hearing; where any area resident or interested party will have an opportunity to comment. Public notification for the Public Hearing will be provided as per the *Local Government Act*.

**Analysis****Existing Legal Encumbrances**

There are three existing statutory right-of-ways (SRW) on Title for the sanitary sewer. Two SRWs with registration numbers K92841 and E86656 are located along the north property line of the subject site. The applicant is required to dedicate a 6.0 m wide lane along the entire north property line prior to final adoption of the rezoning bylaw. Following lane dedication, the utilities will be located within the City's road network and the two SRWs will no longer be required.

One statutory right-of-way, with registration number G44841, is a 3.0 x 3.0 m corner cut in the southwest corner of the site for the sanitary sewer. The existing SRW is not impacted by the proposed rezoning. The applicant is aware that encroachment into the SRW is not permitted.

**Transportation and Site Access**

The applicant intends to access the established lane from Steveston Highway via a statutory right-of-way, with registration number BW406323, for utilities and public-right-of-passage that is registered on Title of the lots at 9093 and 9097 Steveston Highway. Vehicle access to the site



is to be from the rear lane only, with no direct vehicle access from Steveston Highway permitted under Residential Lot (Vehicular) Access Regulation Bylaw No. 7222.

The statutory right-of-way at 9093 and 9097 Steveston Highway was secured through the redevelopment proposal that created four lots at 9091, 9093, 9097, and 9099 Steveston Highway in 2004 (RZ 04-268084/SD 03-232827). The statutory right-of-way was designed and constructed as a vehicle lane as part of a Servicing Agreement (SA 04-287038), and includes an asphalt driving surface and lane lighting. The recent rezoning application at 9131 Steveston Highway (RZ 15-703150) confirmed that this statutory right-of-way can be used to access all development in this block. Future development on this block will secure dedication and construction of the rear lane eastward to Mortfield Gate, at which time the access at Steveston Highway will be closed.

Prior to final adoption of the rezoning bylaw, the applicant must complete the following:

- Dedication of a 6.0 m wide extension to the existing rear lane.
- Registration of a legal agreement on Title to acknowledge that the applicant wishes to make use of the statutory right-of-way agreement (BW406323) that is registered on Title at 9093 and 9097 Steveston Highway for vehicular access to the subject site until an alternative exists.
- Registration of a legal agreement on Title to acknowledge that use of the lane is subject to the terms and conditions of the statutory right-of-way agreement (BW406323).

Vehicle access for equipment and all material deliveries to the site during development is proposed from the existing driveways to Steveston Highway. Vehicle parking will be on-site, with additional parking space on Mortfield Gate with the written permission of the owners of 10960 and 10966 Mortfield Gate. A temporary lane closure of a single westbound lane on Steveston Highway is proposed to accommodate delivery and removal of equipment, machinery, and materials, as required.

Prior to issuance of a Building Permit, the applicant is required to submit a Construction Parking and Traffic Management Plan and Lane Closure Request to the City's Transportation Department for review. This unregistered agreement will prohibit the use of any portion of the statutory right-of-way area for vehicle parking, demolition activity, or construction activity.

### **Tree Retention and Replacement**

The applicant has submitted a Certified Arborist's Report; which identifies on-site and off-site tree species, assesses tree structure and condition, and provides recommendations on tree retention and removal relative to the proposed development. The Report assesses 16 bylaw-sized trees on the subject property, four trees on neighbouring properties, and two street trees on City property.

The City's Tree Preservation Coordinator has reviewed the Arborist's Report and has the following comments:

- Four trees located on the development site (Tag # 467, 468, 469, 470) between 19-54 cm DBH, exhibit sparse foliage and are in poor condition. These trees are not good candidates for retention and should be removed and replaced.

- Five trees located on the development site (Tag # 463, 981, 983, 989, and 990) between 20-101 cm DBH, are either dying, are infected with Fungal Blight, or exhibit structural defects such as cavities at the main branch union and co-dominant stems with inclusions. These trees are not good candidates for retention and should be removed and replaced.
- One Lawson Cypress tree located on the development site (Tag # 978) that is 92 cm DBH, is in moderate condition, however, the tree is located in the proposed building envelope. As a result of the building envelope conflict, this tree needs to be removed and replaced.
- One Norway Spruce tree located on the development site (Tag # 982) that is 47 cm DBH, is in moderate condition, however, the tree is located in the proposed building envelope. As a result of the building envelope conflict, this tree needs to be removed and replaced.
- Five trees located in the proposed lane dedication (tag # 984, 985, 986, 987, and 988) between 33-93 cm DBH, are in good condition, but in conflict with the new lane and will need to be removed.
- Four trees on 9031 Steveston Highway (Tag # 464, 465, 466, and 471) between 15-8 cm DBH, to be retained and protected.
- Replacement trees should be specified at 2:1 ratio as per the OCP.

Parks Department staff has reviewed the application as it impacts two trees in the City-owned boulevard. Two Cedar trees between 20-32 cm DBH are in poor condition, having been historically topped to provide clearance for BC Hydro lines above, and will be removed and replaced. Compensation of \$2,600 is required for the City to plant four trees at or near the development site.

#### *Tree Protection*

Four trees (Tag # 464, 465, 466, and 471) on a neighbouring property are to be retained and protected. The applicant has submitted a tree protection plan showing the trees to be retained and the measures taken to protect them during development stage (Attachment 5). To ensure that the trees identified for retention are protected at development stage, the applicant is required to complete the following items:

- Prior to final adoption of the rezoning bylaw, submission to the City of a contract with a Certified Arborist for the supervision of all works conducted within or in close proximity to tree protection zones. The contract must include the scope of work required, the number of proposed monitoring inspections at specified stages of construction, any special measures required to ensure tree protection, and a provision for the Arborist to submit a post-construction impact assessment to the City for review.
- Prior to demolition of the existing dwelling on the subject site, installation of tree protection fencing around all trees to be retained. Tree protection fencing must be installed to City standard in accordance with the City's Tree Protection Information Bulletin Tree-03 prior to any works being conducted on-site, and remain in place until construction and landscaping on-site is completed.

#### *Tree Replacement*

The applicant wishes to remove 16 on-site trees (Tags # 463, 467, 468, 469, 470, 978, and 981-990). The 2:1 replacement ratio would require a total of 32 replacement trees. The

applicant has agreed to plant two trees on each lot proposed; for a total of eight trees. The required replacement trees are to be of the following minimum sizes; based on the size of the trees being removed as per Tree Protection Bylaw No. 8057.

No. of Replacement Trees	Minimum Caliper of Deciduous Replacement Tree	Minimum Height of Coniferous Replacement Tree
8	11 cm	6 m

To satisfy the 2:1 replacement ratio established in the OCP, the applicant will contribute \$12,000 to the City's Tree Compensation Fund in lieu of the remaining 24 trees that cannot be accommodated on the subject property after redevelopment.

Prior to final adoption of the rezoning bylaw, the applicant must submit a Landscape Plan for both lots prepared by a Registered Landscape Architect, along with a Landscape Security based on 100% of the cost estimate provided by the Landscape Architect for the proposed planting, including the eight required replacement trees, and a 10% contingency. The Landscape Plan must comply with the regulations for coach house and compact lot development contained in the Arterial Road Policy in the OCP. A portion of the security will be released after construction and landscaping at the subject site is completed and a landscape inspection by City staff has been passed. The City may retain the balance of the security for a one-year maintenance period to ensure that the landscaping survives

### **Affordable Housing Strategy**

The Affordable Housing Strategy for single-family rezoning applications requires a secondary suite or coach house on 100% of new lots created, or a suite or coach house on 50% of new lots created and a cash-in-lieu contribution to the City's Affordable Housing Reserve Fund of \$2.00/ft<sup>2</sup> of the total building area of the remaining lots.

The applicant proposes to construct a secondary suite on all four proposed lots. Prior to final adoption of the rezoning bylaw, the applicant must register a legal agreement on Title to ensure that no final Building Permit inspection will be granted until a secondary suite is constructed on each of the four future lots, to the satisfaction of the City in accordance with the BC Building Code and the City's Zoning Bylaw.

### **Site Servicing and Frontage Improvements**

There are no servicing concerns with the proposed rezoning. Prior to subdivision, the applicant is required to:

- Pay Development Cost Charges (City and GVS & DD), School Site Acquisition Charge, and Address Assignment Fees.
- Enter into a Servicing Agreement for the design and construction of water, storm, and sanitary service works, lane drainage, and frontage upgrades described in Attachment 6.
- Registration of two 3.0 x 3.0 m statutory rights-of-way for the sanitary sewer inspection chambers.

Required lane construction includes, but is not limited to:

- Rollover curb and gutter, asphalt paving, drainage, and lane lighting. The scope of works is to be determined through the Servicing Agreement design review process.

Required frontage improvements along Steveston Highway include, but are not limited to:

- Permanent closure and removal of the existing driveway crossings providing access to the subject site from Steveston Highway.
- Removal of the existing sidewalk located at the curb along the entire site frontage and backfilling of the area to provide a minimum 1.5 m wide grass/treed boulevard (width of the boulevard is exclusive of the 0.15 m wide top of curb).
- Construction of a new 1.5 m wide concrete sidewalk behind the new boulevard along the entire site frontage; connecting to the existing sidewalk east and west of the subject site.
- Street lighting and other utility requirements may be required as part of the frontage improvements; as determined through the Servicing Agreement design review process.

### **Financial Impact or Economic Impact**

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

### **Conclusion**

The purpose of this application is to rezone 9051 and 9071 Steveston Highway from the "Single Detached (RS1/E)" zone to the "Compact Single Detached (RC2)" zone, to permit the properties to be subdivided to create four single-family lots, with vehicle access from an extension to the existing rear lane.

This rezoning application complies with the land use designations and applicable policies for the subject site contained within the OCP and Richmond Zoning Bylaw 8500.

The list of rezoning considerations is included in Attachment 6, which has been agreed to by the applicant (signed concurrence on file).

It is recommended that Richmond Zoning Bylaw 8500, Amendment Bylaw 9646 be introduced and given first reading.



Jordan Rockerbie  
Planning Technician  
(604-276-4092)

JR:blg

Attachment 1: Location Map and Aerial Photo  
Attachment 2: Proposed Subdivision Plan

Attachment 3: Development Application Data Sheet

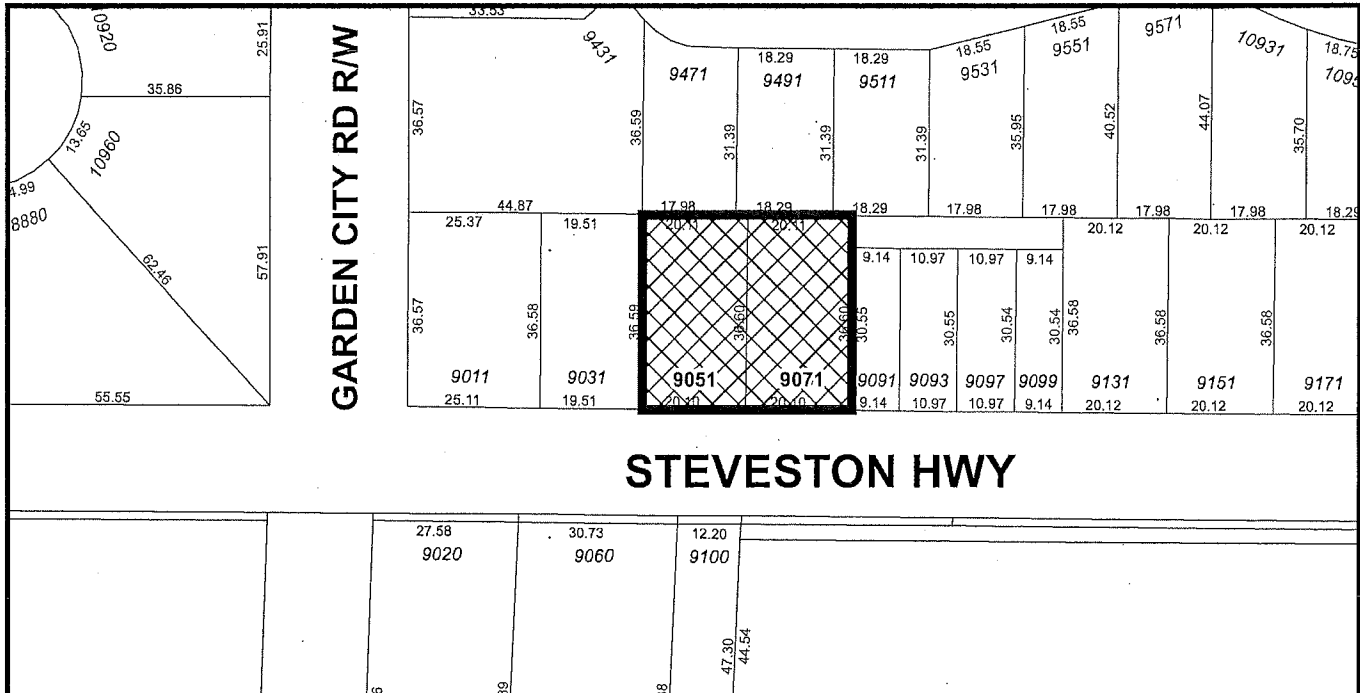
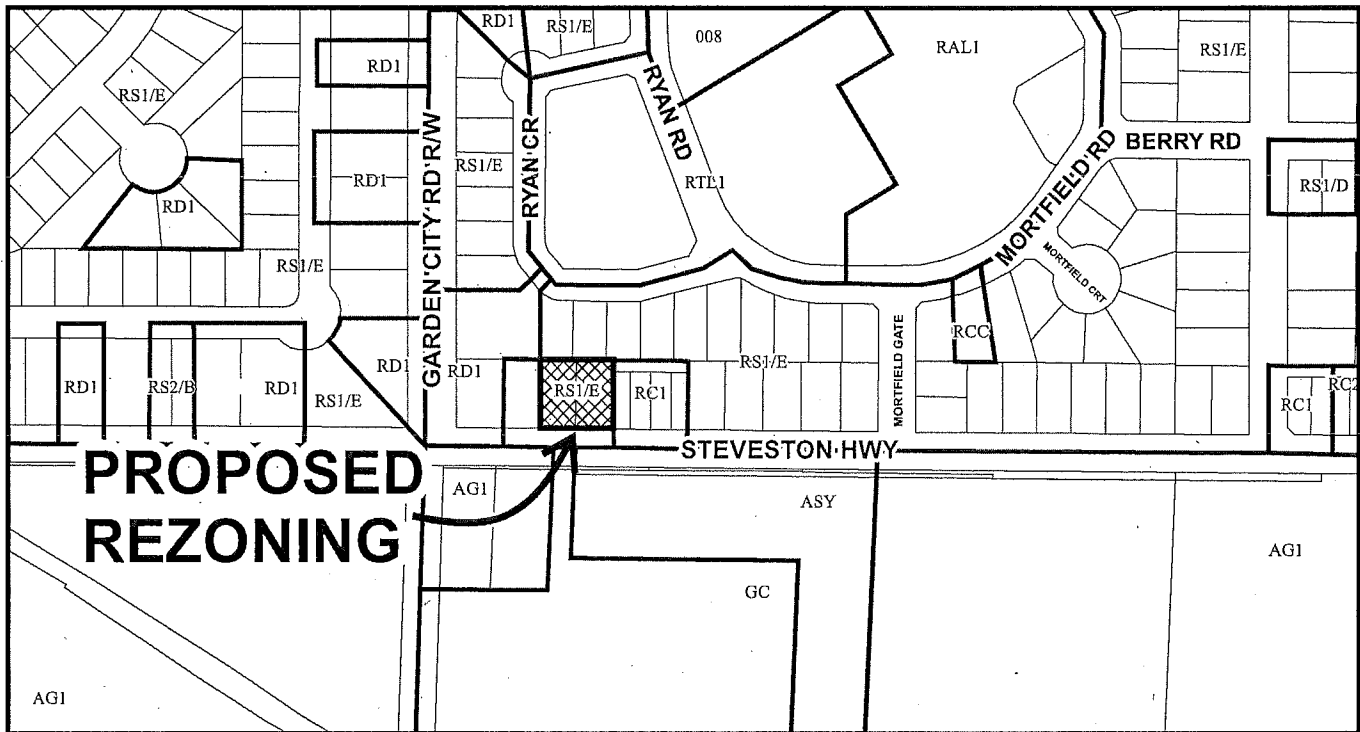
Attachment 4: Broadmoor Area Land Use Map

Attachment 5: Tree Protection Plan

Attachment 6: Rezoning Considerations



# City of Richmond



**RZ 16-728719**

Original Date: 04/18/16

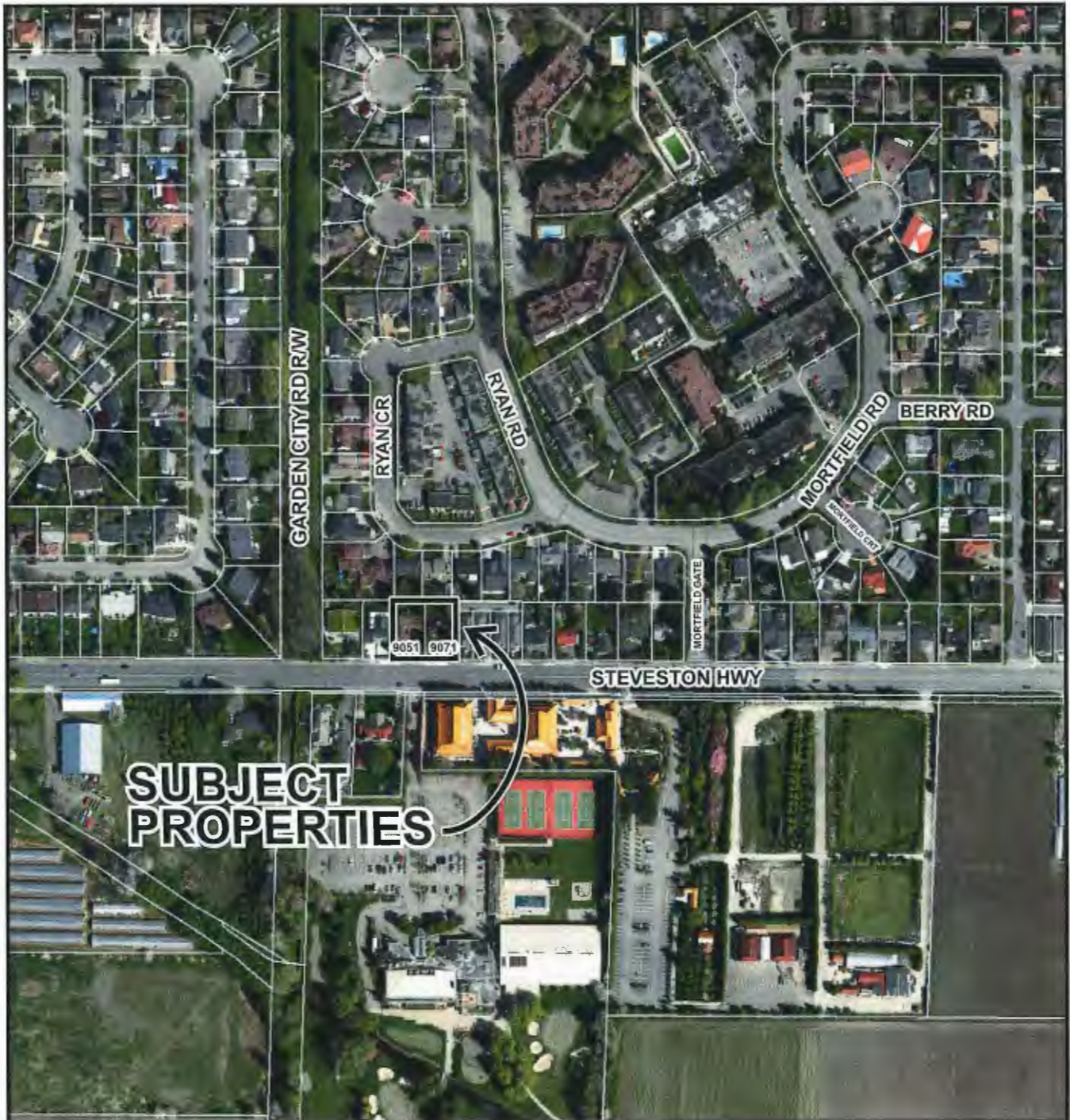
Revision Date: 11/07/16

Note: Dimensions are in METRES





City of  
Richmond



RZ 16-728719

Original Date: 04/18/16

Revision Date: 11/07/16

Note: Dimensions are in METRES

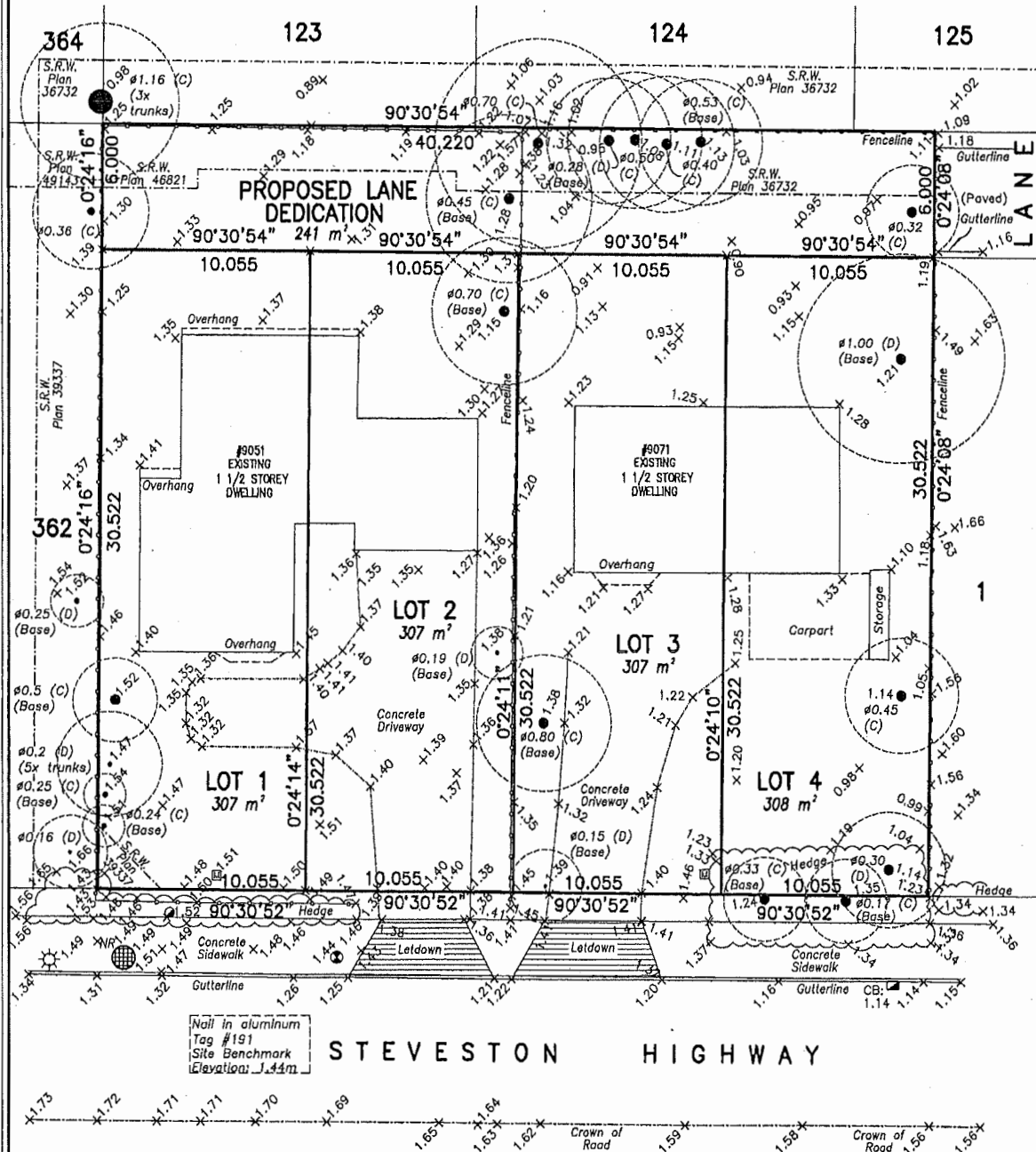
**TOPOGRAPHIC SURVEY AND PROPOSED SUBDIVISION PLAN  
OF LOTS 121 AND 122 SECTION 34 BLOCK 4 NORTH RANGE 6 WEST  
NEW WESTMINSTER DISTRICT PLAN 36731**

#9071 STEVESTON HIGHWAY,  
RICHMOND, B.C.  
P.I.D. 003-283-542  
#9051 STEVESTON HIGHWAY,  
RICHMOND, B.C.  
P.I.D. 004-335-422

SCALE: 1:200

0 5 10 15

ALL DISTANCES ARE IN METRES AND DECIMALS  
THEREOF UNLESS OTHERWISE INDICATED



© copyright  
J. C. Tam and Associates  
Canada and B.C. Land Surveyor  
115 - 8833 Odlin Crescent  
Richmond, B.C. V6X 3Z7  
Telephone: 214-8928  
Fax: 214-8929  
E-mail: office@jctam.com  
Website: www.jctam.com  
Job No. 6422  
FB-314 P32-36  
Drawn By: ER

**NOTE:**

Elevations shown are based on  
City of Richmond HPN  
Benchmark network.  
Benchmark: HPN #204  
Control Monument 02H2452  
Elevation: 1.559m  
Benchmark: HPN #234  
Control Monument 77H4891  
Elevation: 1.125m

**LEGEND:**

- (C) denotes conifer
- (D) denotes deciduous
- denotes catch basin
- denotes water meter
- denotes manhole
- NR denotes north rim
- ☼ Lampstand
- ⚡ Powerline pole

**NOTE:**

Use site Benchmark Tag #191 for  
construction elevation control.

**CERTIFIED CORRECT:**  
LOT DIMENSION ACCORDING TO  
FIELD SURVEY.

*[Signature]*  
JOHNSON C. TAM, B.C.L.S.

JULY 18th, 2016.

DWG No. 6422-Topo-02

**CNCL - 180**



**RZ 16-728719**

**Attachment 3**

Address: 9051 & 9071 Steveston Highway

Applicant: Harj Johal

Planning Area(s): Broadmoor

	Existing	Proposed
<b>Owner:</b>	Gavin Singh Bahd Gurdeep Singh Johal Navreet Johal	To be determined
<b>Site Size (m<sup>2</sup>):</b>	Two lots, each 734.46 m <sup>2</sup>	Four lots, each 307 m <sup>2</sup> Road dedication: 241.32 m <sup>2</sup>
<b>Land Uses:</b>	Two single-family dwellings	Four single-family dwellings
<b>OCP Designation:</b>	Neighbourhood Residential	No change
<b>Arterial Road Policy Designation:</b>	Undesignated	Compact Lot Coach House
<b>Zoning:</b>	Single Detached (RS1/E)	Compact Single Detached (RC2)

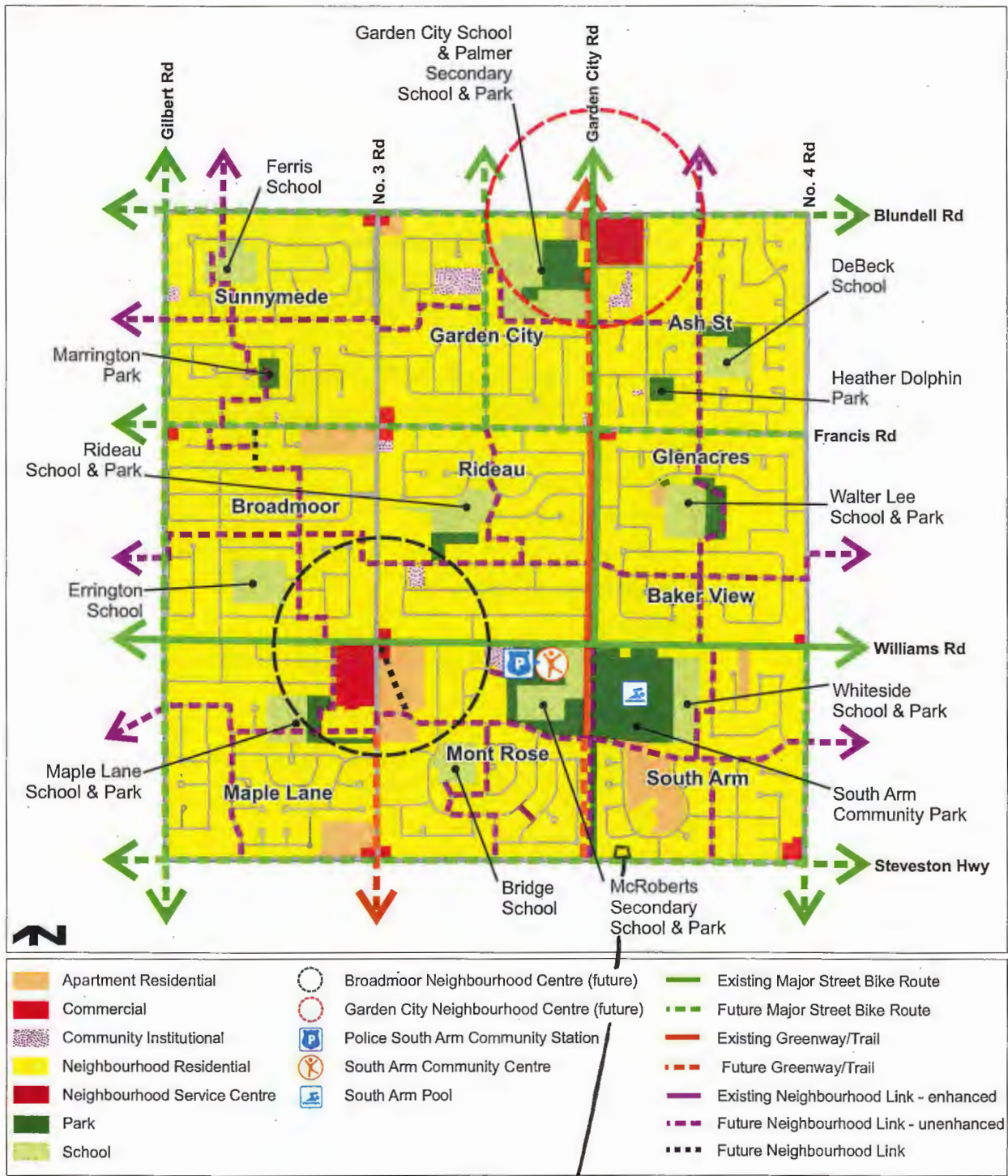
On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Floor Area Ratio:	Max. 0.60 for lot area up to 464.5 m <sup>2</sup> plus 0.30 for area in excess of 464.5 m <sup>2</sup>	Max. 0.60 for lot area up to 464.5 m <sup>2</sup> plus 0.30 for area in excess of 464.5 m <sup>2</sup>	none permitted
Buildable Floor Area (m <sup>2</sup> ):*	Max. 184.2 m <sup>2</sup> (1,982 ft <sup>2</sup> )	Max. 184.2 m <sup>2</sup> (1,982 ft <sup>2</sup> )	none permitted
Lot Coverage (% of lot area):	Building: Max. 50% Non-porous Surfaces: Max. 70%	Building: Max. 50% Non-porous Surfaces: Max. 70%	none
Lot Size:	270 m <sup>2</sup>	307 m <sup>2</sup>	none
Lot Dimensions (m):	Width: 9.0 m Depth: 24.0 m	Width: 10.055 m Depth: 30.522 m	none
Setbacks (m):	Front: Min. 6.0 m Rear: Min. 6.0 m Side: Min. 1.2 m	Front: Min. 6.0 m Rear: Min. 6.0 m Side: Min. 1.2 m	none
Height (m):	Max. 9.0 m	Max. 9.0 m	none

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

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



## 6. Broadmoor



SUBJECT  
PROPERTY

CNCL - 182





**City of  
Richmond**

**Rezoning Considerations**  
Development Applications Department  
6911 No. 3 Road, Richmond, BC V6Y 2C1

**Address:** 9051 & 9071 Steveston Highway

**File No.:** RZ 16-728719

**Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 9646, the developer is required to complete the following:**

1. 6.0 m lane dedication along the entire north property line.
2. Submission of a Landscape Plan, prepared by a Registered Landscape Architect, to the satisfaction of the Director of Development, and deposit of a Landscaping Security based on 100% of the cost estimate provided by the Landscape Architect, including installation costs and a 10% contingency. The Landscape Plan should:
  - Comply with the guidelines of the OCP's Arterial Road Policy and should not include hedges along the front property line.
  - Include a mix of coniferous and deciduous trees.
  - Include the dimensions of tree protection fencing as illustrated on the Tree Retention Plan attached to this report.
  - Include the eight required replacement trees with the following minimum sizes:

No. of Replacement Trees	Minimum Caliper of Deciduous Tree	Minimum Height of Coniferous Tree
8	6 cm	11 m

If required replacement trees cannot be accommodated on-site, a cash-in-lieu contribution in the amount of \$500/tree to the City's Tree Compensation Fund for off-site planting is required.

3. City acceptance of the developer's offer to voluntarily contribute \$12,000 to the City's Tree Compensation Fund for the planting of replacement trees within the City.
4. Payment to the City of \$2,600 as compensation for the removal of two trees on the south property line, shared with the City, for the City to plant four trees at or near the development site.
5. Submission of a Contract entered into between the applicant and a Certified Arborist for supervision of any on-site works conducted within the tree protection zone of the trees to be retained. The Contract should include the scope of work to be undertaken, including: the proposed number of site monitoring inspections, and a provision for the Arborist to submit a post-construction assessment report to the City for review.
6. Registration of a flood indemnity covenant on Title.
7. Registration of a legal agreement on Title to ensure that landscaping planted along a 4.0 m wide ALR buffer (as measured from the south property line) along the Steveston Highway frontage is maintained and will not be abandoned or removed. The legal agreement is to identify the ALR buffer area and indicate that the property is potentially subject to impacts of noise, dust, and odour resulting from agricultural operations since it is located across from a lot which is in the ALR.
8. Registration of a legal agreement on Title to acknowledge that the applicant wishes to make use of the statutory right-of-way agreement (BW406323) registered on Title at 9093/9097 Steveston Highway for vehicular access to the subject site until access is secured by construction of the lane east to Mortfield Gate.
9. Registration of a legal agreement on Title to acknowledge that use of the lane is subject to the terms and conditions of the statutory right-of-way agreement (BW406323).
10. Registration of a legal agreement on Title to ensure that no final Building Permit inspection is granted until a secondary suite is constructed on each of the four future lots, to the satisfaction of the City in accordance with the BC Building Code and the City's Zoning Bylaw.



**Prior to removal of trees on the boulevard in City-owned property, the applicant is required to:**

1. Contact the City's Parks Department (604-244-1208 ext. 1314) four business days prior to removal of trees to enable proper signage to be posted.

**At demolition\* stage, the following is required:**

1. Installation of appropriate tree protection fencing around all trees to be retained as part of the development prior to any construction activities, including building demolition. Tree protection fencing must be installed to City standard in accordance with the City's Tree Protection Information Bulletin TREE-03 and must remain in place until construction and landscaping on-site is completed.

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

1. Submission of a Construction Parking and Traffic Management Plan to the Transportation Department. Management Plan shall include location for parking for services, deliveries, workers, loading, application for any lane closures, and proper construction traffic controls as per Traffic Control Manual for works on Roadways (by Ministry of Transportation) and MMCD Traffic Regulation Section 01570. This unregistered agreement will prohibit the use of any portion of the statutory right-of-way area for vehicle parking, demolition activity, or construction activity
2. Obtain a Building Permit (BP) for any construction hoarding. If construction hoarding is required to temporarily occupy a public street, the air space above a public street, or any part thereof, additional City approvals and associated fees may be required as part of the Building Permit. For additional information, contact the Building Approvals Department at 604-276-4285.

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

1. Payment of Development Cost Charges (City and GVS & DD), School Site Acquisition Charge, and Address Assignment Fees.
2. Enter into a Servicing Agreement\* for the design and construction of engineering infrastructure improvements. Works include, but may not be limited to:

*Water Works:*

- Using the OCP Model, there is 523 L/s of water available at a 20 psi residual at the hydrant fronting 9160 Steveston Highway. Based on your proposed development, your site requires a minimum fire flow of 95 L/s.
- The Developer is required to:
  - Submit Fire Underwriter Survey (FUS) or International Organization for Standardization (ISO) fire flow calculations to confirm the development has adequate fire flow for onsite fire protection. Calculations must be signed and sealed by a Professional Engineer and be based on Building Permit Stage Building designs.
- At the Developers cost, the City is to:
  - Install four new water service connections, each complete with meter and meter box off of the existing 300 mm PVC watermain on the south side of Steveston Highway.

*Storm Sewer Works:*

- The Developer is required to:
  - Upgrade the existing 250 mm storm sewer to 600 mm on the north side of the Steveston Highway frontage, extending east from existing manhole STMH2097 to tie-in via a new manhole at the east property line of 9071 Steveston Highway, approximately 40 m.
  - Construct approximately 40.0 m of 200 mm lane drainage, complete with catch basins, from the existing lane drainage at Lot 9091's west property line, extending 40.0 m west to the subject site's west property line and terminate with a new manhole. No service connections are permitted to connect to lane drainage.
  - Install two new storm service connections, complete with inspection chambers and dual service leads, at the adjoining property lines of the four newly subdivided lots off of the proposed 600 mm storm sewer.

- Cut and cap the existing service leads off of the existing inspection chambers at the southeast and southwest corners of the subject site.
- At the Developers cost, the City is to:
  - Complete all tie-ins for the proposed works to existing City infrastructure.

*Sanitary Sewer Works:*

- The Developer is required to:
  - Provide, at no cost to the City, a 1.2 m wide SRW along the entire western property line of 9051 Steveston Highway for the existing sanitary sewer.
  - Install two new sanitary service connections in the proposed back lane off of the existing 150 mm FRP sanitary main complete with inspection chambers and dual service leads at the adjoining property lines of the newly subdivided lots.
  - Cut and cap the existing southern sanitary service leads off of the existing inspection chambers SIC16523 and SIC12082.
  - Provide, at no cost to the City, two new 3.0 m x 3.0 m SRWs for the proposed sanitary inspection chambers at the adjoining property lines of the newly subdivided lots.
  - Cut, cap, abandon, and fill, per MMCD specifications, the existing 150 mm sanitary sewer along the development site's north frontage. Any damage or nuisance to the neighboring lot's structures (i.e. fencing) must be repaired at the Developer's cost. It is the Developer's responsibility to obtain written approval from the owners of all affected lands at least one month prior to start of construction; written proof of approval must be submitted to the City prior to Servicing Agreement approval.
  - Install a new 150 mm sanitary sewer in the proposed rear-yard laneway and reconnect all existing sanitary service connections. Tie-in to the west shall be to the existing north-south aligned sanitary sewer west of the development site via a new manhole; tie-in to the east shall be to the existing east-west aligned 150 mm FRP sanitary sewer at the east property line of 9071 Steveston Highway via a new manhole.
- At the Developers cost, the City is to:
  - Complete all tie-ins for the proposed works to existing City infrastructure.

*Frontage Improvements:*

- The Developer is required to:
  - Coordinate with BC Hydro, Telus and other private communication service providers:
    - To underground Hydro service lines.
    - To pre-duct for future hydro, telephone, and cable utilities along the entire Steveston Highway frontage.
    - When relocating/modifying any of the existing power poles and/or guy wires within the property frontages.
    - To determine if above ground structures are required and coordinate their locations (e.g. Vista, PMT, LPT, Shaw cabinets, Telus Kiosks, etc.).
  - Dedicate and construct a new 6.0 m wide lane across the entire north property line, which:
    - Connects to and matches the lane works completed to the east as part of the Servicing Agreement associated with redevelopment of 9091, 9093, 9097, and 9099 Steveston Highway (SA 04-287038).
    - Includes rollover curb and gutter, asphalt paving, drainage, and lane lighting, and other works to be determined through the Servicing Agreement design review process.
  - Complete frontage improvements to Steveston Highway, which include:
    - Permanent closure and removal of the existing driveway crossings providing access to the site from Steveston Highway.
    - Removal of the existing sidewalk located at the curb along the entire site frontage and backfilling of the area to provide a minimum 1.5 m wide grass/tree boulevard (Note: the width of the boulevard is exclusive of the 0.15 m wide top of curb).
    - Construction of a new 1.5 m wide concrete sidewalk along the entire site frontage, connecting to the existing sidewalk east and west of the subject site.

- Street lighting and other utility requirements may be required as part of the frontage improvements, as determined through the Servicing Agreement design review process.

*General Items:*

- The Developer is required to:
  - Enter into, if required, additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering, including, but not limited to, site investigation, testing, monitoring, site preparation, de-watering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.

**Note:**

- \* This requires a separate application.
- Where the Director of Development deems appropriate, the preceding agreements are to be drawn not only as personal covenants of the property owner but also as covenants pursuant to Section 219 of the Land Title Act.

All agreements to be registered in the Land Title Office shall have priority over all such liens, charges and encumbrances as is considered advisable by the Director of Development. All agreements to be registered in the Land Title Office shall, unless the Director of Development determines otherwise, be fully registered in the Land Title Office prior to enactment of the appropriate bylaw.

The preceding agreements shall provide security to the City including indemnities, warranties, equitable/rent charges, letters of credit and withholding permits, as deemed necessary or advisable by the Director of Development. All agreements shall be in a form and content satisfactory to the Director of Development.

- Additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering may be required including, but not limited to, site investigation, testing, monitoring, site preparation, de-watering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.
- Applicants for all City Permits are required to comply at all times with the conditions of the Provincial *Wildlife Act* and Federal *Migratory Birds Convention Act*; which contain prohibitions on the removal or disturbance of both birds and their nests. Issuance of Municipal permits does not give an individual authority to contravene these legislations. The City of Richmond recommends that where significant trees or vegetation exists on site, the services of a Qualified Environmental Professional (QEP) be secured to perform a survey and ensure that development activities are in compliance with all relevant legislation.

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Signed

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Date



**Richmond Zoning Bylaw 8500  
Amendment Bylaw 9646 (RZ 16-728719)  
9051 & 9071 Steveston Highway**

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 **"COMPACT SINGLE DETACHED (RC2)"**.

P.I.D. 004-335-422

Lot 122 Section 34 Block 4 North Range 6 West New Westminster District Plan 36731

P.I.D. 003-283-542

Lot 121 Section 34 Block 4 North Range 6 West New Westminster District Plan 36731

2. This Bylaw may be cited as **"Richmond Zoning Bylaw 8500, Amendment Bylaw 9646"**.

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

OTHER CONDITIONS SATISFIED

ADOPTED

_____
_____
_____
_____
_____
_____

CITY OF RICHMOND
APPROVED by 
APPROVED by Director or Solicitor 

\_\_\_\_\_  
MAYOR

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



# City of Richmond

## Report to Committee Planning and Development Division

**To:** Planning Committee  
**From:** Wayne Craig  
Director, Development

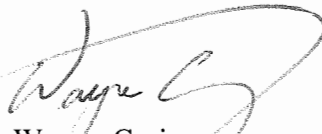
**Date:** February 3, 2017

**File:** RZ 15-713737

**Re:** Application by Benn Panesar for Rezoning at 10140 and 10160 Finlayson Drive  
from "Single Detached (RS1/D)" to "Single Detached (RS2/B)"


### Staff Recommendation

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9684, for the rezoning of 10140 and 10160 Finlayson Drive from "Single Detached (RS1/D)" to "Single Detached (RS2/B)", be introduced and given first reading.



Wayne Craig  
Director, Development

CL:blg  
Att. 7

REPORT CONCURRENCE		
<b>ROUTED TO:</b>	<b>CONCURRENCE</b>	<b>CONCURRENCE OF GENERAL MANAGER</b>
Affordable Housing	<input checked="checked" type="checkbox"/>	 FOR JOE ERICSON

## **Staff Report**

### **Origin**

Benn Panesar has applied to the City of Richmond for permission to rezone the properties at 10140 and 10160 Finlayson Drive from the “Single Detached (RS1/D)” zone to the “Single Detached (RS2/B)” zone, to permit the property to be subdivided to create three lots (Attachment 1).

The applicant proposes to pursue subdivision of the land in two stages. Initially, the proposal involves demolition of the dwelling at 10160 Finlayson Drive, shifting of the common property line to create a smaller south lot, and retention of the existing dwelling on a larger north lot at 10140 Finlayson Drive. Subsequently, the applicant proposes to subdivide the larger north lot at 10140 Finlayson Drive into two smaller lots, ultimately yielding a total of three lots at the subject site.

A survey of the subject site illustrating the first stage of the proposed subdivision is included in Attachment 2. A survey of the subject site illustrating the second stage of the proposed subdivision is included in Attachment 3.

### **Findings of Fact**

A Development Application Data Sheet providing details about the development proposal is attached (Attachment 4).

### **Site Description and Surrounding Development**

The subject site is located on the west side of Finlayson Drive, between Gilmore Crescent and Finlayson Court, in the Bridgeport Planning Area. The property at 10140 Finlayson Drive currently contains an existing dwelling, which will be demolished at future development stage. At 10160 Finlayson Drive, the original dwelling has been demolished and a single-family dwelling is currently under construction on the south side of the lot (further discussion of the new dwelling being constructed on-site is included in the “Analysis” section of this report).

Existing development immediately surrounding the subject site is as follows:

- To the North, is a dwelling on a lot zoned “Single Detached (RS1/D)”.
- To the South, are new dwellings on lots zoned “Single Detached (RS2/B)”.
- To the East, immediately across Finlayson Drive, is Tait Neighbourhood School Park.
- To the West, fronting No. 4 Road, are dwellings on lots zoned “Single Detached (RS1/D)”.

### **Related Policies & Studies**

#### **Official Community Plan/Bridgeport Area Plan**

The Official Community Plan (OCP) land use designation for the subject site is “Neighbourhood Residential”. The Bridgeport Area Plan land use designation for the subject site is “Residential (Single Family)”. This redevelopment proposal is consistent with these designations.



**Single-Family Lot Size Policy 5448**

The subject site is located within the area governed by Single-Family Lot Size Policy 5448, adopted by Council on September 16, 1991, and subsequently amended in 2012 (Attachment 5). The Policy permits properties on Finlayson Drive to be rezoned and subdivided subject to the requirements of the “Single Detached (RS2/B)” zone.

This redevelopment proposal would allow for the creation of three (3) lots, each with an average width of approximately 12 m and between 623 m<sup>2</sup> and 729 m<sup>2</sup> in area, consistent with the requirements of the “Single Detached (RS2/B)” zone.

**Aircraft Noise Sensitive Development (ANSD) Policy**

Consistent with the OCP, the ANSD Policy applies to the subject site, which is located within the “High Aircraft Noise Area (Area 2)”. In accordance with this Policy, all aircraft noise sensitive land uses may be considered, including single-family uses resulting from the rezoning of one “Single Detached (RS1)” sub-zone to another “Single Detached (RS2)” sub-zone. Registration of an Aircraft Noise Sensitive Use Covenant on Title will be required prior to final adoption of the rezoning bylaw.

**Floodplain Management Implementation Strategy**

The proposed redevelopment must meet the requirements of the Richmond Flood Plain Designation and Protection Bylaw 8204. Registration of a flood indemnity covenant on Title is required prior to final adoption of the rezoning bylaw.

**Ministry of Transportation and Infrastructure Approval**

As the subject site is located within 800 m of an intersection of a Provincial Limited Access Highway and a City road, this redevelopment proposal was referred to the Ministry of Transportation and Infrastructure (MOTI). Confirmation has been received from MOTI indicating that they have no objections to the proposed redevelopment and that preliminary approval has been granted for a period of one year. Final approval from MOTI is required prior to final adoption of the rezoning bylaw.

**Public Consultation**

A rezoning sign has been installed on the subject property. Staff have not received any comments from the public about the rezoning application in response to the placement of the rezoning sign on the property.

Should the Planning Committee endorse this application and Council grant first reading to the rezoning bylaw, the bylaw will be forwarded to a Public Hearing where any area resident or interested party will have an opportunity to comment.

Public notification for the Public Hearing will be provided as per the *Local Government Act*.

## **Analysis**

### **New Construction at 10160 Finlayson Drive, and Proposed Timing of Rezoning/ Subdivision**

As described earlier in this report, the applicant proposes to pursue subdivision of the land in two stages (as shown in Attachments 2 and 3). Also, the original dwelling at 10160 Finlayson Drive has been demolished and a single-family dwelling is currently under construction on the south side of the lot under Building Permit (B7 15-716522).

Through the Building Permit application review process for the new dwelling at 10160 Finlayson Drive, the applicant has demonstrated that the dwelling under construction complies with all aspects of the current "Single Detached (RS1/D)" zone and with the proposed "Single Detached (RS2/B)" zone after the first stage of subdivision. As further evidence of conformity, prior to the first stage of subdivision approval, the applicant is required to submit a signed and sealed plan from a BC Land Surveyor that the existing buildings and structures at 10160 Finlayson Drive meet all of the requirements of the RS2/B zoning, including the Permitted Density, Lot Coverage, Live Landscaping and Setbacks.

In order to secure the ultimate 3-lot subdivision plan shown in Attachment 3, the applicant is required to register a legal agreement on title prior to rezoning approval stating that no Building Permits may be issued at 10140 Finlayson Drive, and that subdivision of the land is only permitted as shown in Attachments 2 and 3.

Should the rezoning application not proceed, only one single-family dwelling is permitted on each of the existing lots.

### **Existing Legal Encumbrances**

There is currently a Statutory Right-of-Way (SRW) registered on Title of the subject properties for sanitary sewer, which is located in the rear yard along the west property line.

### **Site Access**

Vehicle access to the proposed lots is to be from Finlayson Drive via separate driveway crossings.

### **Tree Retention and Replacement**

The applicant has submitted a Certified Arborist's Report, which identifies on-site and off-site tree species, assesses tree structure and condition, and provides recommendations on tree retention and removal relative to the proposed development.

The Report assesses a total of six trees: one bylaw-sized tree on the subject property, three trees located on the common property line with the neighbouring property to the south at 10180 Finlayson Drive, one tree located on the neighbouring property to the west at 2380 No. 4 Road, and one tree located in the Finlayson Drive boulevard on City-owned property.

The City's Tree Preservation Coordinator has reviewed the Arborist's Report, concurs with the Arborist's recommendations, and has the following comments:

- One Holly tree located on-site is in good condition and should be retained and protected (tag# 5).
- Three trees located on the common property line with the adjacent property to the south (tag# 2, 3, 4) were approved for removal at 10180 Finlayson Drive (RZ 11- 594451) and have since been removed.
- One tree located on the adjacent property to the west at 2380 No. 4 Road must be retained and protected as per the Arborist Report specifications (tag#6).

The one tree in the Finlayson Drive boulevard on City-owned property (tag # 1) was approved for removal by the City's Parks Department as part of the Building Permit application review process at 10180 Finlayson Drive due to conflict with the proposed driveway crossing (B7 16- 732271). This tree has since been removed (T1 16- 732273).

#### *Tree Protection*

One tree on the subject site and one tree on the neighbourhood property to the west at 2380 No. 4 Road are to be retained and protected (tag #'s 5 and 6). The applicant has submitted a tree retention plan showing the trees to be retained and the tree protection area to be used during development stage (Attachment 6, annotated). To ensure that the trees identified for retention are protected at development stage, the applicant is required to submit the following items prior to final adoption of the rezoning bylaw:

- A contract with a Certified Arborist for the supervision of all works conducted within or in close proximity to tree protection zones (tag #'s 5 and 6). The contract must include the scope of work required, the number of proposed monitoring inspections at specified stages of construction, any special measures required to ensure tree protection, and a provision for the arborist to submit a post-construction impact assessment to the City for review.
- A survival security in the amount of \$10,000 for tree tag # 5. The security will be held until construction and landscaping on the subject site is completed and a landscape inspection has been passed by City staff. The City may retain a portion of the security for a one-year maintenance period from the date of the landscape inspection to ensure that the tree survives.

Prior to demolition of the existing dwelling at 10140 Finlayson Drive, the applicant is required to install tree protection fencing around all trees to be retained (tag #'s 5 and 6). Tree protection fencing must be installed to City standard in accordance with the City's Tree Protection Information Bulletin TREE-03 prior to any works being conducted on-site, and remain in place until construction and landscaping on-site is completed.

#### *Tree Planting*

In accordance with City Policy 5032 – Tree Planting (Universal), the applicant has agreed to plant a total of five new trees (yielding two trees per lot), as follows:

- two trees on the proposed north lot.
  - two trees on the proposed middle lot.
  - one tree on the proposed south lot.
- (minimum 6 cm deciduous caliper or 3 m high conifer).

To ensure that the five new trees are planted and maintained on the proposed lots, the applicant is required to submit a Landscaping Security in the amount of \$2,500 (\$500/tree) prior to final adoption of the rezoning bylaw. The Security will not be released until construction and landscaping on the subject site is completed and a landscape inspection has been passed by City staff. The City may retain a portion of the security for a one-year maintenance period from the date of the landscape inspection.

### **Affordable Housing Strategy**

The City's Affordable Housing Strategy for single-family rezoning applications requires:

- a) secondary suite(s) on 100% of new lots proposed; b) secondary suite(s) on 50% of new lots proposed and a cash-in-lieu contribution to the City's Affordable Housing Reserve Fund based on \$2.00/ft<sup>2</sup> of the total buildable area on the remaining lots; or c) in cases where a secondary suite cannot be accommodated, a cash-in-lieu contribution to the City's Affordable Housing Reserve Fund based on \$2.00/ft<sup>2</sup> of the total buildable area on 100% of new lots proposed.

Consistent with the Affordable Housing Strategy, the applicant proposes to construct a secondary suite on each new lot proposed. Prior to rezoning, the applicant is required to register a legal agreement on title, stating that no final Building Permit inspection will be granted until the secondary suites are constructed to the satisfaction of the City in accordance with the BC Building Code and Richmond Zoning Bylaw 8500.

### **Site Servicing and Frontage Improvements**

Prior to rezoning bylaw adoption, the applicant is required to enter into a Servicing Agreement for the design and construction of water, storm, and sanitary service connections for the proposed lots, as well as for frontage improvements to current City standards from the north property line of 10140 Finlayson Drive to the south property line of 10200 Finlayson Drive, tying into the existing condition to the north and south. The scope of the works is described in Attachment 7, and includes but is not limited to concrete curb and gutter, a 1.5 m wide treed/grassed boulevard at the back of the curb, a 1.5 m wide concrete sidewalk, street lighting, and undergrounding of Hydro and Telus service lines.

### **Subdivision**

Prior to approval of the first stage of subdivision, the applicant is required to submit a signed and sealed plan from a registered BC Land Surveyor that the existing buildings and structures at 10160 Finlayson Drive meet all of the requirements of the RS2/B zoning, including the Permitted Density, Lot Coverage, Live Landscaping and Setbacks.

Prior to approval of the second stage of subdivision, the applicant is required to pay Development Cost Charges (City and GVS&DD), School Acquisition Charges, Address Assignment Fees and the current year's taxes.

### **Financial Impact or Economic Impact**

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

## **Conclusion**

The purpose of this application is to rezone the property at 10140 and 10160 Finlayson Drive from the "Single Detached (RS1/D)" zone to the "Single Detached (RS2/B)" zone, to permit the property to be subdivided to create three lots. The applicant proposes to pursue the project in stages.

This rezoning application complies with the land use designation and applicable policies for the subject site that are contained within the OCP and Single-Family Lot Size Policy 5448.

The list of Rezoning Considerations is included in Attachment 6, which has been agreed to by the applicant (signed concurrence on file).

It is recommended that Richmond Zoning Bylaw 8500, Amendment Bylaw 9684 be introduced and given first reading.



Cynthia Lussier  
Planner 1  
(604-276-4108)

CL:blg

Attachment 1: Location Map/Aerial Photo

Attachment 2: Site Survey and proposed subdivision plan for 1<sup>st</sup> stage

Attachment 3: Site Survey and proposed subdivision plan for 2<sup>nd</sup> stage

Attachment 4: Development Application Data Sheet

Attachment 5: Single Family Lot Size Policy 5448

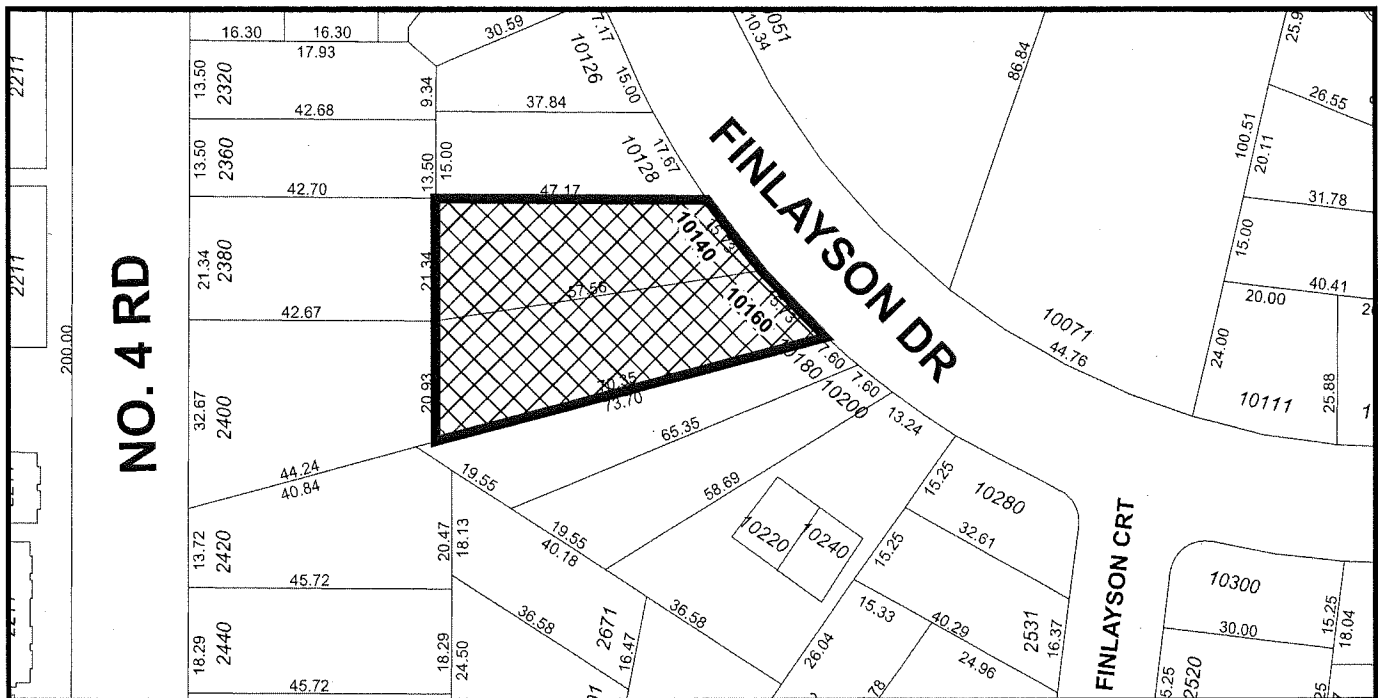
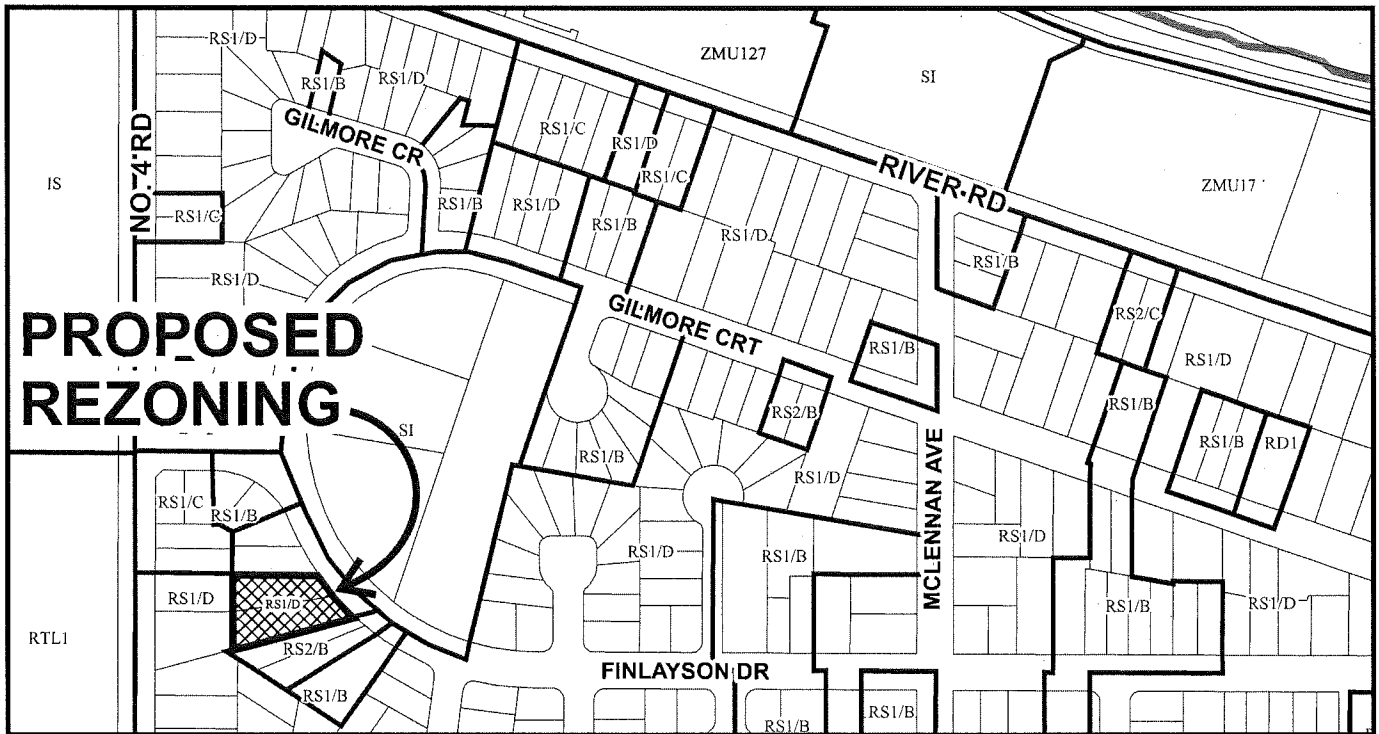
Attachment 6: Proposed Tree Retention Plan

Attachment 7: Rezoning Considerations



# City of Richmond

ATTACHMENT 1



RZ 15-713737

Original Date: 12/16/15

Revision Date: 02/23/17

Note: Dimensions are in METRES





# City of Richmond



RZ 15-713737

Original Date: 12/16/15

Revision Date: 02/23/17

Note: Dimensions are in METRES

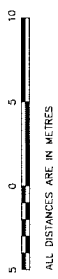
**SURVEY PLAN OF LOTS 327 AND 328 BOTH OF SECTION 23 BLOCK 5 NORTH RANGE 6 WEST NEW WESTMINSTER DISTRICT PLAN 46141**

PARCEL IDENTIFIER (PID): LOT 327: 001-320-912  
LOT 328: 003-690-768

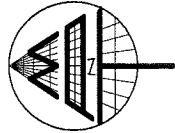
CIVIC ADDRESSES:  
#10140/10160 FINLAYSON DRIVE  
RICHMOND, B.C.

**LEGEND**

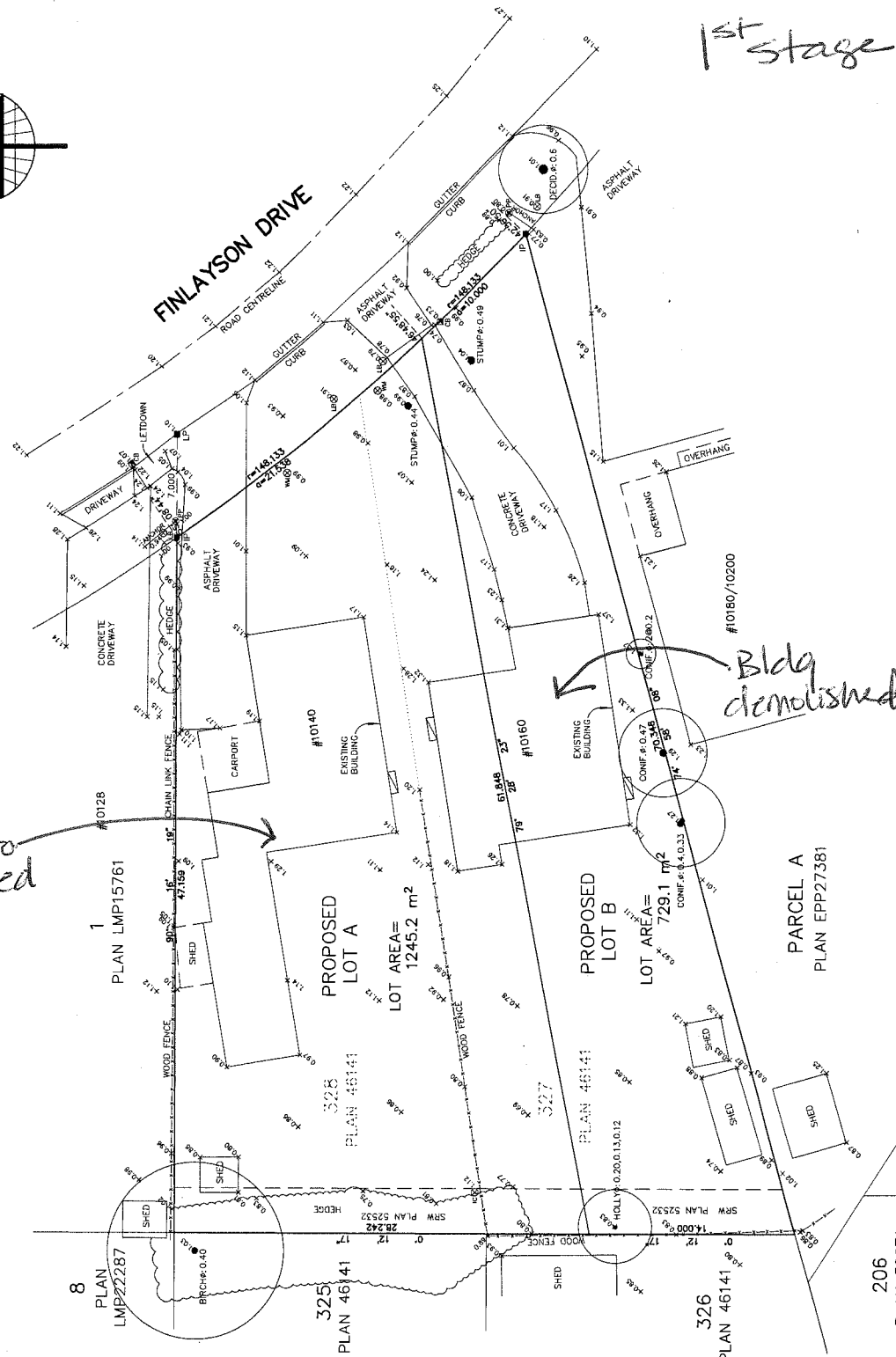
SCALE 1:200



- ALL DISTANCES ARE IN METRES
- INDICATES SPOT ELEVATION
  - CB INDICATES CATCH BASIN
  - PP INDICATES POWER POLE
  - LB INDICATES LAWN BASIN
  - MH INDICATES MANHOLE
  - WM INDICATES WATER METER
  - IP INDICATES IRON POST
  - LP INDICATES LEAD PLUG



*Bldg to be retained*



© COPYRIGHT

**MATSON PECK & TOPLISS**  
SURVEYORS & ENGINEERS  
#320 - 11120 HORSESHOE WAY  
RICHMOND, B.C., V7A 5H7  
PH: 604-270-9331  
FAX: 604-270-4137  
CADFILE: 17889-001-TPG-000.DWG

CLIENT REF: BALVIR & SAREJIT RANDHAWA

R-15-17889-TPG

**NOTES:**

- ELEVATIONS ARE DERIVED FROM CITY OF RICHMOND DATUM (1984) WITH AN ELEVATION OF 3.337 METRES.
- PROPERTY LINE DIMENSIONS ARE DERIVED FROM LAND TITLE OFFICE RECORDS AND LEGAL FIELD SURVEYS.
- ALL DESIGNATED TREES AS DEFINED BY CITY OF RICHMOND BYLAW NO. 8057, ARE SHOWN HEREON.

CERTIFIED CORRECT  
THIS 9TH DAY OF JULY, 2015

B.C.L.S.

DATE OF SURVEY: JULY 3, 2015

## CNCL - 199

R-15-17889-TPG

-- PROPERTY LINE DIMENSIONS ARE DERIVED FROM  
LAND TITLE OFFICE RECORDS AND LEGAL FIELD SURVEYS.  
... ALL DESIGNATED TREES AS DEFINED BY CITY OF RICHMOND  
BYLAW NO. 8057, ARE SHOWN HEREON.

B.C.L.S.

DATE OF SURVEY: JULY 3, 2015

CERTIFIED CORRECT  
THIS 9TH DAY OF JULY, 2015





**RZ 15-713737**

**Attachment 4**

Address: 10140 and 10160 Finlayson Drive

Applicant: Benn Panesar

Planning Area(s): Bridgeport

	Existing	Proposed
<b>Owner:</b>	Sunny Sukvir Singh Kandola Amandeep Singh Kandola	To be determined
<b>Site Size (m<sup>2</sup>):</b>	1974.3 m <sup>2</sup> (21,251 ft <sup>2</sup> )	Three lots, ranging in size from 600 m <sup>2</sup> to 729 m <sup>2</sup> (6,458ft <sup>2</sup> to 7,847ft <sup>2</sup> )
<b>Land Uses:</b>	Two residential lots; each with a single-family dwelling	Three residential lots; each with a single-family dwelling
<b>OCP Designation:</b>	Neighbourhood Residential	No change
<b>Bridgeport Area Plan Designation:</b>	Residential (Single Family)	No change
<b>Single-Family Lot Size Policy Designation:</b>	Single-Family Lot Size Policy 5448 permits properties on Finlayson Drive to rezone and subdivide consistent with the minimum requirements of the "Single Detached (RS2/B)" zone.	No change
<b>Zoning:</b>	Single Detached (RS1/D)	Single Detached (RS2/B)

On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Floor Area Ratio:	Max. 0.55 for lot area up to 464.5 m <sup>2</sup> plus 0.3 for area in excess of 464.5 m <sup>2</sup>	Max. 0.55 for lot area up to 464.5 m <sup>2</sup> plus 0.3 for area in excess of 464.5 m <sup>2</sup>	none permitted
Buildable Floor Area (m <sup>2</sup> ):*	Ranges from maximum 334 m <sup>2</sup> (3,190 ft <sup>2</sup> ) to 296 m <sup>2</sup> (3,604 ft <sup>2</sup> )	Ranges from maximum 296 m <sup>2</sup> (3,604 ft <sup>2</sup> ) to 334 m <sup>2</sup> (3,190 ft <sup>2</sup> )	none permitted
Lot Coverage (% of lot area):	Building: Max. 45% Non-porous Surfaces: Max. 70% Live Plant Material: Min. 25%	Building: Max. 45% Non-porous Surfaces: Max. 70% Live Plant Material: Min. 25%	none
Min. Lot Size:	360 m <sup>2</sup>	Ranges from 600 m <sup>2</sup> to 729 m <sup>2</sup>	none
Min. Lot Dimensions (m):	Width: 12 m Depth: 24 m	Ranges from 12 m to 12.89 m wide 51.2 m to 66.1 m deep	none
Min. Setbacks (m):	Front/Rear: Min. 6 m Side: Min. 1.2 m	Front/Rear: Min. 6 m Side: Min. 1.2 m	none
Height (m):	2 ½ storeys (max. 9.0 m, peaked roof; max. 7.5 m flat roof)	2 ½ storeys (max. 9.0 m, peaked roof; max. 7.5 m flat roof)	none
On-site Vehicle Parking Spaces:	Min. two spaces	Min. two spaces	none

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



# City of Richmond

# Policy Manual

Page 1 of 2

Adopted by Council: September 16, 1991

**POLICY 5448**

Amended By Council: February 20, 2012

File Ref: 4045-00

SINGLE-FAMILY LOT SIZE POLICY IN QUARTER-SECTION 23-5-6

**POLICY 5448:**

The following policy establishes lot sizes in a portion of Section 23-5-6, bounded by the **Bridgeport Road, Shell Road, No. 4 Road and River Drive:**

That properties within the area bounded by Bridgeport Road on the south, River Drive on the north, Shell Road on the east and No. 4 Road on the west, in a portion of Section 23-5-6, be permitted to rezone and subdivide in accordance with the provisions of Single Detached (RS1/B) in Zoning and Development Bylaw 8500, with the following provisions:

- (a) Properties along Bridgeport Road (between McKessock Avenue and Shell Road) and along Shell Road will be restricted to Single Detached (RS1/D) unless there is lane or internal road access in which case Single Detached (RS1/B) will be permitted;
- (b) Properties along Bridgeport Road between No. 4 Road and McKessock Avenue will be restricted to Single Detached (RS1/D) unless there is lane access in which case Compact Single Detached (RC2) and Coach Houses (RCH) will be permitted;
- (c) Properties along No. 4 Road and River Drive will be restricted to Single Detached (RS1/C) unless there is lane or internal road access in which case Single Detached (RS1/B) will be permitted;

and that this policy, as shown on the accompanying plan, be used to determine the disposition of future single-family rezoning applications in this area, for a period of not less than five years, unless changed by the amending procedures contained in the Zoning and Development Bylaw.









**Address:** 10140 and 10160 Finlayson Drive

**File No.:** RZ 15-713737

**Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 9684, the developer is required to complete the following:**

1. Provincial Ministry of Transportation & Infrastructure Approval.
2. Submission of a Landscape Security in the amount of \$2,500 (\$500/tree) to ensure that a total of five trees are planted and maintained, as follows (minimum 6 cm deciduous caliper or 3.5 m high conifers):
  - Two trees on the proposed north lot.
  - Two trees on the proposed middle lot.
  - One tree on the proposed south lot.
3. Submission of a Contract entered into between the applicant and a Certified Arborist for supervision of any on-site works conducted within the tree protection zone of the trees to be retained (tag #'s 5 and 6). The Contract should include the scope of work to be undertaken, including: the proposed number of site monitoring inspections, and a provision for the Arborist to submit a post-construction assessment report to the City for review.
4. Submission of a Tree Survival Security to the City in the amount of \$10,000 for tree tag # 5 to be retained.
5. Registration of an aircraft noise sensitive use covenant on Title.
6. Registration of a flood indemnity covenant on Title.
7. Registration of a legal agreement on Title to ensure that no final Building Permit inspection is granted until a secondary suite is constructed on each of the three lots proposed, to the satisfaction of the City in accordance with the BC Building Code and the City's Zoning Bylaw.
8. Registration of a legal agreement on Title stating that no Building Permits may be issued at 10140 Finlayson Drive, and that subdivision of the land is only permitted as shown in Attachments 2 and 3.
9. Entrance into a Servicing Agreement\* for the design and construction of water, storm, and sanitary service connections for the proposed lots, as well as for frontage improvements to current City standards from the north property line of 10140 Finlayson Drive to the south property line of 10200 Finlayson Drive, and tying into the existing condition to the north and south. The scope of works is to include (but is not limited to):

*Water Works*

- a. Using the OCP Model, there is 152 L/s of water available at a 20 psi residual at the Finlayson Drive frontage. Based on your proposed development, your site requires a minimum fire flow of 120 L/s.  
The applicant is required to submit Fire Underwriter Survey (FUS) or International Organization for Standardization (ISO) fire flow calculations to confirm the development has adequate fire flow for on-site fire protection. Calculations must be signed and sealed by a Professional Engineer and be based on Building Permit Stage and Building designs. If adequate flow is not available, the applicant shall be required to upgrade the existing water system that may extend beyond the development site frontage.
- b. At the applicant's cost, the City is to:
  - Cut and cap the two northernmost existing water service connections at the watermain along the Finlayson Drive frontage, and remove meters and meter boxes.
  - Install two new water service connections along the Finlayson Drive frontage, each with meter and meter box.

*Storm Sewer Works*

- a. The applicant is required to retain the newly installed southernmost storm service connection and inspection chamber, which was installed via Building Permit B7 15-716522 for 10180 Finlayson Drive.
- b. At the applicant's cost, the City is to:

- Cut and cap, at the inspection chamber, the existing storm sewer service connection at the northeast corner of the development site.
- Cut and cap the existing storm sewer service connection located at the middle of the east property line of the development site and remove the inspection chamber.
- Install a new storm service connection, complete with inspection chamber and dual service leads, at the adjoining property line of the two northernmost newly subdivided lots.

#### *Sanitary Sewer Works*

- a. The applicant is required to:
  - Not undertake any on-site construction or foundation excavation until completion of the rear yard sanitary works by City crews.
  - Retain the newly installed southernmost sanitary service connection and inspection chamber, which was installed via Building Permit B7 15-716522 for 10180 Finlayson Drive.
- b. At the applicant's cost, the City is to:
  - Cut and cap the existing northernmost sanitary service connection and remove the inspection chamber.
  - Install a new sanitary service connection, complete with inspection chamber and dual service leads, at the adjoining property line of the two northernmost newly subdivided lots.

#### *Frontage Improvements*

- a. The applicant is required to design and construct frontage improvements to current City standards along Finlayson Drive, from the north property line of 10140 Finlayson Drive to the south property line of 10200 Finlayson Drive, to include concrete curb and gutter, a 1.5 m wide treed/grassed boulevard at the back of the curb, a 1.5 m wide concrete sidewalk, and street lighting, complete with transition to the existing condition to the north and south.  
Note: After the SA works are completed, the applicant will be reimbursed a total of \$33,703.20, previously paid to the City as part of SD 11- 594452 in-lieu of constructing boulevard improvements along the frontage of 10180 and 10200 Finlayson Drive.
- b. The applicant is required to replace Hydro lease light with City Street light and review street lighting levels along the Finlayson Drive frontage and upgrade lighting as required.
- c. The applicant is required to coordinate with BC Hydro, Telus and other private communication service providers:
  - To underground proposed Hydro service lines (this is required for all 3-lot subdivision proposals).
  - When relocating/modifying any of the existing power poles and/or guy wires within the property frontages.
  - To determine if above ground structures are required and coordinate their locations (e.g. Vista, PMT, LPT, Shaw cabinets, Telus Kiosks, etc.).

#### *General Items*

- a. The applicant is required to enter into, if required, additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering, including, but not limited to, site investigation, testing, monitoring, site preparation, de-watering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.

#### **Prior to Demolition Permit\* issuance, the applicant must complete the following requirements:**

- Installation of tree protection fencing around all trees to be retained (tag #'s 5 and 6). Tree protection fencing must be installed to City standard in accordance with the City's Tree Protection Information Bulletin TREE-03 prior to any works being conducted on-site, and remain in place until construction and landscaping on-site is completed.

#### **Prior to Subdivision\* approval, the applicant must complete the following requirements:**

- Prior to approval of the first stage of subdivision, the applicant is required to submit a signed and sealed plan from a registered BC Land Surveyor that the existing buildings and structures at 10160 Finlayson Drive meet all of the requirements of the RS2/B zoning, including the Permitted Density, Lot Coverage, Live Landscaping and Setbacks.

- Prior to approval of the second stage of subdivision, the applicant is required to pay Development Cost Charges (City and GVS&DD), School Acquisition Charges, Address Assignment Fees and the current year's taxes.

**Prior to Building Permit\* issuance, the applicant must complete the following requirements:**

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

**Note:**

- \* This requires a separate application.
- Where the Director of Development deems appropriate, the preceding agreements are to be drawn not only as personal covenants of the property owner, but also as covenants pursuant to Section 219 of the Land Title Act.

All agreements to be registered in the Land Title Office shall have priority over all such liens, charges and encumbrances as is considered advisable by the Director of Development. All agreements to be registered in the Land Title Office shall, unless the Director of Development determines otherwise, be fully registered in the Land Title Office prior to enactment of the appropriate bylaw.

The preceding agreements shall provide security to the City including indemnities, warranties, equitable/rent charges, letters of credit and withholding permits, as deemed necessary or advisable by the Director of Development. All agreements shall be in a form and content satisfactory to the Director of Development.

- Additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering may be required including, but not limited to, site investigation, testing, monitoring, site preparation, de-watering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.
- Applicants for all City Permits are required to comply at all times with the conditions of the Provincial *Wildlife Act* and Federal *Migratory Birds Convention Act*; which contain prohibitions on the removal or disturbance of both birds and their nests. Issuance of Municipal permits does not give an individual authority to contravene these legislations. The City of Richmond recommends that where significant trees or vegetation exists on site, the services of a Qualified Environmental Professional (QEP) be secured to perform a survey and ensure that development activities are in compliance with all relevant legislation.

(signed concurrence on file)

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Signed

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Date



**Richmond Zoning Bylaw 8500  
Amendment Bylaw 9684 (RZ 15-713737)  
10140 and 10160 Finlayson Drive**

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. 001-320-912

Lot 327 Section 23 Block 5 North Range 6 West New Westminster District Plan 46141

P.I.D. 003-690-768

Lot 328 Section 23 Block 5 North Range 6 West New Westminster District Plan 46141

2. This Bylaw may be cited as **"Richmond Zoning Bylaw 8500, Amendment Bylaw 9684"**.

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

MINISTRY OF TRANSPORTATION AND  
INFRASTRUCTURE APPROVAL

OTHER CONDITIONS SATISFIED

ADOPTED

\_\_\_\_\_  
MAYOR

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

CITY OF RICHMOND
APPROVED by <b>BK</b>
APPROVED by Director or Solicitor <b>hl</b>



# City of Richmond

## Report to Committee Planning and Development Division

**To:** Planning Committee  
**From:** Wayne Craig  
Director, Development

**Date:** February 24, 2017  
**File:** RZ 15-708960


**Re:** Application by Zhao XD Architect Ltd. for Rezoning at 9880 Granville Avenue and 7031 No. 4 Road from "Single Detached (RS1/F)" Zone to "Medium Density Townhouses (RTM2)" Zone

### Staff Recommendation

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9686, for the rezoning of 9880 Granville Avenue and 7031 No. 4 Road from "Single Detached (RS1/F)" zone to "Medium Density Townhouses (RTM2)" zone, be introduced and given first reading.

*W. Craig*  
for: Wayne Craig  
Director, Development

EL:blg  
Att. 6

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Affordable Housing	<input checked="" type="checkbox"/>	 FOR DOE PRLSH



## **Staff Report**

### **Origin**

Zhao XD Architect Ltd. has applied to the City of Richmond for permission to rezone 9880 Granville Avenue and 7031 No. 4 Road (Attachment 1) from the “Single Detached (RS1/F)” zone to the “Medium Density Townhouses (RTM2)” zone in order to permit the development of seven three-storey townhouse units with vehicle access from 9800 Granville Avenue. The two properties are proposed to be consolidated into one development parcel, which will have a frontage of approximately 41.60 m along No. 4 Road and a frontage of approximately 28.85 m along Granville Avenue. A preliminary site plan, building elevations, and landscape plan are contained in Attachment 2. The site currently contains two single-family homes (one on each lot), which will be demolished.

### **Findings of Fact**

A Development Application Data Sheet providing details about the development proposal is attached (Attachment 3).

### **Surrounding Development**

- To the North: Across Granville Avenue, a seven-unit townhouse development on a site zoned “Town Housing (ZT60) – North McLennan (City Centre)” and a duplex on a site zoned “Two-Unit Dwellings (RD1)”.
- To the South: A 22-unit townhouse development on a site zoned “Low Density Townhouses (RTL1)”.
- To the East: Across No. 4 Road, a single-family home on a lot zoned “Agriculture (AG1)” located within the Agriculture Land Reserve (ALR).
- To the West: A recently approved townhouse development with 18 three-storey townhouse units (RZ 14-658085 and DP 14-671945).

### **Related Policies & Studies**

#### **Official Community Plan**

The subject property is designated “Neighbourhood Residential (NRES)” in the Official Community Plan (OCP). This land use designation allows single family, two-family and multiple family housing (specifically townhouses). The proposed townhouse development would be consistent with the OCP.

#### **McLennan South Sub-Area Plan**

The subject property is located within the McLennan South Sub-Area Plan (Schedule 2.10D of OCP Bylaw 7100) (Attachment 4 – Land Use Map). The site is designated as “Neighbourhood C2” for residential developments up to three storeys. The proposal of three-storey townhouse development in triplex and quadplex form is consistent with the Sub-Area Plan.

### Minimum Site Assembly Size

The configuration of the subject site does not comply with the minimum site assembly guidelines under the McLennan South Sub-Area Plan in terms of both minimum frontage width and minimum lot area. The subject site is an orphaned lot landlocked by a recently approved townhouse development to the west (9800 Granville Avenue) and the existing townhouse development to the south (7060 Bridge Street).

A Public Rights-of- Passage (PROP) statutory right-of-way (SRW) on 9800 Granville Avenue was secured for vehicle access in anticipation of the development of the subject site, the proposed development can be considered as an extension of the adjacent townhouse development. A high quality pedestrian environment along the fronting streets will be created, as no driveway access to Granville Avenue will be required.

### Project Density

While the base density permitted on the subject site is 0.55 FAR, the Area Plan provides allowances for density bonusing in order to achieve community amenities and affordable housing. The proposed rezoning to "Medium Density Townhouses (RTM2)" zone would allow a maximum density of 0.65 FAR (i.e., total buildable area approximately 812.5 m<sup>2</sup> or 8,746 ft<sup>2</sup>). This density would be in keeping with the range of densities of other projects within the "C1" and "C2" neighbourhoods in the McLennan South Sub-Area Plan, and is supportable to staff.

Staff support the proposed density based on the following:

- Affordable housing: the City's Affordable Housing Strategy supports the use of density bonusing to achieve the objectives of the Strategy. The applicant has agreed to provide a voluntary cash contribution in the amount of \$34,983.85 (\$4.00 per buildable square foot) to the City's Affordable Housing Reserve Fund in keeping with the Affordable Housing Strategy requirements for townhouse developments.
- The subject development is considered an extension of the adjacent recently approved townhouse development at 9800 Granville Avenue (RZ 14-658085 and DP 14-671945) The proposed density for the subject site is the same as the density permitted on the adjacent site.
- The Area Plan supports use of density bonusing to promote child care facility development and the applicant has agreed to provide a voluntary cash contribution in the amount of \$13,000 to the City's Child Care Fund.
- The Area Plan supports use of density bonusing to promote the development of barrier-free housing and the proposal will provide two convertible housing units.
- A 2.0 m wide road dedication across the entire No. 4 Road development frontage and a 4 m x 4 m corner cut at the No. 4 Road/Granville Avenue intersection are required.
- Frontage improvements along Granville Avenue including: minor widening of Granville Avenue and modification to the southwest corner of the No. 4 Road/Granville Avenue intersection; a new 1.75 m wide concrete sidewalk; and a 1.5 m wide grass and treed boulevard, as well as storm sewer upgrades, will be required.

- Frontage improvements along No. 4 Road including: a new 1.5 m wide concrete sidewalk; a 2.0 m wide grass boulevard; and a 3 m x 9 m concrete bus pad will be required.

### **Agricultural Land Reserve (ALR) Buffer Zone**

A landscape buffer is required within the subject site; along the site's No. 4 Road frontage. The buffer is intended to mitigate land use conflicts between the residential uses on the subject site and any agricultural land uses east of No. 4 Road. The proposed landscape buffer was referred to the Agricultural Advisory Committee (AAC) on January 19, 2017 for their review and comments. Overall, the AAC was supportive of the proposal, but requests that the species *vaccinium ovalifolium* (Oval-leaf Blueberry) be replaced/removed, as it may play host to disease. Staff will work with the applicant to amend the proposed planting plan through the Development Permit stage.

In addition to the landscaping requirements of the buffer, a restrictive covenant will be registered on Title, indicating that the landscaping implemented along the eastern side of the development site's No. 4 Road frontage cannot be removed or modified without the City's approval. The covenant would identify that the landscape planting is intended to be a buffer to mitigate the impacts of noise, dust and odour generated from typical farm activities.

### **Floodplain Management Implementation Strategy**

The proposed redevelopment must meet the requirements of the Richmond Flood Plain Designation and Protection Bylaw 8204. Registration of a flood indemnity covenant on Title is required prior to final adoption of the rezoning bylaw.

### **Public Consultation**

The applicant has forwarded confirmation that a development sign has been posted on the site. Staff did not receive any written correspondence expressing concerns in association with the subject application.

Should the Planning Committee endorse this application and Council grant first reading to the rezoning bylaw, the bylaw will be forwarded to a Public Hearing, where any area resident or interested party will have an opportunity to comment.

Public notification for the Public Hearing will be provided as per the *Local Government Act*.

### **Analysis**

#### **Built Form and Architectural Character**

The applicant proposes to consolidate the two properties into one development parcel with a total net site area of 1,250 m<sup>2</sup> and construct seven townhouse units in two clusters. The layout of the townhouse units is oriented around a single driveway; providing access to the site from the adjacent townhouse development at 9800 Granville Avenue. An east-west internal manoeuvring aisle providing access to the unit garages is proposed. The amenity area will be situated along the west property line, to the north of the internal drive aisle.

A Development Permit processed to a satisfactory level is a requirement of zoning approval. Through the Development Permit, the following issues are to be further examined:

- Demonstrate compliance with Development Permit Guidelines for multiple-family projects in the 2041 Official Community Plan Bylaw 9000 and the McLennan South Sub-Area Plan.
- Refinement of the proposed building form to achieve sufficient variety in design and setbacks to create a desirable and interesting streetscape along Granville Avenue, No. 4 Road and along the internal drive aisle.
- Address potential privacy concerns through landscaping and built form.
- Review of size and species of replacement trees to ensure bylaw compliance and to achieve a mix of conifer and deciduous trees onsite.
- Refinement of the outdoor amenity area design including the choice of play equipment.
- Refinement of landscape/ALR buffer design and plant species in respond to Agricultural Advisory Committee's comments.
- Review of a sustainability strategy for the development proposal including measures to achieve an EnerGuide Rating System (ERS) score of 82.

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

### **Existing Legal Encumbrances**

There is an existing 3.0 m wide utility right-of-way along the southern portion of the west property line of the site. A portion of this existing utility right-of-way can be discharged as the development will alter existing service connections. The extent of the sanitary right-of-way to be discharged will be finalized via the servicing agreement design, at Building Permit stage.

### **Transportation and Site Access**

No direct vehicular access is permitted along either the Granville Avenue or No. 4 Road development frontage. Vehicular access to the subject site will be provided via the Public Rights-of-Passage (PROP) statutory right-of-way (SRW) over the internal drive-aisle secured through the development of the adjacent site to the west at 9800 Granville Avenue in 2016. A legal opinion prepared by the applicant's lawyer confirms that the City can rely on this SRW. The developers of the adjacent site at 9800 Granville Avenue are aware of this arrangement. Registration of a legal agreement on Title, ensuring that all vehicle access will be limited to the SRW on 9800 Granville Avenue, will be required prior to final adoption of the rezoning bylaw.

The proposal will feature four units with a total of eight stalls in a tandem arrangement, which is consistent with the tandem parking provision of Richmond Zoning Bylaw 8500. A restrictive covenant to prohibit the conversion of the tandem garage area into habitable space is required prior to final adoption.

**Tree Retention and Replacement**

The applicant has submitted a Certified Arborist's Report; which assesses the structure and condition of on-site and off-site tree species, and provides recommendations on tree retention and removal. The Report assesses seven bylaw-sized trees on the subject properties, and one street tree on City property (Attachment 5). All seven trees on site will be removed due to poor structural condition; 14 replacement trees are required. According to the Preliminary Landscape Plan (Attachment 2), the developer is proposing to plant 16 new trees on-site. The size and species of replacement trees will be reviewed in detail through Development Permit and overall landscape design.

Parks Operation staff has reviewed the Arborist's Report, conducted a site visit, and authorize the removal of the Birch tree on the northwest corner of this property, as well as the portion of the Cedar hedge along the north property line due to their poor condition. Compensation of \$1,300 is required for the removal of the Birch tree.

**Affordable Housing Strategy**

Consistent with the Affordable Housing Strategy, the applicant proposes to make a cash contribution to the Affordable Housing Reserve Fund at \$4.00 per buildable square foot; for a contribution of \$34,983.85.

**Townhouse Energy Efficiency and Renewable Energy**

The applicant has committed to achieving an EnerGuide Rating System (ERS) score of 82 and providing pre-ducting for solar hot water for the proposed development. A Restrictive Covenant; specifying all units are to be built and maintained to the ERS 82 or higher, and that all units are to be solar-hot-water-ready, is required prior to rezoning bylaw adoption. As part of the Development Permit Application review process, the developer is also required to retain a certified energy advisor (CEA) to complete an Evaluation Report to confirm details of construction requirements needed to achieve the rating.

**Amenity Space**

The applicant is proposing a contribution in-lieu of on-site indoor amenity space in the amount of \$7,000 as per the Official Community Plan (OCP) and Council Policy.

Outdoor amenity space will be provided on-site. Based on the preliminary design, the size of the proposed outdoor amenity space complies with the Official Community Plan (OCP) minimum requirements of 6 m<sup>2</sup> per unit. Staff will work with the applicant at the Development Permit stage to ensure the configuration and design of the outdoor amenity space meets the Development Permit Guidelines in the OCP.

**Site Servicing and Frontage Improvements**

Prior to final adoption of the rezoning bylaw, the developer is required to provide a 2.0 m wide road dedication across the entire No. 4 Road development frontage; including a 4 m x 4 m corner cut at Granville Avenue.

Then, prior to issuance of the Building Permit, the client is required to enter into the City's standard Servicing Agreement to design and construct frontage beautification along both Granville Avenue and No. 4 Road site frontages, as well as storm upgrades along Granville Avenue (see Attachment 6 for details). All works are at the client's sole cost (i.e., no credits apply). The developer is also required to pay DCC's (City & GVS & DD), School Site Acquisition Charge, Address Assignment Fee.

**Financial Impact or Economic Impact**


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

**Conclusion**

The proposed seven-unit townhouse development is consistent with the Official Community Plan (OCP) regarding developments within the McLennan South Sub-Area. The proposal would be consistent with the form and character of the surrounding area. Further review of the project design is required to ensure a high quality project and design consistency with the existing neighbourhood context, and this will be completed as part of the Development Permit application review process.

The applicant has agreed to the list of rezoning considerations (signed concurrence on file) outlined in Attachment 6.

On this basis, it is recommended that Zoning Bylaw 8500, Amendment Bylaw 9686 be introduced and given first reading.



Edwin Lee  
Planner 1  
(602-276-4121)

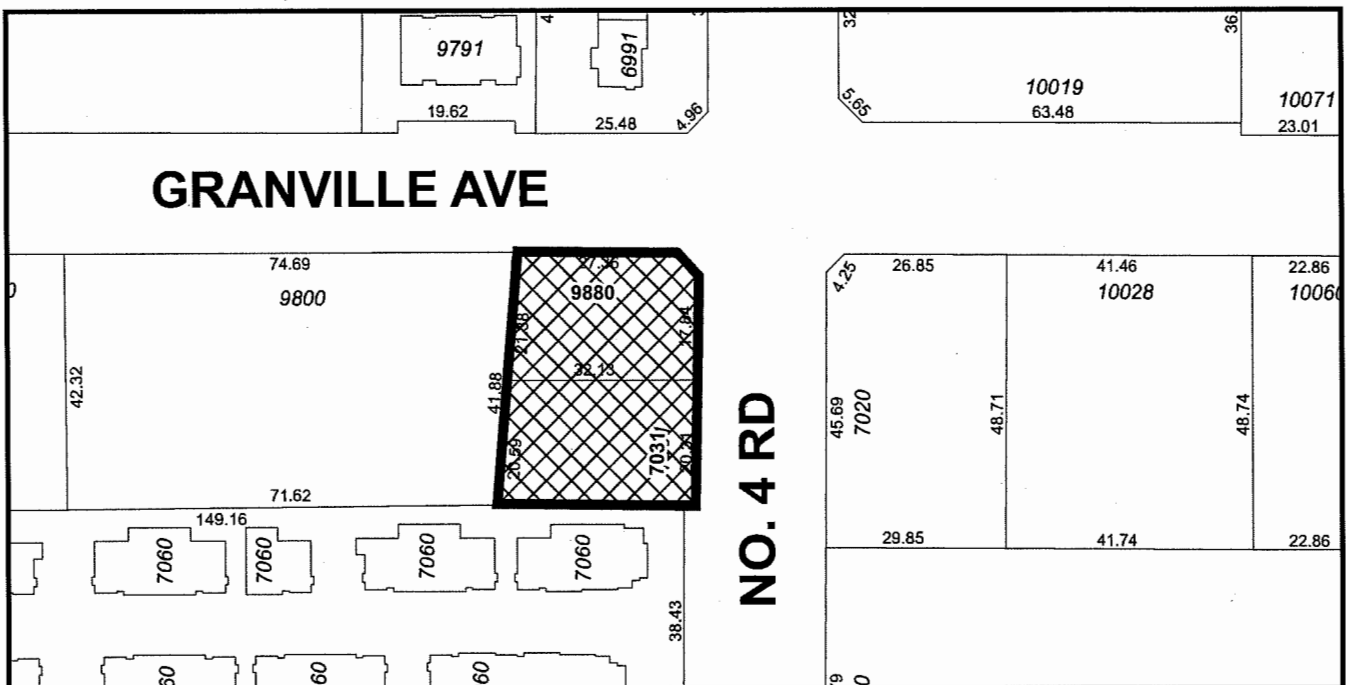
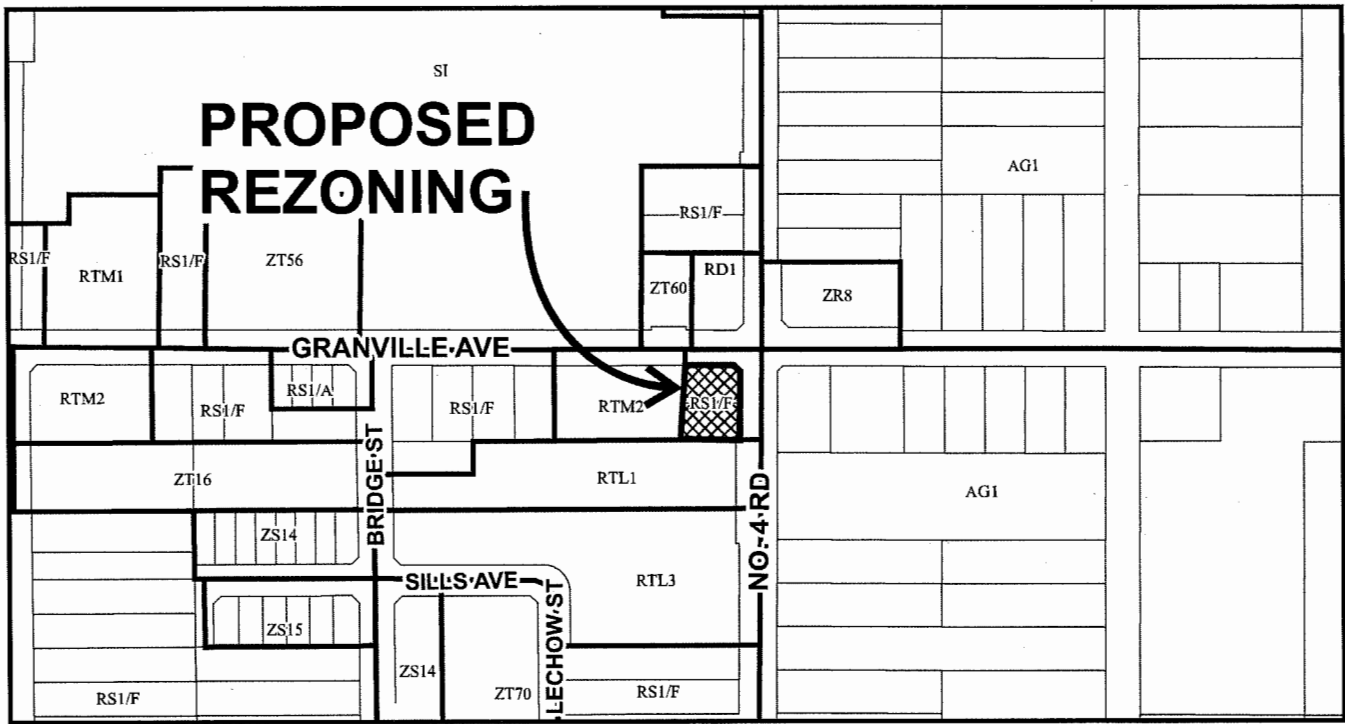
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Attachment 1: Location Map  
Attachment 2: Conceptual Development Plans  
Attachment 3: Development Application Data Sheet  
Attachment 4: McLennan South Sub-Area Plan Land Use Map  
Attachment 5: Tree Management Plan  
Attachment 6: Rezoning Considerations





City of  
Richmond



**RZ 15-708960**

Original Date: 09/16/15

Revision Date: 02/15/17

Note: Dimensions are in METRES



City of  
Richmond



RZ 15-708960

Original Date: 09/17/15

Revision Date: 02/15/17

Note: Dimensions are in METRES



# 7-UNIT TOWNHOUSE DEVELOPMENT

9880 GRANVILLE AVE. & 7031 NO. ROAD  
RICHMOND, BC



CNCL - 217



ZHAO XD ARCHITECT LTD.

[www.zhaoarch.com](http://www.zhaoarch.com) tel: 604 275-8882

ATTACHMENT 2



1-255-11181 Voyageur May,  
Richmond, BC V6X 3N9  
Tel. (604) 275-8882  
Fax (604) 808-1735  
Email: info@zhaoarch.com  
Web: zhaoarch.com

**SITE PLAN FOR DRIVEWAY ACCESS  
& GARBAGE/RECYCLING ENCLOSURE LOCATION**

SCALE: 1"=30'-0"

## DEVELOPMENT DATA

ADDRESS: 9140 GRANVILLE AVENUE & 7031 NO. 4 ROAD  
 LOT 84 EXCEPT PARCEL "X" (BLOW PLAN 6470A), AND LOT 85, ALL IN SECTION 15 BLOCK 4  
 NORTH RANGE 5 WEST N.W.D. PLAN 47545  
 P.I.D. NUMBERS: PID: 004-193-521 (LOT 84)  
 PID: 003-554-878 (LOT 85)

PLANNING AREA(S): 10 CITY CENTRE (DCP SCH 2.100) MCLENNAN SOUTH SUB-AREA PLAN

	EXISTING	PROPOSED
SITE SIZE (ACR)	130.92 AC (104M S.F.)	1090 AC (104M S.F.)
LAND USES	SINGLE-FAMILY RESIDENTIAL NED-SOUTHWOOD RESIDENTIAL NO CITY CENTER (ODP PLAN 2.100) AIR PLAIN DESIGNATION: ZONING: NUMBER OF UNITS:	TOWNHOUSE RESIDENTIAL CITY CENTER (ODP PLAN 2.100) MEDIUM-DENSITY TOWN HOUSING (TRND)
	2	7

[illegible]

**NOTE FOR LIFT:**  
2 STOREY LIFT  
RISE LIFT BY 2M5  
MIN. CLEAR HEIGHT

ESSENTIAL ELEVATOR  
(2.)

AGING IN PLACE FEATURES FOR ALL UNITS:  
-SOLID BLOCKING IN BATHROOM WALLS FOR FUTURE GRAB BARS;  
-LEVER-TYPE HANDLES FOR PLUMBING AND DOOR HANDLES

A CONVERTIBLE UNIT IS PROPOSED FOR THIS PROJECT.

Revision No.:

A1

This drawing is left to be noted. Use figure elements only.

[illegible][illegible]

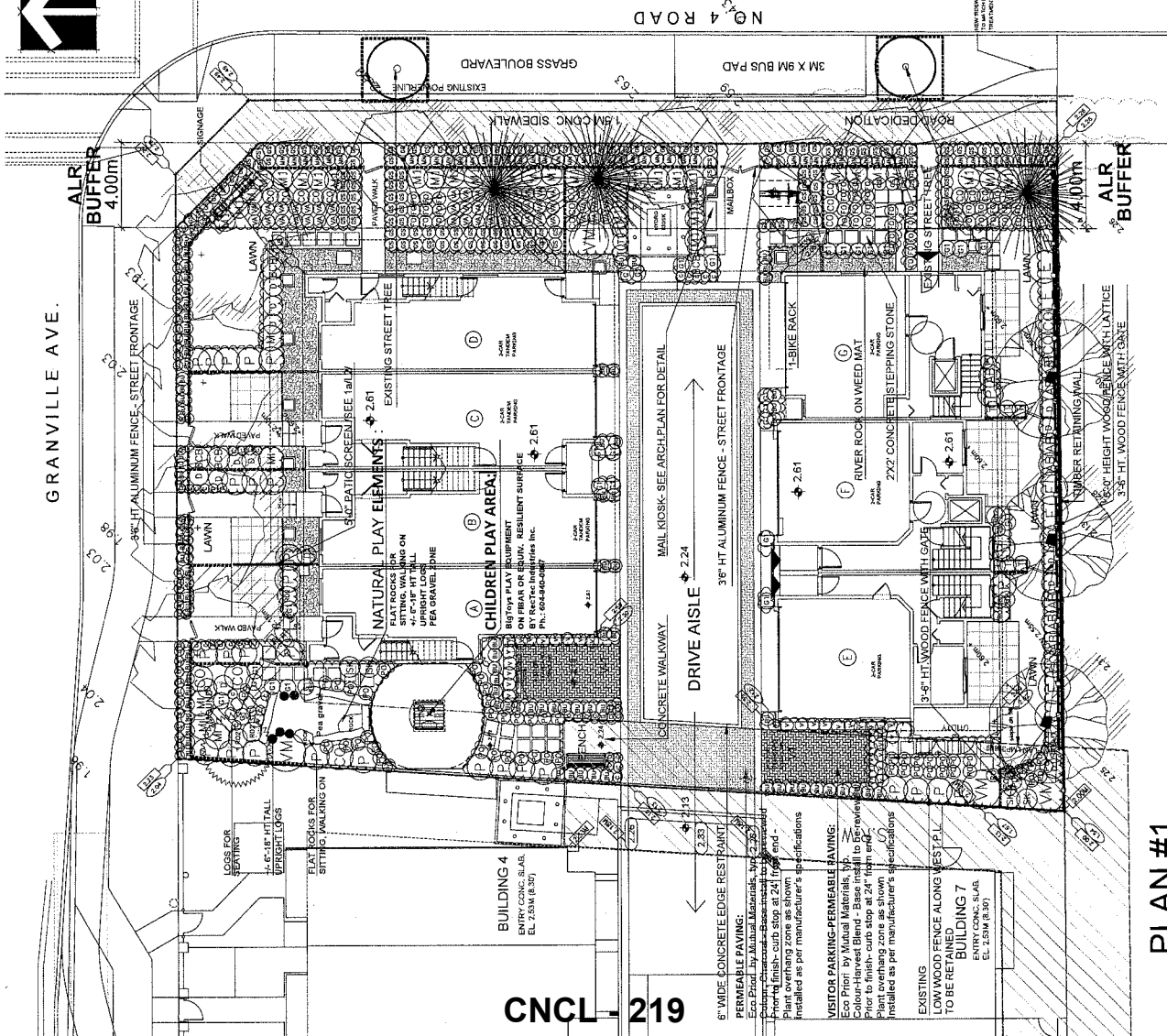
**EC-640, Compact Playhouse: Big Toys  
By Rec Tec Industries**



Modeling Park Bench, Model Number M-5  
WIS-BONE SITE FURNISHINGS  
Thompson's The Recycled Plastic Slats-Joiny  
Long-Lasting Stainless Steel Hardware-Black  
ALL BENCHES AND BIKE RACKS TO BE  
INSTALLED TO MANUFACTURER'S  
SPECIFICATION ON 3" THICK CONCRETE

NEW SIDEWALK AND BOULEVARD  
TO MATCH EXISTING FRONTAGE

NOTE:  
DESIGN BUILT IRRIGATION SYSTEM TO BE PROVIDED,  
FOR OFF SITE PLAN REFER CIVIL PLAN  
ALL TREES WITHIN FRONT YARDS TO BE CONFIRMED COORDINATED WITH 9C HYDRO.



# PLAN #1





ZHAO XD  
ARCHITECT  
LTD.

#255-11181 Yonge Street  
1st Floor, Unit 101  
Toronto, ON M2H 3P9  
Tel: (416) 278-1832  
Fax: (416) 906-1726  
Email: info@zhaoxd.com  
Web: zhaoxd.com

This drawing is not to be used for construction without the written consent of the architect.

NO.	DATE	BY	CHK	APP
1	10/1/18	JD	JD	JD
2	10/1/18	JD	JD	JD
3	10/1/18	JD	JD	JD
4	10/1/18	JD	JD	JD
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100	10/1/18	JD	JD	JD

A. DETAIL NUMBER  
B. LOCATION SHEET  
C. DETAIL SHEET

TOWNHOUSE  
DEVELOPMENT  
GRANVILLE AVE

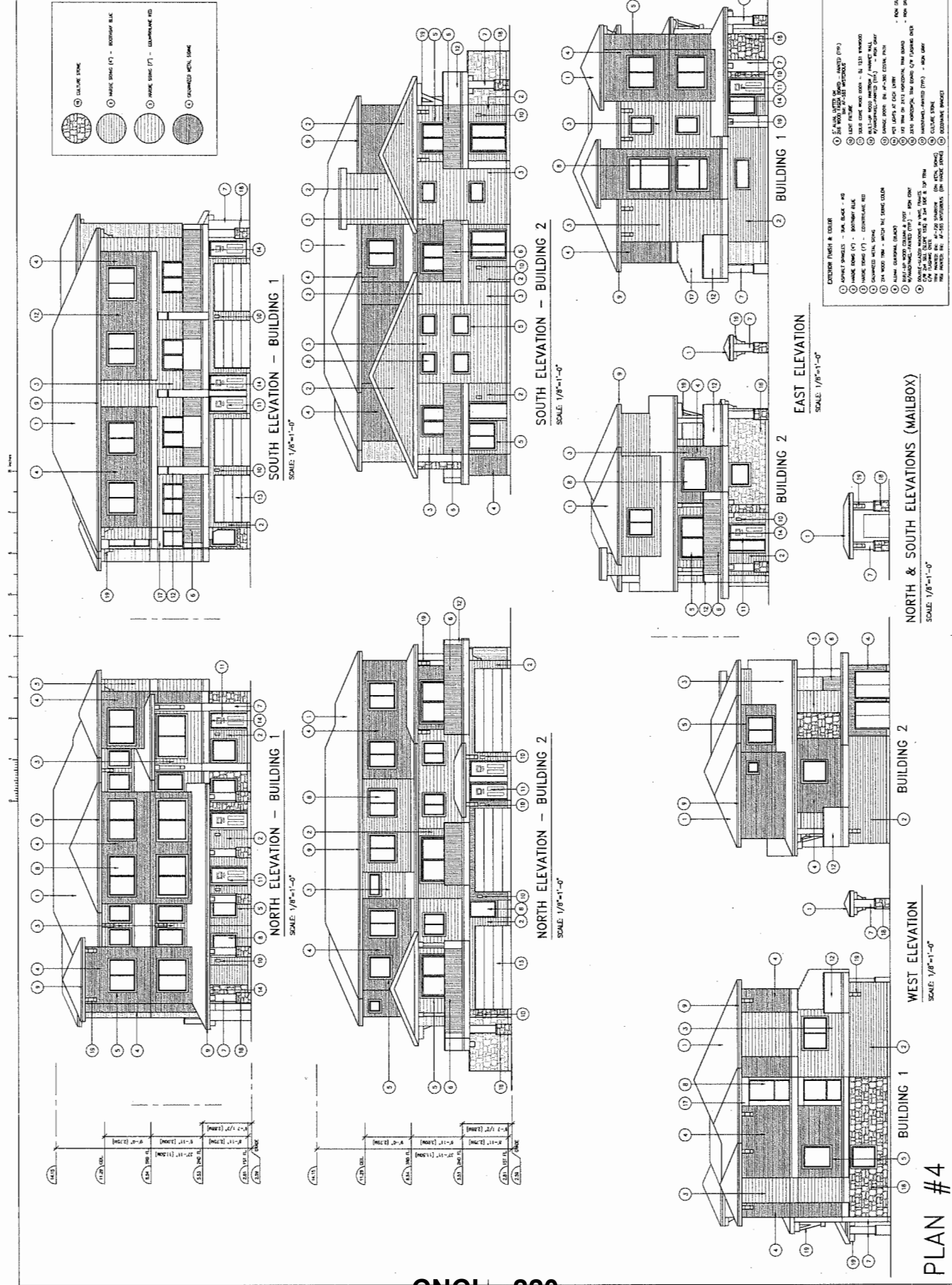
8800 GRANVILLE AVE  
RICHMOND, ON

Drawing Title:

ELEVATIONS

Date:  
Scale:  
Drawn By:  
Checked By:  
Project No.:  
Drawing No.:

A8







ZHAO XD  
ARCHITECT  
LTD.

855-1181 Woodbury Ave.  
New Rochelle, NY 10801  
Tel: (914) 275-8882  
Fax: (914) 806-1726  
Email: info@zhaoxd.com  
Web: zhaoxd.com

THE CITY OF NEW YORK  
DEPARTMENT OF PLANNING  
PLANNING BOARD  
100 CITY HALL PLAZA  
NEW YORK, NY 10007

DATE: 10/1/2019  
DRAWN BY: [Signature]  
CHECKED BY: [Signature]  
PROJECT NO.: [Signature]  
DRAWING NO.: [Signature]

A RETAIL, NUMBER  
B COMMON SHEET  
C RETAIL, PAGE

Project:  
TOWNHOUSE  
DEVELOPMENT  
GRANVILLE AVE

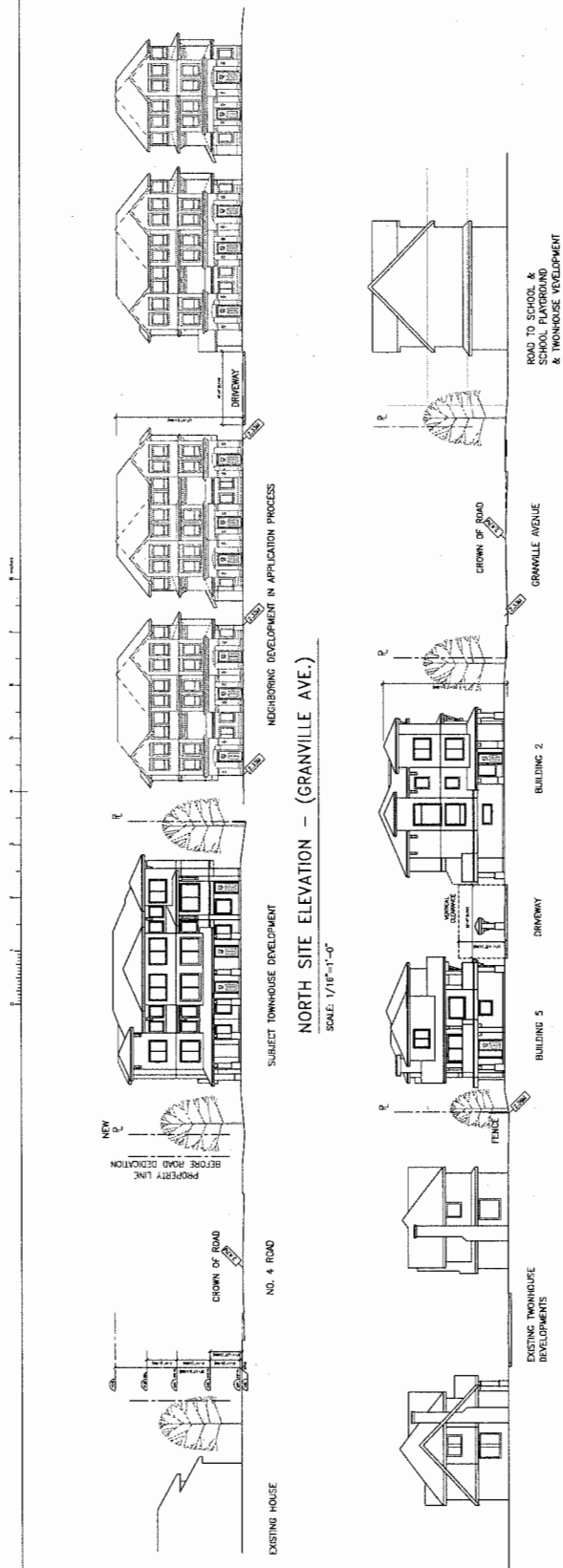
8885 GRANVILLE AVE.  
BIRMINGHAM, AL

Drawing Title:

STREET ELEVATIONS

Date:  
Scale:  
Drawn By:  
Checked By:  
Project No.:  
Drawing No.:

A9



### AREA CALCULATIONS (PER UNIT)

	OUTDOOR SPACE (SF)	GROSS FLOOR AREA (SF)	EXEMPTED FLOOR AREA (SF)	NET FLOOR AREA (SF)	LOT COVERAGE (SF)	COVERED AREA (SF)	GARAGE AREA (SF)
BUILDING 1							
UNIT A	427.4	1751.4	631.9	1119.5	644.6	39.4	486.0
UNIT B	433.4	1863.8	721.5	1142.3	710.8	74.7	539.3
UNIT C	433.4	1863.8	721.5	1142.3	710.8	74.7	539.3
UNIT D	454.4	1942.2	775.1	1167.1	774.3	131.6	537.6
UNIT E	533.3	1955.2	650.2	1305.0	749.6	131.5	411.1
UNIT F	534.6	2037.5	621.7	1415.8	772.6	106.8	407.3
UNIT G	634.7	2055.5	675.3	1380.2	798.2	145.5	419.0
UTILITY CL.	67.3				64.3		
MALJICE					14.3		
TOTAL	3451.2	13577.7	4797.2	8773.2	5239.5	707.2	3341.8

\* INCLUDING GARAGE AREA



**RZ 15-708960**

**Attachment 3**

Address: 9880 Granville Avenue and 7031 No 4 Road

Applicant: Zhao XD Architect Ltd.

Planning Area(s): South McLennan Sub-Area (City Centre)

	Existing	Proposed
<b>Owner:</b>	Shih Lu Reng Fang Chang	To be determined
<b>Site Size (m<sup>2</sup>):</b>	1,332.8 m <sup>2</sup>	1,250 m <sup>2</sup> (after road dedication)
<b>Land Uses:</b>	Single-Family Residential	Multiple-Family Residential
<b>OCP Designation:</b>	Neighbourhood Residential	No Change
<b>Area Plan Designation:</b>	CCAP: General Urban T4 South McLennan Sub-Area Plan: Residential, 2½ storey typical (3-storeys maximum) with 0.55 base FAR	No Change
<b>702 Policy Designation:</b>	N/A	No Change
<b>Zoning:</b>	Single Detached (RS1/F)	Medium Density Townhouses (RTM2)
<b>Number of Units:</b>	2	7
<b>Other Designations:</b>	N/A	No Change

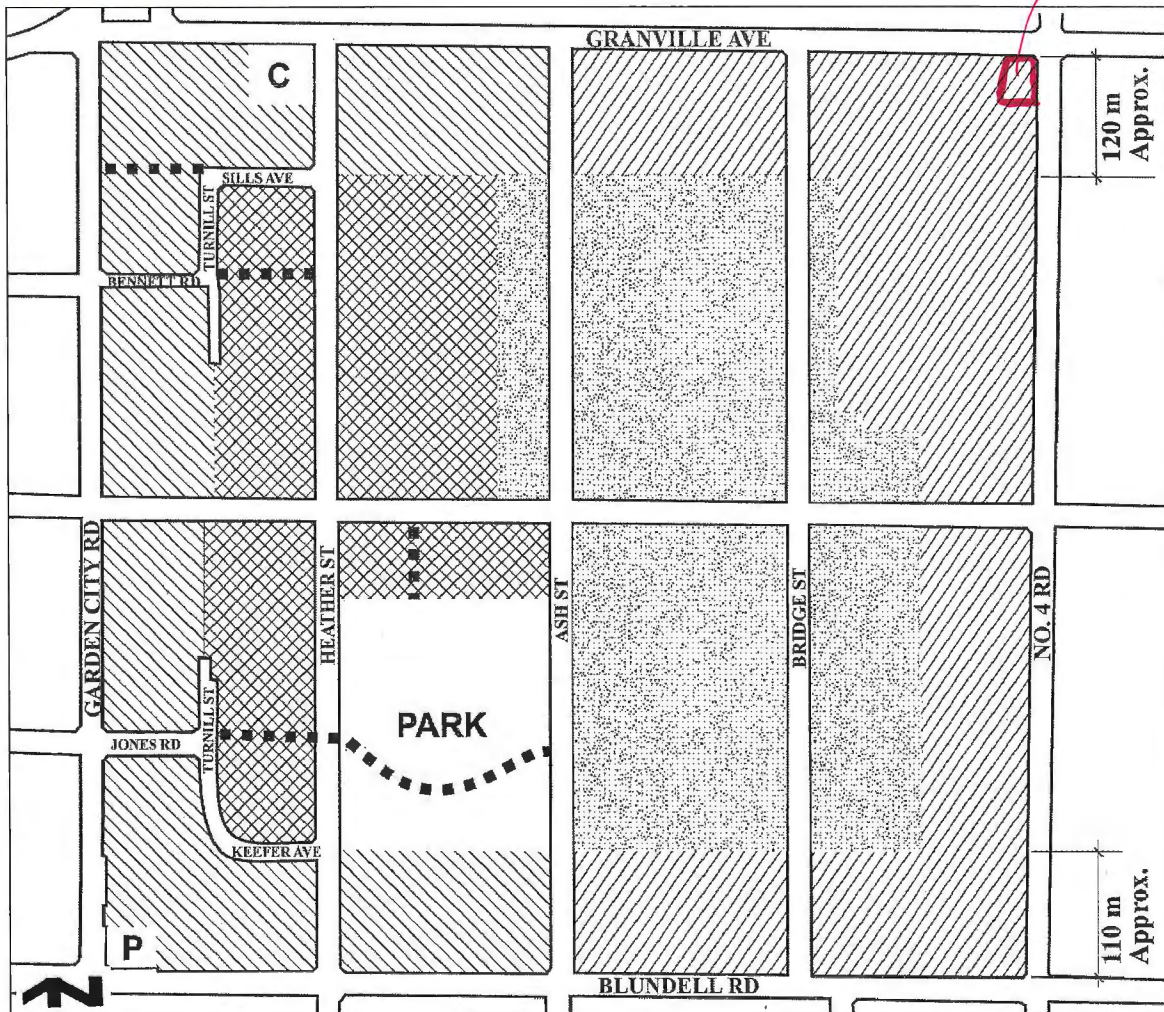
	Bylaw Requirement	Proposed	Variance
Floor Area Ratio:	Max. 0.65	0.65 Max.	none permitted
Lot Coverage – Building:	Max. 40%	40% Max.	none
Lot Coverage – Non-porous Surfaces:	Max. 65%	65 % Max.	none
Lot Coverage – Landscaping:	Min. 25%	25% Min.	none
Setback – Front Yard – Granville Avenue (m):	Min. 6.0 m	6.0 m Min.	none
Setback – Exterior Side Yard – No. 4 Road (m):	Min. 6.0 m	6.0 m Min.	none
Setback – Interior/West Side Yard (m):	Min. 3.0 m	3.0 m Min.	none
Setback – Rear Yard (m):	Min. 3.0 m	3.0 m Min.	none
Height (m):	Max. 12.0 m (3 storeys)	12.0 m (3 storeys) Max.	none
Lot Width:	Min. 30.0 m	28.85 m	none
Lot Depth:	Min. 35.0 m	41.60 m	


	<b>Bylaw Requirement</b>	<b>Proposed</b>	<b>Variance</b>
Off-street Parking Spaces – Regular (R) / Visitor (V):	1.4 (R) and 0.2 (V) per unit	2.0 (R) and 0.28 (V) per unit	none
Off-street Parking Spaces – Total:	10 (R) and 2 (V)	14 (R) and 2 (V)	none
Tandem Parking Spaces:	Max. 50% of required residential spaces in enclosed garages (10 x Max. 50% = 5 spaces)	40% of required residential spaces (i.e., 4 spaces) + 4 surplus spaces = total 8 spaces	none
Small Car Parking Spaces	None when fewer than 31 spaces are provided on site	0	none
Handicap Parking Spaces:	None when fewer than 3 visitor parking spaces are required	0	none
Bicycle Parking Spaces – Class 1 / Class 2:	1.25 (Class 1) and 0.2 (Class 2) per unit	2.0 (Class 1) and 0.28 (Class 2) per unit	none
Off-street Parking Spaces – Total:	9 (Class 1) and 2 (Class 2)	14 (Class 1) and 2 (Class 2)	none
Amenity Space – Indoor:	Min. 70 m <sup>2</sup> or Cash-in-lieu	Cash-in-lieu	none
Amenity Space – Outdoor:	Min. 6 m <sup>2</sup> x 7 units = 42 m <sup>2</sup>	51 m <sup>2</sup>	none


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


City of Richmond


## Land Use Map

Bylaw 9106  
2015/09/14

 Residential, Townhouse up to 3 storeys over 1 parking level, Triplex, Duplex, Single-Family 0.75 base F.A.R.

 Residential, 2 ½ storeys typical (3 storeys maximum) Townhouse, Triplex, Duplex, Single-Family 0.60 base F.A.R.

 Residential, 2 ½ storeys typical (3 storeys maximum), predominantly Triplex, Duplex, Single-Family 0.55 base F.A.R.

 Residential, Historic Single-Family, 2 ½ storeys maximum 0.55 base F.A.R. Lot size along Bridge and Ash Streets:

- Large-sized lots (e.g. 18 m/59 ft. min. frontage and 550 m<sup>2</sup>/ 5,920 ft<sup>2</sup> min. area)

Elsewhere:

- Medium-sized lots (e.g. 11.3 m/ 37 ft. min. frontage and 320 m<sup>2</sup>/ 3,444 ft<sup>2</sup> min. area), with access from new roads and General Currie Road;

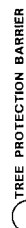
Provided that the corner lot shall be considered to front the shorter of its two boundaries regardless of the orientation of the dwelling.

■■■■ Trail/Walkway

**C** Church

**P** Neighbourhood Pub

**Note:** Sills Avenue, Le Chow Street, Keefer Avenue, and Turnill Street are commonly referred to as the “ring road”.



三



**Address:** 9880 Granville Avenue and 7031 No. 4 Road

**File No.:** RZ 15-708960

**Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 9686, the developer is required to complete the following:**

1. Consolidation of all the lots into one development parcel (which will require the demolition of the existing dwellings).
2. 2.0 m lane dedication along the entire No. 4 Road frontage and a 4 m x 4 m corner cut at the southwest corner of the intersection between Granville Avenue and No. 4 Road.
3. Registration of a legal agreement on Title to identify the Agriculture Land Reserve (ALR) buffer area (4.0 m wide, measured from the new property line along No. 4 Road), to ensure that landscaping planted within this buffer is maintained and will not be abandoned or removed, and to indicate that the subject property is located adjacent to active agricultural operations and subject to impacts of noise, dust and odour.
4. Registration of a flood indemnity covenant on Title.
5. Registration of a legal agreement or measures, as determined to the satisfaction of the Director of Development, ensuring that the only means of vehicle access to and from 9880 Granville Avenue and 7031 No 4 Road is from the Public Rights of Passage (PROP) statutory rights-of-way (SRW) (registered under CA5190034 / CA5190035 / CA5190037) burdening the adjacent property to the west at 9800 Granville Avenue; and that there be no direct vehicle access to or from No. 4 Road.
6. Registration of a legal agreement on Title, prohibiting the conversion of the tandem parking area into habitable space.
7. Registration of a legal agreement on Title, identifying that the proposed development must be designed and constructed to meet or exceed EnerGuide 82 criteria for energy efficiency and that all dwellings are pre-ducted for solar hot water heating.
8. City acceptance of the developer's offer to voluntarily contribute \$1,300.00 to Parks Division's Tree Compensation Fund for the removal of one tree located on the City's boulevard in front of the site.
9. City acceptance of the developer's offer to voluntarily contribute \$13,000.00 to the City's child care fund.
10. City acceptance of the developer's offer to voluntarily contribute \$4.00 per buildable square foot (e.g. \$34,983.85) to the City's affordable housing fund.
11. Contribution of \$1,000 per dwelling unit (e.g. \$7,000) in-lieu of on-site indoor amenity space.
12. The submission and processing of a Development Permit\* completed to a level deemed acceptable by the Director of Development.

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

1. Complete a proposed townhouse energy efficiency report and recommendations prepared by a Certified Energy Advisor which demonstrates how the proposed construction will meet or exceed the required townhouse energy efficiency standards (EnerGuide 82 or better), in compliance with the City's Official Community Plan (OCP).

**Prior to a Development Permit\* issuance, the developer is required to complete the following:**

1. Submission of a Landscaping Security to the City of Richmond based on 100% of the cost estimates provided by the landscape architect.



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

1. Submission of a Construction Parking and Traffic Management Plan to the Transportation Department. Management Plan shall include location for parking for services, deliveries, workers, loading, application for any lane closures, and proper construction traffic controls as per Traffic Control Manual for works on Roadways (by Ministry of Transportation) and MMCD Traffic Regulation Section 01570.
2. Incorporation of accessibility, CPTED and sustainability measures in Building Permit (BP) plans as determined via the Rezoning and/or Development Permit processes.
3. Enter into a Servicing Agreement\* for the design and construction of engineering infrastructure improvements. Works include, but may not be limited to,

Water Works

- a. Using the OCP Model, 555 L/s of water available at 20 psi residual at the hydrant in front of 9860 Granville Avenue. Based on your proposed development, your site requires a minimum fire flow of 220 L/s.
- b. The Developer is required to:
  - Submit Fire Underwriter Survey (FUS) or International Organization for Standardization (ISO) fire flow calculations to confirm the development has adequate fire flow for on-site fire protection. Calculations must be signed and sealed by a Professional Engineer and be based on Building Permit Stage and Building designs.
  - Install a fire hydrant at No. 4 Road frontage to service the proposed townhouse development.
- c. At the Developer's cost, the City will:
  - Cut and cap at main the existing water service connections at Granville Avenue and No. 4 Road frontages.
  - Install new water connection to service the proposed development off of the existing watermain along Granville Avenue.

Storm Sewer Works

- a. The Developer is required to:
  - Upgrade approximately 35 m of the existing 600 mm diameter storm sewer along Granville Avenue frontage to 750 mm diameter pipe from the site's west property line to the box culvert along No. 4 Road. Tie-in to existing system shall be via new manholes. Details of the upgrade will be finalized in the Servicing Agreement designs.
  - Install new storm sewer connection to service the proposed site off of the proposed storm sewer along Granville Avenue.
- b. At the Developer's cost, the City will cut and cap at main the existing storm sewer service connections at Granville Avenue and No. 4 Road frontages.

Sanitary Sewer Works

- a. The developer is required to remove the existing sanitary lead that services 9880 Granville Avenue and 7031 No. 4 Road and discharge the existing sanitary right of way along the west property lines of 9880 Granville Avenue and 7031 No 4 Road. The extent of the existing sanitary right-of-way to be discharged shall be finalized via the servicing agreement design.
- b. At the Developer's cost, the City will:
  - Provide sanitary service connection to the proposed site off of the east side of the existing sanitary manhole located near the southwest corner of the proposed site.
  - Plug at the north side of the manhole the existing sanitary lead that services 9880 Granville Avenue and 7031 No 4 Road.

### Frontage Improvements

a. The Developer is required to:

- Locate all above ground utility cabinets and kiosks required to service the proposed development within the developments site (see list below for examples). A functional plan showing conceptual locations for such infrastructure shall be submitted prior to the rezoning staff report progressing to Planning Committee and shall be included in the development process design review. Please coordinate with the respective private utility companies and the project's lighting and traffic signal consultants to confirm the right-of-ways dimensions and the locations for the aboveground structures. If a private utility company does not require an aboveground structure, that company shall confirm this via a letter to be submitted to the City. The following are examples of SRWs that shall be shown in the functional plan and registered prior to Servicing Agreement design approval:
  - i. BC Hydro PMT – 4 m W X 5 m (deep)
  - ii. BC Hydro LPT – 3.5 m W X 3.5 m (deep)
  - iii. Street light kiosk – 1.5 m W X 1.5 m (deep)
  - iv. Traffic signal kiosk – 1 m W X 1 m (deep)
  - v. Traffic signal UPS – 2 m W X 1.5 m (deep)
  - vi. Shaw cable kiosk – 1 m W X 1 m (deep) – show possible location in functional plan
  - vii. Telus FDH cabinet - 1.1 m W X 1 m (deep) – show possible location in functional plan
- Coordinate with BC Hydro regarding the removal of the existing BC Hydro pole lines along No. 4 Road and possible pole relocations along Granville Avenue frontage.
- Provide frontage improvements on Granville Avenue; works include, but are not limited to the following:
  - i. Design and construct new curb and gutter along the development frontage to meet the curb and gutter west of the site. (Refer to the frontage improvements for 9800/9820/9840/9860 Granville Avenue – RZ 14-658085). The curb and gutter works may require minor widening of Granville Avenue and modification to the southwest corner of the No. 4 Road/Granville Avenue intersection (as determined by the completion of a functional road plan).
  - ii. Measuring from the new curb of Granville Avenue (south side) towards the property line of the subject development, design and construct a minimum 1.5 m wide grass boulevard (exclusive of the 0.15 m wide top of curb) and a 1.75 m wide concrete sidewalk. As the width between the curb and the property line varies along the frontage, the frontage works are to transition to meet the sidewalk and boulevard treatments west of the subject site. (Refer to the frontage improvements for 9800/9820/9840/9860 Granville Avenue - RZ 14-658085).
  - iii. The existing driveway along the Granville Avenue development frontage is to be closed. The applicant/developer is responsible for the removal of the existing driveway letdown and the replacement with barrier curb and gutter, grass/treed boulevard and sidewalk per standards described above).
  - iv. Consult Parks on the requirement for tree preservation/placement including tree species and spacing as part of the frontage works.
  - v. Consult Engineering on lighting and other utility requirements as part of the frontage works.
- Provide frontage improvements on No. 4 Road; works include, but are not limited to the following:
  - i. Remove the existing sidewalk and construct a new 1.5 m wide concrete sidewalk next to the new property line (with the 2.0 m wide road dedication on No. 4 Road). Construct a new boulevard over the remaining width between the new sidewalk and the west curb of No. 4 Road. The 2.0 m wide road dedication is to be treated as a grass boulevard without any tree planting. The new sidewalk and boulevard are to transition to meet the existing frontage treatments south of the subject site.

- ii. The existing driveway along the No. 4 Road development frontage is to be closed. The applicant is responsible for the removal of the existing driveway letdown and the replacement with barrier curb and gutter, grass/treed boulevard and sidewalk per standards described above.
  - iii. Construct a 3 m x 9 m concrete bus pad at the existing southbound bus stop on No. 4 Road south of Granville Avenue. The bus pad works is to include conduit pre-ducting for electrical connections. This bus pad is to be constructed in accordance with Tran slink's 'Universal Accessible Bus Stop Design Guidelines'.
  - iv. Consult Parks on the requirement for tree preservation/placement including tree species and spacing as part of the frontage works.
  - v. Consult Engineering on lighting and other utility requirements as part of the frontage works.
- Provide street lighting along Granville Avenue and No. 4 Road frontages.

General Items:

- a. The Developer is required to:
  - Provide if pre-load is required, prior to pre-load installation, a geotechnical assessment of preload and soil preparation impacts on the existing utilities fronting or within the development site (e.g., existing sanitary mains), proposed utility installations, the existing houses along the south and west property lines, and provide mitigation recommendations. The mitigation recommendations shall be incorporated into the first Servicing Agreement design submission or if necessary to be implemented prior to pre-load.
  - Additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering may be required, including, but not limited to, site investigation, testing, monitoring, site preparation, de-watering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.
4. If applicable, payment of latecomer agreement charges associated with eligible latecomer works.
5. Obtain a Building Permit (BP) for any construction hoarding. If construction hoarding is required to temporarily occupy a public street, the air space above a public street, or any part thereof, additional City approvals and associated fees may be required as part of the Building Permit. For additional information, contact the Building Approvals Department at 604-276-4285.

**Note:**

- \* This requires a separate application.
- Where the Director of Development deems appropriate, the preceding agreements are to be drawn not only as personal covenants of the property owner but also as covenants pursuant to Section 219 of the Land Title Act.

All agreements to be registered in the Land Title Office shall have priority over all such liens, charges and encumbrances as is considered advisable by the Director of Development. All agreements to be registered in the Land Title Office shall, unless the Director of Development determines otherwise, be fully registered in the Land Title Office prior to enactment of the appropriate bylaw.

The preceding agreements shall provide security to the City including indemnities, warranties, equitable/rent charges, letters of credit and withholding permits, as deemed necessary or advisable by the Director of Development. All agreements shall be in a form and content satisfactory to the Director of Development.

- Additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering may be required including, but not limited to, site investigation, testing, monitoring, site preparation, de-watering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.

- Applicants for all City Permits are required to comply at all times with the conditions of the Provincial *Wildlife Act* and Federal *Migratory Birds Convention Act*, which contain prohibitions on the removal or disturbance of both birds and their nests. Issuance of Municipal permits does not give an individual authority to contravene these legislations. The City of Richmond recommends that where significant trees or vegetation exists on site, the services of a Qualified Environmental Professional (QEP) be secured to perform a survey and ensure that development activities are in compliance with all relevant legislation.

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Signed

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Date



**Richmond Zoning Bylaw 8500  
Amendment Bylaw 9686 (RZ 15-708960)  
9880 Granville Avenue and 7031 No. 4 Road**

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

1. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, is amended by repealing the existing zoning designation of the following area and by designating it "**MEDIUM DENSITY TOWNHOUSES (RTM2)**".

P.I.D. 004-193-521

Lot 84 Except: Parcel "A" (Bylaw Plan 64704), Section 15 Block 4 North Range 6 West  
New Westminster District Plan 47545

and

P.I.D. 003-554-678

Lot 85 Section 15 Block 4 North Range 6 West New Westminster District Plan 47545

2. This Bylaw may be cited as "**Richmond Zoning Bylaw 8500, Amendment Bylaw 9686**".

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

OTHER CONDITIONS SATISFIED

ADOPTED

\_\_\_\_\_  
MAYOR

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





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<b>To:</b>	General Purposes Committee	<b>Date:</b>	February 27, 2017
<b>From:</b>	Cecilia Achiam, MCIP, BCSLA Director, Administration and Compliance	<b>File:</b>	03-0900-01/2017-Vol 01
<b>Re:</b>	<b>Short-term Rentals - Proposed Bylaws and Options</b>		

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### Staff Recommendation

In respect to bed and breakfast ("B&B") uses in single family and agricultural zones, implementing a distance buffer between B&B establishments and to the enhanced enforcement of such short-term rental regulation:

1. That Official Community Plan Bylaw 9000, Amendment Bylaw 9691, which amends Official Community Plan Bylaw 9000 by adding a provision for a 500 meter buffer between B&B establishments be introduced and given first reading;
2. That Bylaw 9691, having been considered in conjunction with:
  - a. the City's financial plan and capital program; and
  - b. the Greater Vancouver Regional District Solid Waste and Liquid Waste Management Plans;

is hereby found to be consistent with said program and plans in accordance with section 477(3)(a) of the *Local Government Act*;

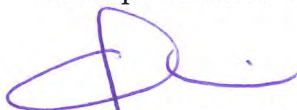
3. That Bylaw 9691 be sent to the Agricultural Land Commission for comment;
4. That Bylaw 9691, having been considered in accordance with section 475 of the *Local Government Act* and the City's Official Community Plan Bylaw Preparation Consultation Policy 5043, is found not to require further consultation;
5. That Richmond Zoning Bylaw 8500, Amendment Bylaw 9647 to amend definitions, be introduced and given first reading;
6. That Richmond Zoning Bylaw 8500, Amendment Bylaw 9692 to require a distance buffer between B&Bs, be introduced and given first reading;
7. To incorporate enhanced business licencing requirements and increase fees and penalties, that:
  - a. Business Regulation Bylaw No. 7538, Amendment Bylaw No. 9649;



- b. Business Licence Bylaw No. 7360, Amendment Bylaw No. 9650;
- c. Municipal Ticket Information Authorization Bylaw No. 7321, Amendment Bylaw No. 9651; and
- d. Consolidation Fees Bylaw No. 8636, Amendment Bylaw No. 9652;


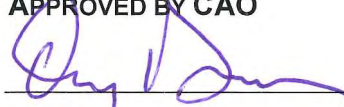
each be introduced and given first, second and third readings.

- 8. That the proposed communication plan described in Attachment 12 of this report explaining the proposed changes (identified in the above recommendation) to the short-term rental regulations be endorsed; and
- 9. That:
  - a. the information regarding tax requirements including whether a hotel tax should apply to short-term rentals provided in this report be received for information; and
  - b. staff be directed to engage the Province of British Columbia to discuss regulatory changes to the Provincial Sales Tax in regards to the Municipal and Regional District Tax, including the definition of accommodation providers, and
- 10. That staff conduct a one-year review of the City's proposed short-term rental regulation and report back to Council.



Cecilia Achiam, MCIP, BCSLA  
Director, Administration and Compliance  
(604-276-4122)

Att. 12

REPORT CONCURRENCE		
<b>ROUTED TO:</b>  Economic Development Community Bylaws Law Development Applications Policy Planning	<b>CONCURRENCE</b>  <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<b>CONCURRENCE OF GENERAL MANAGER</b>  
<b>REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE</b>	<b>INITIALS:</b>  DW	<b>APPROVED BY CAO</b>  

## **Staff Report**

### **Origin**

This report responds to a number of referrals and resolutions made by Council and General Purposes Committee since January 6, 2017. Staff were directed to:

- 1) *bring forward the appropriate bylaw amendments to the Open General Purposes Committee on March 6, 2017 to*
  - a) *continue and enhance the existing regulations limiting short-term rentals to B&Bs in single-family and agricultural zones only, and*
  - b) *implement a distance buffer between Bed and Breakfast (B&B) establishments;*
- 2) *provide information and respond to various referral questions including:*
  - a. *tax requirements including whether a hotel tax should apply to short-term rentals;*
  - b. *summarize the various approaches regarding short-term rentals that have been considered;*
  - c. *the adequacy of the definition for boarding and lodging;*
  - d. *the number of short-term rental listings on Agricultural Land Reserve land; and*
  - e. *licence / permit fees for boarding and lodging.*

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.*

### **Executive Summary**

Short-term rentals of residential units have increased recently due to the emergence of the sharing economy and internet service providers that provide easy access to the marketplace. This has provided a business opportunity for some property owners but has also led to an increase of illegal hotel-like operations that are causing a nuisance to their neighbours.

This issue has been discussed at several meetings of Council where staff have been directed to limit short-term rental to those uses already in place but to enhance regulations related to Bed and Breakfasts while strengthening the enforcement of illegal operations. When considering enhancements to the regulations, Council has asked staff to explore a variety of new requirements including, insurance, "spot" rezonings, buffer distances and allowing only owner-operators. The response to these issues as well as a summary of all of the reports is provided in this report.

Having explored a variety of options, including an expansion of licencing schemes, this report puts forward the analysis and details to support a number of bylaw changes in accordance with direction from Council. The bylaw changes include an amendment to the OCP to implement a buffer distance between all new B&B's. Taken together, these bylaw changes introduce new requirements for B&B's and impose new penalties and increased fines for the illegal operations that are not proposed to be licenced.

This report further recommends engaging the province to discuss provincial tax laws to level the playing field between B&B's and hotels. While some of the bylaw changes have statutory requirements for notice periods and a public hearing prior to approval, staff are also proposing a comprehensive communication plan to notify the public of the changes. It will take some time for the outcome of the proposed changes and enhanced enforcement on illegal short-term rentals to show results and so it is recommended that staff conduct a one-year review and report back to Council.

### Part 1 – Summary of Present Council Position/Direction

Since January 3, 2017, in addition to this report, Council has received three reports on short-term rentals. All three reports are listed in Table 1 below and reports 1 and 2 are provided in Attachment 1. Attachment 2 to this report summarizes the history of the first three reports and highlights the key recommendations for reference.

Table 1: Reports on Short-Term Rentals

Report Title	Report Dated	Presented to Committee/Council	Outcome
1. Regulation of Short-Term Rental Units	November 29, 2016	General Purposes Committee on January 3, 2017	Recommendations endorsed by Committee and forwarded to January 9, 2017 Council.
		Council Meeting on January 9, 2017	Council did not endorse the recommendations and referred the matter back to staff for further analysis on the implementation of Option 2 (Prohibition).
2. Short-Term Rental Regulations	January 26, 2017	General Purpose Committee on February 6, 2017	Committee referred the report back to staff for further consideration of issues raised at the Committee.
3. Short-Term Rentals – Enforcement and Bed & Breakfast Regulations	February 9, 2017	Closed General Purposes Committee to provide legal advice on options related to referral items	Committee received the legal advice (in closed session) and instructed staff to bring a report to General Purposes Committee on March 6, 2017.

There are a number of current City bylaws that are applicable to and regulate short-term rental units. For example, subject to the regulations in the *Richmond Zoning - Bylaw 8500* (the Richmond Zoning Bylaw) and the City's *Business Regulation – Bylaw 7538* (the Business Regulation Bylaw), the City permits bed and breakfast accommodation (B&B) in residential and

agricultural zones. The Zoning Bylaw also permits and regulates boarding and lodging in residential and agricultural zones.

Council Direction: Council has instructed staff to continue and enhance the existing regulations limiting short-term rentals to B&Bs in single-family and agricultural zones only.

To carry out Council's direction, staff recommend defining "short-term rental", strengthening some of the existing regulations and increasing penalties and fines to support enhanced enforcement of illegal and un-licensed short-term rental operations. Staff note that taking these steps do not preclude further exploration of additional regulations or expansion of short-term rental into other residential zones as directed by Council.

### **Analysis Regarding Part 1**

#### **A. Summary of Proposed Changes to Continue and Enhance the Limitation of Short-Term Rentals to Single Family and Agricultural Zones**

In order to implement Council's direction to continue and enhance the existing regulations limiting short-term rentals to B&Bs in single-family and agricultural zones only, a number of bylaw amendments are recommended. Attachment 3 contains two tables that provide an analysis of how each amendment enhances the existing regulations and which bylaws are affected. This attachment also provides a table that summarizes regulations which are not proposed to change, along with a copy of the amended code of conduct that is provided to all licensed B&B's.

### **Part 2 – Response to Referral Questions and Issues**

#### **A. Response to Referrals**

This section summarizes all the referrals requested since January 3, 2017 by General Purposes Committee and Council. These referrals are provided in greater detail in Attachment 4.

#### **Referral 1: Implementation a proof of insurance requirement**

**Staff Response:** The City currently does not require B&B applicants to provide proof of insurance prior to being approved for a B&B licence. This is consistent with current practice with other BC jurisdictions. While it would be prudent for B&B operators to obtain the requisite insurance, staff do not recommend that the City take-on the obligation of assuring that the applicable insurance is in place.

**Proposed Action:** Maintain current practice of not requiring insurance but amend the Richmond Bed and Breakfast Code of Conduct Guidelines (provided in Attachment 3) to recommend that B&B operators carry adequate liability and property damage insurance specifically written for B&B's.

**Referral 2: Amending definition of Operator to require Owner/Operator**

**Staff Response:** The current B&B regulations do not require the operator to be an owner. The current regulations require the operator to reside in the unit. Staff have investigated the question of ownership and have concluded that restricting the ability to operate a home-based business, such as a bed and breakfast, to only the owner(s) of the property on which the operation is to be located is likely beyond the authority provided by legislation.

**Proposed Action:** Strengthen requirement of proof that B&B is the principal residence of the operator.

**Referral 3: Establishing a “Spot” (Site Specific) Rezoning Process**

**Staff Response:** Staff were directed to explore mechanisms, including “spot” (site specific) rezoning to address potential negative impacts such as noise, parking, increased traffic, etc., that could occur as a result of a concentration of short-term rentals in a single-family neighbourhood. A number of options were considered. The current B&B regulations do not require rezoning. Requiring “spot” rezoning to change the use to a B&B would be costly, time consuming and onerous for a small business.

Permitting B&Bs is consistent with the planning objective of accommodating a range of uses in the City’s neighbourhoods. At the same time, creating a buffer between B&B’s will prevent the densification of B&Bs thereby reducing over-commercialisation and protecting the character and community values of the neighbourhood. A 500 m buffer will mitigate nuisances including noise, traffic and parking issues. In general, the 500 m buffer would allow approximately one (1) B&B per quarter section when implemented. Based on the location of the 19 existing licenced B&Bs, 7 are within 500 m from another B&B operation. These 7 B&Bs may be, in accordance with the legislation, “grand-fathered” if the 500 m buffer is adopted. For illustration purposes, a map (Attachment 5) outlining single family zones (including Agricultural Zones), the existing licenced B&Bs, and the proposed 500m buffer is included to model the potential impact of implementing the 500 m buffer.

Operationally, a buffer requirement would be relatively easy to verify as part of the Business Licence application review and is preferable to the onerous requirements, costs and processing time associated to spot rezoning.

**Proposed Action:** Amend the Official Community Plan and the Zoning Bylaw to implement a minimum 500 m separation between B&B operations.

**Referral 4: Tax Requirements Including Whether a Hotel Tax Should Apply to Short-Term rentals**

**Staff Response:** Staff were directed to further explore hotel tax and the Whistler “hotel tax” and their applicability to the City. Attachment 6 summarizes the findings. The Municipal and Regional District Tax (MRDT) is the only local level tax that impacts short term rentals, as long as they are classified as “accommodation providers” under the Provincial Sales Tax Act (which governs the MRDT).

The MRDT is legislated by the province and the province determines who remits it. The City does not currently have authority to impose a tax on hotel/short-term rentals. It would require a change in provincial legislation to enable local government to impose a short-term rental tax.

The Whistler hotel/short-term rental tax model is not immediately transferable to Richmond.

**Proposed Action:** There is no current mechanism to enable a local government to levy a hotel or rental tax on short-term rental. Staff be directed to engage the Province of British Columbia to discuss regulatory changes to the Provincial Sales Tax in regards to the Municipal and Regional District Tax, including the definition of accommodation providers

### **Referral 5: Summary of Various Approaches That Have Been Considered**

**Staff Response:** In the report dated November 29, 2016, titled “Regulation of Short-Term Rental Units” Staff identified three options for Council, they are:

- Option 1 – *status quo*. Make no changes to the existing City regulatory regime
- Option 2 – prohibit all short-term rentals
- Option 3 – develop regulations specifically tailored to short-term rentals<sup>1</sup>

Council considered these options on January 9, 2017 and instructed staff to prepare appropriate bylaw amendments that clarify that short-term rentals are limited to single family and agricultural zones as B&B uses and to implement a distance buffer between B&B establishments.

Many other cities in North America and Europe have taken different approaches to the growth of short-term rentals in their community. Their responses reflect the unique situations in their communities related to housing, tourism, and taxation. Many choose to make different rules for shared spaces (like B&B's where the house is shared) as compared to rental of the entire unit and several have attempted to impose limits on the number of nights to be rented. A summary of the approaches taken in Vancouver, San Francisco, CA, Quebec, Portland, DC, and Austin, Texas, are provided in Attachment 7.

**Proposed Action:** There are significant variances in the approaches different local governments have taken to address short-term rentals. Should Council wish to consider expanding short-term rental regulations, staff recommend that Council direct staff to develop a separate consultation plan on these alternatives and report back to Council for endorsement for the purpose of public consultation.

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<sup>1</sup> Recommended in the staff report but not endorsed by Council.



**Referral 6: Review the Adequacy of the Definition of Boarding and Lodging**

**Staff Response:** In the current Richmond Zoning Bylaw 8500 “**Boarding and lodging** means:

*sleeping unit accommodation, without cooking facilities in the sleeping units, that is supplied for remuneration for not more than 2 boarders, and which may or may not include meal service, but does not include senior citizen lodges, hotels, motels, congregate housing, bed and breakfasts, agri-tourist accommodation, minor or major community care facilities, secondary suite or coach house.*

Boarding and lodging are permitted as a **secondary use** in most residential zones (single family and multi-family) where **secondary use**:

“means one or more **uses** in the list of **secondary uses** in the **zones** of this bylaw that must be:

- a) in conjunction with a **principal use**;
- b) located on the same **lot** as the **principal use**; and
- c) clearly accessory to the principal use. For example, a home business is a secondary use to the principal use of a single detached housing.”

Boarders and lodgers have been permitted in the City’s zoning bylaws since 1956. It is notable that there is currently no duration requirement for a boarder and lodger. Boarding and lodging could be a day, week, month or several months.

There is no reliable record as to the number of boarders and lodgers in the City or if the practice causes a nuisance. While there has not been any formal consultation processes to date, anecdotally staff are told by the School District and sports organizations that boarding and lodging are used to accommodate student exchanges, home stay programs, and sports hosting in all neighbourhoods in Richmond. These programs are seen to be beneficial and to support national and international exchange programs and amateur sports.

A preliminary review of data from data of one of the online listing service (Airbnb listings on January 12, 2017- i.e. data for one day from a single listing service only) indicated that approximately 440 out of 760 rooms available on that day for booking were private rooms in a home. These numbers are for rooms available that day, and not the total number of listings or total number of people potentially hosted. Staff were unable to find data to indicate what percentages of these listings were for home stay and/or sports hosting programs.

Short-term rental of private rooms is a very complex issue. The fact that these rentals are private rooms within dwelling units (i.e. boarding and lodging) would indicate that these homes are occupied and not left vacant. In the context of “vacant home” syndrome where Richmond has a <1% vacancy rate for rental properties, knowing that these homes are occupied could be considered a positive outcome.

Based on the current boarding and lodging regulations there are two options for Council's consideration in the context of short-term rental:

1. ***Status Quo - No change to current definition or practice:*** Boarding and Lodging does not currently require any permit or licences. Records on neighbourhood nuisance do not track whether they are a result of boarding and lodging uses. There is also no evidence that boarding and lodging uses are creating negative impact on the City's utility services. Richmond has a "pay for service" approach to garbage, recycling, water and sewerage utilities. As a result, the cost of any additional usage of City utilities would be recovered; or
2. ***Require a minimum 30 days requirement to boarding and lodging:*** Adding a 30 day minimum to boarding and lodging would eliminate a significant number of short-term rentals in all neighbourhoods but would potentially impact homestay and sports hosting programs significantly.

***Proposed Action:*** Given the lack of data at this point that boarding and lodging has a negative impact to neighbourhood character, staff recommend *status quo* but to monitor and report back to Council after 1 year should Council choose to implement new regulations on boarding and lodging.

#### **Referral 7: The Number of Short-Term Rental Listings in Agricultural Land Reserve**

***Staff Response:*** Of the licenced B&B's in Richmond, only one is on agricultural land. In examining the data provided by one of the listing services, "Airbnb", it would appear that only 4-5% of the unlicensed providers are located on agricultural land. The majority of listings are in single family areas, or in multi-family zones in City Centre.

***Proposed Action:*** The proposed changes and enhancements to the licencing scheme and the increased fines and penalties will enable enforcement staff to deal with unlicensed providers on agricultural land and in multi-family zones (where B&Bs are not permitted). These changes and enhancements include the proposal to reduce the number of rooms permitted as part of a B&B in the ALR from 4 to 3.

#### **Referral 8: Licence/Permit Fees for Boarding and Lodging**

***Staff Response:*** The City can levy licence and permit fees to recover administration costs (e.g. the cost of inspecting a business premises and administering and enforcing regulations). Richmond has a "pay for service" approach to garbage, recycling, water and sewerage utilities. As a result, the cost of any additional usage of City utilities would be recovered. Attachment 8 provides a comparison of the City's Business Licence Fees with other local jurisdictions.

***Proposed Action:*** This report proposes changes to the Consolidated Fees Bylaw but only to create a separate category for the B&B licence fee. The current licence fee for a B&B is \$162.

### Part 3 – Other Considerations

Other considerations that have been presented and discussed at Committees/Council include:

- A. Enforcement on Illegal Short-Term Rentals
- B. Fines and Penalties
- C. Consultation and Communication Processes

These considerations are included in this report to provide a comprehensive overview related to short-term rentals in the City.

#### A. Enhanced Enforcement on Illegal Short-Term Rentals

The attached memorandum from the Acting Senior Manager, Community Safety, titled “Request for Statistics Related to Enforcement of Short-Term Rentals” dated February 9, 2017 (Attachment 9) provides an overview of the enforcement action taken by Community Bylaws to date.

In addition to an enhanced regulatory regime, staff will be taking intensified enforcement action and pursuing an increase in prosecutions as a deterrent. The City’s Community Bylaws Division has already commenced a proactive approach by monitoring various short-term rental listing web-sites for operations that are not compliant with City regulations and bylaws. The Community Bylaws Division will continue to follow up on these listings.

#### B. Fines and Penalties

Along with amendments that provide specific prohibitions and enhancements to the B&B licensing regulations, this report also recommends new penalties and increased fines. The new penalties will give enforcement and licence officers more options to deal with illegal operations, including those either refusing to be licenced or those proceeding with activities not permitted in any licencing or land use scheme. The increased fines relate both to illegal operations and to licenced B&B’s not operating within the regulations. A summary of the increased fines is described in Attachment 10.

#### C. Consultation and Communication Processes

1. **Required Processes:** The public consultation processes required for amendment of the Official Community Plan, Zoning and other Bylaws are summarized in Attachment 11.
2. **Communication Plan:** In addition to the statutory requirements for a public hearing and public notification, it will be important to notify the public of the changes, including those currently operating, or impacted by, any type of short-term rentals.

Staff are recommending the implementation of a communications plan (Attachment 12) that will be implemented should Council adopt the proposed changes in this report.

If the new regulations are adopted by Council, staff will also monitor the implementation of the changes and provide an update to Council on the progress, public feedback, long term impacts on budgets and other programs and further recommendations for enhancements after approximately one year of implementation.

3. **Consultation for Future Short-Term Rental Regulation Changes:** If Council directs staff to explore the regulation of short-term rentals outside the B&B use in the single-family and agricultural zones, or to further explore regulations that other jurisdictions have adopted (e.g. San Francisco, Portland, Quebec) or are contemplating (e.g. Vancouver), it would be recommended that staff be instructed to prepare a full public engagement plan and for Council's consideration and endorsement, separate from the above public notification and public hearing processes described, prior to engaging the public for consultation.

### Financial Impact

The temporary full-time bylaw enforcement officers will initially be funded from within the existing Community Bylaws budget. Staff will continue to monitor the implementation of the changes and enforcement costs related to short-term rentals. Should additional funding be required to support ongoing operations, a report will be prepared for Council's consideration.

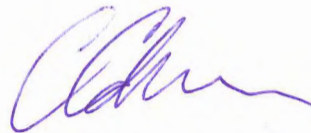
### Conclusion

It is challenging for local governments to develop and enforce a short-term rentals regulatory regime. Staff believe that a "phased" approach of stepping up enforcement; adopting the proposed enhanced regulations and guidelines to address the most egregious cases (i.e. illegal and un-licensed operations in the single family and agricultural zones) is a sound response. This would enable a robust public engagement process to address additional options, and regulatory and enforcement gaps for future consideration. This approach does not preclude Council from consulting with the public to further enhance or expand regulations and enforcement for short-term rentals.

The adoption of the Staff Recommendation (p. 1-2) proposed in this report represents a concrete move towards addressing short-term rentals and other emerging trends of the sharing economy going forward.



Cecilia Achiam, MCIP, BCSLA  
Director, Administration and Compliance  
(604-276-4122)



Carli Edwards, P. Eng  
Chief Licence Inspector  
(604-276-4136)

- Att. 1: Staff report titled "Regulation of Short-Term Rental Units" dated November 29, 2016 and staff report titled "Short-Term Rentals-Enforcement and Bed and Breakfast Regulations", dated February 9, 2017  
2: History of Short-Term Rental Staff Reports and Highlights  
3: Summary of Proposed Changes and amended Code of Conduct Guidelines  
4: Analysis on Referrals from Closed General Purposes Committee, February 20, 2017

- 5: Map of Licenced B&Bs with 500 m Buffer
- 6: Summary of Tax Regimes Related to Short-Term Rentals
- 7: Comparison of Short-Term Rental Regulations in Other Cities
- 8: Comparison of Licence Fees for Bed and Breakfast Businesses
- 9: Memorandum titled "Request for Statistics Related to Enforcement on Short Term Rental", dated February 14, 2017
- 10: Proposed New Penalties and Increased Fines
- 11: Required Public Consultation Process for OCP and Bylaw Amendments
- 12: Proposed Communication Plan: Short-Term Rentals



# City of Richmond

## Report to Committee

**To:** General Purposes Committee  
**From:** Doug Long, City Solicitor  
 Carli Edwards, Chief Licence Inspector  
**Re:** Regulation of Short-Term Rental Units

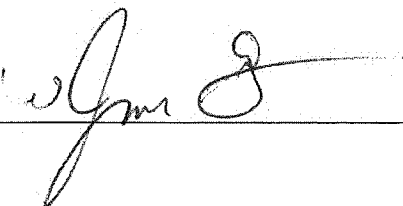


**Date:** November 29, 2016  
**File:** 08-4430-03-12

### Staff Recommendation

1. That the regulation of short-term rental units as set-out in the staff report from the City Solicitor and Chief Licence Inspector titled "Regulation of Short-Term Rental Units", dated November 29, 2016, be endorsed in principle for the purpose of public consultation;
2. That the public consultation process set-out in the staff report be approved; and
3. That staff be directed to engage with the Province of British Columbia to discuss regulatory changes to the Provincial Sales Tax and Municipal and Regional District Tax in regards to accommodation providers and report back to Council as part of the one-year review of the City's proposed short-term rental regulation.

Doug Long  
 City Solicitor  
 (604-276-4339)

Carli Edwards  
 Chief Licence Inspector  
 (604-276-4136)

REPORT CONCURRENCE		
<b>ROUTED TO:</b> Economic Development Affordable Housing Community Bylaws Fire Rescue Building Approvals Development Applications Policy Planning Transportation	<b>CONCURRENCE</b> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	<b>CONCURRENCE OF GENERAL MANAGER (ACTING)</b> 
<b>REVIEWED BY THE SENIOR MANAGEMENT TEAM</b>	<b>INITIALS:</b> 	<b>APPROVED BY CAO</b> 



November 29, 2016

- 2 -

## **Staff Report**

### **Origin**

This report responds to the following referral from the closed General Purposes meeting held on November 7, 2016:

***That staff explore options on regulation and enforcement in respect to daily property rentals in Richmond.***

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

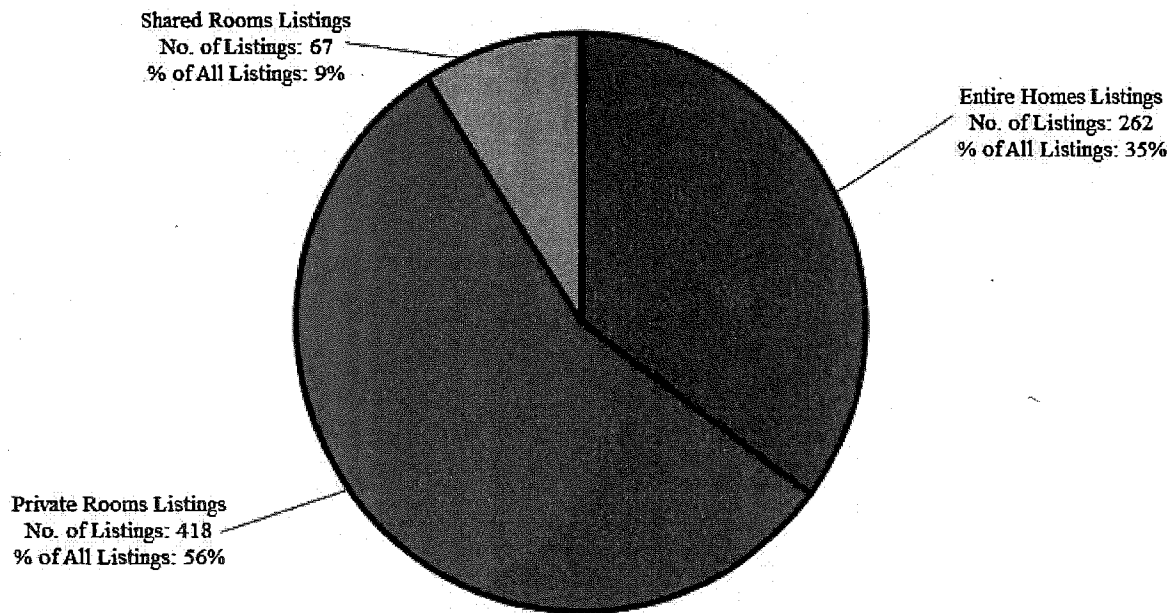
*Adhere to effective planning and growth management practices to maintain and enhance the livability, sustainability and desirability of our City and its neighbourhoods, and to ensure the results match the intentions of our policies and bylaws.*

### **Findings of Fact**

#### Short-Term Rental Listings

Short-term rental units in Richmond are listed online on numerous websites which include Airbnb, Vacation Rentals By Owners (VRBO), HomeAway, VacationRentals.com, Travelmob, Homelidays, Abritel, Ownersdirect, Flipkey, Craigslist and Booking.com. On November 16, 2016, there were approximately 1,586 short-term rental listings in Richmond on the above-noted websites. There were approximately 747 short-term rental listings on Airbnb, which accounted for approximately 47% of the total Richmond listings, while approximately 40% of the short-term listings were on VRBO.

Further breakdown of the Airbnb short-term listings show that 35% of the listings were for entire houses/strata units/apartments, 56% were for private room rentals and 9% for shared room rentals. Airbnb defines a private room rental as having a bedroom to yourself but sharing living space with others (operator or other guests), and defines a shared room rental as sharing a bedroom with other people (operator or other guests).

**Figure 1: Airbnb Listings for City of Richmond - November 16, 2016 (Total Listings = 747)**

### Current City Bylaws

There are a number of current City bylaws that are applicable to short-term rental units. For example, subject to the regulations in the *Richmond Zoning - Bylaw 8500* (the Richmond Zoning Bylaw) and the City's *Business Regulation - Bylaw 7538* (the Business Regulation Bylaw), the City permits bed and breakfast accommodation (B&B) in residential zones. The Zoning Bylaw also permits and regulates boarding and lodging<sup>1</sup> in residential zones.

The Zoning Bylaw limits, with exceptions, the permitted use in RS-1 zones to single detached housing<sup>2</sup>, which essentially means housing for a single family/household. As a result, houses that provide multiple accommodations, that are not B&Bs or boarding and lodging, in essence become hotels and are not permitted in the RS-1 zones.

Pursuant to the Business Regulation Bylaw, a person is not permitted to carry on a business in the City without a business licence. Further, the Building Regulation Bylaw may require a building permit for construction or renovation of a house to accommodate short-term rentals.

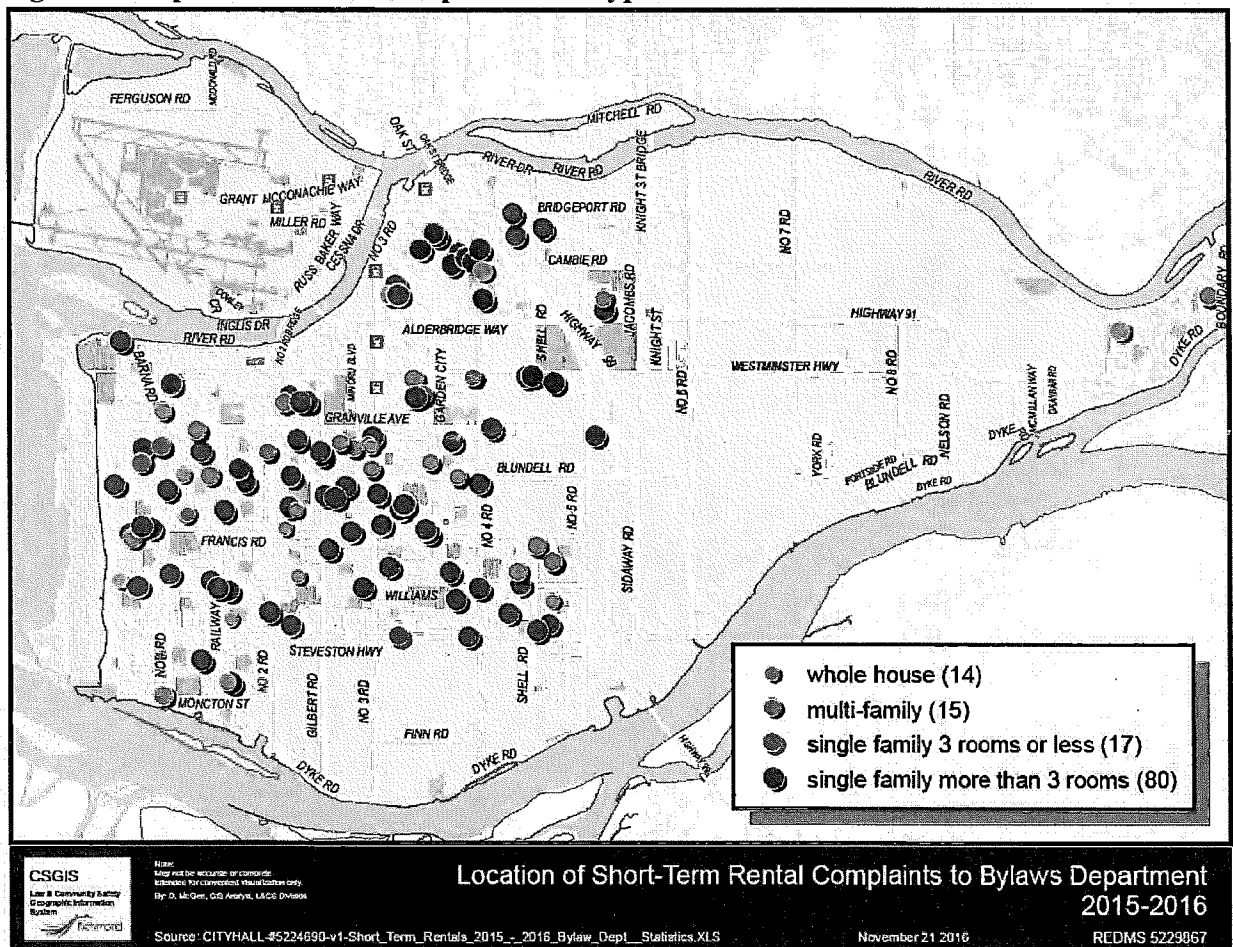
<sup>1</sup> Boarding and lodging means sleeping unit accommodation, without cooking facilities in the sleeping units, that is supplied for remuneration for not more than two (2) boarders, and which may or may not include meal service, but does not include senior citizen lodges, hotels, motels, congregate housing, bed and breakfasts, agri-tourist accommodation, minor or major community care facilities, secondary suite or coach house.

<sup>2</sup> Single Detached Housing means a detached building containing only one dwelling unit, designed exclusively for occupancy by one household, and may include one room that, due to its design, plumbing, equipment and furnishings, may be used as a secondary kitchen (e.g., a wok kitchen) provided that no more than two kitchens are located in one single detached housing dwelling unit, and includes modular homes that conform to the CSA A277 standards, but does not include a manufactured home designed to CSA Z240 standards or town housing.

While the City has a number of bylaws that are applicable to short-term rentals, current City bylaws do not provide for comprehensive and specific regulation of short-term rentals. As short-term rentals and the share economy are relatively new phenomena, current City bylaws are not tailored to address short-term rentals, with the exception of B&Bs.

In 2015, the City's Community Bylaws department received 26 complaints relating to suspected short-term rental operations. As of December 2016, the number of 2016 complaints is approximately 100. The substance of the complaints, with respect to short-term rentals, includes illegal renovations, parking and noise/nuisance issues. Figure 2 below is a map of the location of complaints and the type of short-term rental generating such complaint.

**Figure 2: Map of Location of Complaints and Types Short-Term Rentals**



### Current Provincial Consultation re Sharing Economy

Pursuant to a Staff Report dated June 13, 2016<sup>3</sup>, staff recommended that the following comments be sent to the B.C. Minister of Community, Sport and Cultural Development in respect to the Minister's consultation with stakeholders, including municipalities, to explore how the sharing economy may be better integrated and the role of local governments in this process:

1. Integrate public safety as top priority;
2. Enable greater choices to consumers;
3. Incorporate meaningful feedback from the public and relevant stakeholders, including local and regional regulators, sharing economy companies and sharing economy end users;
4. Develop fair and balanced regulations to encourage healthy competition among existing players and new entrants; and
5. Ensure no downloading of responsibilities to local governments through regulatory and enforcement processes.

### **Analysis**

#### Impacts of Short-Term Rentals

##### *Effect on Rental Housing Stock*

Studies are beginning to suggest that short-term rentals adversely affects long-term rental stock. The concern is that rental housing stock is being converted from long-term rentals to short-term rentals. In many cities, this concern is exacerbated by already low rental housing vacancy rates. The current rental vacancy rate in Richmond is less than 1%<sup>4</sup>. The Canada Mortgage and Housing Corporation is of the opinion that a healthy vacancy rate is about 3%. City of Vancouver staff identified in a staff report, dated September 28, 2016, that there is a "strong financial incentive to rent in the short-term"<sup>5</sup> and if short-term units "were rented long-term instead of short-term, it would have a positive impact on Vancouver's 0.6 rental vacancy rate"<sup>6</sup>.

##### *Land Use Conflicts*

Most short-term rentals are located in areas zoned for residential use and not for hotel-like accommodation. Short-term rentals may have a number of impacts or nuisances on a residential neighbourhood or residential strata complex which include parking, noise, poor guest behaviour and so forth. These problems are exacerbated as there is often no management on site to address such issues.

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<sup>3</sup> Staff Report dated June 13, 2016 from the Director, Administration and Compliance, titled "Forthcoming Provincial Consultation on new Models of Transportation, Accommodation Services and Other Sharing Economy Applications"

<sup>4</sup> Metro Vancouver. "Metro Vancouver Housing Data Book". March 2016.

[http://www.metrovancouver.org/services/regional-planning/PlanningPublications/MV\\_Housing\\_Data\\_Book.pdf](http://www.metrovancouver.org/services/regional-planning/PlanningPublications/MV_Housing_Data_Book.pdf)

<sup>5</sup> City of Vancouver. Administrative Report: "Regulating Short-Term Rentals in Vancouver". September 2016.

<sup>6</sup> Ibid.

### *Level Playing Field*

Hotels and B&Bs pay taxes and fees, which include Good and Services Tax, Provincial Sales Tax, Hotel Room Tax and Business Licence fees and are subject to provincial and municipal regulation and oversight. Short-term rentals are not subject to the same taxes and regulation. As a result, there is an inequity between hotels or B&B accommodations and other short-term rental accommodations.

### *Health, Fire and Safety*

Similarly, hotels must comply with certain building and fire code standards and are subject to health and safety inspections. For example, pursuant to the *Fire Services Act*, a municipality “must provide for a regular system of inspection of hotels”. Short-term rentals are usually located in houses or strata lots and, therefore, not subject to the same requirements.

### *Economic Benefits*

Against concerns, short-term rentals can provide economic benefits to residents and the local economy. Short-term rentals are beginning to open up neighbourhoods and provide visitors with the opportunity to experience cities as locals, not tourists. Studies have also documented that users of short-term rentals stay longer and spend more compared to traditional visitors who opt for hotels. Short-term rentals also provide local residents with a means to generate additional income by renting out rooms in their homes<sup>7</sup>.

A study released on November 1, 2016 suggests that the overall annual impact of Airbnb alone on the Vancouver economy is \$402 million in direct and indirect revenue<sup>8</sup>. The study also found that 267,000 guests stayed almost 1.2 million nights and their hosts earned an average of \$60 per night for a total income of \$71 million in 2016. According to Airbnb data, there are an estimated 8,000 Airbnb listings in Vancouver and 4,600 hosts. Earlier Airbnb research on the Vancouver market suggests that the average incremental income each host earns is \$6,600 per year.

This information, and the necessary research and data, is not available for Richmond. The data necessary to conduct a similar economic impact report is owned by Airbnb, who commissioned the research.

### Enforcement

Enforcing bylaws that prohibit or regulate short-term rental operations is very challenging. Among other things, the barrier for entry into the short-term rental operator market is low and therefore often results in little, if any, modification of a short-term rental unit such as a house or

<sup>7</sup> Smith, Brock, Dr., Airbnb 2015-2016 Vancouver Economic Impact Report, Cordova Bay Consulting (November, 2016)

Coles, Peter and Lauf Vanessa, Airbnb and the Vancouver Housing Market, Airbnb (September, 2016).

<sup>8</sup> Smith, Brock, Dr., Airbnb 2015-2016 Vancouver Economic Impact Report, Cordova Bay Consulting (November, 2016)

Coles, Peter and Lauf Vanessa, Airbnb and the Vancouver Housing Market, Airbnb (September, 2016).

a strata unit. If the threat of bylaw enforcement is perceived the operator may simply choose to stop renting and resume again when the threat has lessened. Further, building and prosecuting a case requires the application of significant staff time and resources. For example, when the Province of Quebec implemented comprehensive laws regulating short-term rentals it increased the number of inspectors from two to 18.

San Francisco's actions in respect to short-term rentals provide a good example of the challenges. San Francisco enacted a comprehensive short-term rental ordinance in 2015 and when doing so created the "Office of Short-Term Rentals" with a staff of six. The San Francisco ordinance included:

- restricting short-term rentals to single family dwellings in which the owner resides for not less than 275 days per year and limiting to 90 days as being the maximum period that an owner could not be present;
- restricting the rentals to primary residences;
- ensuring insurance requirements are met; and
- collecting payment for permit fees and taxes.

After significant difficulties with compliance, almost 80% non-compliance<sup>9</sup>, San Francisco Council passed another ordinance in 2016 which purported to fine the internet booking service \$1000 per day if its operators failed to register under the 2015 ordinance. In July 2016, Airbnb commenced action against the City of San Francisco arguing that the 2016 ordinance breaches its freedom of speech rights under the First Amendment of the United States' Constitution.

To date, local governments in Canada have attempted to regulate internet booking services, like Airbnb and Uber, with little success. The City of Toronto, for example, sought an injunction against Uber on the basis that Uber was operating a taxi business without a business licence. However, the Court found that "Uber's peer-to-peer process operates, in a sense, as a super-charged directory service" that plays no role in taxis bookings and therefore Uber's service was not subject to the City's bylaw. The City of Edmonton experienced a similar unsuccessful outcome against Uber.

### *Strata Corporations*

As strata corporations can prohibit short-term rentals under their bylaws and impose fines for breaches, they can play an important role in regulation. To do so, however, a strata corporation's bylaws need to be specifically drafted to address short-term rentals. If a bylaw is not currently drafted to prohibit short-term rentals, an amendment to the bylaw is required to include this prohibition. The amendment can only be passed if 75% of the owners agree and vote at an annual or special general meeting. Not only might it be difficult to obtain a 75% owner vote, it is also likely that many owners would not agree to such a prohibition as some units may have been purchased to use as short-term rentals or short-term rentals may assist some owners to pay their living expenses.

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<sup>9</sup> City and County of San Francisco. Policy Analyst Report: "Short-Term Rentals 2016 Update". April 7, 2016. Further, in this respect, in 2014 Portland changed its zoning code to regulate short-term rentals. Portland's September 2016 "Accessory and Short-term Rentals Monitoring Report, found that only 22% of short-term listings had been issued short-term rental permits.



### Options and Recommendations

Staff identify three options for Council, they are:

Option 1 – *status quo*. Make no changes to the existing City regulatory regime

Option 2 – prohibit all short-term rentals

Option 3 – develop regulations specifically tailored to short-term rentals (**Recommended**)

Option 1 (*status quo*) (Not Recommended) – this option has the advantage that a new and comprehensive regulatory regime would not be implemented and therefore, the very significant difficulties that staff anticipate in implementing, obtaining compliance, monitoring and enforcing a new regime would be avoided. Short-term rentals, however, continue to increase. Also, it is clear, that not only in Canada but globally, there is a trend of more comprehensive regulatory regimes specifically targeting short-term rentals. Like many cities grappling with this relatively new issue, other than for B&Bs, current City bylaws are not tailored to address short-term rentals. Given the same, Option 1 is not recommended.

Option 2 (*prohibit all short-term rentals*) (Not Recommended) – like Option 1 this option would avoid implementing a new and comprehensive regulatory regime and the pitfalls associated with the same. However, staff anticipate that if this option was selected, non-compliance would be significant and, therefore, enforcement would be difficult. Additionally, as identified in this report, there are some economic and social benefits to permitting short-term rentals. For these reasons, staff do not recommend Option 2. If Council wished to implement Option 2, implementation would require an amendment to the Richmond Zoning Bylaw prohibiting rentals for less than 30 days, with the exceptions of hotels, motels, B&Bs, boarding and lodging, agri-tourism accommodation and community care facilities. A draft of the bylaw that would effect this prohibition is Attachment 1 of this report.

Option 3 (*regulatory regime*) (**Recommended**) – having kept in mind the comments provided by the City to the Minister of Community, Sport and Cultural Development in respect to the Minister's consultation regarding the sharing economy, the currently available data and information on the effects of short-term rentals in Richmond, and the experience of a number of jurisdictions including Vancouver, Toronto, Quebec, San Francisco, Portland and others, staff recommend that Council consider Option 3. The regulation anticipated by Option 3 would require amendments to many City bylaws including the Business License Bylaw, Business Regulation Bylaw, Richmond Zoning Bylaw, Municipal Ticket Information Bylaw, and the Consolidated Fees Bylaw. Drafts of the proposed bylaw amendments are Attachments 2, 3, 4, 5 and 6 to this report. If Option 3 is approved by Council, then the amendment bylaws would be introduced to Council by subsequent report(s).

### **Implementation and Enforcement Challenges with Option 3**

Staff acknowledge that it is unusual to make a recommendation but then immediately identify concerns with the recommendation; however, the experience to date from other cities is that there has been significant difficulties with implementing and enforcing the regime. For example, as identified above, in San Francisco and Portland, both of which implemented comprehensive short-term rental regimes in the past two years, even adding staff their experience is that only

about 20% of short-term rental operators have brought themselves within the regime and obtained the requisite permits. Further, the experience of San Francisco, Portland, and others is that the implementation and enforcement of comprehensive regimes has proved very difficult.

While the trend across the globe is to regulate short-term rentals, staff expect that the short-term regulatory regime proposed in this report will face many of the same implementation and enforcement challenges experienced by other cities. Given the same, in order to hopefully mitigate, staff recommend:

- full public consultation be conducted prior to introduction of any bylaw amendment(s). Staff would report back to Council on the consultation results together with any revisions to the attached draft bylaws resulting from such consultation; and
- once adopted, staff will monitor the short-term regulatory regime, with an emphasis on compliance, enforcement issues with compliance, and complaint issues. Staff would report back to Council on the first anniversary of adoption, and on the second anniversary of adoption, on compliance and enforcement together with any recommended changes.

Staff strongly believe that an essential mechanism in assisting implementation and enforcement is to work collaboratively with the principal booking platforms, such as Airbnb. Possible outcomes may include the booking platforms referring prospective users to Richmond's short-term rules and/or requiring a local permit as a condition of use of the booking platform. If Council endorses a regulatory approach set-out in this report, then staff will begin to engage the principal booking platforms.

### **Business Licence**

Staff recommend that short-term rental operators require a short-term rental business licence. For the purposes of the regime, a short-term rental is a rental for less than 30 days. The requirement for a business licence has the following benefits:

- it identifies the short-term operator;
- it informs patrons that the operation is regulated;
- it allows for a particular type of license for each type of permitted short-term rental;
- it allows a business licence fee to be charged which will assist in the costs of administering regulation and enforcement; and
- it permits the City a mechanism through initial business licence issuance and subsequent annual renew to set terms and conditions upon which the City may issue and renew the business licence.

The initial principal elements of the proposed regime for a short-term rental are set-out below.

### **Regulations Applying to All Short-Term Rentals**

The following regulations apply to all short-term rentals:

- all short-term rental operators must have a business licence;
- rentals of less than 30 days are not permitted in any dwelling in the City, unless such dwelling is a permitted short-term rental, forms part of a hotel or a motel, or is used for boarding and lodging, agri-tourist accommodation, community care facility, or dormitory in compliance with all applicable bylaws;

- short-term rentals are not permitted if the dwelling unit contains a secondary suite, agri-tourists accommodation, minor care facility, or child home care business, or the lot has a granny flat or a coach house;
- the short-term rental unit must be the short-term operator's primary residence. Annual confirmation required;
- compliance with zoning, building, fire and other applicable City bylaws is required; and
- if the applicant is not the owner, the owner must sign the licence application and renewal.

### **Regulations Applying to Specific Categories of Short-Term Rentals**

Staff propose the following three initial categories:

- Type A – Entire Single-Detached Home
- Type B – Portion of Single Detached Home (essentially current B&B regulations)
- Type C – Strata Units

#### **Type A – Entire Single-Detached Home**

- single-detached dwelling only (no duplexes, row houses, etc.);
- no more than six patrons at any one time, and as one booking;
- building and fire inspections are a condition of obtaining and maintaining a business licence; and
- notice of operations, including operator contract information, provided to neighbours.

#### **Type B - Portion of Single-Detached Home**

- single-detached dwelling units only;
- no more than six patrons at any one time;
- no more than three guest rooms with two guests each;
- one parking stall per guest room;
- permitted signage prescribed; and
- building and fire inspections, and health inspections (if serving breakfast) are a condition of obtaining and maintaining a business licence.

In addition to the current B&B rules above, staff also recommend the following addition to the existing regulations:

- notice of operations, including operator contract information, provided to neighbours

#### **Type C – Strata Unit**

- regulations apply to strata corporations comprised of five or more strata units – no short-term rentals in strata corporations having four or less strata units;
- no more than six patrons at any one time;
- bylaws of the strata corporation must permit short-term rentals; and
- strata council must sign the licence application and renewal.

## **Some Key Rationales and Further Explanations**

### **Principal Residence Only**

There are two underlying rationales for this requirement. First, as the principal residence of the short-term rental operator, use for short-term rentals is less likely to impact long-term rental stock. Second, as the short-term operator's residence, it is more likely that the operator will be present thereby resulting in more oversight.

### **Single-Detached Dwelling Units Only (Type A and B)**

The principal rationale is to reduce impacts on long-term rental stock. By limiting to single-detached dwellings only, the following types of units are excluded from short-term rental:

- affordable housing units; and
- market rental duplexes, row houses, townhouses and apartments.

A secondary rationale is mitigating nuisances and parking issues that may arise as a result of short-term rentals.

### **Little Regulation on Short-Term Rental of Strata Units (Type C)**

Regulation is more limited for strata units as a strata corporation has, pursuant to the *Strata Property Act*, the tools to prohibit, regulate and enforce a short-term rental regime crafted by the particular strata corporation.

The rationale for requiring the strata corporation to have at least five strata units is to prevent duplexes, triplexes and row houses, in which short-term rentals would otherwise not be permitted, from being permitted under Type C simply as a result of being stratified. Further, strata corporations of more than five strata units are more likely to have a functional strata council.

### **Parking**

The rationale for:

- not requiring additional parking for Type A (Entire Single-Detached Home) short-term rentals, is that this type of short-term rental would occur when the owners were not present, therefore, there should be limited or no increased parking;
- one parking stall per guest room for Type B (Portion of Single-Detached Home) short-term rentals, is to preserve existing B&B rules; and
- not requiring additional parking for Type C (Strata Unit) short-term rentals, is that parking for owners and guests of most strata lot units will be regulated by the strata corporation.

### **Notice Provisions**

The rationale for requiring notice to neighbours is to better inform neighbours of the type of short-term operation and, in particular, as the notice includes the name, telephone number and

email address of the operator, this will permit neighbours to contact the operator in the event of complaints.

### **Enforcement**

The challenges with respect to the enforcement of short-term rental regulations have been set out above. Before setting out staff's recommendations, below is an over-view of the formal bylaw enforcement mechanisms.

### **Provincial Court Prosecutions**

Provincial Court prosecutions by way of long-form information under the *Offence Act* have the benefit of potentially large fines (up to \$10,000 per day) and injunctive relief which could prohibit operators from continuing illegal short-term rental operations. On the other hand, obtaining the evidence necessary to be successful in a prosecution, expenses (including staff and legal costs), and obtaining Court time (which can take many months) are the down-side of a Provincial Court prosecution. As to collection of awarded fines and penalties, a court order may be collected in the same way as a judgment; however, the outstanding fines and penalties cannot be added to the tax roll.

### **Municipal Tickets**

Bylaw officers may issue tickets for bylaw infractions pursuant to the municipal ticket or "MTI" provisions of the *Community Charter*. The maximum amount of a ticket is \$1,000 per offence, and if the offence is a continuing offence a maximum of \$1,000 per day. If the person disputes the ticket, then the matter must be referred to the Provincial Court for a hearing. Unpaid tickets can be collected in the same way as a judgment.

### **Local Government Bylaw Notice Enforcement Act**

Pursuant to the *Local Government Bylaw Notice Enforcement Act*, the City has adopted the Notice of Bylaw Violation Dispute Adjudication bylaw. This bylaw creates a more informal adjudication system. An adjudicator, appointed by the Province, hears disputes and determines if the contested bylaw contravention occurred, so as to confirm or cancel the bylaw notice, or if compliance agreements have been breached. The ordinary rules of evidence are not applicable and the burden of proof is lesser. With some exceptions, decisions are final. The maximum penalty is \$500 per contravention of the bylaw. Continuing violations require separate bylaw notices for each violation.

Generally, in addition to an enhanced regulatory regime, staff recommend intensified enforced action and an increase in prosecutions as a deterrent. More specifically, staff recommend:

- short-term rental operators are the focus of regulatory enforcement, not the booking service;
- continuing use of Municipal Tickets with fines for fundamental breaches of the proposed regulation being set at the maximum, \$1000 per occurrence. For example, the fine for a non-resident operator under the current B&B regime is \$250. Staff recommend that a

similar breach under the proposed short-term rental regime would be \$1000. A full set-of proposed fines is set-out in Attachment 5; and

- use of formal “long-form” prosecution, including injunctive relief, in egregious cases of bylaw violation.

Coupled with the three recommendations above, staff identify three other enforcement matters. First, enforcement will likely require further resources, and as such this issue is identified below. Second, the viability of making use of *Local Government Bylaw Notice Enforcement Act* regime for short-term rentals be studied. Third, and perhaps fundamental, the City may wish to collaborate and coordinate with the on-line booking services to provide, and regulate, the short-term rental market. As discussed earlier, staff recommend engaging the on-line booking services in the “Public Consultation” section, set out below.

### **Next Steps and Public Consultation and Monitoring**

As to public consultation, before amendments to the Business Licence and Business Regulation bylaws are adopted by Council, the *Community Charter* requires that public notice of the amendments must be given and “persons who consider they are affected by the bylaw” must be given the opportunity “to make representation to council.” In respect to the amendments to the Richmond Zoning bylaw, a public hearing must take place prior to adoption.

Given the nature and complexity of regulating short-term rentals, staff recommend that Council conduct full public consultation beyond the statutory requirements and prior to introduction of the bylaws to Council. Consultation would include the public, housing advocates, short-term rental operators, users and booking companies. Further, consultation would include the Let’s Talk Richmond website and a dedicated email address for receiving comments. Consultation may include a public open house. Staff will incorporate feedback from the community and stakeholder consultation into a subsequent report and may include such feedback into the proposed bylaws. Consultation will take place in Spring 2017 and staff will report back to Council in Spring 2017.

### **Outstanding Matters**

Outstanding Matters fall into two categories. The first category is a general list of outstanding matters. The second category identifies some regulations that, while not included in the regulation above, could be considered as additions or modifications to the regulatory regime recommended in this report.

#### **General Outstanding Matters**

Given the complexity of this matter, staff continues to address several matters in respect to short-term rentals. These matters include the following:

1. **Full Richmond Analysis** – the requirement of a business licence that staff recommend to Council is similar to what Vancouver staff recommended to their Council. However, based on differing regulation and anecdotal evidence, it may be the case that the



Richmond short-term rental operations will differ from Vancouver's and this difference may be important in regulation.

For example, it may be the case that in Richmond there are more owners dealing directly with end users and, therefore, do not rely on booking platforms to find guests. If this is the case, then tracking short-term rentals in Richmond may be more difficult than in Vancouver. Also, the majority of Richmond's enforcement efforts to date that are associated with short-term rentals have been based on nuisance complaints, such as noise and parking violations. In contrast, according to a recent Vancouver survey, noise and property damage effects of short-term rentals were of least concern to respondents while quality, affordable, long-term housing was of most concern.<sup>10</sup>

Furthermore, there are many types of short-term rental scenarios beyond what is immediately visible through online listing sites. Some scenarios include:

- a. multiple owners within a multi-family building where a management company that operates within the same building or across multiple buildings rents out to end users;
- b. single owners of multiple properties across multiple multi-family buildings renting directly to end users;
- c. single owners of multiple properties across multiple multi-family buildings where a management company rents out to end users;
- d. single owners renting out single units in a multi-family building renting directly to end users; and
- e. single owners in large single-family dwellings with multiple rooms renting out to single or multiple end users.

To assess the effectiveness of regulation, additional research is required to quantify the short-term rental scenarios above and the impacts of regulation in each scenario. Such additional research would require data owned by the management companies and the online booking providers. Therefore, engaging with stakeholders is necessary to conduct a full Richmond analysis, including assessment of the economic benefits of short-term rentals. The results from the full Richmond analysis can be integrated into the 1-year regulation review and follow-up regulatory amendments.

Assessing economic benefits would also be part of this study.

2. **Taxes** – a concern identified above is in respect to short-term rental providers not paying the same 8% Provincial Sales Tax (PST) and 3% Municipal and Regional District Tax (MRDT) paid by hotels and motels. Generally, there is an exemption from PST and MRDT if an operator offers less than four units, the units may be in more than one location, for accommodation in British Columbia.

The Provincial government has commenced collecting PST and MRDT on certain short-term operators in Richmond. There are approximately 20 residential units in Richmond that are currently remitting and payees change in conjunction with ongoing government

<sup>10</sup> According to a recent Vancouver staff report, the Talk Vancouver online survey took place in July and August 2016 and received 6,475 responses.

enforcement efforts. Key criteria used to determine the payees includes properties offered as units of accommodation by third parties on behalf of owners, with four or more units offered by the third party. The Province then looks at whether the provider simply lists the units and/or processes payments on behalf of the owners, or whether they have more control with setting prices, managing maintenance, check-in, and the like. Airbnb type services for instance, do not meet the definition of accommodation and are not required to register. Those types of businesses are offering marketing type services only and the units they list are not subject to PST or MRDT.

On November 23, 2016, the City received a letter from the Richmond Hotel Association (RHA) advocating that Richmond Council request that the Province remove the 8% PST and 3% MRDT exemption on accommodation of four rooms or less (Attachment 7), suggesting that such action will facilitate enforcement of local short-term rental regulations. Removing the four-room maximum exemption would level the tax regime across all types of accommodation providers and has the potential to facilitate local enforcement through information sharing between jurisdictions. However, it would also increase the regulatory burden for traditional bed and breakfasts, which are currently exempt from the 8% PST and 3% MRDT.

The Province's approach to taxing short-term rentals, described above, indicates that it is not immediately considering changes to the provincial regulation to lift the four-room exemption. However, considering the position of the Richmond Hotel Association and the broader hotel community, further discussion with the Province is required in respect to taxation of short-term rentals and accommodation providers.

3. **Financial Enforcement Costs** – staff are reviewing the potential revenues derived from a short-term rental licencing regime (both licence fees and fines) and costs of enforcement of the regulation. Once a financial analysis is complete, a resource increase request may be made.
4. **Notice of Bylaw Violation Dispute Adjudication Bylaw** – this bylaw is not currently used in respect to zoning or business license infractions. Staff will study its effectiveness for enforcing short-term rental regulation.
5. **Development of a Code of Conduct for Short-Term Rentals** – staff recommend that similar to the City's code of conduct for B&Bs, a short-term rental code of conduct be developed.
6. **Provincial Consultation** – the Province of British Columbia is currently undertaking consultation with stakeholders, including municipalities, to explore how the sharing economy may be better integrated and what the role of local governments will be in this process. This process may result in the Province developing tools that could assist local governments for managing the sharing economy. Staff will be monitoring the Provincial government's progress in its sharing economy consultation process.

### Possible Short-Term Rental Elements

Possible short-term rental elements not included in the regime proposed above include:

1. **Cap on Number of Short-Term Rental Nights** – some cities limit the number of rental nights (San Francisco and Portland for example). This would support the principal residence rule and better prevent the dwelling from becoming a dedicated short-term dwelling. Staff have not included this element in the report, as monitoring is extremely difficult. Vancouver decided not to include such a cap in their proposed regimes for this reason;
2. **Prescribed Number of Days Required for Principal Residence** – while a short-term rental business licence will require identification confirming that the short-term rental unit is the operator's principal residence, this regime can be manipulated. A prescribed number of days required to qualify as an operator's principal residence would add some certainty, but again monitoring and confirmation is difficult;
3. **Linking the Short-Term Operator to Ownership of Short-Term Rental Unit** – ownership would act to limit the number of short-term rentals and, as there is often a link between ownership and principal residence, an ownership requirement could reinforce the principal residence requirement. Ownership could be as restrictive as the registered owner, or expanded to include relatives of the registered owner or even long-term lessees;
4. **Increasing the Number of Guests Permitted in Type B (B&B, Portion of Single Detached Homes)** – it may be the case that, in some cases or neighbourhoods, operations could allow for more rooms/person without adversely impacting the neighbourhood. So as to keep the existing B&B rules, staff have not recommended an increase in permitted guest/rooms. However, consistent with the current B&B regime in Agriculture zones AG1, AG3 and AG4 a B&B may have up to four guest rooms, and in Single detached heritage zone ZS11 – London Landing (Steveston) a B&B may have up to five guest rooms;
5. **Creating a New Type of Permitted Short-Term Rental Unit** – it may be that to accommodate the market, a new type of short-term rental with less units/persons and lesser regulation than Type B could be created. For example, a regime with only two permitted rooms but, provided that impacts are addressed, with lesser regulation may be an option. As another example, unlike Type B rentals, which are only permitted in detached single family houses, short-term rental might be permitted in duplexes or row houses. Staff, have not recommended the creation of this additional short-term rental type but, by preserving (and not requiring a business license) the current boarding and lodging regime (no more than two boarders and lodgers) this market may already be partially accommodated; and
6. **Operator in Type B (B&B, Portion of Single Detached Homes) Must Be Present in Dwelling Concurrently with Short-Term Rental Use** – this may increase monitoring. Currently the dwelling must be where the operator resides (i.e. primary residence), but not that the operator must be residing there while the business is being run.

Staff will continue to investigate both the possible short-term rental elements and the general outstanding matters identified above and any other further matters and, together with the results of public and stakeholder consultation, will report back to Council in Spring 2017.

### **Financial Impact**

Staff will continue to monitor the investigation and enforcement costs relating to short-term rentals, and if the need for staff increases is determined, staff will report back to Council in Spring 2017.

### **Conclusion**

Short-term rentals pose a challenge to local governments in developing and enforcing a regulatory regime. Staff have recommended that Council consider Option 3 set-out above which is a business license regime. As developing practical regulation and effective enforcement is challenging, full public consultation prior to bylaw introduction is recommended. Thereafter, once the bylaws are adopted, staff will report back to Council after a 12 month trial period.



Doug Long  
City Solicitor  
(604-276-4339)



Carli Edwards  
Chief Licence Inspector  
(604-276-4136)

- Att. 1: Richmond Zoning Bylaw No. 8500, Amendment Bylaw No. 9647
- 2: Richmond Zoning Bylaw No. 8500, Amendment Bylaw No. 9648
- 3: Business Regulation Bylaw No. 7538, Amendment Bylaw No. 9649
- 4: Business Licence Bylaw No. 7360, Amendment Bylaw No. 9650
- 5: Municipal Ticket Information Authorization Bylaw No. 7321, Amendment Bylaw No. 9651
- 6: Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 9652
- 7: Letter from the Richmond Hotel Association to the City dated November 23, 2016



# City of Richmond

## Report to Committee

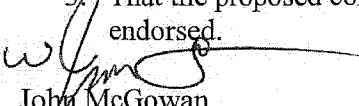
**To:** General Purposes Committee  
**From:** John McGowan  
General Manager, Law and Community Safety  
Cecilia Acham  
Director, Administration and Compliance  
**Date:** January 26, 2017  
**File:** 03-0900-01/2017-Vol  
01  
**Re:** Short-Term Rental Regulations

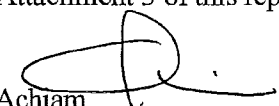
### Staff Recommendation

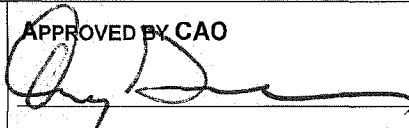
That in respect to the regulation of short-term rentals and the enforcement of such regulation:

1. Richmond Zoning Bylaw No. 8500, Amendment Bylaw, 9647 be introduced and given first reading; and
2. That:
  - a. Business Regulation Bylaw No. 7538, Amendment Bylaw No. 9649;
  - b. Business Licence Bylaw No. 7360, Amendment Bylaw No. 9650;
  - c. Municipal Ticket Information Authorization Bylaw No. 7321, Amendment Bylaw No. 9651; and
  - d. Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 9652each be introduced and given first, second and third readings.

3. That the proposed communication plan described in Attachment 3 of this report be endorsed.

  
John McGowan  
General Manager, Law and Community Safety  
(604-276-4104)

  
Cecilia Acham  
Director, Administration and Compliance  
(604-276-4122)

REPORT CONCURRENCE		
<b>ROUTED TO:</b>	<b>CONCURRENCE</b>	
Affordable Housing	<input checked="" type="checkbox"/>	
Community Bylaws	<input checked="" type="checkbox"/>	
Fire Rescue	<input checked="" type="checkbox"/>	
Law	<input checked="" type="checkbox"/>	
Building Approvals	<input checked="" type="checkbox"/>	
Development Applications	<input checked="" type="checkbox"/>	
Policy Planning	<input checked="" type="checkbox"/>	
<b>REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE</b>	<b>INITIALS</b> DW	<b>APPROVED BY CAO</b> 

## Staff Report

### Origin

This report addresses the resolutions from Council on January 9, 2017:

- 1. That the matter be referred back to staff for analysis on the implementation of Option 2 (Prohibition of all short-term rentals as defined in the staff report titled "Regulation of Short-Term Rentals" dated November 29, 2016), and that staff report back with all appropriate bylaw amendments and information including a proposed enforcement program;*
- 2. That staff review the current rules governing Bed and Breakfast operations in Richmond and provide an analysis including the current number of Bed and Breakfast operations in Richmond; and*
- 3. That staff recommend a process for public consultation for Council's consideration on the proposed program, bylaw amendments, and information in response to the staff referral given in Parts (1) and (2) of this resolution.*

### Analysis

A previous staff report titled "Regulation of Short-Term Rental Units", dated November 29, 2016 from the City Solicitor and Chief Licence Inspector (the "previous report") provided detailed analysis on regulations and enforcement in respect to short-term rental units in Richmond. The report presented three short-term options for consideration and at the Council meeting on January 9, 2017, Council endorsed "Option 2" (Prohibition of all short-term rentals), as described in the previous report.

#### 1. Proposed Bylaw Amendments to achieve Option 2 (Prohibition of all short-term rentals)

The existing regulations in the Richmond Zoning Bylaw (bed and breakfast ("B&B") and boarding and lodging regulations in particular) combined with the requirement for a business licence in the Business Licence and Business Regulation Bylaws currently act to restrict short-term rentals. However, unlike many other jurisdictions, short-term rentals, being rentals of less than 30 days (except for B&Bs, boarding and lodging, approved hotels, motels, agri-tourist accommodation, community care facilities and dormitories), are not explicitly prohibited. Consequently, in order to implement "Option 2", staff recommend bylaw amendments that;

1. Provide an explicit prohibition of short-term rentals (except for the most common types currently allowed such as B&Bs and boarding and lodging) and remove agri-tourist accommodation from the Agriculture (AG1) zone;
2. Change the existing B&B regulations; and
3. Increase fines for non-compliance.

Table 1 provides a description of the Zoning Bylaw amendments being proposed to provide an explicit prohibition on short term rentals (except for B&Bs, boarding and lodging, approved hotels, motels, agri-tourist accommodation, community care facilities and dormitories). This



includes a number of proposed amendments that will align zoning regulations with Council direction to limit short-term rentals.

Table 1 – Zoning Bylaw Amendments

Change	Rationale
Add explicit prohibition of Short-term Rental (less than 30 days) of Dwelling Units	All short-term rental explicitly prohibited except for B&Bs, boarding and lodging, approved hotels, motels, agri-tourist accommodation, community care facilities and dormitories
Remove Agri-tourist accommodation as a permitted use in the Agriculture (AG1) zone	This type of short-term rental is not considered an appropriate out-right use but could be considered on a site by site basis.
All B&B operations limited to 3 rooms	Current bylaw includes exceptions for Agricultural Zone (AG1) and for site specific London Landing zone (ZS11)

For example, this report proposes removing agri-tourist accommodation as an out-right permitted use in the Agriculture Zone and that it be considered through site specific rezoning applications only. Agri-tourist accommodation is a permitted farm use in the Agricultural Land Reserve (“ALR”) but the Agricultural Land Commission (“ALC”) legislation permits the City to regulate or prohibit the use. Given that this use may be interpreted to be similar in nature to a hotel, staff believe that any proposals for agri-tourist accommodation should be considered through a site specific rezoning. This will ensure that proposals are consistent with the intended smaller-scale operation of such uses in the ALR. Site specific rezoning applications would allow the details of the agricultural operation and the proposed agri-tourist accommodation activity to be considered by Council and the public through the statutory rezoning process.

The changes proposed to the Zoning bylaw will also eliminate the exceptions that allow some areas of the City to provide 4, instead of 3, B&B rooms per home. Currently, homes in the ALR and in London Landing are permitted 4 B&B rooms. Reducing this to 3 will align with the City wide regulations.

The proposed amendments do not propose changing regulations related to boarders or lodgers. The current zoning bylaw allows 2 boarders/lodgers and this typically includes international students on home stay programs or cultural and sports exchanges. There are also no changes proposed to the status of secondary suites. Secondary suites are currently not eligible to be B&B’s and the new regulations further clarify that they are not permitted to be rented out on a short term basis.

Table 2 provides a summary of how the existing B&B regulations are proposed to be enhanced. In most cases, it is proposed that the the current regulatory regime remain unchanged, but there are several proposed additional requirements including requiring owner consent and neighbourhood notification. These proposals will strengthen the B&B regulations, especially

considering the growth and increased interest in short-term rentals. These changes also modernize the bylaws and respond to the public input received in writing and from the delegations at the January 9, 2017 Council meeting.

Table 2 – Existing and Proposed B&B Requirements

<b>Bed and Breakfast Regulations</b>	<b>Existing Requirement</b>	<b>Proposed Future Requirement</b>
Business Licence required	√	√
Must comply with zoning, building, fire and other City bylaws	√	√
No cooking facilities in guest rooms	√	√
Minimum size of guest rooms	√	√
One parking stall per guest room required	√	√
Signage permitted	√	√
Must be operator's Primary Residence	Yes, but Residence is not defined	Principal Residence now specifically defined and new rules added
Owner consent required	No	Required
In Dwelling with Boarding and Lodging	Not permitted	Not permitted
In Dwelling with Secondary Suite	Not permitted	Not permitted
Same site as Coach House/Granny Flats	Not specified	Not permitted
No more than 4 guest rooms in the ALR ( 2 guests each)	√	Removed -Harmonize with other residential zones
No more than 3 guest rooms in all residential zones where B&B are permitted	√	Reduce the max. no. of guest room in ALR from 4 to 3 to harmonize requirements in all residential zones
Notice of operations to neighbours as condition of licence	No	Required

In order to make these changes, amendments are proposed to the Zoning, Business Regulation, Business License, and Municipal Ticket Information Authorization. This report also proposes changes to the Consolidated Fees Bylaw but only to create a separate category for the fee. The licence fee for a B&B remains at \$162.

Along with amendments that provide specific prohibitions and enhancements to the B&B licensing regulations, this report also recommends new penalties and increases to fines. The new penalties will give enforcement and licence officers more options to deal with illegal operations, including those either refusing to be licenced or those proceeding with activities not permitted in any licensing or land use scheme. The increased fines relate both to illegal operations and to licenced B&B's not operating within the regulations. A summary of the bylaw amendments and increased fines is shown in Table 3.

Table 3 –Proposed New Penalties and Increased Fines

Type of Fine	Penalty (can be applied for each day the offense occurs)	Current Fine	Proposed Fine
Issued as a Municipal Ticket	For a licenced B&B – Failure to maintain Fire Evacuation Plan	\$250	\$1,000
	For a licenced B&B – No access to Guest Register	\$250	\$1,000
	For a licenced B&B – Premises not operator's Principal Residence	\$250	\$1,000
	Rentals for 30 days without a Licence	N/A	\$1,000
	For any B&B – excess guest rooms	\$250	\$1,000
	For any B&B – excess guest capacity	\$250	\$1,000
	For any B&B – excess guest room capacity	\$250	\$1,000
Imposed through prosecution in Court	Conviction for an Offence under the Business Regulation Bylaw	\$2,000	\$10,000
	Conviction for an Offence under the Business Licence Bylaw	\$2,000	\$10,000

## 2. Proposed Enforcement Program to Address Un-licenced Short-Term Rentals

In the previous report, a search on numerous websites identified approximately 1,600 short-term rental listings in the Richmond area. Further research is being conducted to define the scope of the issue, eliminate duplication of listings and to potentially identify other advertising sites for short-term rentals.

As noted in the previous report, enforcement in other jurisdictions has proven to be very difficult. A collaborative approach working with the principal booking platforms may provide

the ability for the City to ensure that prospective hosts are aware of the local rules and requirements for listing their property.

Community Bylaws will be the lead department. Support will be provided by Business Licensing, Richmond Fire Rescue, and Building Inspections. This will provide a broad scope of authority to manage and investigate short-term rental properties found to be in contravention of current and amended municipal bylaws. Compliance will be achieved through an integrated graduated enforcement program. The first step in the process is to mail out warning letters to all identified properties to ensure they are aware of the Bylaw requirements governing short-term rentals. That will be followed up by conducting an inspection of the property (both scheduled and unscheduled). Non-compliance will result in the issuance of Municipal Ticket Informations and other fines. The final step in the process would be a prosecution against property owners who remain in contravention.

Bylaw staff are currently researching and identifying properties currently listed on short-term rental web sites. They are also developing a matrix to prioritize the identified properties and are actively managing the most egregious cases at this time. Other home owners who are not properly licensed to offer short-term rental accommodation will be contacted both in person and in writing and provided with information on the licensing requirements. This notice will also direct them to cease operations immediately or until such time as they are in compliance.

To allow for a proactive rather than a reactive approach, Community Bylaws has redeployed three existing resources to immediately address those illegal short-term rental operations which have been identified as having a significant impact on the community. These residences have recently been inspected or have been scheduled for inspections in the near future. The City has also undertaken a hiring process to employ four additional temporary bylaw enforcement officers to address the short-term rental issues in Richmond. This additional staff is expected to be in place by the end of February 2017.

Community Bylaws will conduct an assessment of the impact of these enforcement initiatives and report back to the General Purposes Committee in six months.

### 3. Current Bed and Breakfast options in Richmond

There are currently 19 B&Bs in the City of Richmond (Attachment 1) that have been licenced according to the requirements in the Business Licence and Business Regulation Bylaws. In addition to the requirements in the Bylaws, the B&B's are provided with the City of Richmond Bed & Breakfast Information Package (Attachment 2). This package provides information on application requirements and expectations for lawful operations and is available in print at City Hall and on the City's website<sup>1</sup>.

Eighteen of the licenced B&B's are operating in good standing as Licencing staff have received complaints about only one current operation. Staff are currently investigating the complaint and

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<sup>1</sup> <http://www.richmond.ca/shared/assets/bedandbreakfastinfopackage30758.pdf>

any recommendation for licence suspension or cancellation will be brought back to Council for consideration.

### **Consultation**

This report proposes changes to the existing regulations governing B&B operations, including new rules and increased fines for non-compliance. While agri-tourist accommodation is proposed to be removed as a permitted use from the Agriculture (AG1) zone, the use will continue to be defined so that site-specific rezoning applications may be considered by Council. There are no increases proposed to the existing licence fees and no new types of short-term of licences being proposed. Collectively, changes to these bylaws will require public notification and a public hearing.

As to the proposed amendment to the Richmond Zoning Bylaw, should Council endorse and grant first reading to the proposed Zoning Amendment Bylaw, then it will be forwarded to the next Public Hearing (anticipated to be March 20, 2017). Public notification for the Public Hearing, including notification in the newspaper, will be provided as required under the Local Government Act. The public will have an opportunity to comment at the Public Hearing on the proposed Zoning Amendment Bylaw prior to final consideration of the amendment.

The process for amendments to the Business Licence, Business Regulation, Municipal Ticket Information Authorization and Consolidated Fees bylaws (collectively, the "Amendment Bylaws") requires public notification prior to final consideration. Should the General Purposes Committee endorse the proposed Amendment Bylaws, and if Council grants bylaw readings in accordance with the Community Charter, the public will be given notice and the opportunity to make representations to Council prior to final adoption.

In addition to the statutory requirements for a public hearing and public notification, it will be important to notify the public of the changes, including those currently operating or impacted by any type of short-term rentals. The communications plan in Attachment 3 provides a summary of actions and deliverables that will be implemented should Council adopt the proposed changes in this report.

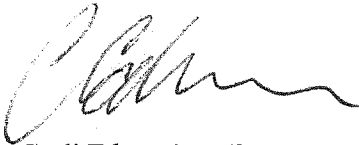
If the new regulations are adopted by Council, staff will also monitor the implementation of the changes and provide an update to Council on the progress, public feedback, long term impacts on budgets and other programs and further recommendations for enhancements in June, 2017.

### **Financial Impact**

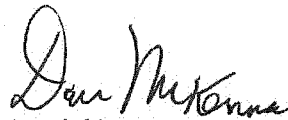
The temporary full time bylaw enforcement officers will initially be funded from within the existing bylaws budget. The investigation and enforcement costs will be monitored and should additional funding be required to support ongoing operations, a report will be prepared for Council's consideration. Operational impacts due to Staff re-deployment will be mitigated by drawing upon experienced temporary staff to backfill required positions.

## Conclusion

The proposed changes to various bylaws outlined in this report provide practical regulations that are simple to understand and comply with. The clarity of regulations would enhance enforcement, which, together with the increased penalties would provide further deterrent for non-compliance.



Carli Edwards, P.Eng.  
Manager, Customer Services and Licencing  
(604-276-4136)



Daniel McKenna  
Acting Senior Manager, Comm Safety  
(604-276-4273)

- Att. 1: Current Licenced B&B in Richmond  
2: City of Richmond Bed & Breakfast Information Package  
3: Communications Plan



## History of Short-Term Rental Staff Reports and Highlights

Corresponding Report	Short-Term Rental Options Proposed in Report	Description	Key Highlights
Staff report titled "Regulation of Short-Term Rental Units" dated November 29, 2016 and presented to General Purposes Committee on January 3, 2017 ( <a href="http://www.richmond.ca/cityhall/council/agendas/gp/2017/010317_minutes.htm">http://www.richmond.ca/cityhall/council/agendas/gp/2017/010317_minutes.htm</a> ) and Council on January 9, 2017. ( <a href="http://www.richmond.ca/agendafiles/Open_Council_1-9-2017.pdf">http://www.richmond.ca/agendafiles/Open_Council_1-9-2017.pdf</a> )	Option 1: Status Quo (Not recommended)	No changes to bylaws and regulations	<p>1. B&amp;B are currently permitted in single family and Agricultural Zones</p> <ul style="list-style-type: none"> <li>3 room with 2 guests maximum /room in single family zones</li> <li>4 rooms with 2 guests maximum/room in AG zones</li> <li>A Business Licence is required to operate B&amp;Bs</li> </ul> <p>2. Lodgers and Boarders</p> <ul style="list-style-type: none"> <li>Max 2 lodgers or boarders are permitted in all residential zones with no licencing requirement</li> </ul> <p><b>Not endorsed by Council</b></p>
	Option 2: Prohibit all short-term rentals (Not recommended)	Full-ban of short term rental Define short term rental	<b>Not endorsed by Council</b> Council instructed staff to move ahead with bylaw preparation to define "short term rental"
	Option 3: Tailored short-term rental regulations (Recommended)	Tailor regulations to address short-term rentals in different residential zones (single family, town house and condo, etc.)	<p>1. Proposed Short-Term Rental Categories with Associated Custom Regulations:</p> <ul style="list-style-type: none"> <li>Type A – Entire Single-Detached Home</li> <li>Type B – Portion of Single-Detached Home</li> <li>Type C – Strata Unit (5 or more units/building)</li> </ul> <p>2. Addressed public consultation related to bylaw amendments and included a communication plan</p> <p><b>Not endorsed by Council</b></p>
<p><b>On January 3, 2017, General Purposes Committee moved and seconded:</b></p> <ol style="list-style-type: none"> <li>That the regulation of short-term rental units as set-out in the staff report from the City Solicitor and Chief Licence Inspector titled "Regulation of Short-Term Rental Units", dated November 29, 2016, be endorsed in principle for the purpose of public consultation;</li> <li>That the public consultation process set-out in the staff report be approved; and</li> <li>That staff be directed to engage with the Province of British Columbia to discuss regulatory changes to the Provincial Sales Tax and Municipal and Regional District Tax in regards to accommodation providers and report back to Council as part of the one-year review of the City's proposed short-term rental regulation.</li> </ol>			
<p><b>On January 9, 2017, Council did not endorse any of the 3 proposed options and passed the following resolution:</b></p> <ol style="list-style-type: none"> <li>That the matter be referred back to staff for analysis on the implementation of Option 2 (Prohibition of all short-term rentals as defined in the staff report titled "Regulation of Short-Term Rentals" dated November 29, 2016), and that staff report back with all appropriate bylaw amendments and information including a proposed enforcement program;</li> <li>That staff review the current rules governing Bed and Breakfast operations in Richmond and provide an analysis including the current number of Bed and Breakfast operations in Richmond; and</li> <li>That staff recommend a process for public consultation for Council's consideration on the proposed program, bylaw amendments, and information in response to the staff referral given in Parts (1) and (2) of this resolution.</li> </ol>			

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## History of Short-Term Rental Staff Reports and Highlights

Corresponding Report	Short-Term Rental Options Proposed in Report	Description	Key Highlights
Staff report titled "Short-Term Rental Regulations" dated January 26, 2017 considered by General Purpose Committee on February 6, 2017 ( <a href="http://www.richmond.ca/agenda/files/Open_GP_2-6-2017.pdf">http://www.richmond.ca/agenda/files/Open_GP_2-6-2017.pdf</a> )	Enhanced B&B regulations and Code of Conduct	<ol style="list-style-type: none"> <li>Enhanced B&amp;B regulations and Code of Conduct</li> <li>Increase penalties and fines</li> </ol>	<ol style="list-style-type: none"> <li>Enhance B&amp;B regulations and code of conduct guidelines <ul style="list-style-type: none"> <li>Require proof of primary residency for operator</li> <li>Require owner consent for B&amp;B if the operator is not the owner</li> <li>Limit B&amp;B to a maximum of 3 bedrooms with a maximum of 2 guests/bedroom in both single-family and agricultural residential zones</li> <li>Require notice to neighbours that a B&amp;B licence has been approved and to provide contact information to neighbours</li> </ul> </li> <li>Increase penalties and fines <ul style="list-style-type: none"> <li>Increase Municipal Ticket from \$250 to \$1,000 maximum per daily offence</li> <li>Increase maximum fine for conviction from \$2,000 to \$10,000 (imposed through prosecution in Court)</li> </ul> </li> </ol>
	Enhanced Enforcement	Temporarily increase the number of Community Bylaw Inspection staff to tackle illegal short-term rentals	Community Bylaws is in the process of hiring 4 temporary Community Bylaw Officers and take proactive action to close down illegal short-term rental in addition to taking action on the basis of complaints.
<p><b>Council did not endorse the staff recommendation and passed the following referral motion:</b></p> <p><i>That the staff report titled, Short-Term Rental Regulations be referred back to staff for a detailed analysis of the pros and cons of and options relating to:</i></p> <ol style="list-style-type: none"> <li><i>implementing a proof of insurance requirement;</i></li> <li><i>amending definition of operator to also include owner operator; and</i></li> <li><i>establishing a "spot" (site specific) rezoning process; and report back.</i></li> </ol>			
(Closed) Staff report, dated February 9, 2017 titled "Short-Term Rentals – Enforcement and Bed & Breakfast Regulations" to GP Committed on February 20, 2017 to provide legal advice on options that presented themselves from the previous General Purposes Meeting.	<p>Incorporated changes to address Council's concerns to enhance regulations to limit short-term rentals as B&amp;B in single-family and agricultural zones</p> <p>Requested direction to prepare a report for the Open General Purposes Committee on March 6, based on the endorsed approach, including the appropriate bylaw amendments, and without the legal opinion attached</p>		
<p><b>Note:</b> The report meets the statutory closed meeting criteria: 90(1)(f) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose</p>			

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**Table A: Proposed Changes to Short-Term Rental Regulations**

Requirement		Where is this Regulated?	Process for Approval
1.	All short-term rental explicitly prohibited except for B&Bs, boarding and lodging, approved hotels, motels, agri-tourist accommodation, community care facilities and dormitories	Richmond Zoning Bylaw	Amendment requires a public hearing prior to final approval by Council
2.	No more than 3 guest rooms to be permitted in all residential zones where Bed and Breakfasts are permitted	Richmond Zoning Bylaw	Amendment requires a public hearing prior to final approval by Council
3.	Bed and Breakfast is not permitted on site with a Coach House or Granny Flat	Richmond Zoning Bylaw	Amendment requires a public hearing prior to final approval by Council
4.	Remove Agri-tourist accommodation as a permitted use in the Agriculture (AG1) zone	Richmond Zoning Bylaw	Amendment requires a public hearing prior to final approval by Council
5.	All new B&B's to be separated by 500 m (1640 ft.) to limit over commercialization and to mitigate potential nuisance	Official Community Plan Bylaw and Richmond Zoning Bylaw	Amendments require a public hearing and consultation with the ALC prior to final approval by Council
6.	Operator must provide evidence, annually, that Bed and Breakfast is their Principal Residence	Business Licence Bylaw	Public notification of proposed changes required prior to final approval by Council
7.	Property Owner must consent to Bed and Breakfast business	Business Licence Bylaw	Public notification of proposed changes required prior to final approval by Council
8.	Neighbours must be notified of Bed and Breakfast operation and be provided operator contact information	Business Licence Bylaw	Public notification of proposed changes required prior to final approval by Council
9.	Convictions for an offense under the Business Licence or Business Regulation Bylaw can be imposed a fine of up to \$10,000 (imposed by Provincial Court as a result of bylaw prosecution)	Business Licence and Business Regulation	Public notification of proposed changes required prior to final approval by Council

Requirement		Where is this Regulated?	Process for Approval
10.	Renting rooms, or residential units, for periods of less than 30 days to be issued MTI ticket	Municipal Ticket Authorization Bylaw	Public notification of proposed changes required prior to final approval by Council
11.	Increased fines for MTI tickets, \$250 to \$1000, for: <ul style="list-style-type: none"> <li>• Failure to maintain fire evacuation plan</li> <li>• No access to guest register</li> <li>• Premises not operator's Principal Residence</li> <li>• Excess guest rooms</li> <li>• Excess guest capacity</li> <li>• Excess room capacity</li> </ul>	Municipal Ticket Authorization Bylaw	Public notification of proposed changes required prior to final approval by Council
12.	Operators of Bed and Breakfasts are encouraged to carry adequate liability and property damage insurance	Code of Conduct	Amendments to be made by staff following Council approval of overall program changes
13.	Bed and Breakfast operators are to be available 24 hours a day when hosting guests	Code of Conduct	Amendments to be made by staff following Council approval of overall program changes

**Table B: Summary of Existing Regulations (not proposed to change)**

Requirement	Where is This Regulated?
A Business Licence is required to operate a Bed and Breakfast	Business Licence Bylaw
Home must comply with zoning, building, Fire and other City bylaws	Business Licence Bylaw
No cooking facilities allowed in guest rooms	Business Regulation Bylaw
Minimum size of rooms permitted for Bed and Breakfasts	Richmond Zoning Bylaw
One parking stall is required for each guest room in a Bed and Breakfast	Richmond Zoning Bylaw
All residential zones allow 2 boarders and lodgers per dwelling unit	Richmond Zoning Bylaw
Bed and Breakfasts are not permitted on a site with a secondary suite	Richmond Zoning Bylaw

## **Highlight of Proposed Changes**

### **BED AND BREAKFAST CODE OF CONDUCT GUIDELINES (PROPOSED)**

The City of Richmond expects the operators of Bed and Breakfast establishments permitted in residential zones to respect the residential character of their neighbourhoods. In addition to complying with all requirements of the Zoning Bylaw and the Business Regulation Bylaw that are applicable to such establishments, the City expects operators to adhere to the following Code of Conduct. In the event that the City receives complaints regarding the operation of a Bed and Breakfast establishment that indicate a failure to adhere to this Code of Conduct, the operator may be required to show cause why their business licence should not be suspended or revoked, or the Licence Inspector may refuse to renew the business licence.

#### **No Residential Dwelling Alterations**

With the exception of the small exterior signage permitted by the zoning regulations, no alterations should be made to the exterior of a residential dwelling indicating that it operates as a bed and breakfast establishment.

#### **Noise**

The operation of a bed and breakfast establishment should not produce noise detectable beyond the boundary of the premises that would be in excess of that associated with an ordinary residential use. Operators may wish to consult the noise regulations in the City's Public Protection Health Bylaw, available on the City's website:

[http://www.richmond.ca/\\_shared/assets/Bylaw\\_6989\\_12140924694.pdf](http://www.richmond.ca/_shared/assets/Bylaw_6989_12140924694.pdf)

#### **Traffic and Parking**

Operators should be aware that some of the most common complaints regarding bed and breakfast operations in residential neighbourhoods are associated with guest parking and traffic. Complying with City parking and traffic regulations and using on-site parking spaces will eliminate many potential complaints. Operators should ensure that they bring these regulations and amenities to the attention of guests upon check-in.

#### **Insurance**

It is recommended that bed and breakfast operators carry adequate liability and property damage insurance specifically written for bed and breakfasts. There are several organizations and service providers that provide further information and assistance, including the BC Bed & Breakfast Innkeepers Guild at [www.bcsbestbnbs.com](http://www.bcsbestbnbs.com).

#### **Privacy of Neighbours**

The use of outdoor spaces such as patios, terraces and gardens by bed and breakfast guests can affect the privacy of neighbours. Such areas should be located, oriented and screened so as to

minimize their impact on neighbouring properties. Operators should also manage check-in and checkout times to minimize the impact of this activity on the neighbourhood.

### **Guest Services**

Operators should be available 24 hours a day when they are hosting guests. If they need to go off-site during a guests' stay, they should be available by phone. In addition, guest rooms should be clearly identified on each door in order to provide adequate safety and security for the guests.

### **Dealing with Complaints**

If approached by neighbours with complaints regarding their bed and breakfast establishment, operators should attempt to resolve the complaint on the basis that residents of residential neighbourhoods have a legitimate expectation of privacy and normal residential amenity, with which the operation of a bed and breakfast operation in the neighbourhood is not intended to significantly interfere. Records of such complaints, and how the operator has dealt with them, should be retained for reference in the event that the City is requested to become involved in the matter.

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## **CITY OF RICHMOND ZONING BYLAW 8500 (PROPOSED)**

“Bed and breakfast” means the commercial accommodation of guests for periods of 30 days or less, in a single detached housing dwelling unit in accordance with section 5.5 of this bylaw.

### **5.5 Bed and Breakfast**

- 5.5.1 A bed and breakfast use is permitted only in a single detached housing dwelling unit.
- 5.5.2 A bed and breakfast use is not permitted in a single detached housing dwelling unit or on a lot that contains a secondary suite, a granny flat, or a coach house, or a boarding and lodging, minor community care facility, agri-tourist accommodation, or child care home business use.
- 5.5.3 A bed and breakfast use is permitted only in a single detached housing dwelling unit that is the principal residence of the operator.
- 5.5.4 No facilities or equipment used for the preparation of food shall be installed or provided in a room used for bed and breakfast guest accommodation.
- 5.5.5 A bed and breakfast use is limited to a maximum of three guest rooms unless otherwise provided in this bylaw.
- 5.5.5A Bed and breakfast use of a single detached housing dwelling unit is limited to accommodation of a maximum of 6 guests at one time.
- 5.5.6 A room used for bed and breakfast guest accommodation shall not be equipped, furnished or used to provide accommodation for more than two guests.



- 5.5.7 A room used for bed and breakfast guest accommodation shall have a floor area of not less than 9.75 m<sup>2</sup>.
- 5.5.8 One fascia sign with maximum dimensions of 0.3 m by 0.6 m is permitted on each premises used for a bed and breakfast use, unless otherwise provided in this bylaw.
- 5.5.9 A vehicle parking space provided in respect of a guest room may be provided in a tandem arrangement with another such parking space or a space required in respect of the residential use of the building.
- 7.7.1 Bed and Breakfast Establishments are required to provide one on-site parking space for each guest room.

**CITY OF RICHMOND BUSINESS LICENCE BYLAW 7360 (PROPOSED)**

- 2.4.1 Every Bed & Breakfast Establishment applicant must at the time of application:
- (a) certify that they reside in the premises as their principal residence and provide proof that the premises are the applicant's principal residence. To demonstrate that the premises is their principal residence, an applicant must be able to produce copies of the applicant's government issued picture identification showing the applicant's address as the premises, and copies of either one or both of the following:
    - (i) a tax assessment for the current year for the lot upon which the premises are constructed showing the applicant as payor, or
    - (ii) a utility bill (electricity, district energy, gas, or telephone) issued within the previous 3 months for the premises showing the applicant as payor, or
    - (iii) such other evidence as required by the City from time to time;
  - (b) provide proof that the owner of the premises has consented to the use of the premises as a bed & breakfast establishment by providing one of the following, as applicable:
    - (i) if the applicant is an owner of the premises, a copy of legal title to the premises showing the applicant as an owner in fee simple or leasehold, or
    - (ii) if the applicant is not an owner of the premises, a copy of legal title to the premises identifying the owner and a declaration from the owner of the premises certifying that use of the premises as a short-term rental is permitted; and
  - (c) provide a copy of the guest register format to be used in the recording of guests stays under the *Hotel Guest Registration Act* (British Columbia).
  - (d) prepare a notification letter that:
    - (i) describes the operation and the number of bedrooms that will be rented to overnight guests; and
    - (ii) includes information on how to contact the operator by phone;

- (e) mail or deliver the notification letter to all residents and owners of residential dwellings (i) abutting or across the street from the premises, or (ii) within a 50 metre radius of the premises, whichever is greater;
- (f) provide a copy of the notification letter and a list with the addresses of all persons that received the notification letter;
- (g) provide a copy of the fire evacuation plan required by the Business Regulation Bylaw;
- (h) provide floor plans, drawn to scale, of the entire floor area of each level of the residence, indicating the use of each room of the residence and clearly identifying the guest rooms to be used in the bed & breakfast establishment;
- (i) provide a property site plan showing:
  - (i) the location and dimension of the driveway identifying vehicle parking spaces for residences and guests for each guest room;
  - (ii) the location of the residence on the property with setbacks indicated from all property lines;
  - (iii) landscaping and open areas as required by the Zoning Bylaw;
  - (iv) signage size and placement as permitted by the Zoning Bylaw; and
- (j) pay the required annual bed & breakfast business licence fee specified in the Consolidated Fee Bylaw No. 8636 for the Bed & Breakfast Use category of this bylaw.

### **Referral 1 - Implementing a proof of insurance requirement**

The City does not require B&B applicants to provide proof of insurance prior to being approved for a B&B licence. This is consistent with current practice in other BC jurisdictions. Staff do not recommend any changes to this practice. Instead, the Richmond Bed and Breakfast Code of Conduct Guidelines (Attachment 2) has been amended to recommend that B&B operators carry adequate liability and property damage insurance specifically written for B&B's and further that the Code of Conduct Guidelines make reference to the BC Bed & Breakfast Innkeepers Guild at [www.bcsbestbnbs.com](http://www.bcsbestbnbs.com) for information and reference.

In the past, Tourism BC operated a voluntary "Approved Accommodation Program" where tourist accommodation operators (e.g. hostels, B&Bs, camp grounds, etc.) could apply to be granted "Approved Accommodation" status. Once the accommodations were inspected and approved by Tourism BC, they were eligible to be listed in the British Columbia Approved Accommodation Guide, which was a widely distributed and popular resource for domestic, regional and international visitors. This voluntary accreditation program no longer exists as the program was too costly to apply across the province and on-line listing services became the principle means for travelers to compare and book tourist accommodations.

It is not the role of a regulator to ensure that a business has adequate insurance. While it would be prudent for B&B operators to obtain insurance, the City might be taking on unnecessary risk exposure to liability if the City requires proof of insurance as a requirement to grant a business licence for B&B.

Staff feel that a responsible and effective approach to address the concern related to an insurance requirement is to strongly encourage B&B operators to obtain adequate insurance coverage in the Bed and Breakfast Code of Conduct Guidelines (Attachment 2) and future communication materials and to advise operators of this "best practice".

### **Referral 2 - Amending definition of Operator to also include Owner/Operator**

Staff have reviewed this issue and are of the view that the applicable legislation likely does not permit restriction requiring an operator to be an owner. Staff note that the current B&B regulation does not require an operator to be an owner. The current regulations require an operator to be "a person who resides" in the premises.

The requirement that the B&B be the principal residence of the owner or operator, rather than owner as occupier vs. operator as occupier, seems to be the key to ensure accountability. Staff are proposing to require owner or operators to provide proof of residency as part of the Business Licence application and annual Business Licence renewal process. This would ensure that the B&B location is the primary residence of the B&B owner or operator. This is consistent with current practice in other BC jurisdictions, the current Richmond Business Licence regulations and the requirements in the voluntary Tourism BC "Approved Accommodation Program" (now defunct) noted in Referral 1 above.

Furthermore, there is no indication that owner vs. tenant operator of B&B affects the neighbourliness of a licenced B&B operation in Richmond. For example, the City has received only one complaint about a licenced B&B, which currently requires that the home is the primary

residence of the owner or operator. In this instance of complaint, the particular business under review is operated by an owner. All other nuisance complaints received by the City were caused by non-licensed establishments.

### Referral 3 - Establishing a “spot” (site specific) rezoning process

Staff have considered several options to regulate the location and number of B&Bs and have identified the options set-out below.

#### General Prohibition - “Spot” (Site Specific) rezoning (NOT RECOMMENDED)

Staff were directed to explore mechanisms, including “spot” (site specific) rezoning to address potential negative impacts such as noise, parking, increased traffic, etc., that may occur if too many short-term rental operations are located within close proximity within a single-family neighbourhood.

The mechanism to require site specific rezoning is well established and the implementation is technically feasible. Should this option be pursued, all future B&B’s would be required to complete a rezoning process and the approved use would be permitted to remain on the site unless the zoning is subsequently amended. However, subject to the applicable legislation, some existing B&B’s would be considered legal non-conforming and could continue to operate. Staff are concerned that deploying such a sophisticated regulatory tool for essentially a “home occupation” type business would be counter-productive. Table 1 below illustrates the pros and cons of implementing such a scheme.

PROS	CONS
<b>Neighbourhood Input:</b> Neighbouring residents have the opportunity to provide input as part of the notification process.	<b>Costly Process:</b> A B&B licence costs \$162. With the spot zoning option, there will be a rezoning application fee of \$2,261. Further costs, such as plan and submission preparation and site notification signs may also be required.
<b>Council Oversight:</b> Council assesses each application and sets requirements and conditions that reflect site specific conditions.	<b>Lengthy Process:</b> Spot rezoning application processes can be lengthy (especially considering the small scale of B&B businesses) and the administrative process requires time for notice of a public hearing.
	<b>Discourage Compliance:</b> Experience from other jurisdictions that implemented complex regulatory requirements indicated a low compliance rate. Spot rezoning may be too onerous for small business operators and further discourage compliance.

**Table 1:** Pros and Cons for "Spot" Site Specific Rezoning

Staff do not recommend implementing site specific rezoning requirement for B&B’s.

**Option 2: Zoning Areas or Sub-Areas** – Create geographic areas or sub-areas within each single family and agricultural zone in which B&Bs would be permitted (**NOT RECOMMENDED**)

Discussion in GP Committee on February 6, 2017 also included exploration of implementing limits based on geographical areas whereby some areas would permit B&Bs and some areas would not. This approach could not limit the number of B&Bs in each area. Staff have reviewed this mechanism and while this can be achieved through zoning regulation, there is very little precedence for this approach and staff are unable to propose an equitable way to determine what those limits should be and how many B&B licences would be acceptable to a neighbourhood.

Staff do not recommend geographical limits for B&Bs.

**Option 3: Limiting by Text** – Create a special class, by description, to limit the properties where a B&B could be located. (**NOT RECOMMENDED**)

In this option, B&Bs would be restricted to single family residential properties having certain characteristics. For example, a characteristic could be a certain lot size. Properties having the characteristic would permit B&Bs and those not having the characteristic would not. Determination of the characteristics would be based on sound planning principles. This option is not recommended as it may be considered as “purported to limit the number of B&Bs or the location of B&Bs” and would likely not be a valid use of the Zoning Bylaw.

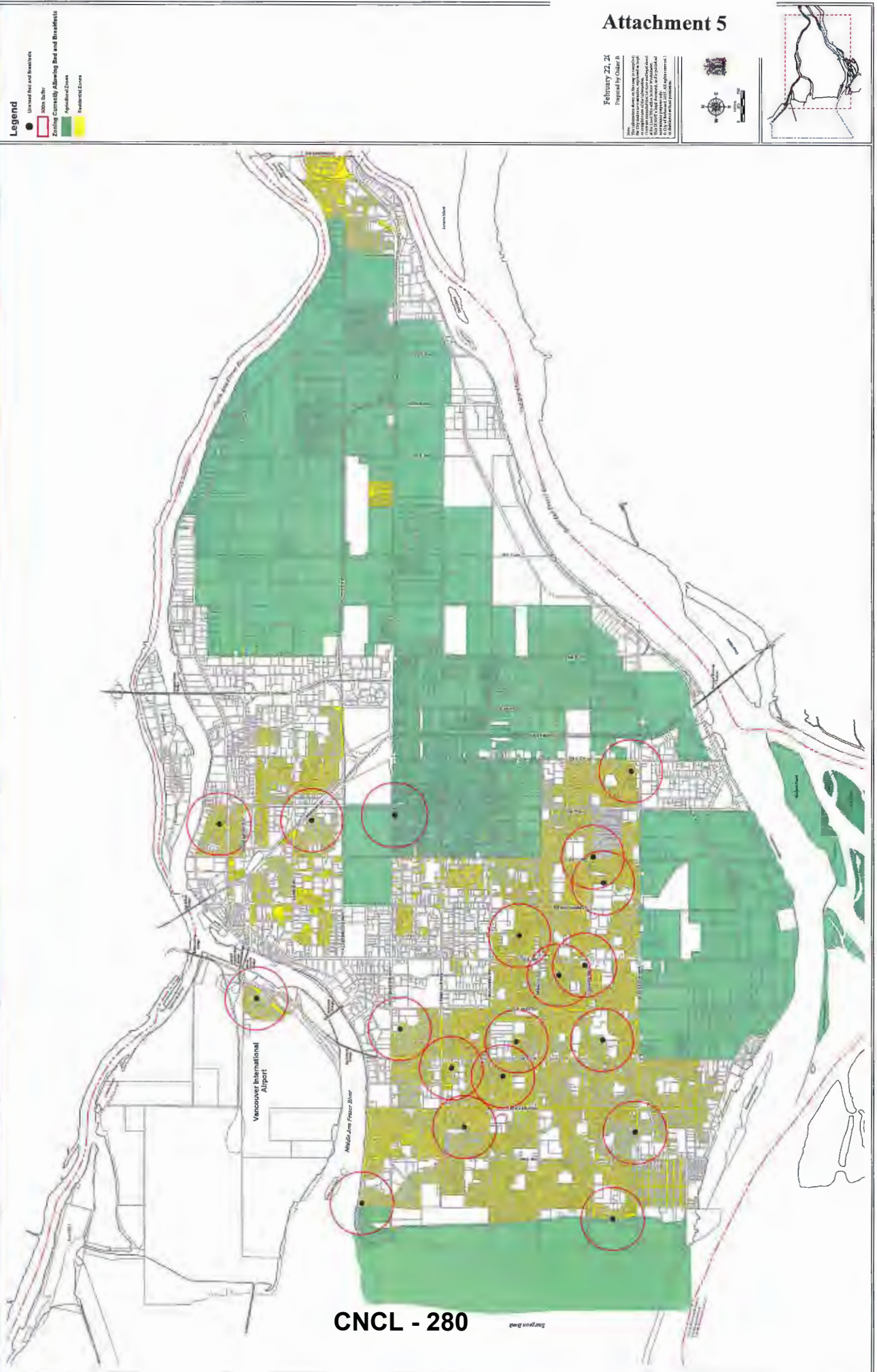
**Option 4: Minimum Buffer Distance between B&B Operations** – Implement a minimum buffer to achieve specific planning objectives. (**RECOMMENDED**)

Permitting B&Bs is consistent with the planning objective of accommodating a range of uses in the City’s neighbourhoods (Section 3.2 Neighbourhood Character and Sense of Place encourages neighbourliness and character retention that are compatible in single family neighbourhoods). At the same time, creating a buffer between B&B’s will prevent the densification of B&Bs thereby reducing over-commercialisation and protecting the character and community values of single family neighbourhoods.

A 500 m buffer will mitigate nuisances including noise, traffic, and parking issues. Staff suggest a 500 m (1640 ft.) separation between B&B operations for consideration should Council adopt Option 4. This distance has been recommended because it is similar to the minimum distance to separate uses that may have negative impact from, school, park or community centres.

A text amendment to the Official Community Plan and the Zoning Bylaw would be required. A buffer requirement would be relatively easy to verify as part of the Business Licence application review and would avoid the need for spot rezoning.

The adoption of a minimum 500 m (1640 ft.) distance between B&B operations would be a consistent application that has a proven record. Staff suggests that any buffer applied to B&B operations would be measured as a radius from the centre of the lot that contains the B&B business. Staff have prepared the necessary bylaw amendments should Council endorse and adopt Option 4,.





## Summary of Tax Regimes Related to Short-term Rentals

### Current Taxes – Level Playing Field

A concern identified is in respect to short-term rental providers not paying the same 8% Provincial Sales Tax (PST) and 3% Municipal and Regional District Tax (MRDT) paid by hotels and motels. Generally, there is an exemption from PST and MRDT if an operator offers less than four units, the units may be in more than one location, for accommodation in British Columbia.

On November 23, 2016, the City received a letter from the Richmond Hotel Association (RHA) advocating that Richmond Council request that the Province remove the 8% PST and 3% MRDT exemption on accommodation of four rooms or less (Attached), suggesting that such action will facilitate enforcement of local short-term rental regulations. Removing the four-room maximum exemption would level the tax regime across all types of accommodation providers and has the potential to facilitate local enforcement through information sharing between jurisdictions. However, it would also increase the regulatory burden for traditional bed and breakfasts, which are currently exempt from the 8% PST and 3% MRDT.

The Province's approach to taxing short-term rentals, described above, indicates that it is not immediately considering changes to the provincial regulation to lift the four-room exemption. However, considering the position of the Richmond Hotel Association and the broader hotel community, further discussion with the Province is required in respect to taxation of short-term rentals and accommodation providers.

### The Municipal and Regional District Tax (MRDT) - Applicable to Richmond

The Municipal and Regional District Tax (MRDT) is the only local level tax that impacts short term rentals, as long as they are classified as "accommodation providers" under the PST Act (which governs the MRDT).

The MRDT is legislated by the Province and the Province determines who remits it. In Richmond, this includes the 23 hotel properties and (as of last year) approximately 20 suites operated by other providers. The Province uses the following criteria to charge these additional providers the MRDT:

"The criteria we use is based on the definitions of "accommodation" and "accommodation provider" in the Provincial Sales Tax Act (PSTA). In the case of properties offered as units of accommodation by third parties on behalf of owners, we first look at the number of units they offer. If it is less than four, they would not be required to register or collect tax regardless of the specific nature of their contract with the owners. When four or more units are offered by the third party, we then examine the specific nature of their business.

It can get complicated, but essentially it comes down to what they are responsible for and in control of regarding the individual units. In order to meet the definition of an

accommodation provider, we look at whether they simply list the units and perhaps process payments on behalf of the owners, or whether they have more control such as setting prices, managing maintenance, check-in, and the like. Air B&B type services for instance, do not meet the definition of accommodation and therefore are not required to register. Those types of businesses are offering marketing type services only and the units they list are not subject to PST or MRDT.”

The following observations and Richmond-specific items regarding the MRDT apply:

- The list of additional providers collecting MRDT changes often, as the Province carries out ongoing enforcement of its own legislation. This is problematic, as the MRDT legislation requires that the MRDT be voted on every 5 years by at least 51% of accommodation providers with 51% of the rooms at a given point in time and for a period of 5 years.
- The Richmond Hotel Association and the BC Hotel Associations are engaging the Province in discussions regarding the MRDT, seeking that all accommodation providers, including B&Bs, be required to pay the MRDT (B&Bs are currently exempt).
- Technically, should the Province expand its definition of accommodation providers in the future to include short term rentals, Richmond will become recipient of the associated MRDT. However, it is unclear how the MRDT voting mechanism will be adjusted (under the current practice, an operator with five rooms represents the same vote as a hotel with 300 rooms; furthermore, multiple fragmented ownership of properties will make it difficult to arrive at a majority MRDT vote in the future, if the Province requests that each provider vote for the MRDT, so the MRDT may not be successful in the future unless the provincial voting regulations change).
- The City has submitted its application to the Province to increase the MRDT to 3% and it is expected that this process will complete on or before June 30, 2017.
- No material changes in the MRDT are anticipated under the current Provincial government term.

### **The Resort Municipality of Whistler Act – Applicable to Whistler**

Whistler is a grandfathered tourism community under the MRDT regulation and the destination marketing organization Tourism Whistler (not the RMOW) receives the MRDT and a provincial grant (both Provincially legislated), as well as a membership fee from all short-term tourism rentals. All owners of what is designated "Resort Lands" in Whistler must be a Member of Tourism Whistler and contribute assessment fees to support ongoing destination marketing and sales initiatives. Those who purchase property on Resort Lands are required to declare, annually, how they are using the property in order to determine associated assessment fees. Generally, those owners using their property for nightly rentals are required to pay commercial fees in addition to the common fees which are paid by all Members (regardless of property use).

More information on the RMOW fees can be accessed on their website:  
<https://members.whistler.com/documents-public/fees.pdf>.

**Staff Recommendation:**

That

- a. the information regarding tax requirements including whether a hotel tax should apply to short-term rentals provided in this report be received for information; and
- b. staff be directed to engage the Province of British Columbia to discuss regulatory changes to the Provincial Sales Tax in regards to the Municipal and Regional District Tax , including the definition of accommodation providers, and report back to Council as part of the one-year review of the City's proposed short-term rental regulation;

Attachment 7



November 18, 2016

Mayor Brodie and Members of Council  
City of Richmond  
6911 No. 3 Road  
Richmond, BC V6Y 2C1

RE: Request to rescind Provincial Tax Regulation 78(1)(b)

Dear Mayor and Council,

We understand the City of Richmond has been working to mitigate the negative impacts of nightly short-term rentals in our community. We strongly support these efforts and commend Council for its leadership on this issue. However, we are concerned that Council's resources in this matter are stretched, and that meaningful action from the provincial government is required to resolve this issue in a timely manner.

Richmond Hotel Association represents 20 hotels with the City of Richmond and our members over the last year have experienced continual challenges with assisting new or existing employees to locate affordable monthly rental accommodation. The vacancy rate is often near zero, and in some cases we have lost potential employees due to this chronic rental shortage. Making matters worse, there are no indications this trend will change in the year ahead.

As Council well knows, many British Columbians have embraced short-term residential rental companies such as Airbnb and Vacation Rental by Owner (VRBO). While these online platforms have in some cases brought new visitors and tourism spending to BC, they have also negatively impacted the availability and affordability of monthly rental accommodations. One of the challenges is that these agencies are not subject to the same regulatory, legal, taxation, health and safety, or insurance laws as traditional accommodation providers.

For example, residents who offer fewer than four rooms for rent do not have to collect provincial sales taxes when renting those accommodations. This exemption has created an unclear business environment, and made it all but impossible for municipalities—even those with stringent bylaws targeting short-term rental accommodations—to effectively enforce the rules.

Eliminating section 78(1)(b) of BC's *Provincial Sales Tax Act* (Provincial Sales Tax Exemption and Refund Regulations) will eliminate this exemption and significantly enhance our community's enforcement regime. Not only will it encourage our local renters to register their business income fairly, but it will also increase voluntary compliance among landlords who risk finding themselves off-side with both local bylaws and the provincial tax code.

On behalf of the Board of Directors, we therefore respectfully request that the City of Richmond write to the Minister of Finance and formally request that *Provincial Sales Tax Act* exemption 78(1)(b) be rescinded. Council's support in this matter will be vital to encouraging effective action from BC's provincial government. We have attached a sample letter for Council's consideration.

Yours truly,



Gary Collinge  
Chair

Richmond Hotel Association

cc: RHA Board of Directors

## Comparison of Short-Term Rental Regulations in other Cities

### Vancouver

The City of Vancouver does not presently have laws or policies in place dedicated to regulating the types of home sharing promoted by platforms such as Air BNB. Their zoning bylaw currently prohibits rentals of less than 30 days, unless in approved zones for Hotel or Bed and Breakfast businesses, accompanied by an appropriate City business licence. Recently, Vancouver reported to their Council recommending changes to the regulations and proposed allowing short term rentals in all units, as long as the units are the principal residence of the operator. The proposal has been approved to go out to public consultation in order to refine the policy approach and report back with bylaw amendments and an implementation plan.

### San Francisco

San Francisco is the home of California based company, Airbnb, and enacted an ordinance effective February 1, 2015 legalizing short-term rentals in the city. Under the new law, all buildings containing one or more rental units are eligible for short-term rental, subject to the following restrictions:

- Short term rentals are permitted only in units where the owner or resident resides for at least 275 days per year;
- In the event that the host is not present for the rental, the unit may only be rented up to 90 days per year;
- Permanent residents are allowed to rent out their primary residences, but not locations in which they don't live, or second or vacation homes;
- Hosts are required to register and obtain a permit from the Office of Short Term Rental, and pay a \$50 fee every two years;
- Hosts are required to be covered by liability insurance with at least \$500,000 in coverage;
- Hosts who are tenants are not allowed to charge their guests more rent than they are paying to their current landlord;
- The 14% San Francisco hotel tax--called the "Transient Occupancy Tax"--must be collected from renters and paid to the city; and
- Tenants must to notify their landlords before they engage in short-term rentals of their units.

### Quebec

Québec is the first Canadian Jurisdiction to regulate the home-sharing industry. The new provincial laws came into effect during April 2016, and require owners who “regularly” rent out their properties to obtain the same provincial certification as hotel and bed-and-breakfast operators. Approval for certification requires that home-sharing operations do not violate any municipal zoning bylaws. Under this scheme, travellers are charged lodging taxes of up to 3.5 per cent.

Occasional hosts are not required to obtain provincial certification and comply with the same regulations as are regular hosts. The current legislation does not make a clear distinction as to what constitutes each category of host. In order to facilitate the new legislation, the government increased its number of inspectors tasked with enforcing hotel laws from two to eighteen.



**Portland**

The City of Portland adopted regulations that define what is allowed as an Accessory Short-Term Rental (ASTR). A basic definition for a City of Portland ASTR is where an individual or family resides in a dwelling unit and rents bedrooms to overnight guests for less than 30 days. The regulations allow ASTRs in houses, attached houses, duplexes, manufactured homes on its own lot, and accessory dwelling units. Bedrooms in legal detached accessory structures can also be rented to overnight guests and count towards the maximum size limit.

There are two types of ASTRs, each with a specific permitting process:

- Type A - is one where the resident rents no more than 2 bedrooms to overnight guests. A Type A Accessory Short-Term Rental Permit is required, which includes a safety inspection as part of the permit approval and neighborhood notification.
- Type B - is one where the resident rents between 3 and 5 bedrooms to overnight guests. A Land Use Conditional Use Review application is required along with a site inspection or self-certification for the same safety features as the Type A rental.

**Austin, Texas**

Austin has five short-term rental licences categories. In Austin, an owner can rent his or her entire principal residence up to 179 nights per year and but can also rent a portion of their unit with no time limits. Austin also allows an owner to obtain a permit for on-site accessory dwellings (suite or coach house) with no annual night cap.

Austin also issues short-term rental licences for units that are not principal residences. In this case, the numbers of licences issued are capped at 3% of total housing units in residential areas and 25% of housing units in commercial areas. In all cases, the City of Austin's 9% Hotel Occupancy Tax applies to short-term rentals.

## Comparison of Licence Fees for Bed and Breakfast Businesses

City	Bed and Breakfast Licence Fee
Vancouver	\$46 annual (\$54 App fee)
Surrey	\$105
Victoria	\$100
Kelowna	\$27.50
Kamloops	\$67.20
Burnaby	\$380 initial fee, \$130 for renewal
White Rock	\$150
Coquitlam	\$85
Nanaimo	\$165
North Vancouver	\$19 per room
Prince George	\$87
Pitt Meadows	\$49
Abbotsford	\$130
Maple Ridge	\$110
Richmond	\$162



**City of  
Richmond**

**Memorandum**  
Community Bylaws

**To:** Mayor and Councillors  
**From:** Daniel McKenna  
Acting Senior Manager  
Law & Community Safety

**Date:** February 14, 2017  
**File:** 12-8075-20-AMANDA  
#/2017-Vol 01

**Re: Request for Statistics Related to Enforcement of Short Term Rentals**

This memo will provide an update on enforcement activities by Community Bylaws regarding illegal hotels/bed and breakfasts/short term rentals since the last report to Council titled "Regulation of Short-Term Rental Units" dated November 29, 2016.

1. Since December 1, 2016 the Community Bylaws Staff has received 17 illegal hotel complaints and 10 illegal suite complaints. An additional 46 complaints have been received from a licenced Bed and Breakfast operator, most of which had been previously identified by Community Bylaws Staff.
2. At this time Community Bylaws have a total of 130 open investigations. This includes 61 addresses found on various short term rental web sites and 38 illegal hotel and 31 illegal suite complaints received from the public.
3. Research of current short term rental addresses identified approximately 21% of the residences located outside of single family zones.
4. Since December 1, 2016 Community Bylaws Staff have inspected 23 short term rental accommodations. These inspections were conducted to identify any structural changes and modifications made to the building which may accommodate short-term rentals.
5. Community Bylaws Staff have been verbally notifying short-term rental operators to cease operations when they have been identified through the inspection process. Operators who may be operating illegally and identified through searches conducted on short term rental web sites, will be issued a letter to cease and desist immediately. Failure to comply could result in inspections, fines and prosecutions. This letter has recently been reviewed and approved by Law. The distribution of this letter will commence immediately.
6. Bylaw officers have recently begun issuing tickets for contraventions under Zoning Bylaw 8500 and Business Regulation Bylaw 7538. To date there have been three tickets issued for contraventions to an operator of a licenced B&B. Another property owner operating an illegal hotel has been charged and a trial date of July 18 to July 20, 2017 has been set. The

owner has ceased operations and the matter is currently under negotiation with a view to reaching a settlement.

7. Since December 1, 2016 Community Bylaws Staff have closed down six illegal short-term rentals.
8. The four additional Bylaw Enforcement Officers will prioritize investigations and enforcement of illegal hotels/bed and breakfasts/short-term rentals as follows:
  - a. Public complaints
  - b. Web identified addresses:
    - i. Agricultural properties
    - ii. Single Family properties
    - iii. Multi Family properties

This is a synopsis of the enforcement action taken to date. A combination of intensified enforcement and the adoption of the proposed regulations will provide the opportunity to more effectively and efficiently address the illegal short-term rental issue in Richmond.



Daniel McKenna  
Acting Senior Manager, Community Safety

DM:rg

pc: John McGowan, Acting GM, Law and Community Safety  
Andre Nazareth, GM, Finance and Corporate Services  
Doug Long, City Solicitor  
Carli Edwards, P.Eng., Chief Licence Inspector  
Ron Graham, Manager, Community Bylaws

### Proposed New Penalties and Increased Fines

Type of Fine	Penalty (can be applied for each day the offense occurs)	Current Fine	Proposed Fine
Issued as a Municipal Ticket	For a licenced B&B – Failure to maintain Fire Evacuation Plan	\$250	\$1,000
	For a licenced B&B – No access to Guest Register	\$250	\$1,000
	For a licenced B&B – Premises not operator's Principal Residence	\$250	\$1,000
	Rentals for 30 days without a Licence	N/A	\$1,000
	For any B&B – excess guest rooms	\$250	\$1,000
	For any B&B – excess guest capacity	\$250	\$1,000
	For any B&B – excess guest room capacity	\$250	\$1,000
Imposed through prosecution in Court	Conviction for an Offence under the Business Regulation Bylaw	\$2,000	\$10,000
	Conviction for an Offence under the Business Licence Bylaw	\$2,000	\$10,000

## Required Public Consultation for OCP and Bylaw Amendments

This report proposes changes to the existing regulations governing B&B operations, including new rules and increased fines for non-compliance. While agri-tourist accommodation is proposed to be removed as a permitted use from the Agriculture (AG1) zone, the use will continue to be defined so that site-specific rezoning applications may be considered by Council. There are no increases proposed to the existing licence fees and no new types of short-term of licences being proposed. Collectively, changes to these bylaws will require public notification and a public hearing.

As to the proposed amendments to the Official Community Plan (OCP) and Richmond Zoning Bylaw, should Council endorse and grant first reading to the proposed Official Community Plan (OCP) and Zoning Amendment Bylaws, then they will be forwarded to the next Public Hearing (anticipated to be April 18, 2017). The Agricultural Land Commission will be notified as the OCP amendment proposed is within the ALR. Richmond Official Community Plan Bylaw 9000, Amendment Bylaw 9691 having been considered in accordance with OCP Bylaw Preparation Consultation Policy 5043, is hereby found to not require further consultation beyond the Public Hearing (as shown in the table below). Public notification for the Public Hearing, including notification in the newspaper, will be provided as required under the Local Government Act. The public will have an opportunity to comment at the Public Hearing on the proposed Zoning Amendment Bylaw prior to final consideration of the amendment.

## Required Public Consultation Process for OCP Amendments

### OCP Consultation Summary

Stakeholder	Consultation
The Board of the Greater Vancouver Regional District (GVRD)	No consultation necessary, as the proposed amendments are consistent with the Regional Growth Strategy.
The Councils of adjacent Municipalities	No consultation necessary as adjacent municipalities are not affected.
First Nations (e.g., Sto:lo, Tsawwassen, Musqueam)	No consultation necessary as First Nations are not affected.
Richmond School Board	No consultation necessary as schools are not affected.
TransLink	No consultation necessary as no transportation or road network changes are proposed.
Provincial and federal government and their agencies	No consultation necessary as they are not affected.
Vancouver International Airport Authority (VIAA)	No consultation necessary as it is not affected.
Richmond Coastal Health Authority	No consultation necessary as it is not affected.

The process for amendments to the Business Licence, Business Regulation, Municipal Ticket Information Authorization and Consolidated Fees bylaws (collectively, the “Amendment Bylaws”) requires public notification prior to final consideration. Should the General Purposes Committee endorse the proposed Amendment Bylaws, and if Council grants bylaw readings in



accordance with the Community Charter, the public will be given notice and the opportunity to make representations to Council prior to final adoption.

In addition to the statutory requirements for a public hearing and public notification, it will be important to notify the public of the changes, including those currently operating or impacted by any type of short-term rentals. The communications plan in Attachment 12 provides a summary of actions and deliverables that will be implemented should Council adopt the proposed changes in this report.

## Communication Plan: Short-term Rentals

### Purpose:

Disseminate the proposed changes using a wide range of communication tools to increase understand of and compliance with the regulations:

### Highlight of Proposed Communication Plan:

Communication Tool	Timing
Question and answer guide for frontline staff	<ul style="list-style-type: none"> <li>• Immediately following Council granting first reading</li> <li>• Immediately following adoption of new bylaws</li> </ul>
News release to be issued immediately following Council's decision	<ul style="list-style-type: none"> <li>• Immediately following Council granting first reading</li> <li>• Immediately following adoption of new bylaws</li> </ul>
Print advertisements in the local community paper and ethnic newspapers	<ul style="list-style-type: none"> <li>• Standard advertisement for Public Hearing</li> <li>• After adoption of new bylaws</li> </ul>
Prepared letter/email for distribution to residents operating legal B&Bs	<ul style="list-style-type: none"> <li>• Acknowledge legal operations and provide them with additional regulations for annual renewal</li> </ul>
First and second notices to residents hosting unlicensed short-term rentals	<ul style="list-style-type: none"> <li>• In co-ordination with Bylaw Enforcement to notify illegal short-term rental operators on bylaw changes and invitation to submit for approval for those who fit the criteria</li> </ul>
Updated brochure to explain the changes to the bylaw and related requirements	<ul style="list-style-type: none"> <li>• Immediately following adoption of new bylaws</li> </ul>
Web page and social media content	<ul style="list-style-type: none"> <li>• Immediately following Council granting first reading</li> <li>• Immediately following adoption of new bylaws</li> </ul>
Prepared letter/email to send to stakeholders such as AirBnB and Expedia	<ul style="list-style-type: none"> <li>• After adoption of bylaws to invite cooperation from these companies to only host legally approved short-term rentals on their websites</li> </ul>



**Richmond Official Community Plan Bylaw 9000  
Amendment Bylaw 9691  
(B&B Buffer)**

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

1. Richmond Official Community Plan Bylaw 9000 is amended at Section 3.2 (Neighbourhood Character and Sense of Place), Objective 1 , by adding the following to the policies listed below “Single Family Land Uses”:
  - “• to limit the commercialization of single family neighbourhoods, and to mitigate potential impacts on traffic, parking congestions, and noise in single family neighbourhoods, bed and breakfast operations shall be located no less than 500 metres apart;”
2. This Bylaw may be cited as **“Richmond Official Community Plan Bylaw 9000, Amendment Bylaw 9691”**.

FIRST READING

PUBLIC HEARING

SECOND READING

THIRD READING

ADOPTED

\_\_\_\_\_  
MAYOR

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

CITY OF RICHMOND
APPROVED by 
APPROVED by Manager or Solicitor 



**Richmond Zoning Bylaw No. 8500  
Amendment Bylaw No. 9647**

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

1. Richmond Zoning Bylaw No. 8500, as amended, is further amended at Section 3.4:
  - a. by deleting and replacing the definition of **Agri-tourist accommodation** with the following:

**“Agri-tourist accommodation** means accommodation for an **agri-tourist operation** on a farm, limited to 10 sleeping units in total of seasonal campsites, seasonal cabins or the short-term use of **bedrooms**.”
  - b. by adding the following definition after the definition of “**open space**”:

**“Operator** means the person who operates the **bed and breakfast**.”; and
  - c. by adding the following definition after the definition of “**premises**”:

**“Principal residence** means a **dwelling** in which an **operator** ordinarily resides. A person can only have one **principal residence**.”.
2. Richmond Zoning Bylaw No. 8500, as amended, is further amended at Section 5.5:
  - a. by deleting subsection 5.5.2 and replacing it with the following:

**“5.5.2. A **bed and breakfast use** is not permitted in a **single detached housing dwelling unit** or on a lot that contains a **secondary suite**, a **granny flat**, or a **coach house**, or a boarding and lodging, **minor community care facility**, **agri-tourist accommodation**, or **child care home business use**.”;**
  - b. by deleting subsection 5.5.3 and replacing it with the following:

**“5.5.3. A **bed and breakfast use** is permitted only in a **single detached housing dwelling unit** that is the **principal residence** of the **operator**.”; and**
  - c. by inserting the following as a new subsection 5.5.5A. following 5.5.5.:

**“5.5.5A. **Bed and breakfast use** of a **single detached housing dwelling unit** is limited to accommodation of a maximum of 6 **guests** at one time.”.**

3. Richmond Zoning Bylaw No. 8500, as amended, is further amended by adding the following after Section 5.19 as new Section 5.20:

**“5.20 Short Term Rental of Dwelling Units**

5.20.1 No person shall use or permit to be used any **dwelling unit**, or portion thereof, for accommodation for a period of less than thirty (30) days unless such **dwelling unit** forms part of a **hotel** or a **motel**, or is used for **boarding and lodging, agri-tourist accommodation, community care facility, dormitory, or bed and breakfast use** in compliance with all applicable bylaws.”

4. Richmond Zoning Bylaw No. 8500, as amended, is further amended:
- a. at section 14.1.3 by deleting “**agri-tourist accommodation**”;
  - b. at section 14.1.11.4 by deleting section 14.1.11.4 and replacing it with the following:  
“4. *Intentionally deleted.*”; and
  - c. at section 15.11.11.1 by deleting section 15.11.11.1 and replacing it with the following:  
“1. *Intentionally deleted.*”.
5. This Bylaw is cited as “**Richmond Zoning Bylaw No. 8500, Amendment Bylaw No. 9647**”.

FIRST READING

PUBLIC HEARING

SECOND READING

THIRD READING

OTHER CONDITIONS SATISFIED

ADOPTED

\_\_\_\_\_  
MAYOR

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

CITY OF RICHMOND
APPROVED by 
APPROVED by Director or Solicitor 



**Richmond Zoning Bylaw No. 8500  
Amendment Bylaw No. 9692  
(B&B Buffer)**

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

1. Richmond Zoning Bylaw No. 8500, as amended, is further amended at Section 5.5 by inserting the following as a new subsection 5.5.10. following 5.5.9.:  
  
“5.5.10. Each **bed and breakfast use** must be no less than 500 m apart, measured from the centre point of each **lot**.”
2. This Bylaw is cited as “**Richmond Zoning Bylaw No. 8500, Amendment Bylaw No. 9692**”.

FIRST READING

PUBLIC HEARING

SECOND READING

THIRD READING

OTHER CONDITIONS SATISFIED

ADOPTED

\_\_\_\_\_  
MAYOR

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





**Business Regulation Bylaw No. 7538,  
Amendment Bylaw No. 9649**

The Council of the City of Richmond enacts as follows:

1. **Business Regulation Bylaw No. 7538**, as amended, is further amended by deleting Part 22 and replacing it with the following:

**“PART TWENTY-TWO: BED & BREAKFAST ESTABLISHMENT  
REGULATIONS**

- 22.1. Without first obtaining a **licence** to do so, persons must not provide guests with **residential rental accommodation** for rental periods of less than 30 days.
- 22.2 **Bed and Breakfast Establishments** shall be subject to the following regulations:
  - 22.2.1. the premises must be the **operator’s principal residence**;
  - 22.2.2. the **operator** must permit the **City’s Licence Inspector** to inspect the operator’s guest register maintained pursuant to the *Hotel Guest Registration Act* to determine whether the applicable zoning bylaw restrictions on the number of guests permitted in the premises are being complied with;
  - 22.2.3. the **operator** must prepare a fire evacuation plan showing the location of exits, fire extinguishers and smoke detectors, install and maintain the fire safety equipment, and post a copy of the fire evacuation plan in each bedroom used for guest accommodation; and
  - 22.2.4. the **operator** must not provide or install any equipment or facilities used for the preparation of food in any bedroom or sleeping unit used for guest accommodation.”
2. **Business Regulation Bylaw No. 7538**, as amended, is further amended at Part 23 by deleting Section 23.1 and replacing it with the following:
  - “23.1 Any **licencee**, **operator**, or any other person who:
    - (a) violates or contravenes any provision of this bylaw, or who causes or allows any provision of this bylaw to be violated or contravened; or
    - (b) fails to comply with any of the provisions of this bylaw; or



- (c) neglects or refrains from doing anything required under the provisions of this bylaw or the **Business Licence Bylaw**; or
- (d) fails to maintain the standard of qualification required for the issuing of a **licence**; or
- (e) makes any false or misleading statement,

commits an offence and upon conviction shall be liable to a fine of not more than Ten Thousand Dollars (\$10,000.00), in addition to the costs of the prosecution, and where the offence is a continuing one, each day that the offence is continued shall constitute a separate offence.”.

3. **Business Regulation Bylaw No. 7538**, as amended, is further amended at Section 26.1 by:

- (a) adding the following as the definition of “**boarding and lodging**” in alphabetical order:

“**boarding and lodging** means **boarding and lodging** as defined in the City’s zoning bylaw.”;

- (b) adding the following as the definition of “**community care facility**” in alphabetical order:

“**community care facility** means a **community care facility** as defined in the City’s zoning bylaw.”;

- (c) adding the following as the definition of “**dormitory**” in alphabetical order:

“**dormitory** means a **dormitory** as defined in the City’s zoning bylaw.”;

- (d) adding the following as the definition of “**dwelling**” in alphabetical order:

“**dwelling** means a dwelling as defined in the City’s zoning bylaw.”;

- (e) adding the following as the definition of “**hotel**” in alphabetical order:

“**hotel** means a hotel as defined in the City’s zoning bylaw.”;

- (f) adding the following as the definition of “**motel**” in alphabetical order:

“**motel** means a motel as defined in the City’s zoning bylaw.”;

- (g) adding the following as the definition of “**principal residence**” in alphabetical order:

“**principal residence** means a principal residence as defined in the City’s zoning bylaw.”;

- (h) adding the following as the definition of “**residential rental accommodation**” in alphabetical order:

“**residential rental accommodation** means the accommodation of guests in all or a portion of a **dwelling**, with or without food service, but excludes accommodation that is a **boarding and lodging, community care facility, or dormitory.**”;

4. This Bylaw is cited as “**Business Regulation Bylaw No. 7538, Amendment Bylaw No. 9649**”.

FIRST READING

SECOND READING

THIRD READING

ADOPTED

\_\_\_\_\_  
MAYOR

_____ _____ _____ _____	<p>CITY OF RICHMOND</p> <p>APPROVED for content by originating Division</p> <p><i>CE</i></p> <p>APPROVED for legality by Solicitor</p> <p><i>JS</i></p>
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\_\_\_\_\_  
CORPORATE OFFICER



**Business Licence Bylaw No. 7360,  
Amendment Bylaw No. 9650**

The Council of the City of Richmond enacts as follows:

1. **Business Licence Bylaw No. 7360**, as amended, is further amended by deleting Section 2.4.1 and replacing it with the following:

“2.4.1 Every **Bed & Breakfast Establishment applicant** must at the time of application:

- (a) certify that they reside in the premises as their **principal residence** and provide proof that the premises are the **applicant's principal residence**. To demonstrate that the premises is their **principal residence**, an **applicant** must be able to produce copies of the **applicant's** government issued picture identification showing the **applicant's** address as the premises, and copies of either one or both of the following:
  - (i) a tax assessment for the current year for the lot upon which the premises are constructed showing the **applicant** as payor, or
  - (ii) a utility bill (electricity, district energy, gas, or telephone) issued within the previous 3 months for the premises showing the **applicant** as payor, or
  - (iii) such other evidence as required by the **City** from time to time;
- (b) provide proof that the owner of the premises has consented to the use of the premises as a **bed & breakfast establishment** by providing one of the following, as applicable:
  - (i) if the **applicant** is an owner of the premises, a copy of legal title to the premises showing the **applicant** as an owner in fee simple or leasehold, or
  - (ii) if the **applicant** is not an owner of the premises, a copy of legal title to the premises identifying the owner and a declaration from the owner of the premises certifying that use of the premises as a **short-term rental** is permitted; and
- (c) provide a copy of the guest register format to be used in the recording of guests stays under the *Hotel Guest Registration Act* (British Columbia).
- (d) prepare a notification letter that:

- (i) describes the operation and the number of bedrooms that will be rented to overnight guests; and
    - (ii) includes information on how to contact the operator by phone;
  - (e) mail or deliver the notification letter to all residents and owners of residential dwellings (i) abutting or across the street from the premises, or (ii) within a 50 metre radius of the premises, whichever is greater;
  - (f) provide a copy of the notification letter and a list with the addresses of all persons that received the notification letter;
  - (g) provide a copy of the fire evacuation plan required by the **Business Regulation Bylaw**;
  - (h) provide floor plans, drawn to scale, of the entire floor area of each level of the residence, indicating the use of each room of the residence and clearly identifying the guest rooms to be used in the **bed & breakfast establishment**; and
  - (i) provide a property site plan showing:
    - (i) the location and dimension of the driveway identifying vehicle parking spaces for residences and guests for each guest room;
    - (ii) the location of the residence on the property with setbacks indicated from all property lines;
    - (iii) landscaping and open areas as required by the **Zoning Bylaw**;
    - (iv) signage size and placement as permitted by the **Zoning Bylaw**; and
  - (j) pay the required annual bed & breakfast business licence fee specified in the Consolidated Fee Bylaw No. 8636 for the Bed & Breakfast Use category of this bylaw.”.
2. **Business Licence Bylaw No. 7360**, as amended, is further amended at Part 3 by adding the following as a new Section 3.7A following the Section 3.7:

“**3.7A BED & BREAKFAST USE CATEGORY** means the use of premises or facilities as **Bed & Breakfast Establishments**, as permitted by this bylaw, the **Business Regulation Bylaw**, and the **Zoning Bylaw**.”.

3. **Business Licence Bylaw No. 7360**, as amended, is further amended at Part 5 by deleting Section 5.1 and replacing it with the following:

“5.1 Any **licencee**, operator, or any other **person** who:

- (a) violates or contravenes any provision of this bylaw or a **licence** issued hereunder, or who causes or allows any provision of this bylaw or a **licence** issued hereunder to be violated or contravened; or
- (b) fails to comply with any of the provisions of this bylaw or a **licence** issued hereunder; or
- (c) neglects or refrains from doing anything required under the provisions of this bylaw, or a **licence** issued hereunder, or the **Business Regulation Bylaw**; or
- (d) fails to maintain the standard of qualification required for the issuing of a **licence** under this bylaw; or
- (e) makes any false or misleading statement,

commits an offence and upon conviction shall be liable to a fine of not more than Ten Thousand Dollars (\$10,000.00), in addition to the costs of the prosecution, and where the offence is a continuing one, each day that the offence is continued shall constitute a separate offence, and may result in the suspension, cancellation or revocation of the **licence** in question.”.

4. **Business Licence Bylaw No. 7360**, as amended, is further amended at Part 5 by deleting Section 5.3 and replacing it with the following:

“5.3 Every **licencee** must comply with the requirements of this, or any other bylaw of the **City**, which governs or regulates the **business** for which such **licence** was granted, must comply with any requirements imposed by the **Medical Health Officer**, and must comply with all applicable statutes, regulations, rules, codes and orders of all federal or provincial authorities having jurisdiction of such **business**, and any **person** failing to comply with the requirements of this Part commits an offence and, upon conviction, is liable for the penalties specified.”.

5. **Business Licence Bylaw No. 7360**, as amended, is further amended at Section 7.1 by adding the following as the definition of “**principal residence**” in alphabetical order:

“**Principal Residence** means a principal residence as defined in the **City’s zoning bylaw**.”.

6. This Bylaw is cited as “**Business Licence Bylaw No. 7360, Amendment Bylaw No. 9650**”.

FIRST READING

SECOND READING

THIRD READING

ADOPTED

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MAYOR

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CORPORATE OFFICER

CITY OF RICHMOND
APPROVED for content by originating Division 
APPROVED for legality by Solicitor 



**Municipal Ticket Information Authorization Bylaw No. 7321,  
Amendment Bylaw No. 9651**

The Council of the City of Richmond enacts as follows:

1. **Municipal Ticket Information Authorization Bylaw No. 7321**, as amended, is further amended at Section 2.1 by deleting the definition of Bylaw Enforcement Officer and replacing it with the following:

**“BYLAW ENFORCEMENT OFFICER** means an employee of the **City**, appointed to the job position or title of bylaw enforcement officer, or acting in another capacity, on behalf of the **City** for the purpose of the enforcement of one or more of the **City** bylaws.”.

2. **Municipal Ticket Information Authorization Bylaw No. 7321**, as amended, is further amended at Schedule B 3 by deleting the following portion of Schedule B 3:

**SCHEDULE B 3**

**BUSINESS REGULATION BYLAW NO. 7538**

Column 1 Offence	Column 2 Section	Column 3 Fine
Failure to maintain Fire Evacuation Plan	22.1.1	\$250
No access to Guest Register	22.1.2	\$250
Food preparation in room used for guest accommodation	22.1.3	\$250
Failure to maintain Approved Accommodation Status	22.1.4	\$250

3. **Municipal Ticket Information Authorization Bylaw No. 7321**, as amended, is further amended at Schedule B 3 by adding the following to the end of Schedule B 3:

**SCHEDULE B 3**

**BUSINESS REGULATION BYLAW NO. 7538**

Column 1 Offence	Column 2 Section	Column 3 Fine
Rentals for less than 30 days without licence	22.1	\$1000
Premises not operator's principal residence	22.2.1	\$1000
No access to Guest Register	22.2.2	\$1000



Failure to maintain Fire Evacuation Plan	22.2.3	\$1000
Food preparation in room used for guest accommodation	22.2.4	\$250

4. **Municipal Ticket Information Authorization Bylaw No. 7321**, as amended, is further amended at Schedule B 17 by deleting Schedule B 17 and replacing it with the following:

#### SCHEDULE B 17

#### ZONING BYLAW NO. 8500

Column 1 Offence	Column 2 Section	Column 3 Fine
Bed and Breakfast – stay exceeding 30 days	1.4.2	\$250
Parking or storing large commercial vehicle shipping container	3.5.3	\$100
Parking or storing large commercial vehicle	3.5.4	\$100
Bed and Breakfast - not operator's principal residence	5.5.3	\$1000
Bed and Breakfast - excess guest rooms	5.5.5	\$1000
Bed and Breakfast - excess guest capacity	5.5.5A	\$1000
Bed and Breakfast - excess guest room capacity	5.5.6	\$1000
Bed and Breakfast - excess signage	5.5.8	\$250
Dwellings – rentals for less than 30 days	5.20.1	\$1000
Failure to maintain required parking spaces	7.7.1	\$250

5. This Bylaw is cited as “**Municipal Ticket Information Authorization Bylaw No. 7321, Amendment Bylaw No. 9651**”.

FIRST READING

SECOND READING

THIRD READING

ADOPTED

\_\_\_\_\_  
MAYOR

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

CITY OF RICHMOND
APPROVED for content by originating dept. <i>CLa</i>
APPROVED for legality by Solicitor <i>LH</i>



**CONSOLIDATED FEES BYLAW NO. 8636,  
AMENDMENT BYLAW NO. 9652**

The Council of the City of Richmond enacts as follows:

1. The **Consolidated Fees Bylaw No. 8636**, as amended, is further amended by adding the Business Licence Bylaw No. 7360, Bed & Breakfast Use Table set out in Schedule A to this Bylaw following the Business Licence Bylaw No. 7360, Residential Use Table forming part of SCHEDULE – BUSINESS LICENCE to Consolidated Fees Bylaw No. 8636.
2. This Bylaw is cited as “**Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 9652**”.

FIRST READING

SECOND READING

THIRD READING

ADOPTED

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

CITY OF RICHMOND
APPROVED for content by originating dept. <i>[Signature]</i>
APPROVED for legality by Solicitor <i>[Signature]</i>

\_\_\_\_\_  
MAYOR

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

**Business Licence Bylaw No. 7360  
Bed & Breakfast Use**

Description	Fee
Bed & Breakfast Business Licence	\$162.00



# City of Richmond

## Report to Committee Planning and Development Division

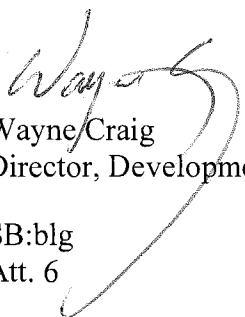
**To:** Planning Committee  
**From:** Wayne Craig  
Director, Development

**Date:** February 14, 2017  
**File:** RZ 16-723761


**Re:** Application by 1056023 Holdings Limited Partnership for Rezoning at  
12320 Trites Road (Formerly 12280/12320 Trites Road) from "Light Industrial (IL)"  
Zone to "Single Detached (ZS23) – Steveston" Zone

### Staff Recommendation

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9675, for the rezoning of  
12320 Trites Road (Formerly 12280/12320 Trites Road) from the "Light Industrial (IL)" zone to  
the "Single Detached (ZS23) – Steveston" zone, be introduced and given first reading.

  
Wayne Craig  
Director, Development

SB:blg  
Att. 6

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Affordable Housing	<input checked="" type="checkbox"/>	 FOR JOE ERCEL
Engineering	<input checked="" type="checkbox"/>	
Transportation	<input checked="" type="checkbox"/>	

## **Staff Report**

### **Origin**

1056023 Holdings Limited Partnership has applied to the City of Richmond to rezone 12320 Trites Road (Attachment 1) from the “Light Industrial (IL)” zone to the “Single Detached (ZS23) – Steveston” zone to permit subdivision into 30 single-family residential lots. The development would also result in the creation of two new roads, a new rear lane system and a new pedestrian walkway (Attachment 2). The site previously contained two industrial buildings.

### **Findings of Fact**

A Development Application Data Sheet providing details about the development proposal is attached (Attachment 3).

### **Surrounding Development**

Surrounding development is as follows:

- To the North: a recently approved 30-lot single-family subdivision fronting onto Moncton Street and Shinde Street, also zoned “Single Detached (ZS23) – Steveston”.
- To the Northwest: fronting onto Trites Road, is a single-family home, zoned “Single Detached (RS1/E)”.
- To the South: fronting onto Trites Road are two light industrial buildings, zoned “Light Industrial (IL)”.
- To the East: across a public walkway and fronting onto No. 2 Road, is a 54-unit townhouse complex, zoned “Town Housing (ZT48) – Trites Area (Steveston) and South McLennan (City Centre)”.
- To the West: across Trites Road and fronting onto Trites Road, are single-family homes, zoned “Single Detached (RS1/B)”.

### **Related Policies & Studies**

The rezoning application has been reviewed in relation to the 2041 Official Community Plan (OCP) and the Steveston Area Plan, Flood Plain Designation and Protection Bylaw 8204, Noise Regulation Bylaw No. 8856, Affordable Housing Strategy and the Public Art Program.

### **Official Community Plan/Steveston Area Plan**

The site is located in the Trites Area of the Steveston planning area (Schedule 2.4 of the OCP). The 2041 OCP Land Use Map designates the site for “Neighbourhood Residential”. The Trites Area Land Use Map in the Steveston Area Plan designates the site for “Single-Family Housing” (Attachment 4). The proposed development of single-family lots is consistent with the general land use map in the OCP and the Steveston Area Plan.

The Trites Area Land Use Map includes a conceptual road network which is designated as "Road/Lane (Possible road and lane alignment; others may be permitted)". This flexibility allows for the proposed road layout on the subject site (Attachment 2), which connects to existing roads north of the site and is intended to connect to existing road and lane further south when the two industrial properties to the south redevelop in the future.

The proposed road layout provides additional lane, and the increased number of homes with lane access will provide a more attractive and pedestrian friendly streetscape. The proposed road layout was reviewed by staff and achieves all transportation and engineering requirements. There is no impact on the remaining lots to the south in terms of anticipated lot yield as illustrated in a concept prepared by the applicant and placed in the development file.

### **Floodplain Management Implementation Strategy**

The proposed redevelopment must meet the requirements of the Richmond Flood Plain Designation and Protection Bylaw 8204. Registration of a flood plain indemnity covenant on Title is required prior to final adoption of the rezoning bylaw. The required Flood Construction Level for the site is Minimum 2.9 m GSC. All rezoning considerations are listed in the attached Rezoning Considerations (Attachment 5).

### **Affordable Housing Strategy**

For single-family rezoning applications, Richmond's Affordable Housing Strategy requires a secondary suite within a dwelling on 50% of new lots created through rezoning and subdivision, or a cash-in-lieu contribution of \$2.00/ft<sup>2</sup> of total building area towards the City's Affordable Housing Reserve Fund.

Staff have discussed opportunities to provide secondary suites in the proposal, but the developer advises that this is not feasible given the modest size of the homes which could be constructed, averaging 1,975 square feet in size.

The applicant has agreed to provide a voluntary cash-in-lieu contribution to the City's Affordable Housing Reserve Fund as a consideration of rezoning approval (i.e., \$118,541.77 for 30 future lots).

### **Public Art Program**

The developer has agreed to provide a voluntary contribution to the City's Public Art Program as a consideration of rezoning approval. The contribution rate for residential uses with 10 or more units is \$0.81 per buildable square foot (for a total contribution of \$48,009.42).

### **Public Consultation**

The applicant has confirmed that information signage describing the proposed rezoning has been installed on the subject site and the statutory Public Hearing will provide local property owners and other interested parties with an opportunity to comment. Public notification for the Public Hearing will be provided as per the *Local Government Act*.

Staff received 12 items of correspondence from eight Richmond residents regarding subject rezoning application (Attachment 6). Seven of the writers expressed concern regarding the loss of an existing child care program. Subsequent to receiving the letters, the program was relocated from the subject site into a newer development a few blocks away and now provides an expanded out-of-school child care program. One of the writers expressed concern regarding the loss of businesses nearby to residents.

## **Analysis**

The proposed rezoning would allow for the redevelopment of one large industrial lot into 30 new compact single-family lots.

### **a) Proposed “Single Detached (ZS23) – Steveston” Zone**

The applicant has applied to rezone the subject site to the “Single Detached (ZS23) – Steveston” zone that was created for the adjacent 30-lot subdivision under construction to the north. The “ZS23” zone was created to manage development on the site to the north, subject site and future potential development on adjacent Trites Road sites to the south; taking into consideration the established development pattern in the Trites area, the City’s Affordable Housing Strategy, and the City’s Flood Plain Designation and Protection Bylaw 8204.

The “ZS23” zone is proposed for the subject site to:

- Allow compact lots (Minimum 9 m lot width).
- Include an Affordable Housing density bonus to secure either a voluntary contribution towards Affordable Housing, or construction of a secondary suite.
- Limit building height to a maximum of 9 m and two-storey, and to measure residential vertical envelopes from the required Flood Construction Level instead of the average finished grade to accommodate the higher required level for the area (Minimum 2.9 m GSC).
- Allow roof elements to project above the residential vertical envelopes to a maximum of 1.0 m for side dormers and 2.5 m for a gable facing a road similar to what is permitted in the single-family subdivision further to the south.
- Provide front yard setbacks large enough to accommodate grade transition from sidewalk elevations to the higher required level for the area (Minimum 2.9 m GSC).
- Complement the existing streetscape with a 6 m setback along Trites Road.

There is a significant grade difference between the lower Trites Road sidewalk (approximately 1.8 m GSC) and higher required flood construction level for the homes (minimum 2.9 m GSC). The front yards are proposed to be sloped down to the new Trites Road sidewalk, and the required 6 m setback to Trites Road will allow this grade difference to be addressed through landscaping. Submission of final site grading plans for the proposed lots to the satisfaction of the Director of Development is a consideration of rezoning approval.

### **b) Industrial Uses**

There were previous industrial uses on the subject site. Confirmation that the site has achieved approval from the Ministry of Environment for residential uses is required prior to rezoning approval.



The subject site is adjacent to industrial uses on property to the south. Registration of an Industrial Noise Sensitive Use Restrictive Covenant is a consideration of rezoning approval to ensure that the future residents are aware of the potential impacts of adjacent industrial activities, and to ensure that appropriate indoor sound level mitigation is provided in the single-family homes. The covenant requires that a professional engineer confirm that the design and construction of the homes meet appropriate specified standards.

b) Proposed Landscape Form and Character

The applicant has submitted a preliminary landscape plan (Attachment 7) to address:

- The interface along Trites Road for proposed lots 1 through 6;
- The interface along the new internal roads for proposed lots 12 through 24; and
- The interface along the Trites Area pedestrian walkway system for lots 25 through 30.

Prior to final adoption of the rezoning bylaw, the applicant is required to submit a final landscape plan for all 30 proposed lots, prepared by a Registered Landscape Architect, to the satisfaction of the Director of Development, along with a landscaping security based on 100% of the cost estimate provided by the Landscape Architect (including all fencing, hard surfaces, tree planting, landscaping materials, and installation costs) and 10% contingency.

c) Vehicle and Pedestrian Access

The proposed single-family subdivision application includes improvements to the Trites area road and pedestrian path networks (Attachment 2). As a consideration of rezoning approval, the applicant is required to dedicate:

- Two new lanes;
- Two new roadways connecting to Shinde Street;
- Widening of Shinde Street to ultimate 15 m width along the north edge of the site;
- Widening of the easterly pedestrian walkway to ultimate 6 m width;
- Widening of the northerly pedestrian walkway to ultimate 6 m width; and
- A new interim southerly pedestrian walkway.

Vehicle access will be from Shinde Street; which connects to Moncton Street. The East-West portion of Shinde Street will be widened to ultimate 15 m width along the north edge of the subject site. New proposed westerly road and lane will ultimately connect to the existing Buchanan Street to the south through future development of the two industrial properties to the south of the subject site. New proposed easterly road and lane are intended to be extended to the south through future development the two industrial properties to the south of the subject site. The curb line of Shinde Street will be straightened out to provide a continuous alignment from Moncton Street through the subject site. In the new area that will be created behind the curb and gutter immediately north of the subject site, the sidewalk, boulevard, walkway and driveway will be reconfigured.

Secondary access is provided for emergency vehicles through a public-rights-of-passage (PROP) right-of-way (ROW) registered over the property at 5460 Moncton Street. This is an interim

measure and the ROW may be discharged in the future when a permanent road connection is provided through future development to the south.

Temporary access is required to be provided for vehicles, including garbage and recycling trucks through public-rights-of-passage (PROP) right-of-way (ROW) registered over proposed lots 7 and 19 as a consideration of rezoning. This is an interim measure and the ROWs may be discharged in the future when a permanent road connection for the westerly road and a road terminus for the easterly road are provided through future development to the south.

Vehicle access to 24 of the 30 proposed lots will be to the two proposed dedicated abutting rear lanes. Vehicle access to the other six proposed lots along the east edge of the development will be from the fronting road. Registration of a legal agreement on title of the proposed lots to ensure lane access only for all lots that abut a lane is a consideration of rezoning approval.

The proposed six lots along the east edge of the development will back onto an existing pedestrian walkway along the east edge of the development site. If approved, the developer will complete interim pedestrian walkways along the north and east edges of the development site to ultimate 6 m width and will provide a new interim pedestrian walkway along the southeast edge of the development site. The proposed southerly walkway is intended to be widened through future development to the south.

c) Tree Retention and Replacement

The applicant has submitted a Certified Arborist's Report; which identifies on-site and off-site tree species, assesses tree structure and condition, and provides recommendations on tree retention and removal relative to the proposed development. The Report assesses one bylaw-sized tree on the subject property and five trees on neighbouring properties.

The City's Tree Preservation Coordinator has reviewed the Arborist's Report and has the following comments:

- One tree (tag# 002) located on the development site is a multi-branching Black Cottonwood identified in poor structural condition. This tree is not a good candidate for long-term retention and should be removed and replaced at a 2:1 replacement ratio as per the OCP.
- Two new trees are to be planted on each of the 30 proposed lots, including two replacement trees sized as per Tree Protection Bylaw No. 8057 (at least 11 cm caliper for deciduous trees or 6 m tall for coniferous trees).
- Five trees (not tagged) located in the adjacent public walkway statutory right-of-way (SRW) on the neighbouring property to the east are identified to be retained and protected.

d) Servicing

As a consideration of rezoning approval, the applicant will be required to enter into a standard Servicing Agreement for the design and construction of infrastructure and frontage upgrades along Trites Road, Shinde Street, the two proposed laneways, the two proposed roadways, and three pedestrian walkways. Trites Road works extend across the frontages of the development site and the adjacent property at 12260 Trites Road to connect to recently constructed works at the corner of Trites Road and Moncton Street. The walkways are required to have an ultimate

cross-section of centred paths with grass swales on both sides, and asphalt only due to proximity to existing sanitary sewers. To achieve this walkway cross-section, existing works (including concrete) will be removed from the northerly and easterly interim walkways. The developer will also be required to negotiate and install private utilities.

### **Financial Impact or Economic Impact**

As a result of the proposed development, the City will take ownership of developer contributed assets such as roadworks, waterworks, storm sewers, sanitary sewers, street lights, street trees and traffic signals. The anticipated operating budget impact for the ongoing maintenance of these assets is estimated to be \$7,000.00. This will be considered as part of the 2018 Operating Budget.

### **Conclusion**

This rezoning application to rezone the subject site to the "Single Detached (ZS23) – Steveston" zone and to subdivide the subject industrial lot into 30 lots under the new zoning is consistent with the applicable policies and land use designations outlined within the OCP.

The applicant has agreed to the list of rezoning considerations (Attachment 5).

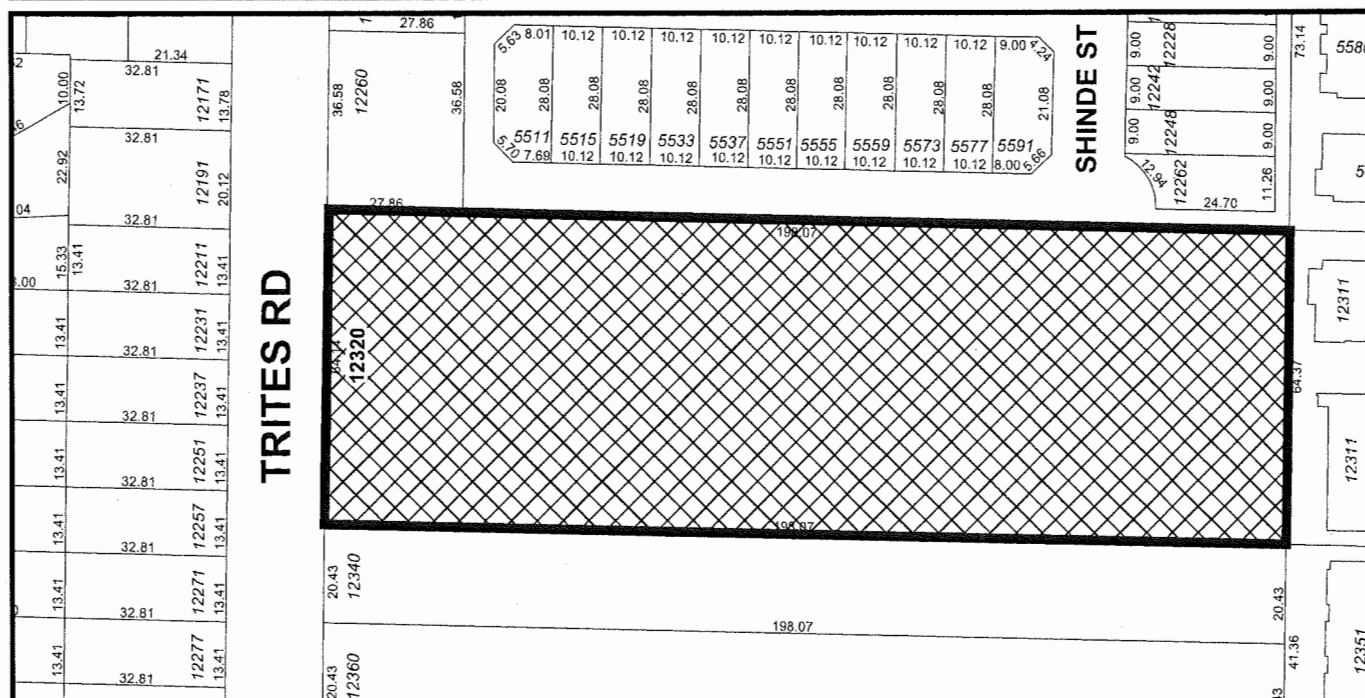
It is recommended that Zoning Bylaw 8500, Amendment Bylaw 9675 be introduced and given first reading.



Sara Badyal, M. Arch, MCIP, RPP  
Planner 2  
(604-276-4282)

SB:blg

- Attachment 1: Location Map & Aerial Photo
- Attachment 2: Conceptual Development Plans
- Attachment 3: Development Application Data Sheet
- Attachment 4: OCP Context Land Use Map
- Attachment 5: Rezoning Considerations
- Attachment 6: Public Correspondence
- Attachment 7: Preliminary Landscape Plan



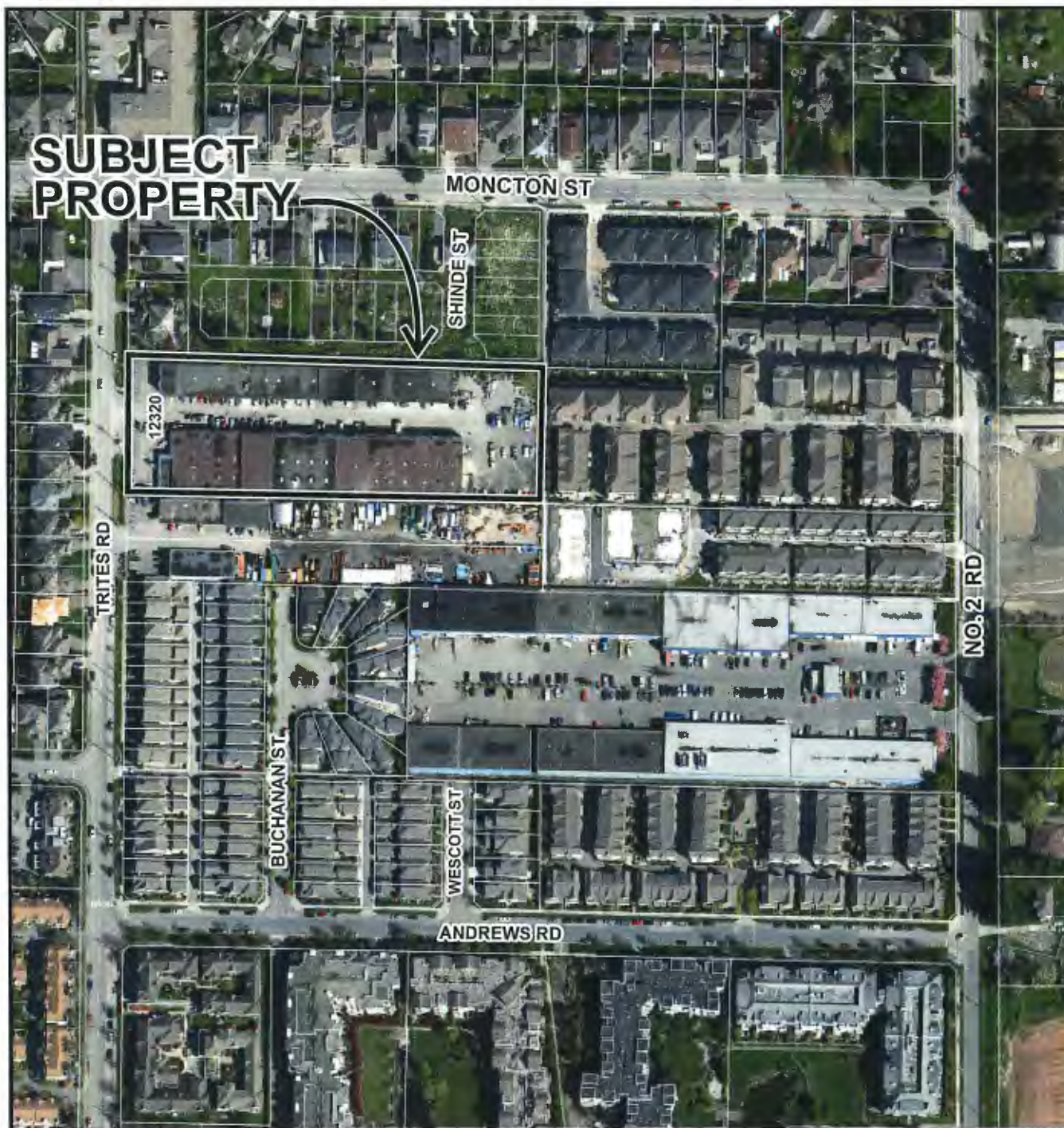
RZ 16-723761

Note: Dimensions are in METRES





City of  
Richmond



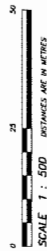
RZ 16-723761

Original Date: 02/15/16

Revision Date: 02/15/17

Note: Dimensions are in METRES

SUBDIVISION PLAN OF LOTS 1 TO 5  
SECTION 12 BLOCK 3 NORTH RANGE 7 WEST  
NEW WESTMINSTER DISTRICT PLAN EPP68758  
PURSUANT TO SECTION 67 OF THE LAND TITLE ACT.



THE UTM COORDINATES AND ESTIMATED HORIZONTAL POSITIONAL ACCURACY ACHIEVED ARE DERIVED FROM CONVENTIONAL SURVEY METHODS TO GEODETIC CONTROL MONUMENTS 77M4545 AND 77M4827.

THIS PLAN SHOWS HORIZONTAL GROUND-LEVEL DISTANCES, UNLESS OTHERWISE SPECIFIED, TO COMPUTE GRID DISTANCES. AVERAGE GROUND-LEVEL DISTANCES BY THE AVERAGE COMBINED FACTOR OF 0.994047 WHICH HAS BEEN DERIVED FROM 77N4545 AND 77N4027.

UTM ZONE 10	COORDINATES 27H4545
DATA NAME	NAD83/CSS95 4.0,0.0,0.1,C,M,0
UTM NORTHING	5441587.126
UTM EASTING	487820.339
POINT COMBINED FACTOR	0.998047
ESTIMATED HORIZONTAL POSITIONAL ACCURACY	0.007

# CNCL-319

**LEGEND**  
FOUNDED

④ GENOTES CONTROL MONUMENT  
● GENOTES LEAD IRON POST  
○ GENOTES LEAD PLUG  
■ GENOTES SQUARE METRES  
m GENOTES HECTARES  
PLAN GENOTES POSTING PLAN  
W GENOTES WINES

GENOTES UNREGISTERED  
GENOTES NOTHING FOUND

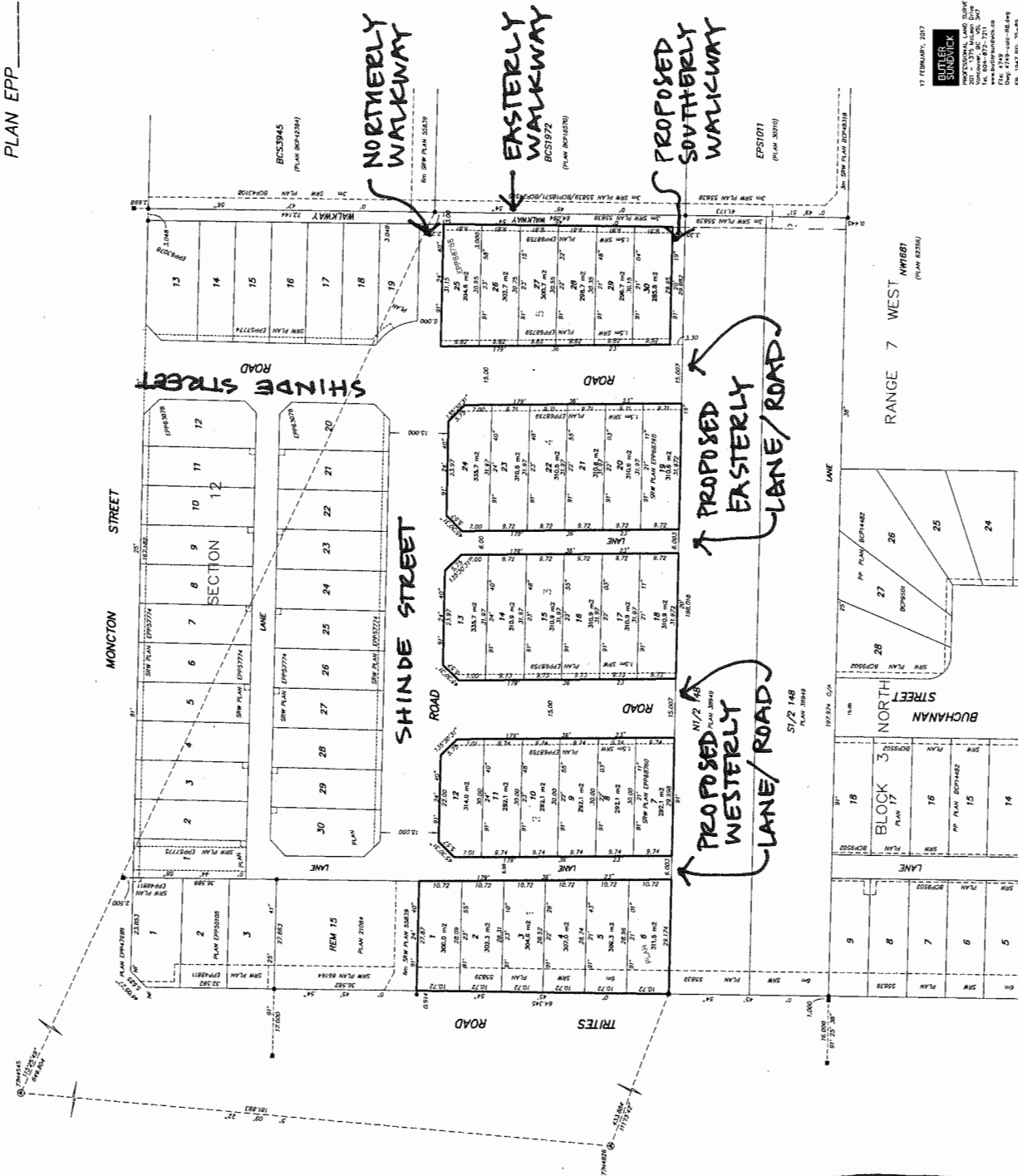
**NCL - 319**

NOTE: THIS PLAN SHOWS OWN' OR ABOVE POSTS WHICH ARE SET ALONG THE PRODUCTION OF THE PROPERTY

THIS PLAN LIES WITHIN THE JURISDICTION OF THE  
 ANTI-CORRUPTION SERVICE FOR THE CITY OF BIRMINGHAM

THIS FIELD SURVEY REPRESENTED BY THIS PLAN WAS COMPLETED ON THE \_\_\_\_\_ DAY OF FEBRUARY, 2017.

THIS PLAN LIES WITHIN THE GREATER VANCOUVER REGIONAL DISTRICT



## CONCEPTUAL LOT LAYOUT


**RZ 16-723761**
**Attachment 3**

**Address:** 12320 Trites Road (Formerly 12280/12320 Trites Road)

**Applicant:** 1056023 Holdings Limited Partnership

**Planning Area(s):** Trites Area (Steveston)

	Existing	Proposed	
<b>Owner</b>	1056023 BC Ltd.	No change	
<b>Site Size</b>	12,716.9 m <sup>2</sup>	Net site	9,177.4 m <sup>2</sup>
		Road/Walkway Dedication	3,539.5 m <sup>2</sup>
		Total	12,716.9 m <sup>2</sup>
<b>Land Uses</b>	Industrial	Single-family Residential	
<b>OCP Designation</b>	Neighbourhood Residential	Complies	
<b>Area Plan Designation</b>	Industrial (Interim Use) and Single-Family	Complies	
<b>Zoning</b>	Light Industrial (IL)	Single Detached (ZS23) – Steveston	
<b>Number of Units</b>	Former Strata-titled Industrial Lot	30 Single Detached Lots	
<b>Flood Construction Level</b>	Min. 2.9 m GSC	Complies	
On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Floor Area Ratio	Max. 0.6	Will comply	None permitted
Buildable Floor Area (m <sup>2</sup> ):*	Lot 1: Max.180 m <sup>2</sup> (1,937 ft <sup>2</sup> ) Lot 2: Max.181 m <sup>2</sup> (1,952 ft <sup>2</sup> ) Lot 3: Max.182 m <sup>2</sup> (1,967 ft <sup>2</sup> ) Lot 4: Max.184 m <sup>2</sup> (1,982 ft <sup>2</sup> ) Lot 5: Max.185 m <sup>2</sup> (1,997 ft <sup>2</sup> ) Lot 6: Max.186 m <sup>2</sup> (2,012 ft <sup>2</sup> ) Lots 7-11: Max.175 m <sup>2</sup> (1,886 ft <sup>2</sup> ) Lot 12: Max.188 m <sup>2</sup> (2,027 ft <sup>2</sup> ) Lot 13: Max.201 m <sup>2</sup> (2,168 ft <sup>2</sup> ) Lots 14-18: Max.186 m <sup>2</sup> (2,007 ft <sup>2</sup> ) Lots 19-23: Max.186 m <sup>2</sup> (2,006 ft <sup>2</sup> ) Lot 24: Max.201 m <sup>2</sup> (2,168 ft <sup>2</sup> ) Lot 25: Max.182 m <sup>2</sup> (1,967 ft <sup>2</sup> ) Lot 26: Max.181 m <sup>2</sup> (1,954 ft <sup>2</sup> ) Lot 27: Max.180 m <sup>2</sup> (1,942 ft <sup>2</sup> ) Lot 28: Max.179 m <sup>2</sup> (1,929 ft <sup>2</sup> ) Lot 29: Max.178 m <sup>2</sup> (1,916 ft <sup>2</sup> ) Lot 30: Max.176 m <sup>2</sup> (1,903 ft <sup>2</sup> )	Will comply	None permitted
Lot Coverage (% of lot area)	Building: Max. 50% Non-porous Surfaces: Max. 70% Total: Max. 70%	Will comply	None
Lot Size:	Min. 270 m <sup>2</sup>	Complies	None
Lot Dimensions (m):	Width: Min. 9 m Depth: Min. 24 m	Complies	None
Setbacks (m):	Trites Road: Min. 6 m Other roads: Min. 5.3 m Rear Yard: Min. 6 m Interior Side Yard: Min. 1.2 m Exterior Side Yard: Min. 3 m	Will comply	None
Height (m):	Max. two-storey & 9 m	Will comply	None

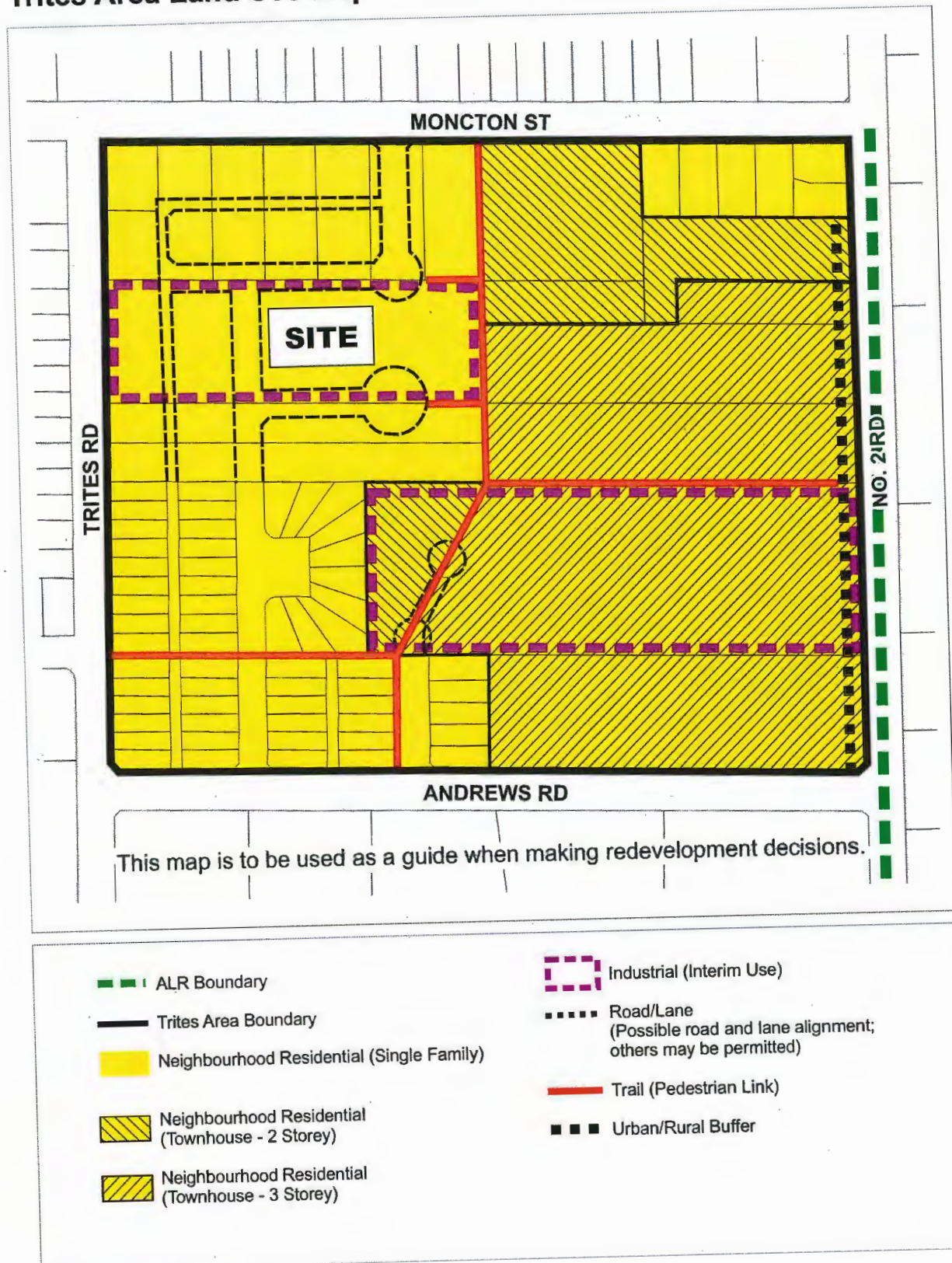
Other: Tree replacement compensation required for loss of significant tree.

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



# OCP Context Land Use Map (RZ 16-723761)

## Trites Area Land Use Map





**Address:** 12320 Trites Road (Formerly 12320/12280 Trites Road)

**File No.:** RZ 16-723761

**Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 9675, the developer is required to complete the following:**

1. Ministry of Environment (MOE) Certificate of Compliance or alternative approval to proceed granted from MOE regarding potential site contamination issues. This approval is required prior to dedication of land or road to the City.
2. Road dedication:
  - a) Northerly road - 4.6 m wide road dedication along north property line to widen Shinde Street to ultimate 15.0 m width.
  - b) Easterly road - 15.0 m wide road dedication for new north-south road aligned with Shinde Street to connect to Moncton Street.
  - c) Westerly road - 15.0 m wide road dedication for new north-south road to be aligned to connect to Buchanan Street through future redevelopment of 12340 and 12360 Trites Road properties south of the development site.
  - d) Easterly lane - 6.0 m wide road dedication for new north-south rear lane.
  - e) Westerly lane - 6.0 m wide road dedication for new north-south rear lane.
  - f) Corner cuts - (i) 'Lane-to-lane' and 'lane-to-road' intersections - 3 m x 3 m, or additional as needed to accommodate garbage and fire truck turning; and (ii) 'Road-to-road' intersections - 4 m x 4 m.
  - g) Northerly walkway - 2.25 m wide road dedication along north property line to widen existing walkway to ultimate 6 m width.
  - h) Easterly walkway - 3 m wide road dedication along east property line to widen existing walkway to ultimate 6 m width.
  - i) Southerly walkway - 3.3 m wide road dedication along south property line to provide half of ultimate 6 m walkway width and accommodate retaining wall.
3. The granting of the following statutory rights-of-way (SRWs). Any fill, structure or retaining wall is not permitted within SRW areas without the written approval from Engineering.
  - a) Easterly road - 1.5 m wide utility rights-of-way (SRW Utilities) along frontage of proposed lots on both sides for proposed water meters, sanitary inspection chambers, and storm inspection chambers.
  - b) Westerly road - 1.5 m wide utility rights-of-way (SRW Utilities) along frontage of proposed lots on both sides for proposed water meters, sanitary inspection chambers, and storm inspection chambers.
  - c) Easterly walkway - 1.5 m wide utility rights-of-way (SRW Utilities) along new east property line (e.g., over new lots after easterly walkway road dedication) for existing sanitary sewer.
  - d) Temporary lanes public-rights-of-passage (SRW PROP) along the south property line to maintain traffic circulation including general traffic, emergency vehicle access, truck movements, and maintenance until such a time as 12340 and 12360 Trites Road properties south of the development site redevelop and the associated road network is complete and functional. Works to be constructed by developer and maintained by the City.
    - i. Southeasterly temporary lane - SRW PROP over entire future lot (Lot 19) from easterly road to easterly rear lane to accommodate 6.0 m wide lane, 3 m x 3 m corner cuts, retaining wall and maintenance access.
    - ii. Southwesterly temporary lane - SRW PROP over entire future lot (Lot 7) from westerly road to westerly rear lane to accommodate 6.0 m wide lane, 3 m x 3 m corner cuts, retaining wall and maintenance access.
4. Registration of a flood plain covenant on Title, identifying a minimum habitable elevation of 2.9 m GSC.
5. Registration of a legal agreement on Title, ensuring that there be no vehicle access to Trites Road and that the only means of vehicle access is to an abutting rear lane for all lots that abut a rear lane.

6. Registration of a legal agreement on Title; to ensure that landscaping planted within 1 m of the south property lines of the south lots to address the interim industrial interface is maintained and will not be abandoned or removed until such a time as the 12340 and 12360 Trites Road properties south of the development site redevelop for residential use.
7. Registration of a legal agreement on Title; identifying that the proposed development must be designed and constructed in a manner that mitigates potential industrial noise to the proposed dwelling units. Dwelling units must be designed and constructed to achieve:

a) CMHC guidelines for interior noise levels as indicated in the chart below:

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

- b) The ASHRAE 55-2004 "Thermal Environmental Conditions for Human Occupancy" standard for interior living spaces.
8. The City's acceptance of the applicant's voluntary contribution of \$2.00 per buildable square foot of the single-family developments (i.e. \$118,541.77 for 30 future lots) to the City's Affordable Housing Reserve Fund.  
**Note:** Should the applicant change their mind about the Affordable Housing option selected prior to final adoption of the Rezoning Bylaw, the City will accept a proposal to build a secondary suite on any of the 30 future lots at the subject site. To ensure that a secondary suite is built to the satisfaction of the City in accordance with the Affordable Housing Strategy, the applicant is required to enter into a legal agreement registered on Title as a condition of rezoning, stating that no final Building Permit inspection will be granted until a secondary suite is constructed to the satisfaction of the City, in accordance with the BC Building Code and the City's Zoning Bylaw.
  9. City acceptance of the developer's offer to voluntarily contribute \$0.81 per buildable square foot to the City's Public Art Program (e.g., \$48,009.42).
  10. Submission of a Grading Plan to the satisfaction of the Director of Development.
  11. Submission of a Landscape Plan, prepared by a Registered Landscape Architect, to the satisfaction of the Director of Development, and deposit of a Landscaping Security based on 100% of the cost estimate provided by the Landscape Architect, including installation costs. The Landscape Plan should:
    - Comply with the guidelines of the OCP's Arterial Road Policy and should not include hedges along the front property line.
    - Include at least two trees on every lot.
    - Include a mix of coniferous and deciduous trees.
    - Include the dimensions of tree protection fencing as illustrated on the Tree Retention Plan attached to this report.
    - Include the two required replacement trees with the following minimum sizes:

No. of Replacement Trees	Minimum Caliper of Deciduous Tree	or	Minimum Height of Coniferous Tree
2	11 cm		6 m

12. Submission of a Contract entered into between the applicant and a Certified Arborist for supervision of any on-site works conducted within the tree protection zone of the trees to be retained. The Contract should include the scope of work to be undertaken, including: the proposed number of site monitoring inspections, and a provision for the Arborist to submit a post-construction assessment report to the City for review.
13. Installation of appropriate tree protection fencing around all trees to be protected as part of the development prior to any construction activities, including building demolition, occurring on-site.
14. Enter into a Servicing Agreement\* for the design and construction of transportation and engineering infrastructure. Works include, but may not be limited to, the following:
  - a) Transportation works are as follows and are required to be to the satisfaction of the Director of Transportation. A comprehensive set of detailed interim and ultimate road functional plans is to be submitted for review and approval by the City to determine the adequate amount of land dedication and roadworks. Traffic control signage and pavement marking plans are to be submitted for review and approval by the City.

i. Trites Road

- The Developer is required to carry out the following works on the east side of Trites Road across the entire frontage of the subject site (including Lots 1 to 6) and the frontage of 12260 Trites Road, tying into works from Moncton Street.
- Cross-section of improvements is as follows (measured from east to west): pavement widening to provide 11.0 m wide curb-to-curb pavement; 0.15 m wide curb, barrier curb and gutter; 3.35 m wide grass boulevard with street trees; upgrade existing street lighting as required; and 1.5 m wide sidewalk.
- Development site existing driveways are to be closed permanently. Vehicle access to proposed lots (Lots 1 - 6) is to be provided via the back lane.
- 12260 Trites Road driveway is to be rebuilt at the existing location to City driveway design standards for single-family dwelling units.

ii. Northerly Road

- Cross-section of this 15 m wide roadway is as follows (measured from north to south): pavement widening to provide 8.5 m wide curb-to-curb pavement; 0.15 m wide curb, barrier curb and gutter; 1.7 m wide grass boulevard with street trees and street lighting; and 1.5 m wide sidewalk.

iii. Easterly Road

- Roadway to be aligned to connect with Shinde Street to the north.
- Cross-section of this 15 m wide roadway is as follows: 8.5 m wide curb-to-curb pavement; 0.15 m wide curb, barrier curb and gutter on both sides; 1.6 m wide grass boulevard on both sides; including street trees and street lighting; and 1.5 m wide sidewalk on both sides.
- Connection to existing road to be provided. The east curb of the road at Lot 25 is to be constructed as a straight curb. The same straight curb is to be extended north to include frontages of the walkway and 12262 Shinde Street. Behind the new straight curb, the developer is required to back fill the excess area with City standard sidewalk, grass boulevard, street trees, walkway and wheel chair ramps and driveway reconfiguration as required to maintain access to 12262 Shinde Street. Works include but are not limited to removal of existing curb and gutter, sidewalk, bollards, driveway and walkway let downs.
- Road end treatment at south end of the road; including concrete barriers and traffic control signage.

iv. Westerly Road

- Roadway to be aligned to connect to Buchanan Street in the future when 12340 and 12360 Trites Road properties south of the development site redevelop.
- Cross-section of this 15 m wide roadway is as follows: 8.5 m wide curb-to-curb pavement; 0.15 m wide curb, barrier curb and gutter on both sides; 1.6 m wide grass boulevard on both sides; including street trees and street lighting; and 1.5 m wide sidewalk on both sides.
- Road end treatment at south end of the road including concrete barriers and traffic control signage.

v. Rear Lanes (Easterly and Westerly Lanes)

- Cross section: Minimum 5.1 m wide pavement; roll over curb and gutter on both sides; and street lighting on one side.
- Road end treatment at south ends of the lanes to be provided; including concrete barriers and traffic control signage.

vi. Temporary Lanes (Southeasterly and Southwesterly Lanes)

- Cross-section of these temporary lanes is as follows (measured from south to north): 0.7 m offset from south property line; retaining wall with safety barrier/fencing; Minimum 5.1 m wide pavement with roll over curb and gutter on both sides; street lighting on one side only; 3 m x 3 m corner cuts; and driveway let down at both ends.
- Emergency Vehicle Access: The proposed road network for this subdivision; including the temporary lanes, must meet the requirements of the City Fire and Rescue Department for emergency vehicle access purposes. BC Building Code requirements for Fire Department Access Route Design must be met.

vii. Northerly Walkway

- Cross-section of this walkway to ultimate 6 m wide standard from new curb alignment at Shinde Street is as follows (measured from north to south): 1.5 m wide grass swale surface for drainage; centered 3.0 m wide asphalt walkway; 1.5 m wide grass swale surface for drainage. Including but not limited to removal of interim works (e.g., asphalt, retaining wall) as needed to complete ultimate cross-section as noted.
- Provide walkway sign and removable bollards (1.5 m spacing) at road and walkway connections.
- Provide fencing/safety guardrail as needed.

viii. Easterly Walkway

- Cross-section of this walkway to ultimate 6 m wide standard is as follows (measured from west to east): 1.5 m wide grass swale surface for drainage; centered 3.0 m wide asphalt walkway; and widening if needed of existing landscape buffer with additional grass swale surface for drainage to achieve 1.5 m width. Including but not limited to removal of interim works (e.g., concrete walkway) as needed to complete ultimate cross-section as noted.

ix. Southerly Walkway

- Cross-section of this new walkway to interim 3.3 m wide standard is as follows (measured from north to south): 1.5 m wide grass swale surface for drainage; 1.5 m wide asphalt walkway; retaining wall with 0.3 m curb; and safety barrier/fencing along south property line.
- Provide walkway sign and removable bollards (1.5 m spacing) at road and walkway connections.

b) Water Works Improvements by the Developer

- i. Install 65 m of new 200 mm watermain; complete with fire hydrants, service connections, meters, meter boxes, and blow-offs; within each of the two proposed roads (for a total of approximately 130 meters of new water main) and tie into the existing 150 mm diameter watermain to the north.
- ii. Install one new water service connection; complete with meter and meter box; for each new lot. Connect lots 1 to 6 to the existing 300 mm watermain in Trites Road; lots 7-18 to the proposed 200 mm watermain in the western new road, and lots 19-30 to the proposed 200 mm watermain in the eastern new road.

c) Water Works Improvements by the City at the Developer's Cost

- i. Cut and cap, at main, the existing water service connections on the Trites Road frontage.
- ii. Perform all tie-ins of proposed works to existing City infrastructure.

d) Storm Sewer Works Improvements by the Developer

- i. Trites Road – Infill the existing ditch along the Trites Road frontage and install a new storm sewer, minimum 600 mm or OCP size; from the existing storm sewer at the adjoining property line of 12228/12260 Trites Road to the south property line of the development site; approximately 110 m. If adequate clearance from the proposed storm sewer to the existing water service connection serving 12260 Trites Road cannot be maintained, or if the installation of the storm sewer otherwise impacts the water service connection, the service connection shall be replaced at the Developer's cost.
- ii. New Easterly and Westerly Roads – Install approximately 70 m of new 600 mm storm sewer; complete with manholes, catch basins, service connections, and inspection chambers within each of the two proposed roads (for a total of approximately 140 m of new storm sewer) and tie-in the proposed storm sewer to the existing storm main to the north of the subject site.
- iii. New Easterly and Westerly Lanes – Install approximately 70 m of new 200 mm lane drainage; complete with manholes and catch basins; in each of the two new lanes (approximately 140 m total). No service connections are permitted to connect to lane drainage.
- iv. New Lots – Install one new storm service connection; complete with inspection chamber; for each new lot. Where applicable, a single service connection and inspection chamber with dual service leads may be installed to service two adjacent lots. Direct all drainage from lots 1 to 6 to Trites Road, lots 7-18 to the westerly new road, and lots 19-30 to the easterly new road.
- v. Provide a Sediment and Erosion Control Plan.

- e) Storm Sewer Works improvements by the City at the Developers Cost
  - i. Perform all tie-ins of proposed works to existing City infrastructure.
- f) Sanitary Sewer Works Improvements by the Developer
  - i. Trites Road – Upgrade to 250 mm, and relocate into Trites Road, approximately 75 m of existing 200 mm sanitary sewer located within the right-of-way along the Trites Road frontage, and coordinate with the City to discharge right-of-way. Tie-in to the north for the new sanitary sewer shall be to the diagonally-aligned 200 mm sanitary sewer in Trites Road via a new manhole (downstream portions of diagonally-aligned sewer to be capped and removed) and to the existing manhole SMH4019. Tie-in to the south shall be via a new manhole. It is the Developer's responsibility to notify the owner of 12260 Trites Road one month prior to commencement of works on the existing sanitary main and manhole located within the statutory right-of-way on 12260 Trites Road. Developer shall submit a copy of the notice to the City for review and approval prior to sending it to the owner of 12260 Trites Road.
  - ii. New Easterly and Westerly Roads – Install approximately 70 m of new 200 mm sanitary sewer; complete with manholes, service connections, and inspection chambers within each of the two proposed roads (for a total of approximately 140 m of new sanitary sewer) and tie-in the proposed sanitary sewer to the existing 200 mm sanitary main to the north of the subject site.
  - iii. New Lots – Install one new sanitary service connection; complete with inspection chamber, for each new lot. Where applicable, a single service connection and inspection chamber with dual service leads may be installed to service two adjacent lots. Direct all sewage from lots 1 to 6 to Trites Road, lots 7-18 to the western new road, and lots 19-30 to the eastern new road.
  - iv. Discharge SRW – Existing sanitary sewer within the development site along the Trites Road frontage to be removed and disposed offsite prior to discharge of right-of-way.
- g) Sanitary Sewer Works improvements by the City at the Developer's Cost
  - i. Cut and cap all existing sanitary service connections and remove all existing inspection chambers servicing the development site.
  - ii. Perform all tie-ins of proposed works to existing City infrastructure.
- h) Third Party Utilities:
  - i. The Developer is required to coordinate with BC Hydro, Telus and other private communication service providers to:
    - To underground the overhead service lines.
    - When relocating/modifying any of the existing power poles and/or guy wires within the property frontages.
    - Provide a functional plan showing conceptual locations for all above ground utility cabinets and kiosks required to service the proposed development on private property (see list below for examples). All such infrastructure shall be located/relocated within the development site. Please coordinate with the respective private utility companies and the project's lighting and traffic signal consultants to confirm the requirements (e.g., statutory right-of-way dimensions) and the locations for the aboveground structures. If a private utility company does not require an above ground structure, that company shall confirm this via a letter to be submitted to the City. The following are examples of statutory right-of-ways that shall be shown in the functional plan and registered prior to Servicing Agreement design approval (width x depth):

BC Hydro PMT	4 m x 5 m
BC Hydro LPT	3.5 m x 3.5 m
Street light kiosk	1.5 m x 1.5m
Traffic signal kiosk	1 m x 1 m
Traffic signal UPS	2 m x 1.5 m
Shaw cable kiosk	1 m x 1 m
Telus FDH cabinet	1.1 m x 1 m



i) General Items:

- i. Provide, within the first Servicing Agreement submission, a geotechnical assessment of preload construction impacts on the existing utilities fronting or within the development site.
- ii. Provide, within the first Servicing Agreement submission, a geotechnical report; complete with recommendations for the construction of the new roads within the development site.
- iii. Enter into, if required, additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering, including, but not limited to, site investigation, testing, monitoring, site preparation, de-watering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.

**Prior to Building Permit Issuance, the Developer Must Complete the Following Requirements:**

1. Submission of a Subdivision\* application, approval and full registration at LTO.
2. Incorporation of grading and landscaping design in the Building Permit application drawings as negotiated through the rezoning.
3. Submission of a Construction Parking and Traffic Management Plan to the Transportation Department. Management Plan shall include location for parking for services, deliveries, workers, loading, application for any lane closures, and proper construction traffic controls as per Traffic Control Manual for works on Roadways (by Ministry of Transportation) and MMCD Traffic Regulation Section 01570.
4. Submission of Fire Underwriter Survey (FUS) or International Organization for Standardization (ISO) fire flow calculations to confirm the development has adequate fire flow for on-site fire protection. Calculations must be signed and sealed by a Professional Engineer and be based on Building Permit building designs.
5. If applicable, payment of latecomer agreement charges associated with eligible latecomer works.
6. Obtain a Building Permit (BP) for any construction hoarding. If construction hoarding is required to temporarily occupy a public street, the air space above a public street, or any part thereof, additional City approvals and associated fees may be required as part of the Building Permit. For additional information, contact the Building Approvals Department at 604-276-4285.

**Note:**

- \* This requires a separate application.
- Where the Director of Development deems appropriate, the preceding agreements are to be drawn not only as personal covenants of the property owner, but also as covenants pursuant to Section 219 of the Land Title Act.

All agreements to be registered in the Land Title Office shall have priority over all such liens, charges and encumbrances as is considered advisable by the Director of Development. All agreements to be registered in the Land Title Office shall, unless the Director of Development determines otherwise, be fully registered in the Land Title Office prior to enactment of the appropriate bylaw.

The preceding agreements shall provide security to the City including indemnities, warranties, equitable/rent charges, letters of credit and withholding permits, as deemed necessary or advisable by the Director of Development. All agreements shall be in a form and content satisfactory to the Director of Development.

- Additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering may be required including, but not limited to, site investigation, testing, monitoring, site preparation, de-watering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.
- Applicants for all City Permits are required to comply at all times with the conditions of the Provincial *Wildlife Act* and Federal *Migratory Birds Convention Act*, which contain prohibitions on the removal or disturbance of both birds and their nests. Issuance of Municipal permits does not give an individual authority to contravene these legislations. The City of Richmond recommends that where significant trees or vegetation exists on site, the services of a Qualified Environmental Professional (QEP) be secured to perform a survey and ensure that development activities are in compliance with all relevant legislation.

[Signed copy on file]

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Authorized Signature

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Date  
**CNCL - 327**



## Public Correspondence

Writer	Date
A. Lerner	June 29, 2016
Andrea and Michael Burke	April 13, 2016 April 6, 2016
Kevin Skipworth	April 13, 2016 April 5, 2016 April 5, 2016 April 1, 2016
Milah and Steve Ngan	April 11, 2016
Lori Marentette	April 11, 2016
Jen Schaeffers	April 6, 2016 April 5, 2016 March 8, 2016

**From:** annel200 . [<mailto:annel200@gmail.com>]  
**Sent:** Wednesday, 29 June 2016 20:32  
**To:** MayorandCouncillors  
**Subject:** RE: REZONING APPLICATION

RE: Rezoning application:

FILE RZ 16-723762

I object to the rezoning of this property out of (L) Light Industrial to (ZS23) Single Family.

The businesses/services at this location are well used by the whole neighborhood as seen by the constant attendance of locals on a daily basis.

The city claims to champion mixed use development with businesses/stores as part of new densified residential construction.

We deserve to continue having nearby access to these businesses.

Do not put the desires of a developer's profits before consideration of community needs and make-up.

It is within your powers to deny this rezoning for the benefit of the local community.

Thank you for your attention to this.

A. Lerner  
12633 No. 2 Road  
Richmond  
604.448-8705

## Badyal,Sara

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**From:** Badyal,Sara  
**Sent:** Wednesday, 13 April 2016 11:18 AM  
**To:** Badyal,Sara  
**Subject:** Re-zoning on Trites: potential loss of Generation Daycare

**From:** Andrea Niosi [<mailto:andreaandmichael@gmail.com>]  
**Sent:** Wednesday, 13 April 2016 10:05  
**To:** MayorandCouncillors  
**Subject:** Re-zoning on Trites: potential loss of Generation Daycare

Dear Mayor and City Councillors of Richmond,

Please find below my letter of concern to Sara Badyal regarding the potential re-zoning of the light industrial area on Trites Road in the Steveston area.

I would greatly appreciate you conciser all the concerns I, along with other parents and business owners in the area, have put forward and reconsider approving this application.

Thank you,

Andrea & Michael Burke

Begin forwarded message:

**From:** Andrea Niosi <[andreaandmichael@gmail.com](mailto:andreaandmichael@gmail.com)>  
**Subject:** Re-zoning on Trites: potential loss of Generation Daycare  
**Date:** April 6, 2016 at 9:08:51 AM PDT  
**To:** [sbadyal@richmond.ca](mailto:sbadyal@richmond.ca)  
**Cc:** Mike Lewis <[generationdaycare@gmail.com](mailto:generationdaycare@gmail.com)>

Dear Sarah,  
RE: 16 723761 000 00 RZ

I am writing to you to express my deep concerns regarding the potential re-zoning of the light industrial warehousing area on Trites Rd, and specifically about the potential loss of Generation Daycare. I am the mother of an 8 yo and 4yo and we live in the community: my eldest attends Homma Elementary and my youngest will be starting there in September 2016.

Generation Daycare provides an essential service to our family as it is one of the few affordable and flexible daycare options that serves our school (T. Homma Elementary). We value their service as it is within walking distance to/from Homma giving the children the added benefit of being able to spend more time outside each school day.

I have grave concerns about the possible relocation of Generation from our neighbourhood and moving out of catchment forcing the children to be bused to/from school every day. The added expense this has on our family will likely force us to reconsider this service all-together which will severely impact our family's ability to juggle two working parents' careers and our children's childcare needs.

Health & Wellness

Just today the Globe and Mail reported that fewer Canadian children in elementary schools are walking to school:

Article: [http://www.theglobeandmail.com/news/national/education/fewer-canadian-students-walking-or-cycling-to-school-raises-concerns/article29535846/?click=sf\\_globe](http://www.theglobeandmail.com/news/national/education/fewer-canadian-students-walking-or-cycling-to-school-raises-concerns/article29535846/?click=sf_globe)

And last month a number of news outlets reported that children spend less time outdoors than many prisoners:

Article: <http://www.fastcocreate.com/3058156/children-spend-less-time-outdoors-than-prisoners-according-to-new-persil-ad>

In 2007, Canadian Living featured Richmond, BC in an article and named it Canada's healthiest city. This was the same year my husband and I moved to Richmond and had our first daughter. We are raising our children to uphold this prestigious title: we walk, bike, run, and spend as much time as possible in the outdoors. In Steveston we are extremely fortunate to live in such a walkable neighbourhood; a truly rare and valuable feature for a suburban city.

If Generation Daycare is forced to move from its current location, countless families will no longer be able to ensure their children are receiving additional time outdoors walking to/from school which will have negative effects on their health, well-being, and the manner in which the next generation is being raised in Richmond.

### **Growing Enrolment**

As we know, many Richmond schools face possible closure due to declining enrolment rates. Homma Elementary is not one of those schools and instead has seen increasing enrolment rates. This alone demonstrates the very need for an affordable and flexible neighbourhood-based childcare service such as Generation's.

Article: <http://www.richmond-news.com/news/richmond-school-district-mulling-closures-1.2056418>

### **Supporting Small Businesses in Canada**

Micro-enterprises and small businesses are the backbone of our country's economy. We, as a City, should be doing more to support and foster the growth of businesses in our communities; businesses like Generation Daycare's and its neighbours'.

Small Business Stats: <http://www.cbc.ca/news/business/10-surprising-stats-about-small-business-in-canada-1.1083238>

It is for these 3 central reasons above, that my family strongly opposes the re-zoning of the area in question and the potential relocation of the essential service provided by Generation Daycare. This application, if improved, will have a negative effect on many Richmond families now and into the future. Our children's health and well-being will be negatively impacted, and, our community and neighbourhood services will be eroded and ultimately removed causing potentially severe economic damages to small businesses.

Our neighbourhood is growing and our neighbourhood school is seeing increasing enrolment rates which demonstrates our increasing dependency on affordable and flexible child care services.

Our family asks that you please consider these concerns as well as those voiced by Generation Daycare and the other families it serves and reject the application to re-zone this area.

Thank you,  
Andrea Niosi & Michael Burke  
604.760.0302

## Badyal,Sara

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**From:** Kevin Skipworth <kevin@skipworth.ca>  
**Sent:** Wednesday, 13 April 2016 9:44 AM  
**To:** McPhail,Linda  
**Cc:** Badyal,Sara  
**Subject:** RE: Daycare rezoning

Hello Linda,

Thank you for this information and the update. I have spoken to Mike Lewis at Generations Daycare. Yes, both Vancouver Coastal Health and the City's Economic Development staff have been in contact with Mike. Unfortunately both have said that there is no viable space in Steveston. So we are back to square one. They suggested the empty space at Imperial Landing, but we know that is not zoned for child care facilities. That would be a very good fit but unless you can tell me otherwise, the city hasn't allowed for rezoning of that site from Mixed Maritime Use. Perhaps it should be looked at to allow partial rezoning to get the daycare into the space and start with that? But as it stands now, as of September I along with 40 other families will be scrambling to sort out what we do with our children before and after school. Very disappointing.

On another note, a representative of the owner of the property on Trites Road did go and visit the owner of the daycare. He started out asserting that no matter what we as a group did the zoning would go through, then suggested he could "buy" his way through the process (presuming he would pay off tenants to quietly leave?) then by the end suggested he would contact the city to assist in finding a new location. Can that be confirmed?

Thank you everyone for the assistance. We'll keep trying.

Kevin Skipworth  
Dexter Associates Realty

Once again I'm taking part in the Ride To Conquer Cancer with a goal of raising \$3,000. To help me reach my goal please go to [www.conquercancer.ca/goto/KevinSkip](http://www.conquercancer.ca/goto/KevinSkip)

604-868-3656 (C)  
604-689-8226 (O)  
604-689-8206 (F)  
[www.skipshomes.com](http://www.skipshomes.com)

"Some people see things as they are and ask why. Others dream things that never were and ask why not." - George Bernard Shaw.

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

From: McPhail,Linda [mailto:LMcPhail@richmond.ca]  
Sent: Wednesday, April 06, 2016 2:26 PM  
To: Kevin Skipworth <kevin@skipworth.ca>  
Cc: Badyal,Sara <SBadyal@richmond.ca>  
Subject: RE: Daycare rezoning

Hi Mr. Skipworth - thank you for email. With regards to your question about the 6 months notice, the City would not typically get involved in a lease issue between a private landowner and their tenant.

Staff have informed me that the Vancouver Coastal Health licensing officers have been working with the owner of Generation Daycare in suggesting possible relocation sites and that the City's Economic Development staff have been asked to assist the displaced business owners if they request help with relocation.

If you have any questions about day care facilities in Richmond, our Child Care Coordinator, Coralys Cuthbert, would be happy to speak with you. Her contact information is below

Coralys Cuthbert/Child Care Coordinator - Phone: (604) 204-8621 Community Social Development Department  
Community Services Division, City of Richmond

Please let me know if you have any other questions.

Regards - Linda McPhail

Councillor, City of Richmond  
[www.richmond.ca](http://www.richmond.ca)

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From: Kevin Skipworth [kevin@skipworth.ca]  
Sent: Tuesday, April 05, 2016 9:47 PM  
To: McPhail, Linda  
Cc: Badyal, Sara  
Subject: RE: Daycare rezoning

Thank you Linda for your response. I am hoping that the concerns of the parents and community will have some merit on this upcoming decision. I did read through the Steveston OCP and while it does note that this area in question is to become single family homes over time, there is reference to maintaining child day care as well. To me that means that this should be a priority and that Generations Daycare needs to be looked after.

What really concerns me as a tax paying resident of Richmond and member of our community is how the owner/developer has acted in this situation. It would seem their plans are to have all the tenants removed from the property well in advance of a decision being made and possibly demolishing the buildings thus leaving the city with little choice but to rezone. The fact that only 6 month's notice was given at this early stage shows very little respect for our community and the residents that this affects. Our children are our future and I can tell you that the prospects of what will happen in September are not good without this daycare being maintained within our community of Steveston.

Is there anything the city can do about this 6 month's notice being given so early and not allowing sufficient time to find a new location within Steveston? And if nothing can be done about that, can the city help with a new location within Steveston?

Thank you Linda. This is going to create a lot of unhappiness within our community and it should be given immediate consideration as time is of the essence.

Best regards,

Kevin Skipworth  
Dexter Associates Realty

Once again I'm taking part in the Ride To Conquer Cancer with a goal of raising \$3,000. To help me reach my goal please go to [www.conquercancer.ca/goto/KevinSkip](http://www.conquercancer.ca/goto/KevinSkip)

604-868-3656 (C)  
604-689-8226 (O)  
604-689-8206 (F)

**CNCL - 333**

www.skipshomes.com

"Some people see things as they are and ask why. Others dream things that never were and ask why not." - George Bernard Shaw.

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

From: McPhail,Linda [mailto:LMcPhail@richmond.ca]

Sent: Tuesday, April 05, 2016 9:25 AM

To: kpskip@shaw.ca

Subject: Daycare rezoning

Hello Mr. Skipworth - I am in receipt of your email to Mayor and Councillors regarding RZ 2016-723761 at 12280 - 12320 Trites Rd.

I was first made aware of the situation in a phone call I received from Alan Campbell of the Richmond News at 2:15 pm yesterday. He asked if I was aware of the application and, I was not.

It often takes several months for applications to be brought forward to a Planning Committee. This area is in transition and, while we have not discussed this site in particular, there have been discussions about the area in general, during previous rezoning applications. I can assure you that each application is evaluated on their own merit.

I am the Chairperson of the Planning Committee and had a Planning Committee agenda review meeting at 3 pm yesterday - just after the phone call from the Richmond News. I asked staff about this application. Staff commented that- -they received an application 4-5 weeks ago and the application is in the very early stages of the process; applications can take several months to work through the process -the OCP - Steveston Area plan does allow for neighbourhood residential -Planning staff have been in contact with the City of Richmond's Child Care coordinator and the Economic Development office to see if they can provide assistance

As a parent myself -my children are now young adults - I did need child care when my children were younger and do understand the need for access to quality child care.

Thank you for sharing your concerns. Your email has been forwarded to Wayne Craig, Director of Planning - please feel free to contact him at 604-276-4000 to discuss this application. It is protocol for staff to contact people who have corresponded on planning applications to let them know when the application will be on a public committee or public hearing agenda so that they have the opportunity to participate. Your correspondence will be included in the materials that make up the rezoning application report.

Regards -Linda McPhail

Councillor, City of Richmond  
www.richmond.ca



**Badyal,Sara**

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**From:** Badyal,Sara  
**Sent:** Wednesday, 6 April 2016 10:07 AM  
**To:** Badyal,Sara  
**Subject:** FW: Daycare Rezoning - RZ 2016-723761 - 12320/12280 Trites Road

**From:** Kevin Skipworth [<mailto:kpskip@shaw.ca>]  
**Sent:** Friday, 1 April 2016 23:22  
**To:** MayorandCouncillors  
**Subject:** Daycare Rezoning

I am extremely disappointed that there has been a rezoning application:

2016 723761 000 00 RZ ( In Circulation ) MATT STOGRYN has applied to the City of Richmond for permission to rezone 12320/12280 Trites Road from Light Industrial (IL) to Single Family (ZS23) in order to create 30 single family lots.

My son goes to Generations Daycare which has been served a 6 month eviction notice as they have applied to have that location rezoned. The owner of the daycare has not been able to find suitable space to replace their current location other than a location at Ironwood. That would mean that the students instead of walking to Homma Elementary would have to be bussed back and forth to school each day. That not only adds extra time to their day as well as their parents, adds traffic congestion on our roads and most importantly adds risk to our children for this unnecessary transportation. I cannot understand how this can be passed without any consideration for our community and what will be the lack of daycare. Any rezoning should either involve a daycare space for Generations or it should not be allowed to happen. Our community of Steveston needs this type of service and there will not be a replacement for it.

Can you please let me know where this rezoning application is in the process and how I can voice my opposition as well as anyone else in the community. This cannot happen!

Kevin Skipworth  
Dexter Associates Realty

604-868-3656 (C)  
604-689-8226 (O)  
604-689-8206 (F)  
[www.skipshomes.com](http://www.skipshomes.com)

**"Some people see things as they are and ask why. Others dream things that never were and ask why not." – George Bernard Shaw.**

## **Badyal,Sara**

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**From:** Kevin Skipworth <kevin@skipworth.ca>  
**Sent:** Tuesday, 5 April 2016 12:00 AM  
**To:** Badyal,Sara  
**Subject:** Daycare Rezoning - RZ 2016-723761 - 12320/12280 Trites Road

Thank you Sarah for your time today. I appreciate your insight and feedback.

I did read through the official community plan and while yes there is the reference to that area on Trites Road being converted to Single Family in time, it does say in the near future nothing would change. But what I read I feel needs to be considered. That is on page 10 where it says that community amenities (child care, affordable housing) shall be encouraged. This is certainly something I think is important in the plan. There are no other after school/before school day care programs with space. This is a unique facility servicing Steveston and allowing children that go to Homma Elementary to walk back and forth to school. It provides an alternative for parents to ensure their children from K to Grade 7 have an option and a very safe option for care. The thought that my son may have to be bussed back and forth to school from a location like Ironwood, after having been driven to the daycare and picked up in the evening frustrates me. Not only does it add congestion to our roads, but it produces a very unnecessary risk to our children.

What really puzzles me is that the owner of the property gave notice so far in advance and only gave 6 months notice to the tenants to find a new space. My concern is what happens if this rezoning is not approved? Then the businesses in this location have already lost their homes. Does the city have any impact on this notice being given and the timing. And can anything be done to provide for more time?

Thank you Sarah, please feel to pass on these comments.

Kevin Skipworth  
Dexter Associates Realty

Once again I'm taking part in the Ride To Conquer Cancer with a goal of raising \$3,000. To help me reach my goal please go to [www.conquercancer.ca/goto/KevinSkip](http://www.conquercancer.ca/goto/KevinSkip)

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**Badyal, Sara**

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**From:** MNgan <mngan@shaw.ca>  
**Sent:** Monday, 11 April 2016 10:02 PM  
**To:** Badyal, Sara  
**Subject:** rezoning application 16 723761 000 00 RZ

Hello Sarah,

We are sending this email in regards to rezoning application 16 723761 000 00 RZ.

Our concern with the rezoning is the excessive densification of our neighborhood and the resulting strain on our existing resources. Homma is one of the few schools that has increasing enrolment. With such a large population of families that live in our neighborhood, we need services like Generation Daycare. Generation is, by far, the best after-school centre we have found and we love and trust the staff. Without the care and support Generation provides, my husband and I would not be able to work full-time. It's all tied together and we need the city to understand and support families by not taking away the resources we need. Aside from the YMCA, there is no other after-school care program in our neighborhood. Generation Daycare is an essential service for our family.

So far Mike (the owner of Generation) has not been able to secure another location for his business. What happens if he doesn't find a suitable place? What if he finds a place but its not big enough and he can't take all the children currently in his care? We need this business in our neighborhood as we don't have any other support for after school care. We are incredibly upset and frustrated by this situation. We hope the the city will help us in ensuring we don't lose Generation Daycare from our neighborhood.

Please let us know if you have any questions. Thank you,  
Milah and Steve Ngan

**Badyal,Sara**

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**From:** Badyal,Sara  
**Sent:** Monday, 11 April 2016 12:25 PM  
**To:** Badyal,Sara  
**Subject:** Rezoning application regarding 12280 and 12320 No 2 Road

**From:** Lori [<mailto:lorel26@yahoo.com>]  
**Sent:** Thursday, 7 April 2016 23:09  
**To:** MayorandCouncillors  
**Subject:** Generation Daycare, Richmond News April 5th

Greetings Mayor and City Councillors;

It has become apparent that there was an exorbitant oversight concerning the development of the property that Generation Daycare currently occupies. This daycare is a crucial part of the childcare initiatives that the city of Richmond's social planning, child care needs assessment and strategy document outlined for the city up until 2016.

[http://www.richmond.ca/shared/assets/Child Care Needs Assessment and Strategy 2009-201629995.pdf](http://www.richmond.ca/shared/assets/Child_Care_Needs_Assessment_and_Strategy_2009-201629995.pdf)

Considering the recent article that was posted by CBC News today, April 7th,

<http://www.cbc.ca/news/canada/british-columbia/richmond-school-closures-1.3524496>

there will be an increased need in the community as these schools will adjust the demographic areas needed to provide adequate childcare services to the residents of Richmond / Steveston.

I urge city council to repeal all development from commencing on this property as it will further derail the progress that the social planning councillors have published as their strategy to increase, not decrease child care provisions.

Thank you for your time, once again, please reconsider this development as it may create an environment of public protest if council does not change the course of the closure of Generation Daycare.

Regards,

Lori Marentette

**Badyal,Sara**

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**From:** Jen Schaeffers <Jen.Schaeffers@cknw.com>  
**Sent:** Wednesday, 6 April 2016 9:51 AM  
**To:** Badyal,Sara  
**Subject:** Opposition to Rezoning regarding application 16 723761 000 00 RZ

Good morning Sarah,

My name is Jen Schaeffers and I am the mother of Kaylee Schaeffers that attends the Generation Daycare after school program at 12280-12320 Trites Road, near Moncton in Steveston.

We have been informed that the after school care in which our child and another 50 families utilize will be closing in six months due to a developer who has bought the land and is having it rezoned.

I have a problem with this. If the City keeps approving developers coming in and clearing out essential services for families then where are our children going to go? There are little to no alternative childcare options in the Steveston area. Furthermore, the area continues to densify. I would imagine the City are aware of this problem and in particular the planning department when figuring out the essential services that are going to of use for all the families that continue to move to the area.

I look forward to your timely response. Thank you.

Kindest regards,

Jen Schaeffers  
Executive Director  
CKNW Orphans' Fund

T. 604.331.2782 C. 604.306.5311 : 2000 - 700 West Georgia Street Vancouver, BC V7Y 1K9  
**Connect with us:** [CKNWOrphansFund.com](http://CKNWOrphansFund.com) : [Twitter](#) : [Facebook](#)

From: Jen Schaeffers [Jen.Schaeffers@cknw.com]  
Sent: Tuesday, April 05, 2016 9:37 AM  
To: McPhail,Linda  
Subject: RE: Opposition to Rezoning

Thank you Linda. I greatly appreciate your reply and further information you provided.

It is great to hear that the City is involved in the planning of this area. I did read through the Community Plan for Steveston. Child care is very, very limited in the Steveston area with really only Generations, the YMCA and Renaissance Kids as options. As the development in the area progresses, this will place more pressure on Homma School to expand and I have begun to hear rumours that the YMCA will need to leave the school due to the influx of students (likely in the next 1-2 years). So either they will close or need to find other space, which is incredibly limited.

Quality child care is important, as is affordable child care - given the extraordinary cost of living in the Steveston area (and really all over the lower mainland).

At the heart of the matter, I just want to ensure that the City is involved in helping navigate the difficulties arising from so much densification in the area. I hope there is a plan for where all these children are going to go that are moving to the area and in addition, accommodating the ones that currently reside here. In my mind, it's completely unrealistic to force a child care facility to the other side of Richmond because there is no space in the area. That is just poor planning and an incredible shame.

Thank you again Linda.

Warmest regards,  
Jen

Jen Schaeffers  
Executive Director  
CKNW Orphans' Fund

T. 604.331.2782 C. 604.306.5311 : 2000 - 700 West Georgia Street Vancouver, BC V7Y 1K9 Connect with us: CKNWOrphansFund.com : Twitter : Facebook

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

From: McPhail,Linda [mailto:LMcPhail@richmond.ca]  
Sent: Tuesday, April 05, 2016 9:28 AM  
To: Jen Schaeffers  
Subject: Opposition to Rezoning

Hello Ms. Schaeffers - I am in receipt of your email to Mayor and Councillors regarding RZ 2016-723761 at 12280 - 12320 Trites Rd.

I was first made aware of the situation in a phone call I received from Alan Campbell of the Richmond News at 2:15 pm yesterday. He asked if I was aware of the application and, I was not.

It often takes several months for applications to be brought forward to a Planning Committee. This area is in transition and, while we have not discussed this site in particular, there have been discussions about the area in general, during previous rezoning applications. I can assure you that each application is evaluated on their own merit.

I am the Chairperson of the Planning Committee and had a Planning Committee agenda review meeting at 3 pm yesterday - just after the phone call from the Richmond News. I asked staff about this application. Staff commented that- -they received an application 4-5 weeks ago and the application is in the very early stages of the process; applications can take several months to work through the process - the OCP - Steveston Area plan does allow for neighbourhood residential -Planning staff have been in contact with the City of Richmond's Child Care coordinator and the Economic Development office to see if they can provide assistance

As a parent myself -my children are now young adults - I did need child care when my children were younger and do understand the need for access to quality child care.

Thank you for sharing your concerns. Your email has been forwarded to Wayne Craig, Director of Planning - please feel free to contact him at 604-276-4000 to discuss this application. It is protocol for staff to contact people who have corresponded on planning applications to let them know when the application will be on a public committee or public hearing agenda so that they have the opportunity to participate. Your correspondence will be included in the materials that make up the rezoning application report.

Regards -Linda McPhail

Councillor, City of Richmond  
[www.richmond.ca](http://www.richmond.ca)  
Linda McPhail



**Badyal,Sara**

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**From:** PlanningDevelopment  
**Sent:** Wednesday, 9 March 2016 2:30 PM  
**To:** Badyal,Sara  
**Subject:** FW: Rezoning a family after school care with no public consultation

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**From:** Jen Schaeffers [<mailto:Jen.Schaeffers@cknw.com>]  
**Sent:** Tuesday, 8 March 2016 20:16  
**To:** PlanningDevelopment  
**Subject:** Rezoning a family after school care with no public consultation

Hi Joe,

My name is Jen Schaeffers and I work with CKNW radio station. I also happen to be a parent of a child that attends an after school program at 12280-12320 Trites Road, near Moncton in Steveston.

We were informed tonight that the after school care in which our child and another 40 families utilize will be closing in six months due to a developer who has bought the land and is having it rezoned.

**So I have a few questions:**

1. Has the zoning been approved for this? I found documentation online that looks like the developer (Omni Pacific) just applied for this March 3rd. I can't imagine zoning as already been approved by the City. Apparently the owner of the child care facility simply received a letter in their mail slot letting them know they need to vacate the facilities within six months (no name attached...nice way of doing business!)
2. Will there be community consultation before the rezoning is approved? And if so, what are the timelines on this?

You see, I have a problem with this. If the City keeps approving developers coming in and clearing out essential services for families then where are our children going to go? There are little to no alternative childcare options in the Steveston area. Furthermore, the area continues to densify. I would imagine the City are aware of this problem and in particular the planning department when figuring out the essential services that are going to of use for all the families that continue to move to the area.

I look forward to your timely response. Thank you.

Kindest regards,

Jen Schaeffers  
CKNW AM980

L1

PROJECT NUMBER

DATE: 15.12.22  
SCALE: 1:100  
DRAWN: JH  
CHECKED: JH  
DATE: 15.12.22

CONCEPTUAL  
LANDSCAPE  
PLAN

SINGLE FAMILY SUBDIVISION  
12280 13220 TRITES ROAD  
RICHMOND BC

IFORTUNE HOMES  
9514 - 5811 ROONEY RD.  
RICHMOND BC

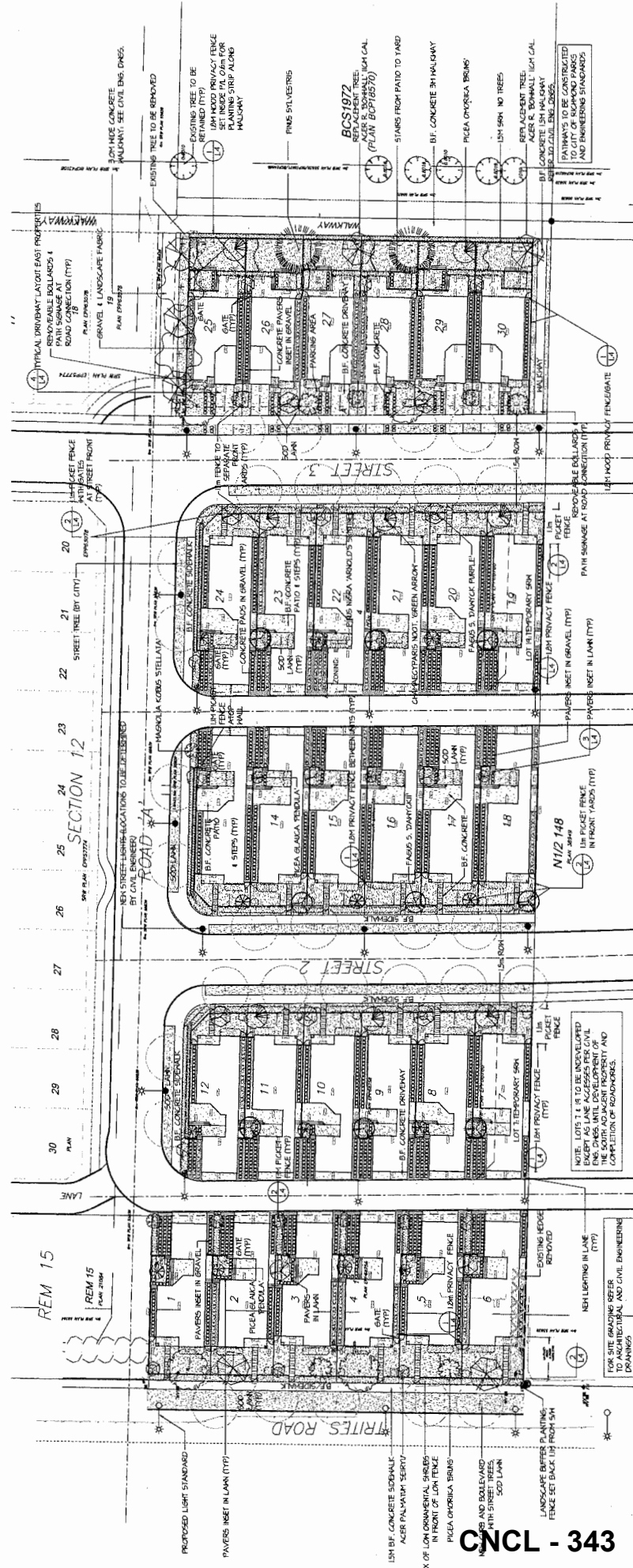
CLIENT:

**png**  
LANDSCAPE  
ARCHITECTS  
10000 100th Ave  
Richmond BC V6V 1C9  
P: 604-284-0011 F: 604-284-0022

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LOT NUMBER	AREA (SQ. M)	AREA (SQ. FT.)	AREA (SQ. YD.)
1	300.0	3460	79.5
2	300.0	3460	79.5
3	300.0	3460	79.5
4	300.0	3460	79.5
5	300.0	3460	79.5
6	300.0	3460	79.5
7	300.0	3460	79.5
8	300.0	3460	79.5
9	300.0	3460	79.5
10	300.0	3460	79.5
11	300.0	3460	79.5
12	300.0	3460	79.5
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28	300.0	3460	79.5
29	300.0	3460	79.5
30	300.0	3460	79.5

CNCL - 343





**Richmond Zoning Bylaw 8500  
Amendment Bylaw 9675 (RZ 16-723761)  
12320 Trites 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 (ZS23) – STEVESTON"**.

P.I.D. 029-912-474

Lot 1 Section 12 Block 3 North Range 7 West New Westminster District Plan EPP63719

2. This Bylaw may be cited as **"Richmond Zoning Bylaw 8500, Amendment Bylaw 9675"**.

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

OTHER CONDITIONS SATISFIED

ADOPTED

\_\_\_\_\_  
MAYOR

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

CITY OF RICHMOND
APPROVED by <i>BK</i>
APPROVED by Director or Solicitor <i>il</i>



# City of Richmond


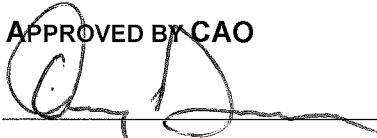
## Report to Council

**To:** Richmond City Council  
**From:** Andrew Nazareth  
General Manager, Finance and Corporate Services  
**Date:** March 7, 2017  
**File:** 01-0168-01/2017-Vol 01  
**Re:** Ceremony to Commemorate the 100th Anniversary of the Battle of Vimy Ridge

### Staff Recommendation

That a jointly hosted ceremony between the City and the Royal Canadian Legion Branch 291, to be held at City Hall plaza on April 9, 2017, to commemorate the 100<sup>th</sup> anniversary of the Battle of Vimy Ridge, be approved.

Andrew Nazareth  
General Manager, Finance and Corporate Services  
(604-276-4095)

REPORT CONCURRENCE		
<b>ROUTED TO:</b>	<b>CONCURRENCE</b>	<b>CONCURRENCE OF GENERAL MANAGER</b>
Finance Department Recreation Services	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	
<b>REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE</b>	<b>INITIALS:</b> DW	<b>APPROVED BY CAO</b> 

## **Staff Report**

### **Origin**

The 100<sup>th</sup> anniversary of the historic Battle of Vimy Ridge is April 9, 2017 and the City of Richmond has been asked to host a ceremony, along with the Royal Canadian Legion 291 (Richmond), to commemorate this date in history.

### **Findings of Fact**

Many historians and writers consider the Canadian victory at Vimy Ridge to be a defining moment for Canada. Canadian troops also earned a reputation as formidable, effective troops because of the stunning success. But it was a victory at a terrible cost, with more than 10,000 killed and wounded.

The Canadian Corps was ordered to seize Vimy Ridge in April 1917. Situated in northern France, the heavily-fortified seven-kilometre ridge held a commanding view over the Allied lines. The Canadians would be assaulting over an open graveyard since previous French attacks had failed with over 100,000 casualties.

Communities all across Canada are planning commemorative ceremonies and activities to mark the 100<sup>th</sup> anniversary of this Battle. The Royal Canadian Legion has requested the City of Richmond's help to organize a ceremony at City Hall for veterans and members of the public to be held on Sunday, April 9, 2017.

### **Analysis**

Representatives of the Royal Canadian Legion are planning a ceremony, approximately 30 minutes long, to start at 11:00 am on Sunday, April 9, 2017. While this event will be much smaller than the Remembrance Day event, the ceremony will feature a band, speeches and a moment of silence. The Royal Canadian Legion is organizing the participants for the ceremony.

In order to support the ceremony, it is proposed that the City provide:

1. Access to the plaza area of City Hall for ceremonies;
2. Access to the Cenotaph for possible wreath laying;
3. Use of podium, microphone and sound system;
4. Tents for a band and for spectators;
5. Access to City Hall washrooms;
6. Refreshments for participants after the event; and
7. Advertising and an invitation for the public to attend the ceremony.

### **Financial Impact**

The City's share of the costs for this ceremony is estimated to be \$5,000. The expenditures include items such as; sound equipment, tent rentals, refreshments, advertising and staffing costs. With Council's approval, funding will be from the Council Contingency account.

March 7, 2017

- 3 -

## **Conclusion**

The Battle of Vimy Ridge was a historic event in Canadian history and it is recommended that the City of Richmond, in partnership with the Royal Canadian Legion, join communities across Canada in hosting a ceremony to commemorate the 100<sup>th</sup> anniversary.

A handwritten signature in black ink, appearing to read 'CE', with a stylized flourish at the end.

Carli Edwards, P.Eng.  
Manager, Customer Services and Licencing  
(604-276-4136)

CE:ce



**Richmond Zoning Bylaw 8500  
Amendment Bylaw 9560 (RZ 15-700420)  
5411/5431 Clearwater Drive**

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. 026-085-933

Strata Lot 1 Section 24 Block 4 North Range 7 West New Westminster District Strata Plan BCS1029 together with an interest in the Common Property in proportion to the unit entitlement of the Strata Lot as shown on Form V.

P.I.D. 026-085-941

Strata Lot 2 Section 24 Block 4 North Range 7 West New Westminster District Strata Plan BCS1029 together with an interest in the Common Property in proportion to the unit entitlement of the Strata Lot as shown on Form V.

2. This Bylaw may be cited as **"Richmond Zoning Bylaw 8500, Amendment Bylaw 9560"**.

FIRST READING

JUN 13 2016

A PUBLIC HEARING WAS HELD ON

JUL 18 2016

SECOND READING

JUL 18 2016

THIRD READING

JUL 18 2016

OTHER CONDITIONS SATISFIED

MAR 07 2017

ADOPTED

CITY OF RICHMOND
APPROVED by <i>BK</i>
APPROVED by Director or Solicitor <i>ml</i>

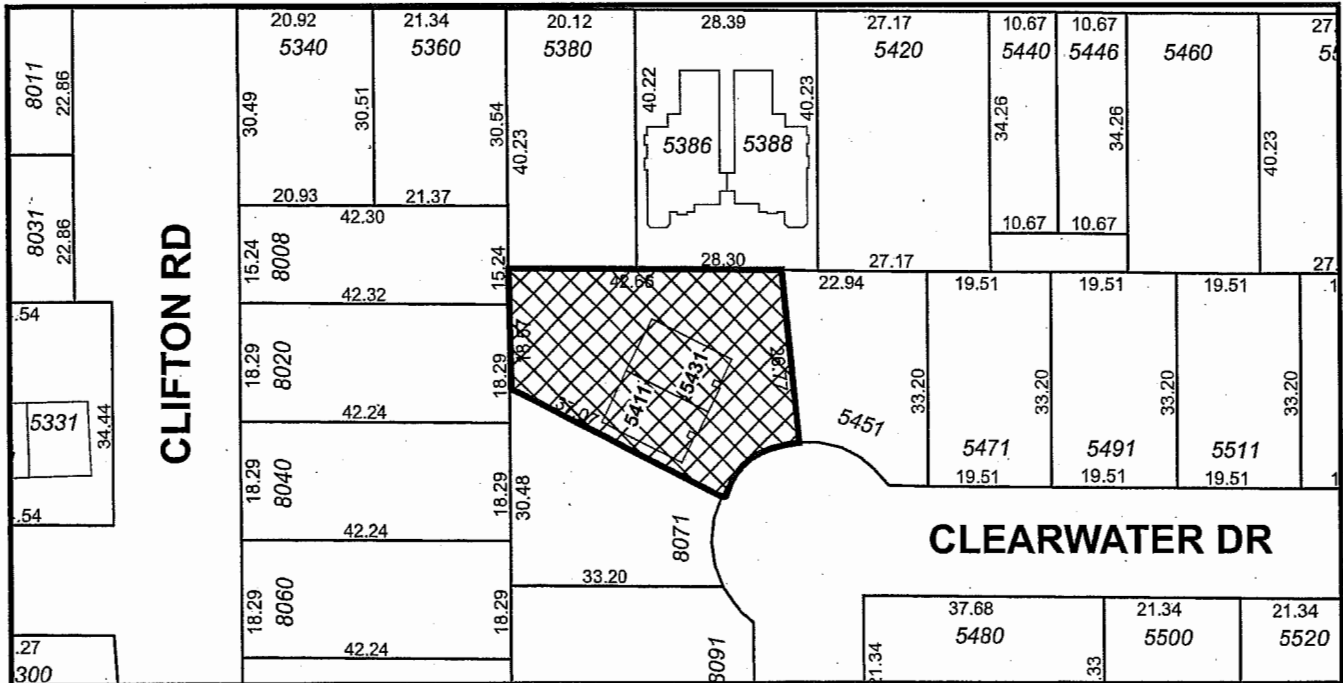
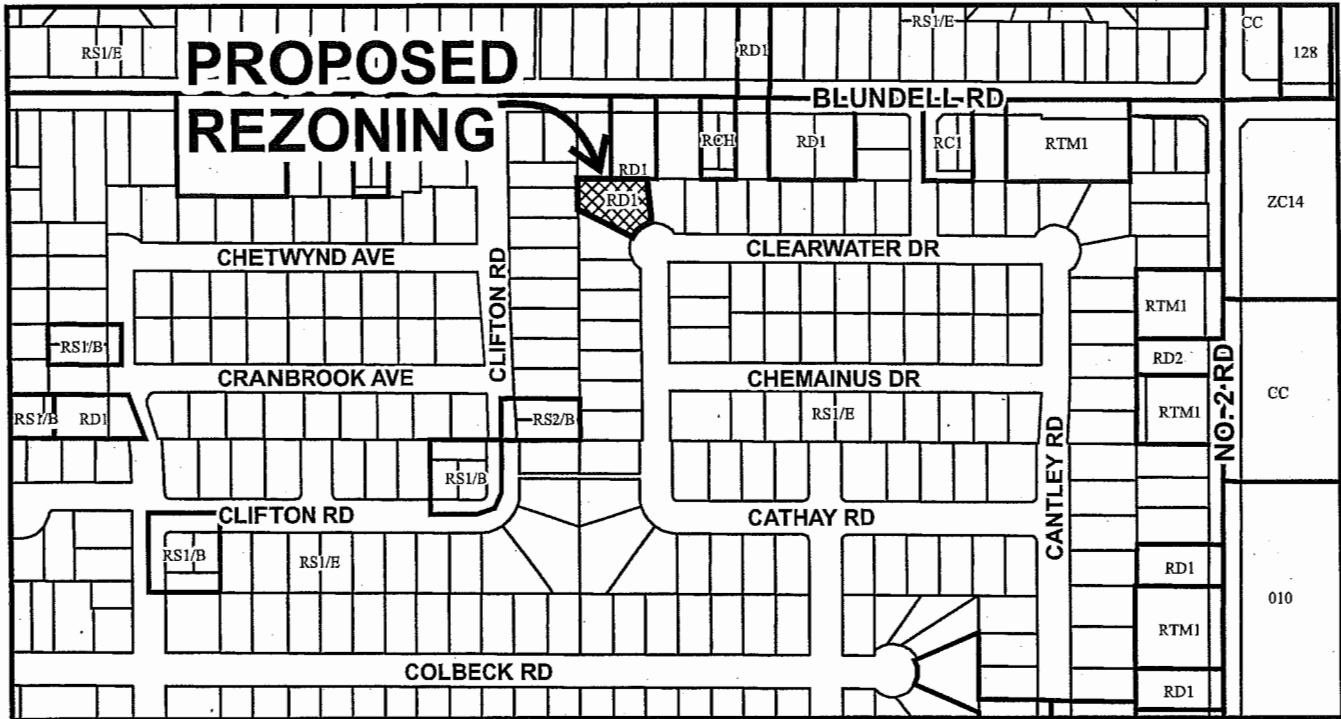
\_\_\_\_\_  
MAYOR

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





# City of Richmond



## RZ 15-700420

Original Date: 07/09/15

Revision Date:

Note: Dimensions are in METRES