

# **City Council**

# Council Chambers, City Hall 6911 No. 3 Road Monday, March 14, 2016 7:00 p.m.

Pg. # ITEM **MINUTES** Motion to: 1. CNCL-11 *(1)* adopt the minutes of the Regular Council meeting held on February 22, 2016; and CNCL-24 *(2)* receive for information the Metro Vancouver 'Board in Brief' dated February 26, 2016. **AGENDA ADDITIONS & DELETIONS PRESENTATION** Presentation to the winners of the **Building Energy Challenge** (Sustainability) CNCL-31 COMMITTEE OF THE WHOLE 2. Motion to resolve into Committee of the Whole to hear delegations on agenda items.

3. Delegations from the floor on Agenda items.

(PLEASE NOTE THAT FOR LEGAL REASONS, DELEGATIONS ARE NOT PERMITTED ON ZONING OR OCP AMENDMENT BYLAWS WHICH ARE TO BE ADOPTED; OR ON DEVELOPMENT PERMITS/DEVELOPMENT VARIANCE PERMITS - ITEM NO. 20.)

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
- Proposed Trip to Pierrefonds Late May 2016
- Sister-Friendship Cities Youth Table Tennis Tournament
- Steveston Business Development Alliance Funding Request
- Chief Licence Inspector Appointment
- Richmond Celebrates Canada 150 Proposed Program
- Revenue Anticipation Borrowing (2016) Bylaw No. 9527
- Affordable Housing Update
- Land use applications for first reading (to be further considered at the Public Hearing on April 18, 2016):
  - 6780 Francis Road Rezone from Single Detached (RS1/E) to Single Detached (RS2/J) (Yeung Chui Lin applicant)
  - 11071 Trimaran Gate Discharge "Land Use Contract 015" from the title (Rohit and Ashwani Chand applicant)
  - 18399 Blundell Road A Zoning Text Amendment to the Industrial
     (I) Zone to Permit a Drive-Through Restaurant (Bontebok Holdings Ltd. applicant)
  - 8431 No. 1 Road Rezone from Single Detached (RS1/E) to Compact Single Detached (RC2) (Malkit Johal applicant)

Council Agenda – Monday, March 14, 2016 Pg. # **ITEM** 5. Motion to adopt Items No. 6 through No. 17 by general consent. **COMMITTEE MINUTES** Consent 6. Agenda That the minutes of: CNCL-32 *(1)* the Parks, Recreation and Cultural Services Committee meeting held on February 23, 2016; CNCL-44 *(2)* the General Purposes Committee meeting held on March 7, 2016; CNCL-49 *(3)* the Finance Committee meeting held on March 7, 2016; CNCL-51 the **Planning Committee** meeting held on March 8, 2016; *(4)* be received for information. Consent 7. PROPOSED TRIP TO PIERREFONDS – LATE MAY 2016 Agenda (File Ref. No.) (REDMS No. 4939276) Item CNCL-59 See Page CNCL-59 for full report

# GENERAL PURPOSES COMMITTEE RECOMMENDATION

Whereas Richmond City Council strongly believes that the Sister-city relationship with Pierrefonds is still viable and relevant, and wishes to consider future Sister-city activities between the two cities;

Therefore, be it resolved that:

- (1) the updated report on Pierrefonds be received for information; and
- (2) a Richmond School Board representative be invited to join the delegation to Pierrefonds (at their expense).

Consent Agenda Item 8. SISTER-FRIENDSHIP CITIES YOUTH TABLE TENNIS TOURNAMENT

(File Ref. No. 01-0130-01) (REDMS No. 4928351)

#### CNCL-61

### See Page CNCL-61 for full report

#### GENERAL PURPOSES COMMITTEE RECOMMENDATION

That Council support the Richmond Sister City Advisory Committee initiative to organize the 2016 Sister-Friendship Cities Youth Table Tennis Tournament as outlined in the February 22, 2016 report from the Director of Intergovernmental Relations and Protocol Unit.

Consent Agenda Item 9. STEVESTON BUSINESS DEVELOPMENT ALLIANCE FUNDING REQUEST

(File Ref. No.) (REDMS No. 4925581 v. 2)

#### CNCL-69

# See Page CNCL-69 for full report

#### GENERAL PURPOSES COMMITTEE RECOMMENDATION

- (1) That the request for funding in the amount of \$30,000 towards a feasibility study of Steveston businesses and property owners, to determine the level of support for the establishment of a Business Improvement Area in Steveston, as detailed in a letter to the City by the Steveston Business Development Alliance, dated February 11, 2016, be declined; and
- (2) That the Steveston Business Development Alliance be notified in writing of the above decision.

Consent Agenda Item 10. CHIEF LICENCE INSPECTOR APPOINTMENT

(File Ref. No.) (REDMS No. 4928853)

#### CNCL-82

# See Page CNCL-82 for full report

### GENERAL PURPOSES COMMITTEE RECOMMENDATION

- (1) That the part of Resolution (R09/6-4), relating to the appointment of Glenn McLaughlin as Chief Licence Inspector, be rescinded; and
- (2) That Ms. Carli Edwards be appointed as the Chief Licence Inspector for the purpose of carrying out the statutory duties prescribed in Section 60 of the Community Charter and in accordance with Business Bylaw No. 7360.

Consent Agenda Item 11. RICHMOND CELEBRATES CANADA 150 – PROPOSED PROGRAM (File Ref. No. 03-0900-01) (REDMS No. 4906708 v. 9)

#### CNCL-84

# See Page CNCL-84 for full report

#### GENERAL PURPOSES COMMITTEE RECOMMENDATION

- (1) That the Canada 150 projects as detailed in the report titled "Richmond Celebrates Canada 150 Proposed Program," dated February 11, 2016 from the General Manager, Interagency Programs and Steveston Waterfront Major Initiatives, be approved;
- (2) That funding in the amount of \$1,200,000 be allocated from the Council Community Initiatives Fund to fund the new events;
- (3) That \$560,000 be transferred from the Major Events Provisional Fund to support Maritime Festival 2017, Richmond World Festival 2017 and Days of Summer 2017;
- (4) That the 5 Year Financial Plan (2016-2020) Bylaw be amended to include an additional expenditure of \$1,760,000;
- (5) That staff bring forward a report outlining criteria and a funding source for a Canada 150 Community Celebration Funding Program as outlined on page 5 of the staff report;
- (6) That the report titled "Richmond Celebrates Canada 150 Proposed Program," dated February 11, 2016 from the General Manager, Interagency Programs and Steveston Waterfront Major Initiatives, be referred to the next Council/School Board Liaison Committee meeting for discussion; and
- (7) That Council authorize an application to the "Department of Canadian Heritage Canada 150 Fund" in support of Richmond Celebrates Canada 150 activities.

Consent Agenda Item 12. **REVENUE ANTICIPATION BORROWING (2016) BYLAW NO. 9527** (File Ref. No. 03-0900-01) (REDMS No. 4908704)

## **CNCL-119**

### See Page CNCL-119 for full report

#### FINANCE COMMITTEE RECOMMENDATION

That Revenue Anticipation Borrowing (2016) Bylaw No. 9527 be introduced and given first, second, and third readings.

Consent Agenda Item 13. AFFORDABLE HOUSING STRATEGY UPDATE – DRAFT COMMUNITY PROFILE STATISTICS

(File Ref. No. 08-4057-01) (REDMS No. 4894834 v. 11)

#### **CNCL-123**

### See Page CNCL-123 for full report

#### PLANNING COMMITTEE RECOMMENDATION

- (1) That the staff report titled "Affordable Housing Strategy Update Draft Community Profile Statistics," dated February 11, 2016, from the General Manager, Community Services, be received for information; and
- (2) That a letter outlining affordable housing issues in city and the staff report titled, Affordable Housing Strategy Update Draft Community Profile Statistics," dated February 11, 2016, from the General Manager, Community Services be sent to the Prime Minister, Federal Minister responsible for housing, Federal Leader of the Opposition, Premier of British Columbia, British Columbia Minister responsible for housing, British Columbia Leader of the Opposition, and Members of Metro Vancouver.

Consent Agenda Item 14. APPLICATION BY YEUNG CHUI LIN FOR REZONING AT 6740 AND 6780 FRANCIS ROAD FROM SINGLE DETACHED (RS1/E) TO SINGLE DETACHED (RS2/J)

(File Ref. No. 12-8060-20-009518; RZ 14-670731) (REDMS No. 4881746 v. 3)

#### **CNCL-158**

#### See Page CNCL-158 for full report

#### PLANNING COMMITTEE RECOMMENDATION

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9518, for the rezoning of 6740 and 6780 Francis Road from "Single Detached (RS1/E)" to "Single Detached (RS2/J)", be introduced and given first reading.

Consent Agenda Item 15. APPLICATION BY ROHIT AND ASHWANI CHAND TO DISCHARGE LAND USE CONTRACT 015 AT 11071 TRIMARAN GATE

(File Ref. No. 12-8060-20-009526; LU 16-723450) (REDMS No. 4906705)

#### **CNCL-175**

## See Page CNCL-175 for full report

#### PLANNING COMMITTEE RECOMMENDATION

That Richmond Land Use Contract 015 Discharge Bylaw No. 9526, to discharge "Land Use Contract 015" from the title of 11071 Trimaran Gate, be introduced and given first reading.

Consent Agenda Item 16. APPLICATION BY BONTEBOK HOLDINGS LTD. FOR A ZONING TEXT AMENDMENT TO THE INDUSTRIAL (I) ZONE TO PERMIT A DRIVE-THROUGH RESTAURANT AT 18399 BLUNDELL ROAD

(File Ref. No. 12-8060-20-009532; ZT 13-639146) (REDMS No. 4925144)

#### **CNCL-182**

### See Page CNCL-182 for full report

#### PLANNING COMMITTEE RECOMMENDATION

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9532, for a Zoning Text Amendment to the "Industrial (I)" zone to permit "Restaurant, drivethrough" at 18399 Blundell Road, be introduced and given first reading.

Consent Agenda Item 17. APPLICATION BY MALKIT JOHAL FOR REZONING AT 8431 NO. 1 ROAD FROM SINGLE DETACHED (RS1/E) TO COMPACT SINGLE DETACHED (RC2)

(File Ref. No. 12-8060-20-009533; RZ 15-691873) (REDMS No. 4929995)

#### **CNCL-193**

#### See Page CNCL-193 for full report

#### PLANNING COMMITTEE RECOMMENDATION

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9533, for the rezoning of 8431 No. 1 Road from "Single Detached (RS1/E)" to "Compact Single Detached (RC2)," be introduced and given first reading.

ITEM Pg. #

**CNCL-209** 

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

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	PUBLIC DELEGATIONS ON NON-AGENDA ITEMS	
18.	Motion to resolve into Committee of the Whole to hear delegations non-agenda items.	on
	Dorothy Leighton representing Highwater Marina, regarding federal wate lease rents in the Lower Mainland.	rlot
19.	Motion to rise and report.	
	RATIFICATION OF COMMITTEE ACTION	

# PUBLIC ANNOUNCEMENTS AND EVENTS

**NEW BUSINESS** 

BYLAWS FOR ADOPTION

11191 Twigg Place – Sale of Park **Bylaw No. 9501** Opposed at 1<sup>st</sup>/2<sup>nd</sup>/3<sup>rd</sup> Readings – None. **CNCL-216** 

Council Agenda – Monday, March 14, 2016 Pg. # **ITEM** Note: Memorandum on result of Alternative Approval Process for Bylaw No. **CNCL-218** 9501 Demolition Waste and Recyclable Materials Bylaw No. 9516 CNCL-220 Opposed at 1<sup>st</sup>/2<sup>nd</sup>/3<sup>rd</sup> Readings – None. **CNCL-235** Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 9522 Opposed at 1<sup>st</sup>/2<sup>nd</sup>/3<sup>rd</sup> Readings – None. **CNCL-237** Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 9523 Opposed at 1<sup>st</sup>/2<sup>nd</sup>/3<sup>rd</sup> Readings – None. **CNCL-239** 5 Year Consolidation Financial Plan (2016-2020) Bylaw No. 9521 Opposed at 1<sup>st</sup>/2<sup>nd</sup>/3<sup>rd</sup> Readings – None. **CNCL-248** Richmond Zoning Bylaw No. 8500, Amendment Bylaw No. 9185 (8151/8171 Lundy Road, RZ 14-668270) Opposed at 1<sup>st</sup> Reading – None. Opposed at 2<sup>nd</sup>/3<sup>rd</sup> Readings – None. **CNCL-250** Richmond Zoning Bylaw No. 8500, Amendment Bylaw No. 9206 (7331 Williams Road, RZ 14-664658) Opposed at 1<sup>st</sup> Reading – None. Opposed at 2<sup>nd</sup>/3<sup>rd</sup> Readings – None.

CNCL-250

Richmond Zoning Bylaw No. 8500, Amendment Bylaw No. 9206
(7331 Williams Road, RZ 14-664658)
Opposed at 1<sup>st</sup> Reading – None.
Opposed at 2<sup>nd</sup>/3<sup>rd</sup> Readings – None.

CNCL-252

Richmond Zoning Bylaw No. 8500, Amendment Bylaw No. 9507
(8477 Bridgeport Road, ZT 15-708370) Opposed at 1<sup>st</sup> Reading – None.
Opposed at 2<sup>nd</sup>/3<sup>rd</sup> Readings – None.

# DEVELOPMENT PERMIT PANEL

20	. RECOMMENDATION		
		See DPP Plan Package (distributed separately) for full hardcopy plans	
CNCL-254	(1)	That the minutes of the Development Permit Panel meeting held on February 24, 2016, and the Chair's report for the Development Permit Panel meetings held on February 24, 2016 be received for information; and	
CNCL-258	(2)	That the recommendations of the Panel to authorize the issuance of a Development Permit (DP 15-717570) for the property at 7671 Alderbridge Way be endorsed, and the Permit so issued.	
	AD.	JOURNMENT	
	, ND.		



# **Regular Council**

# Monday, February 22, 2016

Place:

Council Chambers

Richmond City Hall

Present:

Mayor Malcolm D. Brodie

Councillor Chak Au Councillor Derek Dang Councillor Carol Day Councillor Ken Johnston Councillor Alexa Loo Councillor Bill McNulty Councillor Harold Steves

Corporate Officer – David Weber

Absent:

Councillor Linda McPhail

Call to Order:

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

RES NO. ITEM

# **MINUTES**

R16/4-1

1. It was moved and seconded

That:

- (1) the minutes of the Regular Council meeting held on February 9, 2016, be adopted as circulated; and
- (2) the minutes of the Regular Council meeting for Public Hearings held on February 15, 2016, be adopted.

**CARRIED** 



# COMMITTEE OF THE WHOLE

R16/4-2 2. It was moved and seconded

That Council resolve into Committee of the Whole to hear delegations on agenda items (7:01 p.m.).

CARRIED

3. Delegations from the floor on Agenda items.

<u>Item No. 18 - Bylaw Amendments to Implement Requirements for Recycling from Single-Family Home Demolitions</u>

James Connelly and Rick Picard, Nickel Bros House Moving Ltd., spoke in favour of the resolution but requested that Council also consider the option of a permit fee for house moving. The speakers suggested that residents who have been given notification of their options prior to demolition would be more likely to move their home intact. The delegation indicated that other municipalities have instituted such a permit and that there is a healthy market for re-used buildings.

In response to questions, James Connelly touched upon the factors affecting their business. Considerations for moving a building include: (1) trees and other obstacles, (2) road infrastructure, (3) structure and condition of the building itself, (4) width and height of the building, and (5) accommodating current building codes.

R16/4-3 4. It was moved and seconded *That Committee rise and report (7:19 p.m.).* 

**CARRIED** 

# **CONSENT AGENDA**

R16/4-4 5. It was moved and seconded

That Items No. 6 through No. 9 and No. 11 through No. 16 be adopted by general consent.

**CARRIED** 



#### 6. COMMITTEE MINUTES

That the minutes of:

- (1) the Community Safety Committee meeting held on February 10, 2016;
- (2) the General Purposes Committee meeting held on February 15, 2016;
- (3) the Planning Committee meeting held on February 16, 2016;
- (4) the Public Works and Transportation Committee meeting held on February 17, 2016;

be received for information.

#### ADOPTED ON CONSENT

#### 7. NALOXONE PROTOCOLS

(File Ref. No. 09-5140-07-01) (REDMS No. 4891882 v. 3)

That Council request BC Emergency Health Services (BCEHS) approve the addition of Naloxone protocols to Richmond's Medical First Responder Program.

ADOPTED ON CONSENT

# 8. EMERGENCY MANAGEMENT PROVINCIAL LEGISLATION CONSULTATION

(File Ref. No. 09-5125-02-02) (REDMS No. 4884891 v. 5)

That a copy of the report titled "Emergency Management Provincial Legislation Consultation" from the City Solicitor be forwarded to the Minister of State for Emergency Preparedness in response to her request for stakeholder input by February 19, 2016 with a copy to Richmond MLAs Linda Reid, John Yap and Teresa Wat, for information.



### 9. RICHMOND HOSPITAL FOUNDATION

(File Ref. No. 01-0060-20-RHOS1) (REDMS No. 4928987)

- (1) That letters be sent to the Premier, Minister of Health, Richmond Members of the Legislative Assembly, the Chair of Vancouver Coastal Health and the President of Vancouver Coastal Health, requesting an immediate commitment from the Province to build a new Richmond Hospital Acute Care Tower for completion within five years; and
- (2) That a letter be sent to Richmond Members of the Legislative Assembly requesting that they provide written confirmation of their support for a new Richmond Hospital Acute Care Tower.

ADOPTED ON CONSENT

### 10. GEORGE MASSEY TUNNEL REPLACEMENT PROJECT

(File Ref. No. 10-6350-05-08) (REDMS No. 4915030 v. 2)

See page 7 for action on this item.

# 11. STEVESTON HISTORIC SITES BUILDING COMMITTEE TERMS OF REFERENCE 2016

(File Ref. No. 01-0100-30-BBTFI-01) (REDMS No. 4892948 v. 5; 4887006)

That the Steveston Historic Sites Building Committee Terms of Reference as detailed in the staff report titled "Steveston Historic Sites Building Committee Terms of Reference 2016," dated January 29, 2016, from the Senior Manager, Parks, be approved.

#### ADOPTED ON CONSENT

### 12. APPOINTMENT OF ACTING CORPORATE OFFICER

(File Ref. No. 05-1400-01) (REDMS No. 4910068)

That Dovelle Buie, Acting Manager, Legislative Services, be appointed as an Acting Corporate Officer for the purposes of carrying out statutory duties prescribed in section 148 of the Community Charter in the absence of, or as directed by, David Weber, Director, City Clerk's Office (Corporate Officer).



13. RICHMOND INTERCULTURAL ADVISORY COMMITTEE 2015 ANNUAL REPORT AND 2016 WORK PROGRAM

(File Ref. No. 01-0100-30-RIADI-01) (REDMS No. 4873965 v. 4; 4885386; 4885388)

That the Richmond Intercultural Advisory Committee (RIAC) 2015 Annual Report and 2016 Work Program be approved.

ADOPTED ON CONSENT

14. PROVINCIAL GOVERNMENT LEGISLATION OF THE BUILDING ACT

(File Ref. No. 01-0035-20-BUIL1) (REDMS No. 4913560; 4916791)

- (1) That the staff report titled "Provincial Government Legislation of the Building Act," dated January 20, 2016, from the Senior Manager, Building Approvals, be received for information;
- (2) That a letter be written to the Honourable Rich Coleman, Deputy Premier and Minister Responsible for Housing, with copies to Richmond Members of the Legislative Assembly, expressing Richmond City Council's concerns in relation to the recently enacted Building Act, in particular, that:
  - (a) the new Building Act interferes with Council directives expressed as Building regulations within City Bylaws that may be affected by the Building Act; and
  - (b) the legislation lacks flexibility in addressing methods to certify and train municipal building officials; and
- (3) That the City request additional information on the above matters from the Ministry, including the administrative rules that will be in place to administer the Act and that the Ministry provide opportunities to meet with the City in relation to the issues and concerns raised.



# 15. CITY OF RICHMOND - TRANSLINK TRAVELSMART PARTNERSHIP - UPDATE

(File Ref. No. 01-0154-04) (REDMS No. 4793601 v. 4)

- (1) That staff continue to monitor the TransLink TravelSmart pilot program and relevant activities, as described in the staff report titled "City of Richmond-TransLink TravelSmart Partnership Update," dated January 25, 2016, from the Director, Transportation, and report back on the results following their completion; and
- (2) That a copy of the above report be forwarded to the Richmond Council-School Board Liaison Committee for information.

#### ADOPTED ON CONSENT

# 16. SEWER HEAT RECOVERY IN RICHMOND UPDATE

(File Ref. No. 10-6125-05-01; 10-6600-10-05; 10-6600-11-02; 10-6125-07-03; 01-0340-03-01) (REDMS No. 4912811 v. 2)

- (1) That the staff report titled "Sewer Heat Recovery in Richmond Update," dated January 18, 2016, from the Director, Engineering, be received for information;
- (2) That the scope of work and budget for a Micro-Sewer Heat Recovery Study identified in the "Sewer Heat Recovery in Richmond Update," dated January 18, 2016, from the Director, Engineering, be approved with funding from the Carbon Tax Provision and included as an amendment to the Five Year Financial Plan (2016-2020) Bylaw;
- (3) That the application to the Federation of Canadian Municipalities, for up to 50 percent of eligible costs to complete Micro-Sewer Heat Recovery Study, be endorsed; and
- (4) That should the funding application be successful, the Chief Administrative Officer and the General Manager, Engineering and Public Works, be authorized to execute the agreement with the Federation of Canadian Municipalities on behalf of the City.



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CONSIDERATION OF MATTERS REMOVED FROM THE CONSENT AGENDA

NON-CONSENT AGENDA ITEMS

GENERAL PURPOSES COMMITTEE – Mayor Malcolm D. Brodie, Chair

10. GEORGE MASSEY TUNNEL REPLACEMENT PROJECT (File Ref. No. 10-6350-05-08) (REDMS No. 4915030 v. 2)

(File Ref. No. 10-0350-05-08) (REDMS No. 491503)

R16/4-5

It was moved and seconded

- (1) That the City of Richmond request that the Provincial Government provide copies of all reports and studies including but not limited to business plans, feasibility studies, technical studies, seismic studies, and/or environmental impact studies that relate to the original plan to twin the George Massey Tunnel and/or provide Rapid Bus service that were considered during the period from 2006 to 2008; and that if necessary, that the foregoing request be made as an official Freedom of Information request; and
- (2) That a letter be sent to the Auditor General requesting comments on the process leading up to the decision related to the George Massey Tunnel Replacement Project.

The question on Resolution No. R16/4-5 was not called as the following amendment was introduced:



(3) That the City of Richmond send a letter to the Federal Minister of the Environment requesting that the George Massey Tunnel Replacement Project be referred to a Canadian Environmental Assessment Review Panel for review under the Environmental Assessment Act.

was then called and it was CARRIED.

# PLANNING COMMITTEE – Councillor Bill McNulty, Vice Chair

#### 17. ARTERIAL ROAD POLICY UPDATES

(File Ref. No. 10-6350-00) (REDMS No. 4880858 v. 6; 4887922; 4903911)

In response to questions, Wayne Craig, Director, Development, stated that (1) the Arterial Road strategy takes into account existing location criteria, the City's existing lane network, and existing lot geometries, (2) a decrease in the proposed density would likely result in smaller units, (3) basic universal housing units are predominately available in apartment and single story buildings, and (4) the affordable housing strategy has proven to drive development costs down rather than increase costs to buyers.

R16/4-7

It was moved and seconded

That the proposed amendments to the Arterial Road Policy as provided in the January 27, 2016 staff report titled "Arterial Road Policy Updates," be approved to proceed to public and stakeholder consultation.

**CARRIED** 

Opposed: Cllr. Day

# PUBLIC WORKS AND TRANSPORTATION COMMITTEE – Councillor Chak Au, Chair

18. BYLAW AMENDMENTS TO IMPLEMENT REQUIREMENTS FOR RECYCLING FROM SINGLE-FAMILY HOME DEMOLITIONS

(File Ref. No. 10-6370-01; 12-8060-20-009516/009522/009523) (REDMS No. 4893304; 4831892; 4892451; 4892426)



R16/4-8

It was moved and seconded

That:

- (1) Demolition Waste and Recyclable Materials Bylaw No. 9516;
- (2) Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 9522; and
- (3) Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 9523;

each be introduced and given first, second and third readings.

The question on Resolution No. R16/4-8 was not called as the following amendment was introduced:

R16/4-9

It was moved and seconded

That the following be added as Part (4):

(4) That staff be directed to review and report on strategies to encourage homeowners to sell their homes in-tact and to dismantle and recycle usable lumber and other building materials.

The question on Resolution No. R16/4-9 was not called as comments were made that alternatives should be found for the recycling of houses to avoid unnecessary pollution and that communication and notification with builders and homeowners could be increased to provide information on house moving options.

In response to questions, Robert Gonzalez, General Manager, Engineering and Public Works, explained that staff, though the implementation of the bylaws, will consider consultation of those in the industry and then include findings in a follow-up report to Committee.

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



In response to a query, Suzanne Bycraft, Manager, Fleet and Environmental Programs, confirmed that mandatory inspection was not a requirement under the bylaw as presented, however, in reporting back in future, staff would include information on the possible need for inspection as part of the program.

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

### That:

- (1) Demolition Waste and Recyclable Materials Bylaw No. 9516;
- (2) Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 9522; and
- (3) Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 9523;

each be introduced and given first, second and third readings; and

(4) That staff be directed to review and report on strategies to encourage homeowners to sell their homes in-tact and to dismantle and recycle usable lumber and other building materials.

was then called and it was CARRIED.

# **PUBLIC ANNOUNCEMENTS**

Mayor Brodie announced the following:

Trustee Jonathan Ho has been appointed to the Child Care Development Advisory Committee for a one year term.

Sheng Zhao has been appointed to the Advisory Design Panel for a two year term.

The name "Edgington" has been selected for the proposed new road in Section 15 Block 4 Range 6 west.

# BYLAWS FOR ADOPTION

R16/4-10

It was moved and seconded

That the following bylaws be adopted:



R16/4-6

It was moved and seconded

That the following be added as Part (3):

(3) That the City of Richmond send a letter to the Federal Minister of the Environment requesting that the George Massey Tunnel Replacement Project be referred to a Canadian Environmental Assessment Review Panel for review under the Environmental Assessment Act.

**CARRIED** 

Concerns were expressed that the resolution, as originally presented, may not fully cover the broader concerns of the environmental impact to the South Arm of the Fraser River, including the impact of dredging to a depth of 15 metres.

Victor Wei, Director, Transportation, confirmed that the report from staff would cover a whole variety of factors affected by the bridge, and will also include the impact of putting the structure on the land which could be in danger of liquefaction during a major event such as a flood or an earthquake.

Council requested that the previous seismic updates which were put towards the George Massey Tunnel be considered and analyzed in a future report.

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

- (1) That the City of Richmond request that the Provincial Government provide copies of all reports and studies including but not limited to business plans, feasibility studies, technical studies, seismic studies, and/or environmental impact studies that relate to the original plan to twin the George Massey Tunnel and/or provide Rapid Bus service that were considered during the period from 2006 to 2008; and that if necessary, that the foregoing request be made as an official Freedom of Information request;
- (2) That a letter be sent to the Auditor General requesting comments on the process leading up to the decision related to the George Massey Tunnel Replacement Project; and



Donation Bin Regulation Bylaw No. 9502

Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 9513

Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 9514

Richmond Zoning Bylaw No. 8500, Amendment Bylaw No. 9186 (6500 Granville Avenue, RZ 14-668415)

**CARRIED** 

# DEVELOPMENT PERMIT PANEL

R16/4-11 19. It was moved and seconded

- (1) That the minutes of the Development Permit Panel meeting held on February 10, 2016, and the Chair's report for the Development Permit Panel meetings held on February 25, 2015, January 27, 2016, and February 10, 2016, be received for information; and
- (2) That the recommendations of the Panel to authorize the issuance of:
  - (a) a Development Permit (DP 13-645286) for the property at 8151 Anderson Road; and
  - (b) a Development Variance Permit (DV 15-708883) for the property at 12208, 12222 and 12228 Trites Road;

be endorsed, and the Permits so issued.

**CARRIED** 

# **ADJOURNMENT**

R16/4-12

It was moved and seconded

That the meeting adjourn (8:09 p.m.).

**CARRIED** 





Certified a true and correct copy of the Minutes of the Regular meeting of the Council of the City of Richmond held on Monday, February 22, 2016.

Mayor (Malcolm D. Brodie)

Corporate Officer (David Weber)



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#### For Metro Vancouver meetings on Friday, February 26, 2016

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, <a href="mailto:Greg.Valou@metrovancouver.org">Greg.Valou@metrovancouver.org</a> or Jean Kavanagh, 604-451-6697, <a href="mailto:Jean.Kavanagh@metrovancouver.org">Jean.Kavanagh@metrovancouver.org</a>.

# Greater Vancouver Regional District - Parks

### Metro Vancouver Regional Parks Plan

**APPROVED** 

The Regional Parks Plan is a key policy tool that provides guidance for the delivery of the Regional Parks service, especially the upcoming land acquisition strategy. The updated Plan brings direction adopted by the Board into policy. During the public feedback process, respondents to an online survey indicated overwhelming support for the Plan's updated goals and strategies. The 2016 goals as currently stated in the Plan are:

- To protect important natural areas to make the region more livable, and to enhance connections among regional parks, other parks or natural areas like greenways or trail systems.
- To provide opportunities for people to connect with, enjoy, be active in, and learn about the
  environment.

The Board adopted the Metro Vancouver Regional Parks Plan.

# Greater Vancouver Regional District (GVRD)

Consultation on Amendments to GVRD Air Quality Management Bylaw No. 1082, 2008, and GVRD Air Quality Management Fees Regulation Bylaw No. 1083, 2008

RECEIVED

Metro Vancouver is updating two bylaws pertaining to air emissions permitting and enforcement. In stakeholder consultation sessions on the amendments, most comments were not on the proposed amendments, but instead on the use of term limits in the air quality permitting system.

Staff understand the concerns raised, and propose to continue discussions with stakeholders on the term limits issue. The use of term limits in the permitting system is a practice that Metro Vancouver has had in place for several years, and has used consistently since at least 2008 as an effective way to promote continuous improvement of air quality.

The Board received the report for information, and directed staff to continue discussions with stakeholders on the use of term limits in Metro Vancouver's air quality permitting system.



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## Partnering Agreements and Funding for Metro Vancouver's Wood Stove Exchange Program

**APPROVED** 

Residential wood burning appliances are significant contributors to fine particulate matter emissions (PM2.5), which contribute to climate change. Metro Vancouver has operated a Wood Stove Exchange Program since 2009 with funding from the provincial government. The program has reduced PM2.5 emissions in over 350 neighbourhoods, ultimately improving local air quality for residents.

Metro Vancouver recently received an additional \$19,250 in funding from the Province to support the continuation of the regional Wood Stove Exchange Program, which could support as many as 77 additional exchanges.

#### The Board:

- a) authorized the participation of wood burning appliance retailers in Metro Vancouver's wood stove exchange program.
- directed staff to publish Metro Vancouver's intention to work with wood burning appliance retailers.
- authorized partnering agreements with 17 retailers to establish the terms and conditions of the services they would provide to Metro Vancouver as part of the program.
- d) authorized the Chief Administrative Officer to execute the partnering agreements.
- e) will send a letter to the BC Minister of Environment requesting continued funding for the Provincial Wood Stove Exchange Program.

# Appointment of the 2016 Local Government Treaty Table Representatives to the Katzie and Tsleil-Waututh Negotiations

**APPROVED** 

The Board appointed Surrey Councillor Barbara Steele as the local government treaty table representative to the Katzie negotiations for 2016, and appointed West Vancouver Councillor Mary-Ann Booth as the local government treaty table representative to the Tsleil - Waututh negotiations for 2016.

Appointment of Metro Vancouver's 2016 Representative to the Union of British Columbia Municipalities' 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' First Nations Relations Committee for 2016.



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# Appointment of a Metro Vancouver Observer to the Fraser Valley Aboriginal Relations Committee Meetings for 2016

**APPROVED** 

The Board appointed Director Nicole Read, Vice-Chair of Metro Vancouver's Aboriginal Relations Committee, as the Committee's observer to the Fraser Valley Aboriginal Relations Committee meetings for 2016.

Metro 2040 Consistency of a Greater Vancouver Sewerage & Drainage District (GVS&DD) Sewerage Area Extension – City of Coquitlam

**APPROVED** 

On October 26, 2015, the City of Coquitlam requested that Metro Vancouver amend the Fraser Sewerage Area boundaries to include of number of properties in Northeast Coquitlam. The Board resolved that the extension of GVS&DD sewerage services in the City of Coquitlam is consistent with the provisions of Metro Vancouver 2040, and will forward the requested Fraser Sewerage Area extension application to the GVS&DD Board for consideration.

#### GVS&DD Sewerage Area Extension - City of Surrey

APPROVED

On December 3, 2015, the City of Surrey requested that Metro Vancouver include a property in the Fraser Sewerage Area.

The Board resolved that the extension of GVS&DD sewerage services to 15005 36<sup>th</sup> Avenue in the City of Surrey is consistent with the provisions of Metro Vancouver 2040, and will forward the requested Fraser Sewerage Area extension application to the GVS&DD Board for consideration.

### Regional Context Statement Amendment - City of Langley

**APPROVED** 

The Board accepted the City of Langley Regional Context Statement.

Metro Facts in Focus Policy Backgrounder: Office Development in Metro Vancouver

RECEIVED

The 2015 Office Development in Metro Vancouver's Urban Centres report was prepared to inform the implementation of Metro 2040 by monitoring and advancing office development in the region's Urban Centres, and to support ongoing dialogue about the relationship between office development and locational considerations.

That Board received the report for information, and directed staff to report back to the Regional Planning Committee to advance policy discussion on questions identified under regional dialogue issues, as presented in Section D of the Facts in Focus report.

#### 2016 Housing Committee Work Plan

**APPROVED** 

The 2016 Work Plan conveys the 2016 priorities for the Housing Committee, and is consistent with its terms of reference and the 2016 Budget approved by the Board.



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#### The Board directed staff to:

- a) develop targets to increase the number of units in the Metro Vancouver Housing Corporation, and to report back to the GVRD Board and the Metro Vancouver Housing Corporation Board with a proposed strategy for implementation.
- b) pursue new federal and provincial government funding to achieve these targets.
- a) expedite the process to identify and prioritize sites available to achieve these targets.

#### **Homelessness Partnering Strategy Community Entity Activities Report**

APPROVED

The Board will send a letter of support on behalf of the Homelessness Partnering Strategy Community Advisory Board to Jean-Yves Duclos, federal Minister of Families, Children, and Social Development, requesting the return of the unspent funds as identified in the report.

Specifically, the request is to return \$1.6 million in unspent funds from the first and second fiscal years of the Homelessness Partnering Strategy Program as there is no provision to carry forward unspent funds to the following fiscal year or reallocate the funds to housing projects other than those meeting the Housing First criteria.

#### **Update on the George Massey Tunnel Replacement Project**

APPROVED

The provincial Ministry of Transportation and Infrastructure plans to replace the George Massey Tunnel with a 10-lane tolled bridge. In addition to bridge-related construction and tunnel decommissioning, this will also entail the relocation of a BC Hydro high-voltage transmission line.

Metro Vancouver is very interested in the project, specifically with respect to the potential impacts on Deas Island Regional Park and on two nearby water mains, and more broadly with respect to regional growth management, transportation, air quality, and climate change. The specific implications for Metro Vancouver remain unknown, given the lack of detail in the Project Definition Report and the short timeframe allowed for analysis and comment.

The Board will send a letter to the Minister of Transportation and Infrastructure requesting that an additional two months, from the date of Board approval, be granted to review the Project Definition Report for the George Massey Tunnel Replacement Project, and to assess the impacts of the proposed Project on Metro Vancouver infrastructure and services.

Response to the "Prepared and Resilient: A Discussion paper on the Legislative Framework for Emergency Management in British Columbia"

APPROVED

On January 11, 2016, a letter was sent by the provincial Minister of State for Emergency Preparedness to local authorities seeking input and feedback on the provincial discussion paper that reviews the current Emergency Program Act, and establishes key responsibilities and authorities to guide and enable experts at the local and provincial levels in preparing for, responding to, and recovering from emergencies and disasters.



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The Province is considering changes in the Act and is seeking stakeholder feedback until April 22, 2016. The consultation period was initiated on January 11, 2016, and with the new deadline will provide adequate time to solicit regional input in the preparation of a response for Board consideration.

The Board received the report for information, and directed staff to assess and report back to the Board on the proposed changes to the Emergency Program Act for submission to the Minister of State for Emergency Preparedness.

#### Amended 2016 Labour Relations Function Budget

**APPROVED** 

The Board approved the 2016 Revenue and Expenditure Budget for Labour Relations as presented in the report.

Amendments to the Metro Vancouver 2016 Appointment to the Municipal Finance
Authority (MFA)

APPROVED

The Board amended its resolution of January 29, 2016 regarding the Metro Vancouver 2016 Appointments to External Agencies by:

- a) appointing Sav Dhaliwal as alternate representative to the Municipal Finance Authority in place of Jack Froese.
- appointing Ralph Drew as alternate representative to the Municipal Finance Authority in place of Richard Stewart.

Amendments to GVRD Air Quality Management Fees Regulation Bylaw No. 1083,

**APPROVED** 

The Board updated an Air Quality bylaw to change the fees that are charged for air emission permits. These changes are relevant to industrial, commercial, and institutional facilities whose operations require air emissions permits.

District of West Vancouver – "Greater Vancouver Regional District Security Issuing Bylaw No. 1227, 2016"

APPROVED

The Board approved the District of West Vancouver's request for financing in the amount of \$23,022,377, to cover the estimated cost of constructing a new police services and municipal hall facility, and forwarded the Issuing Bylaw to the Inspector of Municipalities for approval.



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City of White Rock – "Greater Vancouver Regional District Security Issuing Bylaw No. 1228, 2016"

APPROVED

The Board approved the City of White Rock's request for financing in the amount of \$14,250,000 to cover an advance payment on the cost of acquiring a water utility, and forwarded the Issuing Bylaw to the Inspector of Municipalities for approval.

City of New Westminster – "Greater Vancouver Regional District Security Issuing Bylaw No. 1229, 2016"

APPROVED

The Board approved the City of New Westminster's request for financing in the amount of \$12,500,000 to cover constructing and improving civic facilities, roads and parks, and forwarded the Issuing Bylaw to the Inspector of Municipalities for approval.

#### **Greater Vancouver Water District**

Consultation Results and Proposed Amendments to the Water Shortage Response Plan

**APPROVED** 

The Board received the report for and amended the Water Shortage Response Plan as follows:

- Amend Stage 2 to allow water to be used by commercial cleaning services for aesthetic cleaning.
- Amend Stage 3 to allow previously issued local government exemption permits to water new lawns or for treatment to control the European Chafer Beetle to remain valid.

# Greater Vancouver Sewage and Drainage District

Amendment of Fraser Sewerage Area Boundary - Township of Langley

**APPROVED** 

The Board approved the amendment of the Fraser Sewerage Area boundary to include the following properties located within the Township of Langley:

- 637 200th Street (Lot 6, Sec. 3, Township 7, NWD, Plan NWP21259).
- b) 1381 200th Street (N ½ Lot 1, Sec. 10, Township 7, NWD, Ex Plan 13509).
- 5277 224th Street (Lot 9, Sec. 6, Township 11, NWD, Plan NWP40747).

Lions Gate Secondary Wastewater Treatment Plant - Quarterly Report

APPROVED

Work continues on preparation of the procurement documents for the design-build-finance contract for the Lions Gate Secondary Wastewater Treatment Plant. Three proponents will be shortlisted and invited to participate in the Request for Proposal (RFP) process scheduled for early April 2016.



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The award of the contract is anticipated in early 2017. The project engagement and consultation program continues to focus on community integration and engagement opportunities, traffic, and construction impacts. A public open house to update the community on progress and next steps is planned.

The Board received the report for information.

Award of Phase B, Detailed Design Consulting Engineering Services: Annacis Island Wastewater Treatment Plant Transient Mitigation and Outfall

APPROVED

A Request for Proposal (RFP) was issued for engineering consulting services for the Annacis Island Wastewater Treatment Plant Transient Mitigation and Outfall project. It is contemplated that the work to be done in three phases.

The Board authorized the award of Phase B, Detailed Design Services, for an amount up to \$10,270,884 (exclusive of taxes) to the Phase A consultant, CDM Smith Canada ULC.

### **Contingency Landfill Disposal**

APPROVED

The Board approved initiating a procurement process for contingency landfill disposal for a minimum of 50,000 tonnes per year of waste for seven years with an option to renew for an additional two years. The Board also approved the evaluation criteria and weighting for the Request for Proposal (RFP) for contingency landfill disposal of: Experience and Reputation (30%), Technical (30%), Financial and Commercial (40%).

Vancouver Landfill: Metro Vancouver - Vancouver - Delta Tri-Partite Agreement Overview APPROVED

The Vancouver Landfill is an important waste disposal facility for the region. The Vancouver Landfill received approximately 365,000 tonnes of mixed municipal solid waste in 2015. The Tri-Partite Agreement defines the relationship between Metro Vancouver, Vancouver, and Delta with respect to the Landfill, and includes provisions related to cost and revenue sharing, waste distribution, royalties, and closure liability. Waste quantities at the Vancouver Landfill have declined over the last 10 years through increased waste diversion and reduced waste generation.

The Board received the report for information.

Delegation Executive Summaries Presented at Committee February 2016

**APPROVED** 

The Board asked to be informed of activities related to delegations at Committee, and received for information an executive summary of a delegation to the Zero Waste Committee in February 2016.



# **Building Energy Challenge Presentation**

Engineering and Public Works
Sustainability

Over the course of 2015, the City of Richmond hosted the first year of its Building Energy Challenge (BEC), a friendly competition to reduce energy use in commercial, institutional, and multifamily facilities. The Challenge is part of the broader EnergySave Richmond suite of programs, which support the implementation of the 2014 Community Energy and Emissions Plan and are intended to help pursue greenhouse gas (GHG) reduction targets in the Official Community Plan. As part of the program, participants are asked to track their energy performance and commit to pursuing strategies to reduce costs and benefit the environment. The Challenge provides participants with:

- Energy coaching, whereby an energy management expert helps participants track and benchmark their energy use, and identify energy management opportunities.
- Subsidized training opportunities for buildings' operations staff.
- Access to and education about BC Hydro and Fortis BC energy rebate programs.
- Instruction and encouragement to benchmark buildings' energy performance.
- Networking and peer learning opportunities.

# **Recognizing the 2015 Leading Organizations**

During this presentation, the City is recognizing the leaders from the first year of the Challenge with the greatest energy savings over the course of the year.





# Parks, Recreation and Cultural Services Committee

Date:

Tuesday, February 23, 2016

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 26, 2016, be adopted as circulated.

**CARRIED** 

# NEXT COMMITTEE MEETING DATE

Wednesday, March 30, 2016, (tentative date) at 4:00 p.m. in the Anderson Room

# **DELEGATIONS**

1. (1) With the aid of a PowerPoint presentation (copy on file, City Clerk's Office), and speaking notes (attached to and forming part of these minutes as Schedule 1), John Braaten and Dan Marriott, representing Richmond City Baseball Association (RCBA), spoke on a proposal for possible baseball development in South Arm Park, noting that:

- the proposed baseball development will be able to accommodate younger players and players will be able utilize facilities closer to the city centre;
- the RCBA is proposing the redevelopment of Whiteside park in three phases through 2018;
- the proposed baseball development will increase the amenities and concession facilities and will complement existing park amenities;
- the RCBA will develop financial support for the proposed development through community partnerships and donations;
- the RCBA anticipates that the proposed development will increase foot traffic and participation by 14,000 people annually;
- the proposed development will establish a quadraplex at Whiteside field;
- the RCBA is committed to contribute \$20,000 towards the proposed development and will actively pursue funding sources; however, the proposed development will require support from the City.

Discussion ensued with regard to (i) parking needs of the proposed development, (ii) presenting the proposed development to the Richmond Sports Council and other community stakeholders and (iii) prioritizing potential recreation projects in the City.

In reply to queries from Committee, Mike Redpath, Senior Manager, Parks, advised that staff can work with the RCBA to examine the feasibility of the proposed development. He added that typically improvements completed by the City on Richmond School District No. 38 property are owned by the City. He further noted that the City currently maintains the facilities in South Arm Park.

Discussion took place with respect to potential funding contributions by the RCBA and the different age groups that currently utilize baseball facilities in the city.

In reply to queries from Committee, Mr. Braaten noted that (i) there is participation growth in the sport and RCBA promotes the sport in schools; (ii) the proposed designs are preliminary and placement of the proposed baseball facilities can be adjusted, and (iii) youngest players are approximately four years old and teams are typically coed.

Discussion then took place regarding (i) consulting with Richmond School District No. 38 on potential development sites, (ii) park facilities used by other sports such as soccer; (iii) partnering with softball organizations on the proposed project, (iv) current facilities in the city that are utilized by younger players, and (v) the potential usage rates of the proposed project.

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

It was moved and seconded

# That staff:

- (1) examine the feasibility of developing baseball facilities in South Arm Park; and
- (2) consult with the Richmond Sports Council, Richmond School District No. 38 and the South Arm Community Association on the potential development of baseball facilities in South Arm Park and report back.

#### CARRIED

- (2) With the aid of a PowerPoint Presentation (copy on file, City Clerk's Office) and their submission (attached to and forming part of these minutes as Schedule 2), Thomas Love, student, and Dalton Taylor, student, spoke in favour of developing new user-friendly skateboard parks or improving existing skateboard parks in city, highlighting that:
  - the skateboarding elements at Thompson Youth Park cater more to advanced skaters;
  - the skateboard park at No. 2 Road is aging and the skateboarding elements do not efficiently use the space;
  - unused or decommissioned swimming pools could be repurposed as a skateboarding facility;
  - skateboarding is a relatively cost-effective sport that supports the City's Official Community Plan;
  - there are examples of effective skateboard parks in the Lower Mainland;
  - skateboarding requires a dry surface and an effective skateboard park would include a roof and lights; and
  - a potential location for a new skateboard park in the city would be under the No. 2 Road Bridge.

Discussion ensued with regard to (i) construction process of the existing No. 2 Road skateboard park, (ii) resources required to construct a new skateboarding facility under the No. 2 Road Bridge, and (iii) potential legal issues of a skateboard facility under the No. 2 Road Bridge.

In reply to queries from Committee, Mr. Redpath advised that (i) site selection for a new skateboarding facility would involve a variety of criteria including access to transit and amenities, (ii) the existing skateboarding park at No. 2 Road can be upgraded with City and community support, and (iii) staff were able to visit skateboard parks in surrounding municipalities to gauge best practices.

In reply to queries from Committee, Jamie Esko, Manager, Park Planning and Design, noted that the youth and the community were consulted during the design process for Thompson Youth Park and that the park was designed as a multi-use facility.

Discussion then ensued with respect to (i) the potential number of users of a new skateboard park facility, (ii) the advantages of a covered skateboarding facility, and (iii) proposed park development along the River Road waterfront.

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

It was moved and seconded

That staff examine potential sites and costs of a skateboard park in the city and report back.

CARRIED

# COMMUNITY SERVICES DIVISION

### 2015 RICHMOND FILM OFFICE ANNUAL REPORT (File Ref. No. 08-4150-09-01) (REDMS No. 4901741 v. 7)

Jodie Shebib, Film and Major Events Liaison spoke on the 2015 Richmond Film Office Annual Report, noting that film activity in the city is at an all-time high, (ii) the low Canadian Dollar and Provincial tax incentives have been factors in the increase of film activity in the city, (iii) the City's Film Office provides coordination for services required to process film production applications, (iv) various sites in the city can provide a variety of settings for film productions, and (v) the Film Office has received positive response from film productions.

Discussion ensued with regard to (i) Provincial subsidies for the film industry, (ii) allocation of film revenue within the City, and (iii) transparency in the allocation of film revenue.

In reply to queries from Committee, Ms. Shebib noted that a portion of revenues received from in location rentals are returned to the site. She added costs of Richmond RCMP services are recovered from the filming revenue.

Discussion then took place with respect to future filming productions and current filming sites in the city.

It was moved and seconded

That the staff report titled, "2015 Richmond Film Office Annual Report", dated February 5, 2016 from the Director, Arts, Culture and Heritage Services, be received for information.

CARRIED

### 3. MANAGER'S REPORT

# (i) Garden City Lands Update

Ms. Esko provided a preliminary Garden City Lands (GCL) Project Schedule (attached to and forming part of these minutes as Schedule 3) and spoke on the progress of the GCL Project, highlighting that (i) there are regular presentations to the Advisory Committee on the Environment and the Agricultural Advisory Committee on the GCL Project, (ii) consultation is ongoing with the community and stakeholders, and (iii) staff are preparing a non-farm use application to the Agricultural Land Commission.

In reply to queries from Committee, Ms. Esko advised that staff anticipate that construction and design details will be brought forward in May 2016 and that the design of the perimeter trails will be part of the overall design process.

Discussion ensued with respect to consultation with stakeholder groups such as Kwantlen Polytechnic University (KPU) and the Garden City Conservation Society.

In reply to queries from Committee, Marie Fenwick, Manager, Parks Programs, noted that there is a meeting with stakeholder groups tentatively scheduled for March 2016 where staff will report research results.

In reply to queries from Committee, Mr. Redpath noted that staff will invite GCL Project consultants to attend the upcoming stakeholder meeting.

Discussion ensued with regard to KPU's role in the GCL Project and the consultation process.

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

It was moved and seconded

That the verbal report from staff regarding the Garden City Lands Project be received for information.

CARRIED

# Parks, Recreation & Cultural Services Committee Tuesday, February 23, 2016

# (ii) Announcement of Mary's Barn in Terra Nova Rural Park

The Chair announced that the barn under construction in Terra Nova Rural Park will be named Mary's Barn in honour of Mary Gazetas, a founding member of the Sharing Farm Society.

The Chair noted that (i) Ms. Gazetas established the Sharing Farm Society to distribute fresh fruits and vegetables to the Richmond Food Bank, (ii) the barn will be used by the Sharing Farm Society to store farmed goods and equipment, and the Sharing Farm Society has contributed \$50,000 to the project.

James Gates, representing the Sharing Farm Society, expressed his thanks for the City's contribution to the project.

# **ADJOURNMENT**

It was moved and seconded That the meeting adjourn (5:02 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 23, 2016.

Councillor Harold Steves Chair Evangel Biason Legislative Services Coordinator

# RICHMOND CITY BASEBALL ASSOCIATION



Box 26513, Blundell PO Richmond, BC V7C 5M9 www.richmondcitybaseball.com Schedule 1 to the Minutes of the Parks, Recreation & Cultural Services Committee meeting of Richmond City Council held on Tuesday, February 23, 2015.

City of Richmond
Parks, Recreation and Cultural Services Committee

February 23, 2016

Re: Richmond City Baseball's proposal of possible baseball development at South Arm Park

# Richmond City Baseball Background:

- Richmond City Baseball (RCBA) has been serving the Richmond community for over 56 years
- · RCBA is one of fifty-three member associations of BC Baseball
  - BC Baseball comprises of 17,000+ players or 64% of the total player membership in the province
  - o 2015 RCBA membership rose to 507
    - trending for the 3<sup>rd</sup> consecutive year of 10%+ growth of its membership

# Redevelopment Reasoning:

- Richmond City Baseball Association (RCBA) needs to move its youngest and most vulnerable players to a new park site
- enhance the re-development of the new park in order to accommodate population growth in younger divisions
- 68% or 340 of RCBA's youngest players will be positively affected by this move. This registration trend continues in 2016
- Utilizes the fields closer to center of Richmond; closer to an expanding demographic

# **Redevelopment Proposal:**

- Richmond City Baseball Association (RCBA) would like to re-develop part of Whiteside Park in three phases during 2016 through 2018.
  - Meet modern user expectations in centralized multi-field facility
  - Keeps families at one location for multiple years (ownership & pride within the community)
  - o Complement existing park amenities
    - Community Centre, pool, playground, tennis and basketball courts for example
- As part of the planned re-development, RCBA will increase the amenities in the park; increasing concession amenities at the new park will be the centerpiece to the redevelopment

# RICHMOND CITY BASEBALL ASSOCIATION



Box 26513, Blundell PO Richmond, BC V7C 5M9 www.richmondcitybaseball.com

- RCBA will develop financial support through community partnerships as well as donations from individuals, companies and by application to major granting organizations.
- RCBA will contribute financially to the three-phase development process
- RCBA's planned enhancement to Whiteside Park will increase foot traffic and participation by more than 14,000 people each year. Increased usage of games, practices and tournaments will draw a greater number of mixed age groups: children and adults.

#### **Business Plan:**

# Existing - what RCBA has now: February 20/2016

- Business Plan
- List of donors
- Financial commitment from RCBA
- · Plan for "Trust" fund holder
- Support from Ray Carter, President of Baseball Canada; and Mike Sarai, President of BC Baseball

#### GOAL:

To establish a baseball quadraplex at Whiteside field

- Phase I -2016
- -Phase II 2016/17
- -Phase III 2017/18

#### **FUNDING:**

- RCBA will invest \$20,000 over a two year fiscal period to support the completion of Phase III
- RCBA will actively pursue funding sources
- RCBA requires support of Richmond City in VIK or direct construction support

#### WHAT WE NEED NOW:

- Parks Board Approval following a feasibility study
- Water/Electrical services –plan and support

# RICHMOND CITY BASEBALL ASSOCIATION



Box 26513, Blundell PO Richmond, BC V7C 5M9 www.richmondcitybaseball.com



This is the conclusion of our presentation and on behalf of our "Chuckers" baseball family we appreciate your time.

John Braaten President Richmond City Baseball

Dan Marriott 2<sup>nd</sup> Vice President Richmond City Baseball Schedule 2 to the Minutes of the Parks, Recreation & Cultural Services Committee meeting of Richmond City Council held on Tuesday, February 23, 2015.

TO PRCS - Feb 23, 2016 Hem # 1 (2)

# SKATE PARKS IN RICHMOND

Presenter: Thomas Love 7480 No.1 Rd 604 271 4533 thomassalove@gmail.com

Parks, Recreation, and Cultural Services Committee City Of Richmond February 23, 2016

### Existing Parks

Current skate parks in Richmond are poorly designed, unsafe and not covered.

Thompson community skate plaza was designed as a multi use plaza with skate-able elements and seating areas.

- The design results in a poorly made park with weird elements for advanced skaters only.
- This plaza does not encourage beginner skaters to skate there. It is a frustrating park to learn on.
- This plaza has been constructed with materials that are not good for skateboarding. One element is lined with tiles rather than concrete making it difficult to skate. In the middle of the skating area there are rubber circles and ditches full of rocks which are not skateboard friendly.

River Road is an old park which, despite the fact that it is falling apart, is heavily used.

- River Road is better designed than Thompson but there is no flow to the park. No "flow" means you do a trick on one obstacle and then you roll away onto flat ground.
- River Road is also geared towards more advanced skaters. For example, in order to jump up to any of the street obstacles to do a trick you need to know how to Ollie at least a foot off the ground. This is very difficult for learning tricks.
- River Road is being heavily used by all wheeled vehicles even though it was not designed for this.

# What is Needed?

Richmond needs a new skate park; one that is well designed, covered and safe!

Good Design in a skate park includes a park that has all disciplines of skating: Vertical (bowls and pools), Street (ledges, rails, stairs, flat ground), and Park (hills, quarter pipe, snake run). Good design has flow from one element to the next and back around again. Examples of well designed parks include:

- Bonsor Skatepark, Burnaby BC. This park has all the disciplines of skating wrapped up into one park. It has a Vertical bowl section, a street section with beginner to advanced elements, and a park section which is a bunch of rolling hills to speed around and go fast.
- UBC Skatepark. Even though it is a small park, it has the most amazing flow. Each element rolls into the next and a huge bank wall ties the park in by sending you back around for another run. It has elements that incorporate each discipline of skating.
- Seylynn Bowl North Vancouver. This is one the oldest parks in BC. It is great because anybody can ride it and have an awesome time even if they have no skill. But at the same time professional skateboarders travel to skate this spot because of its legendary flow and style.

While all of these are excellent parks they also have their drawbacks. None of them are covered, nor do they have lights. And most importantly, none of them are in Richmond.

Covered: It would be great to have a place to skate in the winter. Even if it is not raining, River Road is often wet and slippery because it is north facing and has a dew problem starting in the fall.

Safety Features:

• For younger children and experienced skaters, parks with gentle curves are safer, yet still provide good fun for skaters of all abilities.

- Lights are important because it is dangerous to skate in the dark. Lights would enable skaters to
  make use of the park in the evening in the summer when it is cooler and less crowded. While River
  Road has some lights, they are only on the park and not around the surrounding area. To make
  the area safer we need more lights around the park.
- A roof will make a park safe because wet concrete is slippery, leading to potential disaster.
- To address some of the safety concerns at River Road it needs to be repaired. River Road is aging: the concrete is breaking off in chunks on the ramps, and the coping (round metal edge) is dented throughout most of the park.

### Why do we need a new park?

- A well designed, covered, lighted skatepark is good for youth, families, the local community, and supports Richmond's urban vision. Many benefits flow from providing a facility for people to pursue an athletic activity that they love. For example:
  - o Fitness
    - Calorie burn (sweat/cardio)
    - Fine motor skills
    - Agility and balance
    - Situational awareness
    - Never-ending learning curve
  - Community Building
    - Multi-age activity. People from ages 5 to 50+ are skating, so a well designed park
      will attract families, along with experienced skaters who can mentor and encourage
      others. Today, there are not many places where people of different generations
      truly interact.
    - Multi wheel: a good park can accommodate bikers, skaters, and scooters.
    - Outdoor setting: Good outdoor spaces enable families to be together. A skatepark with places for parents to sit encourage families to come.
    - Reinforces etiquette and patience. Everybody gets a turn; there is a code of safe skating.
    - Accessible for low income families. Skateboarding is a relatively cheap sport to get into. All you need is a skateboard and a helmet and pads.
  - Supporting Richmond's Community Plan. It is part of the OCP to have "a system of parks and open spaces that provides a diversity of recreational, social, cultural and environmental experiences" <a href="http://www.richmond.ca/">http://www.richmond.ca/</a> shared/assets/26 parks23842.pdf Investing in a new skatepark helps Richmond to fulfill its 2041 Official Community Plan by "making this part of our community more attractive, livable, vibrant and sustainable, with great spaces and experiences."

#### Ways Forward

- Build a brand new covered, well designed skatepark. Possible locations are
  - Under the future George Massey Bridge. Advantages are huge space for development for future generations. However it is not in a good location for most kids in Richmond.
  - Under the south side of the Number Two Road bridge. Advantages:
    - it is an existing structure, close to central Richmond, and transit accessible
    - a skatepark can connect to the whole Dyke/Oval/River road park system
  - Redevelopment of the River Road Skatepark. We would need to rebuild existing elements and add new features so that the park will be friendlier to all ages and abilities, and have "killer flow".

For information on construction and design see the **New Line Skateparks** Website. <a href="http://www.newlineskateparks.com/About/">http://www.newlineskateparks.com/About/</a>

For ideas and vision read **The Tony Hawk Foundation** Public Skatepark Development Guide <a href="http://publicskateparkguide.org/">http://publicskateparkguide.org/</a>

# GARDEN CITY LANDS - PRELIMINARY PROJECT SCHEDULE

# **FEBRUARY**

#### WEEK 1

Landscape team begins

KPU - Begins work on Farm Management Plan

#### WEEK 2

WERMS & Landscape Teams work ongoing

#### WEEK 3

WERMS & Landscape Teams work ongoing

#### WEEK 4

WERMS & Landscape Teams work ongoing

PRC Meeting Update

# MARCH

Draft Water Resource

### APRIL

#### WEEK 1

Draft Ecological Resource Management Plan

Presentation to staff

#### WEEK 2

MEETING

Trails & Water Management

#### AAC Meeting -

Draft Ecologicial Resource Mgmt Plan & Preliminary Trails & Water Management Infrastructure

#### WEEK 3

ACE Meeting -

Draft Ecologicial Resource Mgmt Plan & Preliminary Trails & Water Management Infrastructure

#### WEEK 4

Draft O&M and Monitoring Plan Presentation to staff

PRC Meeting Update

## MAY

#### WEEK 1

#### WEEK 2

#### REPORT TO COMMITTEE

#### WEEK 4

Water & Ecological Resource Management Strategy Presentation to staff

**CNCL - 43** 

# JUNE

#### WEEK 1

Landscape Team's work ongoing

#### WEFK 2

#### AAC Meeting

Farm Management Plan & Draft Ecological Resource Mgmt Plan

#### WEEK 3

#### ACE Meeting

Farm Management Plan & Draft Ecological Resource Mgmt Plan

#### REPORT TO COMMITTEE

Water and Ecological Resource Management Strategy for Approval

#### WEEK 4

Landscape Team's work ongoing

PRC Meeting Update

# JULY

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2015.

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PRC Meeting Update

# **AUGUST**

Trail Construction commences





# **General Purposes Committee**

Date:

Monday, March 7, 2016

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 15, 2016, be adopted as circulated.

**CARRIED** 

# **DELEGATIONS**

- 1. Diane Sugars, Executive Director, Chimo Community Services (Chimo), accompanied by Neena Randhawa, Coordinator, Outreach and Advocacy, led the meeting in a review of the report provided (copy on file, City Clerk's Office) on Chimo's "Vacant House Project," and offered the following additional comments:
  - Chimo is seeking to develop a strong working relationship with the City's Planning and Development Department, to assist in informing developers about the project and its benefits; and

 BC Housing has expressed an interest in contributing to the cost of a full time staff person at Chimo dedicated to the "Vacant House Project," preferably in collaboration with the City.

Discussion ensued regarding (i) the opportunity available to Chimo to apply for funding through the City's grant program and (ii) the feasibility of City staff informing developers about the project.

In reply to queries from Committee, Ms. Sugars noted that (i) Chimo had accessed funding through the City grant program for a separate initiative and (ii) Chimo was seeking support specifically for the "Vacant House Project."

Gavin Woo, Senior Manager, Building Approvals, added that Chimo had previously presented at a Small Builders Committee meeting, and could be invited back to provide additional details and information sheets on the project (developed collaboratively by the City and Chimo).

Discussion ensued regarding (i) services provided through the "Vacant House Project" (ii) liability and responsibility issues related to the project and (iii) the need for involvement of the Provincial and Federal governments in providing funding and support for housing initiatives.

In reply to queries from Committee, Ms. Sugars welcomed the City to contribute to the cost of a full time staff person at Chimo dedicated to the "Vacant House Project," and noted BC Housing's interest in sharing the cost of position.

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

It was moved and seconded

That the report titled "Vacant House Project," provided by Chimo Community Services, be received for information.

**CARRIED** 

# COUNCILLOR BILL McNULTY

# 2. **PROPOSED TRIP TO PIERREFONDS – LATE MAY 2016** (File Ref. No.) (REDMS No. 4939276)

Discussion ensued regarding (i) the delegation proposed to participate in the trip to Pierrefonds (ii) potentially inviting an elected City or School Board representative to join the delegation (iii) the City's historic relationship with Pierrefonds (iv) the importance of maintaining the Sister-city connection and (v) funding in the 2014-16 activity plan for Sister-city activities.

It was moved and seconded

Whereas Richmond City Council strongly believes that the Sister-city relationship with Pierrefonds is still viable and relevant, and wishes to consider future Sister-city activities between the two cities;

Therefore, be it resolved that:

- (1) the updated report on Pierrefonds be received for information; and
- (2) a Richmond School Board representative be invited to join the delegation to Pierrefonds (at their expense).

**CARRIED** 

## CHIEF ADMINISTRATIVE OFFICER'S OFFICE

# 3. SISTER-FRIENDSHIP CITIES YOUTH TABLE TENNIS TOURNAMENT

(File Ref. No. 01-0130-01) (REDMS No. 4928351)

Discussion ensued regarding (i) timing of the events in relation to the school year (ii) student participation in the tournament (iii) tournament sponsorship and (iv) budget allocations in the Sister City Activity Plan for sport activities.

In response to queries from Committee, Amarjeet Rattan, Director, Intergovernmental Relations and Protocol Unit, reported on (i) Richmond School Board representation on the Sister City Advisory Committee (ii) community groups' involvement in the tournament and related events (iii) recognition of tournament sponsors and (iv) funding for the tournament.

It was moved and seconded

That Council support the Richmond Sister City Advisory Committee initiative to organize the 2016 Sister-Friendship Cities Youth Table Tennis Tournament as outlined in the February 22, 2016 report from the Director of Intergovernmental Relations and Protocol Unit.

CARRIED

# FINANCE AND CORPORATE SERVICES DIVISION

# 4. STEVESTON BUSINESS DEVELOPMENT ALLIANCE FUNDING REOUEST

(File Ref. No.) (REDMS No. 4925581 v. 2)

Neonilla Lilova, Manager, Economic Development, noted that the report provided would be revised prior to its presentation to Council, to exclude the incorrect reference on the third page, to a BIA in North Vancouver.

It was moved and seconded

- (1) That the request for funding in the amount of \$30,000 towards a feasibility study of Steveston businesses and property owners, to determine the level of support for the establishment of a Business Improvement Area in Steveston, as detailed in a letter to the City by the Steveston Business Development Alliance, dated February 11, 2016, be declined; and
- (2) That the Steveston Business Development Alliance be notified in writing of the above decision.

CARRIED

# 5. CHIEF LICENCE INSPECTOR APPOINTMENT

(File Ref. No.) (REDMS No. 4928853)

It was moved and seconded

- (1) That the part of Resolution (R09/6-4) relating to the appointment of Glenn McLaughlin as Chief Licence Inspector, be rescinded; and
- (2) That Carli Edwards be appointed as the Chief Licence Inspector for the purpose of carrying out the statutory duties prescribed in Section 60 of the Community Charter and in accordance with Business Bylaw No. 7360.

**CARRIED** 

# COMMUNITY SERVICES DIVISION

6. RICHMOND CELEBRATES CANADA 150 – PROPOSED PROGRAM (File Ref. No. 03-0900-01) (REDMS No. 4906708 v. 9)

Discussion ensued regarding (i) information pending on public art opportunities during Canada 150 (ii) encouraging youth involvement in Canada 150 activities (iii) efforts to avoid repeating similar events at similar venues and (iv) funding available for Canada 150 activities through the "Department of Canadian Heritage - Canada 150 Fund."

In response to questions from Committee, Dave Semple, General Manager, Interagency Programs and Steveston Waterfront Major Initiative, Bryan Tasaka, Manager, Major Events and Film, and Jane Fernyhough, Director, Arts, Heritage and Cultural Administration, provided comments on: (i) monthly updates to be provided to Council on the Canada 150 program and (ii) discussions to be held with community centres on planning for Canada 150 events.

It was moved and seconded

- (1) That the Canada 150 projects as detailed in the report titled "Richmond Celebrates Canada 150 Proposed Program," dated February 11, 2016 from the General Manager, Interagency Programs and Steveston Waterfront Major Initiatives, be approved;
- (2) That funding in the amount of \$1,200,000 be allocated from the Council Community Initiatives Fund to fund the new events;
- (3) That \$560,000 be transferred from the Major Events Provisional Fund to support Maritime Festival 2017, Richmond World Festival 2017 and Days of Summer 2017;
- (4) That the 5 Year Financial Plan (2016-2020) Bylaw be amended to include an additional expenditure of \$1,760,000;
- (5) That staff bring forward a report outlining criteria and a funding source for a Canada 150 Community Celebration Funding Program as outlined on page 5 of the staff report;
- (6) That the report titled "Richmond Celebrates Canada 150 Proposed Program," dated February 11, 2016 from the General Manager, Interagency Programs and Steveston Waterfront Major Initiatives, be referred to the next Council/School Board Liaison Committee meeting for discussion; and
- (7) That Council authorize an application to the "Department of Canadian Heritage Canada 150 Fund" in support of Richmond Celebrates Canada 150 activities.

**CARRIED** 

# **ADJOURNMENT**

It was moved and seconded *That the meeting adjourn (5:31 p.m.)* 

**CARRIED** 

Certified a true and correct copy of the Minutes of the meeting of the General Purposes Committee of the Council of the City of Richmond held on Monday, March 7, 2016.

Mayor Malcolm D. Brodie Chair Carrie Peacock Recording Secretary

5.





# **Finance Committee**

Date:

Monday, March 7, 2016

Place:

Anderson Room

Richmond City Hall

Present:

Mayor Malcolm D. Brodie, Chair

Councillor Chak Au
Councillor Derek Dang
Councillor Carol Day
Councillor Ken Johnston
Councillor Alexa Loo
Councillor Bill McNulty
Councillor Linda McPhail
Councillor Harold Steves

Call to Order:

The Chair called the meeting to order at 5:32 p.m.

# **MINUTES**

It was moved and seconded

That the minutes of the meeting of the Finance Committee held on February 1, 2016, be adopted as circulated.

**CARRIED** 

# FINANCE AND CORPORATE SERVICES DIVISION

1. **REVENUE ANTICIPATION BORROWING (2016) BYLAW NO. 9527** (File Ref. No. 03-0900-01) (REDMS No. 4908704)

It was moved and seconded

That Revenue Anticipation Borrowing (2016) Bylaw No. 9527 be introduced and given first, second, and third readings.

**CARRIED** 

# Finance Committee Monday, March 7, 2016

# 2. PRELIMINARY PRE-AUDITED FINANCIAL INFORMATION – $4^{TH}$ QUARTER DECEMBER 31, 2015

(File Ref. No. 03-0905-01) (REDMS No. 4908102 v. 2)

It was moved and seconded

That the staff report titled, "Preliminary Pre-Audited Financial Information – 4th Quarter December 31, 2015," dated February 11, 2016, from the Director, Finance be received for information.

**CARRIED** 

# **ADJOURNMENT**

It was moved and seconded *That the meeting adjourn (5:35 p.m.)* 

**CARRIED** 

Certified a true and correct copy of the Minutes of the meeting of the Finance Committee of the Council of the City of Richmond held on Monday, March 7, 2016.

Mayor Malcolm D. Brodie Chair

Carrie Peacock Recording Secretary



# **Minutes**

# **Planning Committee**

Date:

Tuesday, March 8, 2016

Place:

Anderson Room

Richmond City Hall

Present:

Councillor Linda McPhail, Chair

Councillor Bill McNulty Councillor Chak Au Councillor Carol Day Councillor Harold Steves

Also Present:

Councillor Derek Dang

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 16, 2016, be adopted as circulated.

**CARRIED** 

# **NEXT COMMITTEE MEETING DATE**

March 22, 2016, (tentative date) at 4:00 p.m. in the Anderson Room

# AGENDA ADDITION

It was moved and seconded

That Richmond Seniors Retirement Living Community and the Richmond Chinese Community Society be added to the Agenda as Item No. 5A and that Amendments to Bylaw No. 9506 be added to Agenda as Item No. 5B.

**CARRIED** 

# COMMUNITY SERVICES DIVISION

# 1. AFFORDABLE HOUSING STRATEGY UPDATE - DRAFT COMMUNITY PROFILE STATISTICS

(File Ref. No. 08-4057-01) (REDMS No. 4894834 v. 11)

Joyce Rautenberg, Affordable Housing Coordinator, provided an update of the Affordable Housing Strategy, highlighting that the staff report is the first part of the first phase of the overall Affordable Housing Strategy update and provides initial information on the housing needs in the city.

In reply to queries from Committee, Ms. Rautenberg commented on the timeline of the Affordable Housing Strategy and provided a memorandum on the overview of the Affordable Housing Strategy process (copy on file, City Clerk's Office). She added that schedules for potential public information sessions have not been finalized and that staff will update Council on the public engagement process.

Discussion ensued with respect to income housing affordability ratio statistics in the city and Ms. Rautenberg noted that staff used data from the 2011 Census and that information received from the public consultation process will supplement available data.

Discussion then ensued with respect to (i) affordable housing policies in surrounding municipalities, (ii) the city's vacancy rate, and (iii) consulting with developers on developing affordable housing and rental housing in the city.

In reply to queries from Committee, Barry Konkin, Program Coordinator, Development, advised that he anticipates that a staff report on affordable housing and rental housing in new developments will be presented to Council within the next quarter.

Discussion ensued with regard to increasing density in developments in the city to encourage affordable housing and the housing needs in the Lower Mainland.

As a result of the discussion, staff were directed to circulate the staff report, titled Affordable Housing Strategy Update – Draft Community Profile Statistics, dated February 11, 2016, from the General Manager, Community Services, to the members of Metro Vancouver.

Discussion then ensued regarding (i) the role of senior levels of government in encouraging affordable housing, (ii) City policies that encourage affordable housing, (iii) densification of some areas in the city, (iv) potential incentives that will promote development of affordable housing and rental housing, and (vii) opportunities for the City to avail of Federal initiatives on affordable housing.

In reply to queries from Committee, Mr. Konkin advised that staff are examining potential strategies on market rental policies in the City and exploring funding opportunities from senior levels of government.

Discussion ensued with regard to policies to encourage secondary suites and City regulations to legitimize secondary suites.

In reply to queries from Committee, Gavin Woo, Senior Manager, Building Approvals, noted that the City has regulations in place that maintains secondary suite standards, however, staff can consider BC Building Code equivalency options when approving secondary suite applications.

It was moved and seconded

That the staff report titled "Affordable Housing Strategy Update – Draft Community Profile Statistics," dated February 11, 2016, from the General Manager, Community Services, be received for information.

The question on the motion was not called as the following **amendment** was introduced as Part (2):

It was moved and seconded

That a letter outlining affordable housing issues in city and the staff report titled, Affordable Housing Strategy Update – Draft Community Profile Statistics," dated February 11, 2016, from the General Manager, Community Services be sent to the Prime Minister, Federal Minister responsible for housing, Federal Leader of the Opposition, Premier of British Columbia, British Columbia Minister responsible for housing, British Columbia Leader of the Opposition, and Members of Metro Vancouver.

CARRIED

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

The Chair advised that Secondary Suites Regulations would be added to the agenda as Item No. 5C.

# PLANNING AND DEVELOPMENT DIVISION

2. APPLICATION BY YEUNG CHUI LIN FOR REZONING AT 6740 AND 6780 FRANCIS ROAD FROM SINGLE DETACHED (RS1/E) TO SINGLE DETACHED (RS2/J)

(File Ref. No. 12-8060-20-009518; RZ 14-670731) (REDMS No. 4881746 v. 3)

Mr. Konkin briefed Committee on the proposed application, noting that there are three secondary suites proposed for the proposed development.

It was moved and seconded

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9518, for the rezoning of 6740 and 6780 Francis Road from "Single Detached (RS1/E)" to "Single Detached (RS2/J)", be introduced and given first reading.

**CARRIED** 

3. APPLICATION BY ROHIT AND ASHWANI CHAND TO DISCHARGE LAND USE CONTRACT 015 AT 11071 TRIMARAN GATE

(File Ref. No. 12-8060-20-009526; LU 16-723450) (REDMS No. 4906705)

It was moved and seconded

That Richmond Land Use Contract 015 Discharge Bylaw No. 9526, to discharge "Land Use Contract 015" from the title of 11071 Trimaran Gate, be introduced and given first reading.

**CARRIED** 

4. APPLICATION BY BONTEBOK HOLDINGS LTD. FOR A ZONING TEXT AMENDMENT TO THE INDUSTRIAL (I) ZONE TO PERMIT A DRIVE-THROUGH RESTAURANT AT 18399 BLUNDELL ROAD (File Ref. No. 12-8060-20-009532; ZT 13-639146) (REDMS No. 4925144)

Mr. Konkin briefed Committee on the proposed application, noting that the proposed application would facilitate the development of two drive-through restaurants and up to three additional restaurants in the subject property.

Discussion ensued with respect to the lack of services in the area and potential increase in traffic.

In reply to queries from Committee, Mr. Konkin noted that vehicle access to the site via Nelson Road and Blundell Road will be a right-in-right-out configuration and there will be a left turn lane from Blundell Road.

It was moved and seconded

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9532, for a Zoning Text Amendment to the "Industrial (I)" zone to permit "Restaurant, drivethrough" at 18399 Blundell Road, be introduced and given first reading.

CARRIED

5. APPLICATION BY MALKIT JOHAL FOR REZONING AT 8431 NO. 1 ROAD FROM SINGLE DETACHED (RS1/E) TO COMPACT SINGLE DETACHED (RC2)

(File Ref. No. 12-8060-20-009533; RZ 15-691873) (REDMS No. 4929995)

Mr. Konkin spoke of the proposed application, noting that one piece of public correspondence was received regarding the retention of a tree on-site and that the applicant has agreed to preserve the tree.

In reply to queries from Committee, Cynthia Lussier, Planner 1, advised that the proposed zoning does not allow for development of coach houses on-site.

It was moved and seconded

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9533, for the rezoning of 8431 No. 1 Road from "Single Detached (RS1/E)" to "Compact Single Detached (RC2)," be introduced and given first reading.

**CARRIED** 

# 5A. RICHMOND SENIORS RETIREMENT LIVING COMMUNITY AND THE RICHMOND CHINESE COMMUNITY SOCIETY

(File Ref. No.)

The Chair advised that the Richmond Chinese Community Society (RCCS) has the opportunity to gain some space in a development currently under review by the City and was provided a brochure on the matter (copy on file, City Clerk's Office).

As a result, the Chair introduced the following referral:

It was moved and seconded

That Community Services staff work with Development Applications staff to review the information provided by the Richmond Chinese Community Society in the context of the RCG Group proposal and report back.

The question on the motion was not called as discussion ensued with regard to programming space for RCCS.

In reply to queries from Committee, Cathryn Volkering Carlile, General Manager, Community Services, noted that the City has been working closely with RCCS on options for programming space and have encouraged the RCCS to examine alternatives and seek opportunities to work with community centres. She added that the RCCS have examined opportunities to utilize space in new developments in the city.

Discussion then ensued with regard to community organizations partnering with developers on programming space.

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

# 5B. AMENDMENTS TO BYLAW NO. 9506

(File Ref. No.)

Councillor Steves provided proposed amendments to Bylaw No. 9506 with respect to the location and definition of the proposed farm access road along the No. 5 Road Backlands (attached to and forming part of these minutes as Schedule 1).

Discussion ensued with regard to (i) the proposed farm access road along the No. 5 Road Backlands (i) amending the proposed location of the proposed farm access road, and (iii) introducing a definition of acceptable types of farm road.

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

It was moved and seconded

That staff review the proposed amendments and definitions, as provided in Schedule 1 of the Planning Committee Minutes, dated March 8, 2016, related to the proposed farm access road as described in Bylaw No. 9056 and report back.

CARRIED

## 5C. SECONDARY SUITE REGULATIONS

(File Ref. No.)

Discussion ensued with respect to (i) encouraging legitimized secondary suites in the city, (ii) simplifying and streamlining the application process for secondary suites, (iii) the current City regulations, and (iv) the safety standards for secondary suites.

Discussion then ensued regarding options to further simplify the approval process for the creation and legitimization of secondary suites in existing homes.

In reply to queries from Committee, Mr. Woo noted that Building Codes are under Provincial jurisdiction and that the City can examine options to further simplify requirements for secondary suites.

As a result of the discussion, staff were directed to provide Council with an update of the secondary suite application process and an inventory of legitimized secondary suites and illegal secondary suites.

In reply to queries from Committee, Mr. Konkin noted that the Bylaw staff are alerted to illegal suites when they are reported by the public.

#### 6. MANAGER'S REPORT

### (i) Arterial Road Policy Open House

Terry Crowe, Manager, Policy Planning, advised that the City will be hosting open houses on the proposed Arterial Road Policy starting in April 2016. He added that public notification will be done through a press release and regular advertisements in the local newspaper. Also, he noted that staff will provide Council with a memorandum on the matter.

### (ii) George Massey Tunnel Replacement Project

Mr. Crowe advised that the Ministry of Highways and Infrastructure staff have indicated that they will be submitting a Transportation and Utility Use Application for the George Massey Tunnel Replacement Project to the Agricultural Land Commission (ALC) by June 2016. He added that the ALC will consult with the City, the Corporation of Delta and stakeholders and examine options for east and west side widening of Highway 99. Also, Mr. Crowe further noted that City approval is not required.

### (iii) Rod's Lumber Site

Mr. Konkin noted that the developer of the Rod's Lumber site in the Steveston area is hosting a second public consultation meeting on the proposed development scheduled on March 9, 2016.

In reply to queries from Committee, Kevin Eng, Planner 2, anticipates that the staff report on the proposed development will be presented to Council in the second quarter of this year.

# (iv) Realtor Advertising

Mr. Konkin advised Committee of recent advertising distributed by realtors using the City's graphics and logo and commenting on the potential effects of the early termination of Land Use Contracts. Mr. Konkin further advised that staff have sent a cease and desist letter to the advertiser.

# **ADJOURNMENT**

It was moved and seconded *That the meeting adjourn (4:54 p.m.).* 

**CARRIED** 

Certified a true and correct copy of the Minutes of the meeting of the Planning Committee of the Council of the City of Richmond held on Tuesday, March 8, 2016.

Councillor Linda McPhail	Evangel Biason
Chair	Legislative Services Coordinator

Referral to stoff Planning Committee March 2, 2012 Bylaw 9506 H. Stevel

Schedule 1 to the Minutes of the Planning Committee meeting of Richmond City Council held on Tuesday, March 8, 2015.

v. Commit to legal requirements as may be stipulated by Council to achieve acceptable land uses (e.g., farming the Backlands);

vi. Provide financial security to ensure the approved farm plan is implemented;

vii. Undertake active farming of the Backlands;

viii. Register a statutory right-of-way on title for a future farm access road along the eastern edge of the property along the Backlands to the satisfaction of the Director of Development; and

ix. Comply with such other considerations or requirements by Council.

# Reporting requirements

a) All property owners who are required to farm the Backlands must, in a form acceptable to the City, report to the City on a yearly basis regarding the current status of the farm by providing clear evidence (e.g., detailed description of the farming activities conducted in the Backlands, photos, farm tax records) that the Backlands are actively being farmed in accordance with the approved farm plans, to Council and the ALC's satisfaction.

# Amendments to the above policies

a) Amendments to these policies in the 2041 OCP is subject to the required statutory process, which will include consultation between the City, ALC and other stakeholders as deemed necessary.

# Co-ordination of review process

a) The City and the ALC will co-ordinate efforts when reviewing applications for ALR non-farm use and subsequent rezoning applications, in order to ensure that the interests of each party are addressed. This co-ordinated effort will be done prior to granting any approvals.

Ammendment to Bylaw 9506
Development Application Procedures and Requirements (d) Vill and for an alternative access road from an existing east-west right of way and access along the western edge of the property along the Backlands.

# Definition:

Farm Road: A farm road may be composed of (a) sod only (b) hogfuel (c) limestone (d) gravel (e) removable concrete. Blacktop, asphalt, and ground up asphalt, are prohibited.



# **Report to Committee**

To: General Purposes Committee Date: March 2, 2016

From: Bill McNulty File:

Councillor

Re: Proposed Trip to Pierrefonds – Late May 2016

## **Background and Purpose**

The City of Richmond has had a Sister City relationship with Pierrefonds since 1967. In 2002, the City of Pierrefonds was merged into Montreal and now is considered a borough of Montreal named Pierrefonds-Roxboro.

The last significant activity with Pierrefonds was a visit by two City Councillors to Richmond during the Vancouver 2010 Olympics and a subsequent visit by Mayor Worth on July 1, 2010. The City of Richmond also received, to commemorate the 45<sup>th</sup> anniversary of the Sister City Relationship with Pierrefonds, a painting from the Mayor of Pierrefonds. Since then, there has been very little interaction.

The purpose of this trip is to visit Mayor Beis of Pierrefonds to discuss whether this Sister City Relationship is still viable and relevant and consider future Sister City activities between the 2 cities.

#### **Delegation and Itinerary**

Delegation would consist of five (5) people:

- 1 City of Richmond Staff
- Vice Chair of Pierrefonds Subcommittee
- 3 Members of Pierrefonds Subcommittee

Proposed date would be in late May 2016. Itinerary would be as follows:

#### Day 1

- Fly to Montreal
- Arrive in the late afternoon
- Have a casual dinner with representatives from Pierrefonds

#### Day 2

- (Morning) Spend touring various monuments in Pierrefonds commemorating Sister City relationship with Richmond
- (Afternoon) Visit Pierrefonds City Hall to provide gift to Pierrefonds commemorating 50<sup>th</sup> Anniversary of Sister City relationship (in 2017) and meeting with Mayor Beis to discuss future Sister City relationship
- (Dinner) Hosted dinner

#### Day 3

- (Morning) Tour sport hosting facilities in Pierrefonds/Montreal
- (Afternoon) Fly back to Vancouver

# **Proposed Budget**

- Plane tickets (5 economy tickets): \$2,000
- Accommodations (5 Rooms x 2 Nights x \$250/night): \$2,500
- Meals (breakfast inclusive in hotel, Day 1 dinner (5 x \$50), Day 2 lunch (5 x \$25)): \$375
- Transportation: \$200
- Gift for Pierrefonds hosts and commemorative gift to City Hall: \$500
- TOTAL BUDGET = \$6,700

#### Recommendation

That the updated report on Pierrefonds be received for information.

Bill McNulty Councillor (604-276-4134) Tony Kwan Vice Chair Pierrefonds Subcommittee Sister City Advisory Committee



# Report to Committee

To:

General Purposes Committee

Date:

February 22, 2016

From:

Amarjeet S. Rattan

File:

01-0130-01/2016-Vol

Re:

Director, Intergovernmental Relations and Protocol Unit

Sister-Friendship Cities Youth Table Tennis Tournament

#### Staff Recommendation

That Council support the Richmond Sister City Advisory Committee initiative to organize the 2016 Sister-Friendship Cities Youth Table Tennis Tournament as outlined in the February 22, 2016 report from the Director of Intergovernmental Relations and Protocol Unit.

Amarjeet S. Rattan

Director, Intergovernmental Relations and Protocol Unit

(604-247-4686)

Att. 2

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

#### Staff Report

# Origin

The City of Richmond has enjoyed a Sister City relationship with Pierrefonds, Quebec since 1967 and Wakayama, Japan since 1973. The City of Richmond formed a Friendship City relationship with Qingdao, China in 2008 and a Sister City relationship with Xiamen, China in 2012

The Richmond Sister City Advisory Committee (SCAC) has a current three year activity plan (2014-2016) which includes a range of youth related community initiatives. This report provides details of a proposed Youth Table Tennis Tournament with teams from Xiamen, Qingdao and Richmond.

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

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

# Analysis

The current three year SCAC activity plan has a budget of \$127,000 for a range of SCAC initiatives (Attachment 1). These activities include annual student exchanges with Wakayama and proposed youth exchange activities with Pierrefonds, Xiamen and Qingdao.

As part of this three year activity plan, the SCAC would like to organize a table tennis sport exchange with Xiamen and Qingdao for 2016. They would like to invite each city to bring student table tennis teams to participate with Richmond teams in this tournament that will be held July/August 2016 in the City of Richmond.

The SCAC proposal (Attachment 2) estimates a budget of \$20,500 for organizing this event. The tournament would be co-hosted by the Canadian Chinese Table Tennis Foundation (CCTTF) and the Canadian Foundation for Transnational Investment & Culture (CFTIC). Dinner sponsors include the Shandong Natives Association of BC and the Xiamen Natives Association of Canada. The co-hosts and sponsors would be responsible for \$12,000 of the event budget and the SCAC would provide support of \$8,500 to complete the budget.

The format of the tournament would be 4 teams per city including Richmond. Each city would have two male teams and two female teams with players in the 12–18 year age range. The SCAC will work with the Richmond School District to organize local student teams to participate in the tournament. The tournament would take place at the Richmond Olympic Oval where the CCTTF holds its ongoing team activities.

Based on the success of the 2016 tournament, the SCAC would explore the possibility of making this an annual event with the format of hosting in a different sister-friendship City each year.

# Financial Impact

The current 3 year Sister City Activity Plan has allocated a 2016 budget of \$14,000 for sport exchange activities between Richmond and the cities of Xiamen and Qingdao. The SCAC is requesting that Council approve a total of \$8,500, from this allocation, to support organizing a youth table tennis tournament with our China sister and friendship cities to be hosted in Richmond.

#### Conclusion

The Richmond Sister City Program's primary focus is to foster activities with the Richmond Community and its Sister/Friendship cities in projects and youth exchanges that promote cultural awareness and joint learning opportunities. The SCAC proposed 2016 Youth Table Tennis Tournament will provide an opportunity for students from Richmond, Xiamen and Qingdao to participate in a sports activity and strengthen the sister/friendship bonds between our cities.

Amarjeet S. Rattan

Director, Intergovernmental Relations and Protocol Unit

(604-247-4686)

AR:ar

Att. 1: SCAC 3 Year Activity Budget

2: SCAC Youth Table Tennis Tournament Proposal

# Richmond Sister City Advisory Committee

#### SUMMARY OF 2014 - 2016 SCAC PROGRAM ACTIVITY BUDGET

- 37	Pierrefonds	Wakayama	Xiamen	<u>Oingdao</u>	
2014	\$3,500.00	\$7,500.00	\$12,500,00	\$14,500.00	
		***			
2015	\$4,000.00	\$ 14,500.00	\$7,500.00	\$7,500.00	
	- '		10.		
2016	\$7,000.00	\$ 14,500.00	\$19,500.00	\$14,500.00	
Subtotal	\$14,500.00*	\$36,500.00	\$39,500.00	\$36,500.00	AV VIII LA
TOTAL					\$127,000.00

<sup>\*(</sup>subject to continuing the Pierrefonds sister city relationship)

#### SCAC SPECIAL ACTIVITY BUDGET:

Official Delegation Visit from Pierrefonds (2014)	\$ 8,000.00
Official Delegation Visit to Xiamen (CIFIT Mayors Forum) and Qingdao (2015)	\$60,000.00
SCAC Social Media, Website and City Hall Interactive Display development	\$25,000.00
TOTAL	\$93,000.00

# TOTAL 2014 – 2016 SCAC ACITIVITY BUDGET

\$220,000.00

# SCP ADMINISTRATION:

3 years @ \$11,000.00 per year

\$33,000.00

#### 2014 – 2016 PROGRAMS PIERREFONDS, QUEBEC

	2014	2015	2016	
Youth Art Exchange Exhibit	\$3,000.00		\$3,000.00	
Youth Exchange: Richmond Judo Group Visit to Pierrefonds		\$3,500.00		
Youth Exchange: Pierrefonds Judo Group Visit to Richmond			\$3,500.00	
Annual City to City Recognition Exchange	\$500.00	\$500.00	\$500.00	
TOTAL (Pierrefonds 2014- 2016)	\$3,500.00	\$4,000.00	\$7,000.00	\$14,500.00

# 2014 – 2016 PROGRAMS WAKAYAMA, JAPAN

	2014	<u>2015</u>	2016	
School Exchange Program	\$7,000.00	\$7,000.00	\$7,000.00	
Richmond Youth Choir Visit to Wakayama		\$7,000.00		
Richmond Soccer Visit to Wakayama			\$7,000.00	
Annual City to City Recognition Exchange	\$500.00	\$500.00	\$500.00	
Subtotal	\$7,500.00	\$14,500.00	\$14,500.00	
TOTAL (Wakayama 2014 to 2016)				\$36,500.00

# XIAMEN, CHINA

	2014	<u>2015</u>	2016	
Youth Summer Camp Exchange Program	\$7,000.00	\$7,000.00	\$7,000.00	
Chinese New Year's Delegation Visit from Xiamen	\$ 5,000.00			
Official Visit from Xiamen Secretary General			\$ 5,000.00	
Xiamen Badminton Team Visit			\$ 7,000.00	
Annual City to City Recognition Exchange	\$500.00	\$500.00	\$500.00	
Subtotal	\$12,500.00	\$7,500.00	\$19,500.00	
TOTAL (Xiamen 2014 to 2016)				\$39,500.00

# 2014 – 2016 PROGRAMS QINGDAO, CHINA

	2014	<u>2015</u>	2016	
Youth Summer Camp Exchange Program	\$7,000.00	\$7,000.00	\$7,000.00	
Visit from Qingdao Martial Arts Group	\$7,000.00			
Richmond Martial Arts Group Visit to Qingdao			\$7,000.00	
Annual City to City Recognition Exchange	\$500.00	\$500.00	\$500.00	
Subtotal	\$14,500.00	\$7,500.00	\$14,500.00	Water and the second
TOTAL (Qingdao 2014 to 2016)				\$36,500.00

# Richmond Sister City Advisory Committee 2016 Sister-Friendship Cities Youth Table Tennis Tournament Program & Budget

# Prepared by:

Richmond Sister City Advisory Committee -Xiamen & Qingdao Initiative Subcommittee (Vice-Chair Helen Quan and Vice-Chair Eden Jang Zhang)

# Purpose:

To develop the bond between Richmond's Sister Cities and allow for a cultural and sports exchange experience for the students of Richmond and of Xiamen and Qingdao involved in this event.

### Dates:

July 29<sup>th</sup> 2016 (Friday) to August 1<sup>st</sup> 2016 (Monday), 4 days.

# Hosted by:

Richmond Sister City Advisory Committee

# Co-hosted by:

Canadian Chinese Table Tennis Foundation (CCTTF) Canadian Foundation for Transnational Investment & Culture (CFTIC)

# Objectives:

The Richmond Sister City Advisory Committee (SCAC) would like to support a sport exchange with our two sister-friendship cities in China, Xiamen and Qingdao. We would like to invite them to bring their table tennis teams to participate with Richmond students in this tournament that will be held in the City of Richmond at the Olympic Oval.

We would like to make this an annual event with the format of hosting in a different Sister/Friendship City each year.

#### Format:

There will be 4 teams per city including Richmond. They are two male teams and two female teams. Age groups will be 12-15 for one team and 16-18 for the other, and 2-3 players per team.

# Sponsoring:

Please refer to the Budget sheet for a full breakdown. The CCTTF and CFTIC will be sponsoring most of the event. CCTTF will be providing the volunteer and staff as well as arranging with the Olympic Oval for the space for those 3 days. CCTTF Is also providing their tables to use. The Shandong Natives Association of BC and the Xiamen Natives Association of Canada will each sponsor one dinner for the event. The SCAC will only be responsible for the opening ceremony, the lunches for the event, and the bus transportation required for the visiting student teams.

### Remarks:

Once this program & budget are approved, we need to send official invitation letter from Richmond Mayor Brodie to Xiamen & Qingdao Mayors. Our volunteers for the tournament will be provided by CCTTF and Richmond Volunteer Association.

# Itinerary:

Day 1, July 29th 201	6 (Friday)
10:00 - 11:00	Press Conference
11:00 - 12:00	Teams Register at the Olympic Oval
12:00 - 14:00	Lunch break
18:00-20:30	Welcome reception
Day 2, July 30th 201	6 (Saturday)
9:30-10:00	Opening ceremony
10:00 - 12:00	Tournament start
12:00 - 13:00	Lunch break
13:00 -17:00	Tournament
18:00 - 20:00	Dinner
Day 3, July 31st 201	6 (Sunday)
10:00 - 12:00	Tournament start
12:00 - 13:00	Lunch break
13:00 - 17:00	Tournament
17:30 - 18:30	Awards ceremony
19:00 - 21:30	Dinner
Day 4, August 1st 20	16 (Monday)
8:00-21:00	Vancouver and Richmond day tour

# **Budget:**

Trophies and Balls	\$ 850	Supplied by CFTIC		
Banner	\$ 600	4ft x 16ft Color banner with host group and sponsor group names, etc. Sponsor by <b>CFTIC</b>		
Game Officials	\$ 800	Sponsor by CFTIC		
Lunch at Oval July 29, 30, 31, 2016	\$ 2,500	Estimate for 90 people for 3 days. This is for players and volunteers only.  Sponsor by Richmond Sister City Advisory Committee		
Welcome Reception July 29 <sup>th</sup> 2016	\$ 4,500	Location TBD Around 100-120 people. All teams and city officials involved are invited well as the sponsor groups. Sponsor by Richmond Sister City Advisory Committee		
Dinner 1 July 30 <sup>th</sup> 2016	\$ 2,000	Dinner will be provided for the visiting teams fr Xiamen and Qingdao. Sponsor by <b>Shandong Native Association of E</b>		
Dinner 2 July 31 <sup>st</sup> 2016	\$ 3,500	Closing Ceremony. Invite Richmond City Council, SCAC members and sponsors members. Sponsor by Xiamen Natives Association of Canada		
Water bottles	\$ 150	3 Day supply of Water bottles for Players and Volunteers, Sponsored by CFTIC		
Souvenir & Uniform Expenses	\$ 1,000	Sponsor by CFTIC		
Bus Transportation	\$1,500	Includes: transportation for all 3 tournament days including pick up and drop off to and from hotel. Sponsor by Richmond Sister City Advisory Committee		
Last day City Tour w/lunch & dinner August 1st 2016	\$2,100	One day City tour for two visiting teams. SCAC members are welcome to join. Sponsor by CFTIC		
Miscellaneous	\$1,000	Program Books, Name Tags, etc. Sponsor by CFTIC		
Total Budget	\$20,500			



# Report to Committee

To: General Purposes Committee Date: February 23, 2016

From: Andrew Nazareth File:

General Manager, Finance and Corporate Services

Re: Steveston Business Development Alliance Funding Request

#### Staff Recommendation

#### That:

- the request for funding in the amount of \$30,000 towards a feasibility study of Steveston businesses and property owners to determine the level of support for the establishment of a Business Improvement Area in Steveston, as detailed in a letter to the City by the Steveston Business Development Alliance, dated February 11, 2016, be declined; and
- 2. the Steveston Business Development Alliance be notified in writing of the above decision.

Andrew Nazareth

General Manager, Finance and Corporate Services

(604-276-4095)

Att. 2

REPORT CONCURRENCE

CONCURRENCE OF GENERAL MANAGER

REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE

APPROVED BY CAO

APPROVED BY CAO

# Staff Report

### Origin

Business Improvement Area (BIA) formation in Steveston has been a recurring topic in the community for over 20 years. Various groups and individuals have come forward to the City in the past, registering their intent to engage in community outreach with the goal of establishing a BIA. To date, such outreach has not resulted in a formal proposal being submitted to the City for consideration.

In recent years, the Steveston Merchants Association (SMA) has been championing the formation of a BIA in Steveston. On October 19, 2015, the SMA delegated at the General Purposes Committee, registering their intent of renewing their outreach towards BIA formation. Subsequently, the City received a letter (dated February 11, 2016 and enclosed for reference in Attachment 1) from the Steveston Business Development Alliance (SBDA) – a new committee formed under the non-profit umbrella of the SMA. Membership of this new committee expands beyond SMA members and includes businesses, property owners and community organizations that are representative of the broader Steveston community. Formed to advance the current BIA initiative in Steveston, the SBDA intends to undertake a study of property and business owners in the commercial area of Steveston, as defined by the proposed BIA boundary map enclosed in the SBDA letter. The goal of the proposed study is to engage in extensive community outreach to determine the level of support toward the formation of a BIA in Steveston. The SBDA has requested grant funding in the amount of \$30,000 from the City as a foundation for a \$42,000 budget to implement the study.

The purpose of this report is to address the SBDA funding request in the context of the City's role in the BIA formation process and best practices in the region.

#### Analysis

#### Background

The notion of businesses utilizing the local tax mechanism to fund initiatives to benefit their entire commercial area is neither novel nor geographically restricted. From a municipal perspective, BIAs work to strengthen the viability of commercial districts and contribute positively to business retention and attraction in specific commercial areas and to the overall local economy.

In British Columbia, there are over 70 BIAs currently in operation, with 23 in Vancouver, 3 in Surrey, 2 in Burnaby and at least one in all major Metro Vancouver municipalities and throughout the province. Richmond is the only major community in the region without a BIA and, to date, the merchant area of Steveston is the only area where businesses have repeatedly attempted to organize themselves and initiate the BIA start-up process.

While the majority of BIAs formed in British Columbia have continued to operate for multiple terms, each municipality and commercial area is unique and there is no universal formula for BIA success. There is little in terms of a professionally developed case suggesting a certain approach towards BIA formation and operation would result in BIA success over the long term.

Individual cases exist for both continued BIA growth and threat of BIA dissolution within Metro Vancouver and elsewhere.

#### The BIA Start Up Process

The establishment of a BIA in British Columbia is governed by the Community Charter ("Charter"). The Charter enables city councils to support businesses in implementing improvements within a specified business area by providing a repayable grant to the BIA. This requires the municipal council to adopt a bylaw that mandates the repayment of the grant via a special levy on all commercial properties within the proposed BIA boundary.

As a grass-roots local business initiative, a BIA is advanced in the community by a sponsor group of businesses. In the case of Steveston, the current BIA proponent group is the SBDA. It is the SBDA's role to raise awareness and build support among property and business owners in the proposed Steveston BIA boundary. Community opposition is a natural phenomenon during the BIA formation process and the City has received strong indication of the presence of such opposition to the current BIA initiative in Steveston. Thus, the proponent group is expected to engage both supporters of and opponents to the BIA concept and, through education and outreach, build broad community support. It should be noted that a survey of property and business owners is the mechanism through which a BIA proponent group documents community sentiment towards a BIA during the start-up process. The survey however does not institute a vote.

An official proposal demonstrating broad community support submitted by the SBDA to the City is the formal process through which the City may elect to enact the legislative process enabling BIA formation. Until such proposal is received, the City's role is to provide technical support to the SBDA, such as supplying a list of properties that would be subject to the proposed BIA levy. Once the formal proposal is received by the City and based on the level of community support demonstrated in the proposal, Council may elect to proceed or not proceed with bringing forward a bylaw and initiating a vote of commercial property owners. Should Council decide to proceed with a bylaw, the vote can be administered in one of two ways:

- a) Petition of Support, in which at least half of the property owners, representing at least 50% of the assessed value of land and improvements that would be subject to the BIA levy, must sign a petition indicating their support; or
- b) Council Initiative, in which the city council advises property owners it will enact the bylaw unless more than half the landowners, representing at least 50% of the assessed value of land and improvements that would be subject to the BIA tax, register their dissent.

In most cases of BIA formation in B.C., the Council Initiative process is the mechanism of choice through which BIA formation is decided. The legislation and process governing the establishment of a BIA are presented in further detail in Attachment 2.

# Analysis of Funding Request

In their letter dated February 11, 2016, the SBDA requested grant funding in the amount of \$30,000 towards a proposed \$42,000 budget for their outreach and feasibility study in Steveston. The analysis below examines advantages and disadvantages of granting the SBDA funding request, as well as best practices of BIA start-up funding in the region.

### Advantages and Disadvantages

The main advantage of granting the SBDA's funding request is that a data-based feasibility study in Steveston would result in a vastly improved probability that a prolonged Steveston BIA effort would come to a formal resolution – a formal BIA proposal for Council's consideration (should the proponents determine sufficient community support to bring forward a proposal) or a conclusion of the current BIA effort for the foreseeable future. A less significant advantage is that if the City becomes the major funding source of the current BIA start-up initiative (providing \$30,000 from an overall proposed budget of \$42,000 for the study), the City can table expectations for appropriate outreach to all community stakeholders, including the opposition.

Granting funds to the SBDA presents a number of significant challenges to the City, including:

- There are no requirements, legal, procedural, or otherwise, that commit the City to fund any BIA start-up process, and therefore there is no explicit or immediate impetus to proceed with the funding.
- The act of funding the BIA proponents could be interpreted as the City itself supporting a
  BIA prior to proper community consultation taking place or that the BIA initiative is led
  by the City rather than the business community. It further challenges the City's role and
  mandate to remain neutral throughout the BIA start up process.
- Providing funding to the SBDA is not sustainable from a City budget perspective, as it
  sets a precedent for other business groups in Steveston and other commercial districts to
  seek similar grants in the future. The City cannot predict or anticipate the number,
  frequency and overall amounts necessary to support BIA formation initiatives throughout
  Richmond and at various points in time.
- By simply extending a one-time grant to a group with a significant stake in the outcome, the City would have no representation and therefore no influence over how balanced the messaging is and how inclusive the outreach is.
- While the City supports all Richmond businesses, funding a group advocating on behalf
  of specific business interests is contrary to the City's view that social funding needs
  supersede funding requests that would benefit for-profit entities and contradicts Charter
  requirements for no preferential treatment of one business interest over another.
- Granting the funding would result in \$30,000 cost to the City.

Conversely, while supporting the SBDA's feasibility study may lead to more substantial outreach during the BIA start-up phase, there are major advantages of not granting the funding, including:

- The City maintains neutrality. Remaining neutral is a significant prerequisite for the City
  to be able to fulfill its mandate for accountability, transparency and proper consultation
  during the BIA start-up process.
- The City avoids the establishment of a precedent that could lead to an unsustainable financial model for managing similar BIA start up requests in the future.
- Declining the SBDA grant request would result in no additional costs to the City.

### **Best Practices**

Research indicates that in some Metro Vancouver communities city councils have provided partial funding in the form of a grant to the proponent group, in support of the initial outreach and feasibility study. As an example, the City of Surrey has provided grant funding during the start-up phases of all three of its currently established BIA. However, in the overwhelming majority of BIA start-up cases in Metro Vancouver over the last few years, the proponent group has absorbed all costs associated with outreach, feasibility assessment and development of the formal proposal. Examples include Vancouver, where none of their 23 BIA start-up phases have received funding, Coquitlam, New Westminster, West Vancouver and Langley.

### Recommendation

Based on the above analysis, granting the SBDA's funding request is associated with a multitude of significant challenges which far outweigh the potential benefits. In addition, best practices indicate that the municipality does not provide any funding in the vast majority of BIA start up cases in Metro Vancouver. It is therefore recommended that the City does not grant the SBDA's funding request and that SBDA be notified in writing of the City's decision.

### **Financial Impact**

There is no financial impact to the City from staff's recommendation.

#### Conclusion

BIAs have been in existence throughout the world for decades and there have been over 70 BIAs established under the British Columbia Community Charter since the 1970s. A BIA campaign for Steveston has been undergoing cycles of activity and dormancy over the last two decades, without a formal proposal to the City. The newly formed Steveston Business Development Alliance has recently re-activated the BIA initiative and has requested \$30,000 from the City to support a feasibility study. The analysis above examines the SBDA funding request in the context of the BIA start-up process, including advantages, disadvantages and best practices from across Metro Vancouver. Based on this analysis, it is staff's recommendation that funding request be declined and the SBDA be so notified.

Neonila Lilova

Manager, Economic Development

Veorte II.

(604-247-4934)

Att. 1: Letter from the Steveston Business Development Alliance (Dated February 11, 2016)

2: Legislation and Process Governing the Formation of a Business Improvement Area in British Columbia

February 11, 2016

City of Richmond Mayor and Council 6911 No.3 Road Richmond BC V6Y 2C1

### Re: Business Improvement Area outreach process funding request

### REQUEST

The Steveston Business Development Alliance (SBDA) is a newly formed committee made up of local businesses, property owners and agencies operating independently under the umbrella of the Steveston Merchants Association. It requests a grant in the amount of \$30,000 to support the completion of a feasibility study of Steveston business and property owners to determine the level of support that exists for the establishment of a Business Improvement Area in Steveston as generally described in this report. Many municipalities offer similar support as effective outreach has related expenses.

#### BACKGROUND

A Business Improvement Area (BIA) is similar to a Local Improvement Area where funds are collected through a rate levied against properties in a specified area as a means to coordinate and fund activities that support businesses in the area. For business operators and property owners, a BIA is an effective way of financing beneficial programs that would not be available to individual businesses by other means. There are 23 BIA's in Vancouver; over 70 BIA's in BC with new ones forming every year. Some typical types of BIA activities would be:

Promotional campaigns: programs to attract local interest and interest from outside the region Special Events: build on and expand events to attract visitors throughout the whole year Street Enhancement: way finding, seasonal lighting, public art, murals, banners, flower containers Placemaking: creating special interest areas to animate and liven side streets, alleys and other locations Business Recruitment & Retention: Support existing & strategically attract complimentary businesses Technology Adaptation & Advancement: Help businesses compete in a changing online marketplace Business Volume Benefits: Negotiated volume discounts. Example: medical dental, shipping, waste Historical Assets Leveraging: Support heritage and strengthen alliances to highlight heritage value

#### DISCUSSION

The Steveston business district has under gone a fair amount of turn over the past few years. Many Steveston business and property owners have expressed concern over decreased business vibrancy despite the interest it has in the short summer period. The SBDA has recommended a boundary for the proposed Steveston BIA as indicated in the attached Appendix I. The SBDA holds the view that more can be done to improve and promote the area as an economically sustainable, vibrant and thriving business district.

With a view to establishing a BIA in Steveston, the SBDA would like to undertake a study of the business operators and property owners in the Steveston area to determine the level of support for the creation of a BIA. Misinformation about what a BIA does and could do for Steveston proposes a more labour intensive task for its outreach planning. More resources are required to provide accurate information, answering to

distributed misconceptions, so there can be a dialogue about legitimate concerns to determine the level of support. In this regard the SBDA has proposed a budget of \$42,000 in start-up costs. This would cover the following work:

- Hiring a consultant to conduct significant outreach to business operators and property owners through the following:
  - o one on one door to door communications
  - general communications, online
  - o design, prepare and print outreach material as
  - o design actual BIA programing examples arising from the outreach
  - o newspaper notices
  - o direct mail outs
  - o meetings, speakers
  - o presentation tools; signage, video, PowerPoint
  - o other surveys
- Funds would be used to raise awareness for the BIA initiative all of which are deemed necessary
  to adequately inform business operators and property owners about the benefits of a BIA in
  Steveston.
- The outcome of this project is to determine whether there is sufficient interest for a BIA and its
  proposed plan to support the submission of a proposal to the City of Richmond.

The SBDA will contribute \$12,000 in financial contributions towards the proposed budget by its own means.

The SBDA is requesting the City provide funding of \$30,000 to support the above work.

The SBDA believe a more detailed BIA outreach approach would engage the business community more effectively and rally a stronger level of support. Ultimately, if the BIA initiative is adopted for Steveston it will provide a more sustainable approach to building the increased potential for Steveston well into the future.

Sincerely.

Jens Hertha

Steveston Business Development Alliance

weareopenforbusiness@gmail.com

604 330-2997

Current Members

Linda Barnes, Steveston 20:20 group, Retired Richmond City Councillor Loren Slye, Brittania Heritage Shipyard Society, Steveston Historical Society Richard Vetter, Wealthsmart Odile Gagne, A Monkey Tree Emporium Mindy Phipps, Steveston Merchants Association Cheryl Grattan, With Flair Home Staging and Design Mark Grattan
Jens Hertha, D-Original Sausage Haus
Erinn Bryan, O'Hare's Gastropub and Liquor Store
Parvesh Oberoi, Pajo's
Lisa Eccleshall, ASK Hair Studio
Carolynne Palla, Palla Media
Jim van der Tas, Blue Canoe Waterfront Restaurant
Vince Morlet, Tapenade Bistro
Ron Hill, Village Books
Sarah Gordon, Pieces
David Gordon, Pieces
David Gordon, Pieces
Sean Lawson, Steveston Real Estate
Lori Gelz, Tourism Richmond
Rebecca Clarke, Gulf of Georgia Cannery Society

# STEVESTON BUSINESS IMPROVEMENT AREA START UP FEASIBILITY BUDGET CITY of RICHMOND

BUDGET	
\$26,000	Contracted BIA consultant and helper
\$2,500	Outreach Meetings Speaker fees
\$3,500	Outreach meeting fees, venue, audio visual, light refreshments
\$5,500	Design, printing of flyers, information pamphlets, meeting signage etc.
\$2,500	Postage, envelopes, mail preparation
\$1,000	Equipment, software, usage fees
\$150	Telephone and e-mail forwarding services
\$350	General administration, office expenses
\$500	Miscellaneous & contingency
\$42,000	
\$12,000	Steveston Business Development Alliance Committee Contribution
\$30,000	Funding Request City of Richmond



### **BIA Formation – Governing Legislation and Process**

The formation of a BIA in British Columbia is a process that enables Council to assist businesses in implementing improvements within a specified business area by providing a repayable grant to the BIA. This requires municipal council to adopt a bylaw that mandates the repayment of the grant via a special levy on all commercial properties within the proposed BIA. A formal proposal submitted by a BIA sponsor group to the city triggers the process of considering BIA formation.

The establishment of a BIA in British Columbia is governed by the Community Charter (Charter). Chapter 26, Part 7 – Municipal Revenue, Division 5 – Local Service Taxes of the Charter mandates that:

215, (2) - A council may grant money to a corporation or other organization that has, as one of its aims, functions or purposes, the planning and implementation of a business promotion scheme

The Charter lists a number of activities that can be defined as a business promotion scheme, including:

- a) carrying out studies or making reports respecting one or more areas in the municipality where business or commerce is carried on,
- b) improving, beautifying or maintaining streets, sidewalks or municipally owned land, buildings or other structures in one or more business improvement areas,
- the removal of graffiti from buildings and other structures in one or more business improvement areas,
- d) conserving heritage property in one or more business improvement areas, and
- e) encouraging business in one or more business improvement areas.

The Charter further stipulates that all or part of the money provided under 215, (2) must be recovered by means of a local service tax.

There are two different ways to trigger establishment of a BIA, a petition and/or a council initiative, with the most common being the council initiative process. The process for each, as mandated by the Charter and further interpreted by the association of Business Improvement Areas of British Columbia (BIABC) is described below.

- a) Petition a petition submitted to a city council and verified by the city clerk to include the signatures of the land owners of at least 50% of the parcels, representing at least 50% of the assessed value of Class 5 and Class 6 properties within a defined area. The petition must be initiated by a sponsor group (usually a registered non-profit society) representing business owners interested in establishing a BIA. The non-profit group must solicit property owners in a specific area to gather consent. Once sufficient support is generated, the non-profit group can submit a proposal to city council to consider the BIA. The petition must provide, at the minimum:
  - a description of the service or business promotion scheme in general terms
  - define the boundaries of the BIA

- an estimate of cost/budget
- the proposed method of cost recovery (e.g. local service area levy percentage)
- b) Council initiative a council initiative to establish a BIA is usually triggered by a proposal from a non-profit group that demonstrates general community support for a BIA. It requires that the city give public notice, in accordance with Charter requirements for public notice (Section 94). The notice must be mailed to all owners of parcels that would be subject to the BIA levy and must include the same information as a petition, including description of services, proposed BIA area, estimate of costs and proposed local service area levy percentage. According to the Charter, a critical element of a council initiative is a statement indicating that the council may proceed with establishing the service unless a petition against the service is presented within 30 days after notice has been given in accordance with this section. If there is no registered opposition to the notice that comprises at least 50% of the owners representing at least 50% of the assessed value of Class 5 and 6 commercial properties within the proposed BIA, a council may proceed with the establishment of a BIA. If the BIA initiative is rejected, a council must not propose the same service within one year after the initial proposal, unless the service is substantially varied or less expensive than originally proposed.

It should be noted that councils, once having received a proposal from a sponsor group, elect to enact the council initiative process, so as to determine if there is opposition to the BIA in the community.

If the sponsor group and/or council are successful in generating community support within the proposed BIA boundary, a council may elect to enact a bylaw to establish a BIA. Such bylaw must include:

- · a description of the service or business promotion scheme in general terms
- a definition of the boundaries of the BIA
- an estimate of cost/budget
- the proposed method of cost recovery (e.g. local service area levy percentage)
- the organization to which the money will be granted
- the maximum amount of money to be granted and the maximum term over which it may be granted, and
- any other conditions and limitations on the receipt and expenditure of the money

Money granted to a BIA must be expended only:

- by the organization to which it is granted
- in accordance with the conditions and limitations set out in the bylaw, and
- for the business promotion scheme described in the bylaw.

A BIA bylaw must be considered in three readings and must go back to property owners before the BIA can actually be adopted at fourth reading and successfully created. It also mandates the

maximum that can be expended on a BIA over the term of the bylaw, which is usually in place for 5 years. After the bylaw expires, the BIA has an option to submit a new proposal to the city.

### Exceptions

An important exception exists for BIA formation in British Columbia. The City of Vancouver has its own provisions for the establishment of a BIA in the Vancouver Charter. The process and ways of establishing a BIA in Vancouver are similar to those in the Community Charter, except that a BIA proposal on a council initiative requires only 30% of the property owners to oppose the BIA for council to not adopt a bylaw, not 50% as is in the Community Charter.



### **Report to Committee**

To:

General Purposes Committee

Date:

February 22, 2016

From:

Cecilia Achiam

File:

Director, Administration and Compliance

Re:

Chief Licence Inspector Appointment

### Staff Recommendation

### That:

- That the part of Resolution (R09/6-4), relating to the appointment of Glenn McLaughlin as Chief Licence Inspector, be rescinded.
  - Ms. Carli Edwards be appointed as the Chief Licence Inspector for the purpose of carrying out the statutory duties prescribed in Section 60 of the Community Charter and in accordance with Business Bylaw No. 7360.

Cecilia Achiam

Director, Administration and Compliance (604-276-4122)

REPORT CONCURRENCE

CONCURRENCE OF GENERAL MANAGER

REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE

APPROVED BY CAO

APPROVED BY CAO

### Staff Report

The prior Chief Licence Inspector retired from the City recently.

The position has been modified and renamed Manager, Customer Service and Licencing to oversee customer service and business licencing functions. The duties of the Chief Licence Inspector have been transferred to the successful candidate for this position, Ms. Carli Edwards. Consequently, a formal update to the appointment of Chief Licence Inspector is required at this time. This position will continue to report to the Director, Administration and Compliance in the Finance and Corporate Services Division.

Ms. Edwards is a Professional Engineer with over 15 years of municipal experience leading teams in licencing, bylaws and customer services related functions. She is currently in a Temporary Full Time position as a Project Engineer in the Engineering Department. Ms. Edwards will take on this this new role commencing March 1, 2016.

### Financial Impact

None.

### Conclusion

The appointment of Ms. Carli Edwards as Manager, Customer Service and Business Licencing will provide experienced leadership in customer service excellence, business licence and other relevant bylaw related matters.

Cecilia Achiam

Director, Administration and Compliance

(604-276-4122)

CA:wgm



### Report to Committee

To: General Purposes Committee

Date: February 11, 2016

From: Dave Semple

File: 03-0900-01/2016-Vol

General Manager, Interagency Programs & Steveston Waterfront Major Initiatives

Richmond Celebrates Canada 150 - Proposed Program

### Staff Recommendations

Re:

 That the Canada 150 projects as detailed in the report titled "Richmond Celebrates Canada 150 – Proposed Program", dated February 11, 2016 from the General Manager, Interagency Programs and Steveston Waterfront Major Initiatives, be approved;

- 2. That funding in the amount of \$1,200,000 be allocated from the Council Community Initiatives Fund to fund the new events;
- That \$560,000 be transferred from the Major Events Provisional Fund to support Maritime Festival 2017, Richmond World Festival 2017 and Days of Summer 2017;
- 4. That the 5 Year Financial Plan (2016-2020) Bylaw be amended to include an additional expenditure of \$1,760,000; and

5. That Staff bring forward a report outlining criteria and a funding source for a Canada 150 Community Celebration Funding Program as outlined on page 5 of this staff report.

Dave Semple

General Manager, Interagency Programs & Steveston Waterfront Major Initiatives (604-233-3350)

Att: 2

	REPORT CONCURREN	NCE
ROUTED TO: Communications Finance Department Corporate Partnerships Parks Services Arts, Culture & Heritage Recreation Services	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	Initials:	APPROVED BY CAO

### Staff Report

### Origin

Canada's 150th anniversary of Confederation in 2017 is a significant milestone for our country that allows Canadians to connect with the past, celebrate its communities, and build a legacy for the future.

At the Council meeting of July 27, 2015, Richmond City Council endorsed the vision and guiding principles for Richmond's Canada 150 activities, events and infrastructure. Council authorized staff to engage the community for input into Richmond's Canada 150 program and directed staff to report back with options for Council's consideration.

At the Council meeting of November 9, 2015, Council approved the formation of a Canada 150 Celebration Steering Committee which included Councillors Bill McNulty, Linda McPhail and Harold Steves. During the past three months, the committee has reviewed, evaluated and recommended a comprehensive list of possible Canada 150 projects.

This report provides the results of the Canada 150 community survey, recommends funding for existing events and infrastructure from the Major Events Provision, and presents the Canada 150 Steering Committee's recommended list of projects to celebrate the 150th anniversary of Canadian Confederation in 2017.

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

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

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

This report supports Council approved strategies including the Major Events Strategy and its goals of programming and creating a dynamic destination waterfront, the Waterfront Amenity Strategy, the Parks and Open Space Strategy 2022, the Community Tourism Strategy, the Arts Strategy vision for Richmond to be an arts destination, and the Resilient Economy Strategy through enhanced destination and tourism products. The program detailed in this report will maximize the social and economic benefits to the community and provide a rich offering of festivals and events.

### Analysis

### Community Input

Staff and volunteers conducted a public outreach survey (Attachment 1) asking the community how they wanted to celebrate Canada's 150th birthday. From September 1 to October 31, 2015, the outreach team connected with people at various events (i.e., Richmond World Festival, Culture Days, and City Centre Grand Opening), facilities (i.e., City Hall, Richmond Olympic Oval, Brighouse Library, Minoru Place Activity Centre, and eight community centres), and online via Let's Talk Richmond.

Close to 900 residents completed the survey with representation from all age demographics. The results were overwhelmingly positive in support of celebrating Canada 150; 99.6% of the people supported celebrating the milestone.

### Recommended Activities to Celebrate Canada 150

Based on the input from the community and interviews with most members of Council, a list of potential activities and projects was generated for review by the Canada 150 Committee. Projects were evaluated using the Vision and Guiding Principles endorsed by Council at their meeting of July 27, 2015.

### Vision:

"Richmond's Canada 150 ignites the passions of the citizens of Richmond in a multifaceted, year-long celebration, honours Richmond's distinct and vibrant cultural diversity, and leaves lasting legacies that foster civic pride and carry the spirit of 150 into the future."

### Tagline:

Canada 150: one nation, hundreds of cultures, thousands of communities, millions of people, and limitless stories. Inspiring Richmond to welcome our future.

### **Guiding Principles:**

- Tie the past with the future commemorate the history of the community while celebrating and shaping the future
- Showcase Richmond activities shed a positive light on all Richmond has to offer
- Create legacies these legacies include lasting memories, increased organization and community capacity, physical legacies and pride in the community and the country
- Inclusive ensure opportunities for input and participation for our diverse residents
- Collaborative partner with the community in planning and implementation and support community organizations to plan their own celebrations
- Environmentally sustainable follow the principles set out in the Richmond Sustainable Event Toolkit
- Coordinated activities are coordinated and synergistic to effectively utilize resources and not compete with each other

### Existing Festivals with a strong Celebrating Canada 150 theme

The following annual events are recommended to proceed for 2017 by the Canada 150 Steering Committee:

- 1. Children's Arts Festival (February): Over the past several years the Children's Arts Festival has become one of the region's best festivals for children. The festival continues to challenge children's creativity by presenting interactive workshops led by professional artists and performers. The five day festival, including the signature event on BC Family Day, attracted over 5,000 people in 2016. Funding for this event was approved from the Major Events Provision Fund at the Council meeting of February 9, 2016.
- 2. Ships to Shore (May and July): Council has unanimously endorsed the Ships to Shore 2017 for May and July with funding from the Council Community Initiatives Fund. Ships to Shore will be two of the City's largest events of 2017. A highlight of the May event will be the visit of the majestic tall ship Kaiwo Maru from Japan along with a free multiday festival.
- 3. Richmond Maritime Festival: The Richmond Maritime Festival is a two day event that celebrates the City's maritime and wooden boat heritage. The 15th edition of the festival includes a variety of maritime themed land and riverside activities, animating the entire Britannia Shipyards site and waterfront boardwalk. An estimated 40,000 people attended the 13th annual Maritime Festival in 2015. The Britannia Heritage Shipyard Society will assist the event in featuring wooden boats and the Richmond Arts Coalition will provide artist programming support for the festival. Funding for this event currently exists in the Major Events Provision Fund.
- 4. Richmond World Festival: The Richmond World Festival celebrates Richmond's significant cultural diversity through music, food, arts, and sport. In 2017, the World Festival would become a two day festival featuring multiple performance stages, 100 artist performances, 50 food trucks, 75 exhibitors, and numerous sport demonstrations. The World Festival had great success in its first year engaging various community groups and the event expects to attract more than 75,000 attendees over the expanded two days. Funding for this event currently exists in the Major Events Provision Fund.
- 5. Days of Summer: Richmond Days of Summer is an umbrella marketing program designed to promote the broad array of community events happening in Richmond. In 2017, the Days of Summer program will transition to the Canada 150 brand and it would promote all events that fall under Richmond's Canada 150 celebration. This program will assist many of the smaller events, who might not have large marketing budgets, to reach a much broader audience. Funding for this program currently exists in the Major Events Provision Fund.

### Canada 150 Steering Committee's Proposed List of New Projects for Celebrating Canada 150 (Attachment 2)

- Canada Day Street Festival: An enhanced Canada Day celebration with a street festival in Steveston Village on July 1.
- 2. Wooden Boat Festival: A new festival highlighting wooden boats and maritime demonstrations celebrating the City's maritime industries fishing, boat building, fish processing. (late August)
- 3. **Pioneer Luncheon:** A special luncheon to recognize the contributions of the City's long term residents who have helped shape the community.
- Music in the Plaza: A series of five outdoor music concerts at City Hall and the Cultural Centre Plaza featuring local Canadian artists during the midweek lunch break. (July & August)
- 5. Harvest Festival: A new festival celebrating the City's agricultural heritage. (October)
- Commemorative Legacy: A number of infrastructure and public art projects are currently planned for a 2017 opening/unveiling. One or more could serve as a legacy to Canada's 150th anniversary.
- Possible Project Concepts: A series of activities that will be advanced by the Canada 150 program office through other organizations and existing events or through adopting a Canada 150 theme.
- Marketing, Promotions & Documentation: A broad based program to promote all
  events and projects as well as document key moments in this milestone year for our
  country.
- 9. Specialized Resources: Operational resources are required to coordinate and manage the program. This would involve engaging the community and working with arts, heritage, sports and community groups, and volunteers to host high quality activities and events. This would leave a legacy of increased skill sets and capacity in staff and community.

### Community Celebration Funding Program

In order to promote activities to celebrate Canada's 150th anniversary in neighbourhoods and communities and create more lasting memories, a 2017 Community Celebration Funding Program will be proposed. The program is envisioned to help small, Richmond based, non-profit organizations, neighbourhood groups and community associations with activities and events. A report will be brought forward to Council recommending criteria, timelines and a funding source. In order for groups to be able to plan events, this report will come forward within the next month.

### Overall Program Benefits

The recommended Canada 150 Projects strongly relate to the Council endorsed Guiding Principles: tying the past with the future, showcasing Richmond, creating legacies, being inclusive and collaborative, ensuring events and activities are environmentally sustainable, and that activities are coordinated both in timeline and throughout the community.

In addition, the activities celebrate our community and build civic pride, engage a broad section of the community in planning, implementing and participating, contribute to tourism and economic impact, and build capacity for the future in volunteers, community organizations and staff.

### Sponsorship Program

An enhanced sponsorship program for events in 2017 will be developed with an eye to building to 2018 and Richmond's 140th anniversary in 2019. In order for the sponsorship program to be successful it is critical that decisions occur in a purposeful and timely manner. Immediately following Council approval of events and activities, individual programs will be developed. These will be used to develop marketing and media plans, seek media sponsors and create sponsorship materials. In order to hit sponsor funding cycles, these materials should be ready for sponsorship sales to commence as soon as possible. This is especially important knowing that many groups across BC and Canada will be working towards the same goal and competing for sponsorship dollars from the same organizations.

### Value In-Kind

Richmond's Canada 150 program will be a major initiative for the City. As a result, all City departments will work collaboratively to provide in-kind services (e.g., equipment use, venue hosting, staff support, etc.) which will add significant value to the overall program.

Specific examples of value in-kind services include:

- Free venue and event equipment use at the Richmond Olympic Oval for the Pioneer Luncheon
- Use and delivery of generators, picnic tables, mobile stage, audio equipment, site lighting, flooring, signage, transport vehicles, tents, etc.
- Staff support for graphic design, marketing, media, project management, site production, volunteer management, purchasing, fire services, RCMP, and event coordination

The estimated value of in-kind services is between \$500,000 - \$750,000 for the year long program.

### Financial Considerations

Table 1: Proposed new projects for Canada 150

Project Name:	Recommended Funding:	Funding Status:	
Canada Day Street Festival	\$165,000		
Wooden Boat Festival	\$180,000		
Pioneer Luncheon	\$ 60,000		
Music in the Plaza	\$30,000	Not currently	
Harvest Festival	\$150,000	funded.	
Commemorative Legacy (Public Art & Infrastructure)	\$0	Subject to	
Possible Project Concepts	\$75,000	Council Approval	
Marketing, Promotions & Documentations	\$90,000	11	
Specialized Resources	\$250,000		
Program Contingency	\$200,000		
TOTAL	\$1,200,000		

Table 2: Recommended events funded by the Major Events Provision

Project Name:	Recommended Funding:	Funding Status:
Richmond Maritime Festival	\$200,000	Council
Richmond World Festival	\$300,000	approved and funded as part of
Days of Summer	\$60,000	the Major Events Provision
TOTAL	\$560,000	

Table 3: Events approved and funding allocated

Project Name:	Recommended Funding:	Funding Status	
Ships to Shore – May	\$575,000	Council approved and funded from Council	
Ships to Shore - July	\$320,000	Community Initiative Fund	
Children's Art Festival	\$70,000	Council approved and funded Feb 9, 2016	
TOTAL	\$965,000		

Table 4: Event Funding for this event was approved from the Major Events Provision Fund at the Council meeting of February 9, 2016.

Project Name:	Recommended Funding:	Funding Status	
Children's Arts Festival	\$70,000	Council approved and funded Feb 9, 2016	
TOTAL	\$70,000		

### **Financial Impact**

The estimated cost of the recommended new projects for the Canada 150 program is \$1,200,000. It is recommended that \$1,200,000 be allocated from the Council Community Initiatives Fund to fund these programs.

This report further recommends that the following amounts be transferred from the Major Events Provision Fund to support the ongoing major events and marketing program in 2017:

- \$200,000 Richmond Maritime Festival 2017
- \$300,000 Richmond World Festival 2017
- \$60,000 Days of Summer (will be realigned to supplement the Canada 150 marketing program)

Funds currently exist in the Council Community Initiatives Fund and Major Events Provision and, therefore, there is no new tax impact.

Grants from both the Federal and Provincial governments will be sought and an enhanced sponsorship program developed. Any funding acquired will go toward program enhancement or returned to either the Council Community Initiatives Fund or Major Events Provision Fund.

### Conclusion

The 150th anniversary of Canada's Confederation is a significant milestone in our country and community. Public input showed overwhelming interest in celebrating this momentous occasion in a variety of ways. This report puts forward a range of activities and events for Richmond to celebrate Canada 150.

Bryan Tasaka

Manager, Major Events and Film

(604-276-4320)

Att. 1: Canada 150 Community Survey Results

2: Recommended New Projects for Richmond's Canada 150 Celebrations

### **CANADA 150 SURVEY RESULTS**

### INTRODUCTION:

At the Council meeting of July 27, 2015, Richmond City Council endorsed the vision and guiding principles for Richmond's Canada 150 activities, events, and infrastructure. Council authorized staff to engage the community for input into Richmond's Canada 150 program and directed staff to report back with options for Council's consideration.

Staff and volunteers conducted a public outreach survey asking the community how they wanted to celebrate Canada's 150th birthday. From September 1 to October 31, 2015, the outreach team connected with people at various events (i.e., Richmond World Festival, Culture Days, and City Centre Grand Opening), facilities (i.e., City Hall, Richmond Olympic Oval, Brighouse Library, Minoru Place Activity Centre, and eight community centres), and online via Let's Talk Richmond.

Close to 900 residents completed the survey with representation from all age demographics. The results were overwhelmingly positive in support of celebrating Canada 150; with 99.6% of the people supported celebrating the milestone.

Photos from the Canada 150 Pavilion at the Richmond World Festival



### HOW SHOULD RICHMOND CELEBRATE CANADA'S 150TH?

Other: : 34 (2.6%)

We should not celebrate the 150th

birthday : 5 (0.4%)

A Canada 150 legacy project (e.g., new park, new public art): 286

(21.7%)

A big Canada Day celebration on July 1, 2017: 515 (39.1%)

A wide variety of events across the community throughout the year: 478 (36.3%)

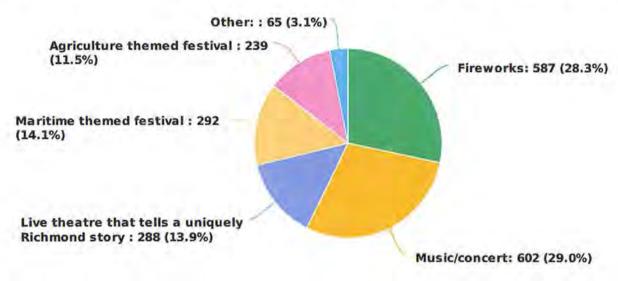
### Other responses:

- Use it as an opportunity to re-tell stories of how the many cultures have shaped the community over the years and how each brought their own strengths (and weaknesses). We would not be where we are now without the early Asian settlers or the European trail blazers. Let's tell some vivid and important stories about the best of each culture to increase respect between the cultures.
- With a variety of events to showcase all aspects of our country & nature, humanitarian food, culture, art. live music
- I think a large celebration on Canada Day celebrating Canadians, Canada life and its history......with music, foods, and performances by Canadians, I also think a park dedication; upgrades with trails would be a great long lasting legacy.
- I think whoever organized the World Fest in September should be consulted for the 150th Anniversary...we had the best time at the World Fest...the food trucks were awesome, the live theatre, crafts, the amazing volunteers keeping the place clean...it was reminiscent of the Olympics...loved it!!!!
- . I would like to see a celebration on July 1. Perhaps an unveiling of new art work at Minoru Park. The majority of celebration should be there as it was during the Olympics. Perhaps a place where children could play, make something, face painting etc. Educational areas for everyone re Canadian and Richmond heritage. In the evening we cannot forget fireworks.
- Inclusive with long term legacy projects. Separate adult venues such as beer gardens with live entertainment and then separate or mixed family events. We shouldn't have to go to Vancouver to celebrate like adults i.e. Fireworks competition
- I would like it to be a civic event directed to a deeper understanding of the history and uniqueness of Canada among the nations.
- I would like to see an event where I could bring my daughter (she will be 8 in 2017) to learn about how we are working to preserve our environment, which is such a key part of our Canadian-ness, not to mention, key to our survival as a species.
- Possible monthly (during the 2017 year) different articles on Richmond's history and its people in the News and rotating placards in malls, bus stops and public places?
- Museum and City-wide Exhibits, Art shows, Music Festivals, Heritage Festivals, International Food festivals, Regattas, an inaugural Marathon, Triathlon or Tour de Richmond.
- I believe that reconnecting with Richmond's First Nations people is long overdue. A Canada 150 celebration that involves First Nations will provide history, identity, and meaning in ways that Richmond has not experienced before. We do not know ourselves and we will not know our place if we do not know our First Nations people. Thank you.
- I would like to see less 'cultural celebration' type events because those are run quite regularly. The 150th celebration should be the voices of all Canadians in unison.

- I would like to spearhead a community engagement project where residents and visitors share their stories about Richmond in a variety of art forms: from painting to drawing, to poetry to theatre, through video and blogging, and creating public art.
- Canada was created as a place where its citizens can reach the stars. Therefore I think for the 150th birthday of Canada the city of Richmond should invest in the city. Publics parks, a tech program for youth, expansion of the public library Children of the future should definitely be involved.
- 3 day festival with salmon BBQ and parade still on the 1st other events on 30th and 2nd
- Among other things, I'd love to make a time capsule to be opened in 20 to 50 years
- A educational celebration showing the evolution of Canada over the past 150 years covering political, military, fishing, forestry and first nations held in the Oval.
- Stories, stories, stories, and lots more stories about Richmond people and Richmond's place in the world.
- legacy and different events

### QUESTION #2:

### WHAT WOULD YOU LIKE TO SEE AT A JULY 1, CELEBRATION FOR CANADA 150?

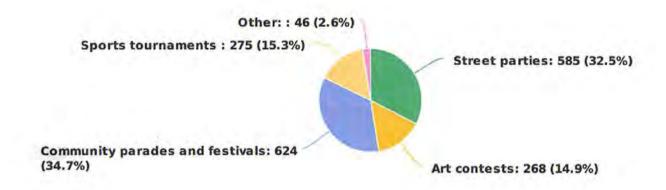


#### Other responses:

- Say Happy Birthday from different people, plus make a video and post it in YouTube
- Promote better knowledge of the history of Richmond and how diverse groups settled here over the years.
- Free Events/Activities (not just for children)
- Awards to community members to recognize contributions
- Educational theme that describes what it means to be Canadian.
- Build on the work started by the Truth and Reconciliation Commission. Our local First Nations
  people are not visible and our relationship is not healthy. Canada 150 is an incredible
  opportunity.
- Performances from the many different cultures
- A concert of the historical dance (social and theatrical) from as many countries as we can represent.
- Sports at oval
- fundraiser for poor first nations communities
- Publish a children's book which covers a story myth that is unique to Richmond or Steveston

#### QUESTION #3:

### IF THERE WERE COMMUNITY EVENTS THROUGHOUT THE YEAR, I WOULD ATTEND:

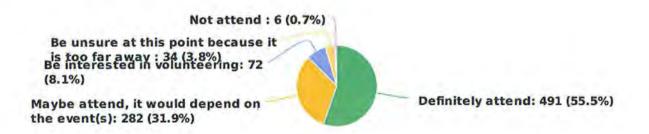


### Other Responses:

- Activities/games much like the set ups during the 2010 winter Olympics to bring the community together
- Close to Steveston handicapped
- · Museum exhibits, Marathons, Triathlons
- Tall ships, street night (farmers like) markets in Steveston, movie nights in Steveston, big named entertainment at Salmon Festival, better parade July
- Concerts of dance, music, storytelling, poetry of as many cultures as we can represent, surrounded by artwork of those countries.
- · Live theatre and multiple festivities lend themselves to multiple days throughout the year
- Nature Walks
- · Symposiums and talks, and events featuring unique Richmond citizens and celebrities
- Tall ships at Steveston
- Carnivals
- Family Events

#### QUESTION #4:

### IF THE RICHMOND COMMUNITY HOSTED SPECIAL EVENTS FOR CANADA'S 150TH, WOULD YOU ATTEND?



### QUESTION #5:

### I THINK THE BEST WAY TO CREATE A CANADA 150 LEGACY FOR RICHMOND IS TO:

Other: : 31 (3.5%)

Improve existing community facilities: 118 (13.3%)

Enhance public parks and trails: 153 17.3%)

Develop waterfront amenities (e.g, docks and piers): 73 (8.2%)

Restore an important piece of Richmond's heritage: 268 (30.3%)

Create a new piece of public art (9.2%)

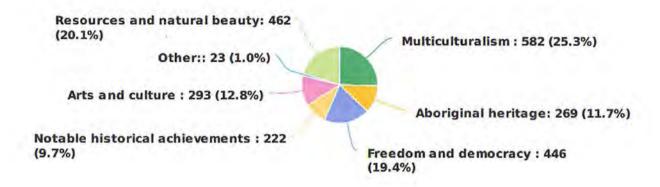
Re-establish a natural area to support the environment: 161 (18.2%)

### Other responses:

- Create a new 150 themed recreational facility open to everyone at no cost. Could be a waterfront amenity
  and or an active or passive park almost anywhere in the City.
- Public garden or park with reflecting pools, walking paths and several pieces of art
- Restore and operate the Interurban Richmond heritage, public transportation art, develops waterfront, improves community facilities, and supports the environment
- Build a better network of safe/separated bike routes for commuters
- · build a hospital wing
- new park
- preserve an area that is 150 years old
- · Restore an important piece of Richmond's heritage & enhance public parks & trails
- keep free land open to more space, no tall building so we can view our mountains
- · Don't like Legacy Projects too much cost not worth for 6 term use
- 150 scholarship grants for Richmond's deserving students base on excellence as well as need for university

### **QUESTION #6:**

### THE IMPORTANT ASPECTS I THINK NEED TO BE CELEBRATED FOR CANADA'S 150TH SHOULD BE:

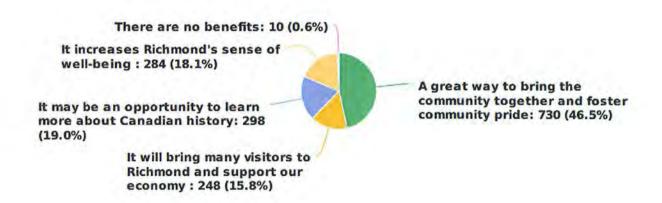


#### Other responses:

- Richmond's history and the people who settled here during the hard times.
- Our farming heritage.
- emphasis on our form of government a constitutional monarchy and on the importance of the two
  official languages and founding cultures
- Healthy lifestyles
- military achievements
- Explore Richmond's history, culture, and natural areas.
- Provide participatory events which combine many of the above aspects. E.g. community dances from many cultures set in a park environment, interspersed with music, poetry, storytelling and visual art.

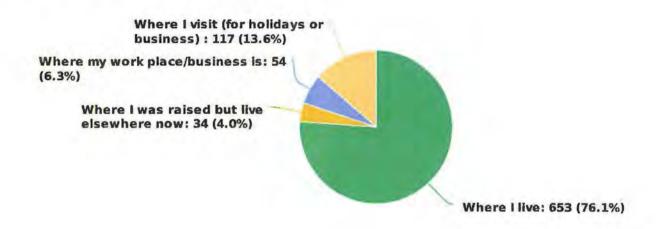
### QUESTION #7:

### WHAT BENEFITS WOULD YOU SEE IF RICHMOND CELEBRATED CANADA'S 150 ANNIVERSARY OF CONFEDERATION?



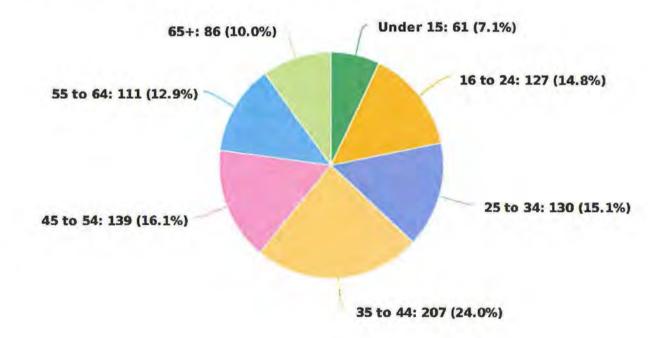
### QUESTION #8:

### TO ME, RICHMOND IS...



### QUESTION #9:

### I FALL UNDER THE FOLLOWING AGE GROUP:





### **PROGRAM OVERVIEW**

## RECOMMENDED NEW PROJECTS FOR RICHMOND'S CANADA 150 CELEBRATIONS

Prepared by:

Canada 150 Steering Committee

Updated:

February 22, 2016



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### **SECTION 1: INTRODUCTION**

Canada's 150th anniversary of Confederation in 2017 is a significant milestone for our country that allows us to connect with our past, celebrate who we are as communities and Canadians and build a legacy for the future.

In July of 2015, Richmond City Council endorsed the vision, tagline, and guiding principles for Richmond's Canada 150 activities, events, and infrastructure.

#### Vision:

"Richmond's Canada 150 ignites the passions of the citizens of Richmond in a multi-faceted, year-long celebration, honours Richmond's distinct and vibrant cultural diversity, and leaves lasting legacies that foster civic pride and carry the spirit of 150 into the future."

### Tagline:

Canada 150: one nation, hundreds of cultures, thousands of communities, millions of people, and limitless stories. Inspiring Richmond to welcome our future.

### **Guiding Principles:**

- Tie the past with the future commemorate the history of the community while celebrating and shaping the future
- Showcase Richmond activities shed a positive light on all Richmond has to offer
- Create legacies these legacies include lasting memories, increased organization and community capacity, physical legacies and pride in the community and the country
- Inclusive ensure opportunities for input and participation for our diverse residents
- Collaborative partner with the community in planning and implementation and support community organizations to plan their own celebrations
- Environmentally sustainable follow the principles set out in the Richmond Sustainable
   Event Toolkit that has been developed
- Coordinated activities are coordinated and synergistic to effectively utilize resources and not compete with each other

Council also authorized staff to engage the community for input into Richmond's Canada 150 program; and directed staff to report back with options for Council's consideration.

A public outreach survey was conducted in from September to October, 2015, and close to 900 residents provided input on how they wanted to celebrate Canada 150. Over 99% of the people surveyed supported celebrating the milestone, with 39% wanting a big Canada Day celebration on July 1 and 36% recommending a wide variety of events throughout the year.

Council also approved the formation of a Canada 150 Steering council sub-committee which included Cllr. McNulty (Chair), Cllr. McPhail, Cllr. Steves, and staff. Over the course of three months, the committee reviewed and evaluated a comprehensive list of possible Canada 150 projects.

The following projects are recommended to form a strong component of Richmond's Canada 150 Celebration program.

We invite the community—residents, businesses, and community groups—to become involved and join us in celebrating Canada's 150th anniversary ensuring the Canada 150 program is inclusive, engaging, and community driven.



# SECTION 2: RECOMMENDED NEW PROJECTS FOR RICHMOND'S CANADA 150 CELEBRATION

### CANADA DAY STREET FESTIVAL

### DESCRIPTION:

Enhance the existing Canada Day weekend celebration (Steveston Salmon Festival, Ships to Shore, Gulf of Georgia Cannery, etc.) with a street festival in Steveston Village featuring a community stage, busking entertainment, and a variety of fun activations. Close Moncton Street and Bayview Street to traffic and bridge the gap between the Gulf of Georgia Cannery and the Steveston Community Centre creating one large festival site.

#### BENEFITS:

- Increases the number of activities and attractions available on July 1
- The increased footprint will help reduce current congestion challenges faced by the Steveston Salmon Festival following the parade
- Expands the programming to bridge the time between Steveston Salmon Festival and the Fireworks
- Increases business opportunities for Steveston merchants
- Provides an enhanced free event for Richmond residents

### DATES/HOURS:

Saturday, July 1, 11:00 a.m. – 10:30 p.m.

LOCATION: Steveston Village

**ESTIMATED ATTENDANCE: 40,000** 

RECOMMENDED BUDGET: \$165,000

### **WOODEN BOAT FESTIVAL**

### DESCRIPTION:

Create a new maritime themed festival focused on the wooden boat industry. The City would explore a partnership with the Britannia Heritage Shipyard Society to produce the "Britannia Wooden Boat Festival."

The two-day festival would be animated with wooden boats, water demonstrations, a wooden boat show on the land, maritime demonstrations, entertainment, food trucks, and maritime themed community booths.

Wooden boats would be invited to attend and the festival date would be coordinated with the existing wooden boat circuit (mid August – mid September).

### BENEFITS:

- Engages the wooden boat industry and educates the public on its heritage
- Celebrates the City's maritime industry
- Provides a free event for Richmond residents

### DATE:

August or September

### LOCATION:

 Britannia Shipyards National Historic Site, Imperial Landing, and potentially Steveston docks (SHA)

ESTIMATED ATTENDANCE: 20,000

RECOMMENDED BUDGET: \$180,000

### PIONEER LUNCHEON

#### DESCRIPTION:

Host a special luncheon to recognize the contributions of the City's long term residents who helped shape the community. Guests must have lived in Richmond for the past 50 years. The event will feature a catered lunch, live entertainment, and words from the Mayor.

#### BENEFITS:

- Celebrates and recognizes the contribution of our City's pioneers
- · Provides a free event for the older adult demographic

### LOCATION:

- Option A -- Inside Richmond Olympic Oval
- Option B Tented at outdoor plaza at Richmond Olympic Oval
- Option C -- Tented in plaza at City Hall (500 person capacity)
- Option D -- Tented in a City park

PROPOSED DATE/TIME: Spring or Fall, 11:30am - 1:30pm

**ESTIMATED ATTENDANCE: 500-1000** 

RECOMMENDED BUDGET: \$60,000

### MUSIC IN THE PLAZA

### DESCRIPTION:

A series of outdoor music concerts during the midweek lunch break. Local Canadian artists would be featured and food trucks would be invited to service the concert crowd.

### BENEFITS:

- · Activates a public space and encourages community interaction
- A vehicle to promote upcoming Canada 150 events
- Celebrates and showcases the City's local artists
- · Provides free events for Richmond residents

LOCATION: Alternate between City Hall Plaza and Cultural Centre Plaza

### PROPOSED DATE:

- . 5 dates, every second week, starting in June and ending in August
- Show from 11:45 a.m. 1:15 p.m. (90 minutes).

### ESTIMATED ATTENDANCE: 200-500 per show

\$6,000 per show to cover artist fees, audio tech, emcee, coordinator and equipment rentals

### **RECOMMENDED BUDGET: \$30,000**

 \$6,000 per show to cover artist fees, audio tech, emcee, coordinator and equipment rentals

# HARVEST FESTIVAL

#### DESCRIPTION:

The Richmond Harvest Festival would celebrate the City's agricultural heritage. This festival could feature a farmers market, farm tours, farming equipment, farm animals, live busking entertainment, straw maze, and food trucks.

#### BENEFITS:

4912541

- Engages local farmers and educates the public on the importance of local farming
- Celebrates the City's agricultural heritage
- Provides a free event for Richmond residents

LOCATION: Garden City Lands, Terra Nova, or a private farm

PROPOSED DATE: Saturday, October 7 (Thanksgiving weekend), 11:00 a.m. - 4:00 p.m.

ESTIMATED ATTENDANCE: 10,000

RECOMMENDED BUDGET: \$150,000

# **COMMEMORATIVE LEGACY**

#### DESCRIPTION:

A number of art and infrastructure projects are currently in the works for an opening/unveiling in 2017. One or more of these projects could be used to commemorate our country's milestone and serve as a legacy to Canada 150. These projects include:

#### Public Art:

- Minoru Complex at Minoru Park and Cultural Precinct
- Brighouse Canada Line Station
- Brighouse Canada Line Station Bus Loop and Pedestrian Plaza
- Richmond City Hall Gateway Public Artwork
- Capstan Village Park for new Richmond Arts District

#### Infrastructure:

- Minoru Complex
- Hollybridge Pier
- · Phoenix Net Loft
- Steveston Tram
- Garden City Lands
- Fire Hall No. 1
- Fire Hall No. 3

#### BENEFITS:

- Marks a key milestone in our City's history
- Opportunity to increase the profile of key art and infrastructure projects throughout the city

**RECOMMENDED BUDGET:** Existing Budgets

## POSSIBLE PROJECT CONCEPTS

#### DESCRIPTION:

The following is a sample list of potential projects that could be developed by the Canada 150 Program Office. The projects could be facilitated through partnerships with existing organizations and events or produced in-house. All of these events will be promoted through the Richmond Canada 150 marketing program.

- 1. Historical Interpretive Sign Program in City Centre
- 2. Street Festival on Highway to Heaven
- 3. Beach Volleyball tournament at the Oval
- 4. Canada 150 themed Geocache Program
- 5. 130th anniversary of Gihei Kuno
- 6. 140th anniversary of Manzo Nagano
- 7. 140th anniversary of Steves Family
- 8. Old Fashion Sports Day
- 9. Garden tours
- 10. Nature Park events
- 11. Running event
- 12. School engagement
- 13. Archives / oral histories
- 14. Theatrical production
- 15. Sporting events
- 16. Arts and heritage events

#### BENEFITS:

- Community outreach and engagement
- Assist with capacity building
- Builds a comprehensive calendar of events and projects that collectively celebrate Canada 150
- Provide resources to organizers that will allow them integrate the Canada 150 theme into their events

RECOMMENDED BUDGET: \$75,000

# MARKETING, PROMOTIONS & DOCUMENTATION

#### **DESCRIPTION:**

A brand for the overall program will be created that will act as the umbrella marketing tool to promote all of the events and projects in 2017. This project will include the development of a robust website to properly showcase each initiative. It will also produce and coordinate the elements for a comprehensive marketing plan (e.g., TV, radio, print, collateral (e.g., posters, brochures, etc.), social media, transit ads, etc.).

The project will include a social media outreach campaign that engages Richmond residents by asking for photo submissions of what Canada means to them. The photos will be collated into a large mosaic art piece with many photos featured individually on the Richmond Canada 150 website.

Richmond's Canada 150 program will likely create many memorable moments. This project would ensure that those key moments are captured on video and through photos. The City's Media Lab could be involved in the project and assist in some of the filming and post-production work.

The City of Richmond's street banner program for 2017 would incorporate the Canada 150 theme and messaging for a year-long display on the 500 street poles in the City. Banner designs are selected through an annual contest that is open to all members of the community. It is recommended that entries celebrate Canada history in Richmond.

#### BENEFITS:

- Ensures broad awareness of the 150 celebrations within the community
- Creates anticipation and excitement
- Communicates stories of the City's heritage
- Builds community pride
- Documents the entire program

#### TERM:

Fall 2016 – December 2017

#### **RECOMMENDED BUDGET: \$90,000**

 An additional \$60,000 will be funded by the Days of Summer program via the Major Events Provision Fund.

### SPECIALIZED RESOURCES

#### DESCRIPTION:

Operational resources are required to coordinate and manage the Canada 150 Program in Richmond. The office would create partnerships with existing events and programs, assist in the development of new projects, and coordinate other Canada 150 projects, as required.

The program will require staff support from many different people throughout the organization to help coordinate community outreach, general events, and volunteers. In addition, a program of this magnitude will likely require administrative and procurement support.

Once the Canada 150 program is approved, the funding will be used to build appropriate staff teams for the projects. The team will seek input from the community during the planning process. Developing skills sets and capacity amongst staff and community will be a positive outcome of the program. Specifically, a coordinated call for volunteers to support the slate of events will be an important component of the Canada 150 program. The community will be provided with numerous volunteer opportunities to gain valuable event and project experience.

The overall program will be managed and supported by the Major Events & Film section; reporting through the General Manager, Interagency Programs & Steveston Waterfront Major Initiatives; and the Canada 150 Steering Committee.

#### BENEFITS:

- Proper staff resourcing to ensure successful program delivery
- Enables capacity for optimal community engagement
- Builds capacity within the community for future years

#### TERM:

April, 2016 to December 2017

RECOMMENDED BUDGET: \$250,000



# **SECTION 3: THE FINANCIALS**

#### TABLE: PROPOSED PROGRAM BUDGET SUMMARY

Project Name:	Recommended Funding:
Canada Day Street Festival	\$165,000
Wooden Boat Festival	\$180,000
Pioneer Luncheon	\$60,000
Music in the Plaza	\$30,000
Harvest Festival	\$150,000
Commemorative Legacy (Public Art & Infrastructure)	\$ 0
Additional Project Concepts	\$75,000
Marketing, Promotions & Documentations	\$90,000
Canada 150 Celebration Staff (Support) Team	\$250,000
Program Contingency	\$200,000
TOTAL PROGRAM FUNDING	\$1,200,000

#### **SPONSORSHIP & GRANTS:**

Corporate Partnerships and Major Events will explore sponsorship and federal grant opportunities for the Canada 150 program. Any funds generated will either be returned to the Major Events Provision or used for program enhancement.

# SECTION 7: GENERAL PROGRAM SCHEDULE OF KEY EVENTS IN 2017

#### **JANUARY**

· Street Banner program begins

#### **FEBRUARY**

· Children's Arts Festival

#### MAY

- Heritage Fair
- Move for Health
- · Public Works Open House
- · Ships to Shore

#### JUNE

Doors Open

#### JULY

- Ships to Shore
- Canada Day Concert in the Park
- · Steveston Salmon Festival

#### **AUGUST**

- Richmond Maritime Festival
- Britannia Wooden Boat Festival
- Garlic Festival

#### SEPTEMBER

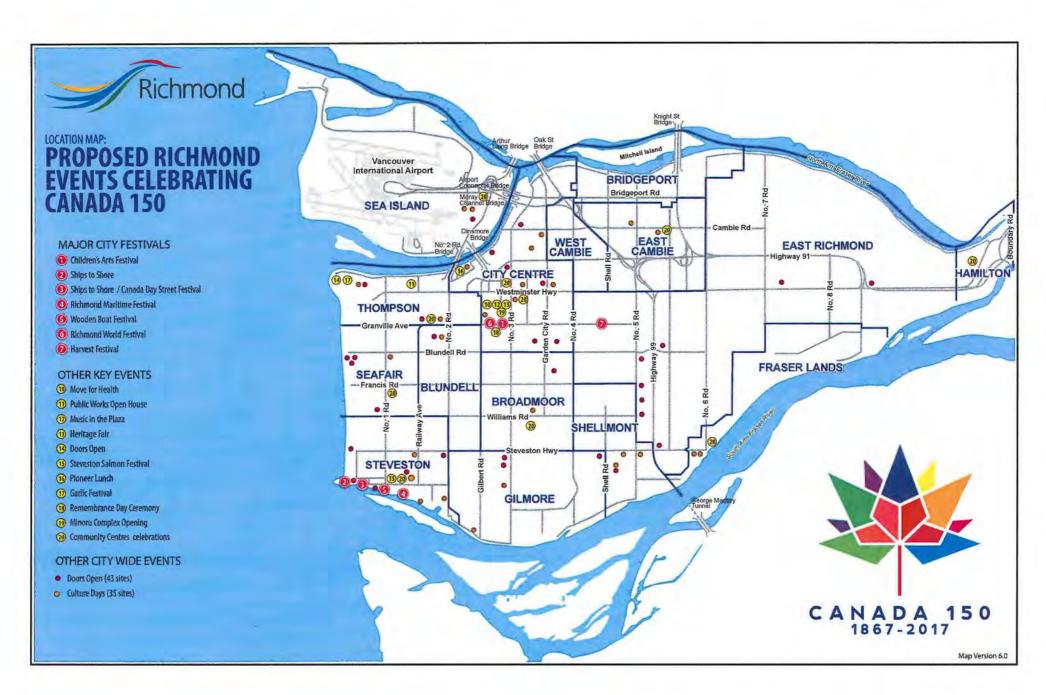
- · Richmond World Festival
- Culture Days

#### **OCTOBER**

Harvest Festival



# SECTION 8: MAP OF PROPOSED RICHMOND EVENTS CELEBRATING CANADA 150



**CNCL - 118** 



#### Report to Committee

To:

**Finance Committee** 

Director, Finance

Date:

February 11, 2016

From:

Jerry Chong

File:

03-0900-01/2016-Vol

01

Re:

Revenue Anticipation Borrowing (2016) Bylaw No. 9527

#### Staff Recommendation

That Revenue Anticipation Borrowing (2016) Bylaw No. 9527 be introduced and given first, second and third readings.

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

R	EPORT CONCURRE	ENCE
ROUTED TO: Law	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	DW(	APPROVED BY CAO

#### Staff Report

#### Origin

The City has an existing credit facility agreement with its bank and is seeking Council's annual authorization through adoption of Revenue Anticipation Borrowing (2016) Bylaw No. 9527 (Attachment 1). The credit facility will be available in the form of up to \$3,000,000 in standby letters of credit, demand promissory notes or bank overdraft, up to \$4,500,000 in leasing lines of credit and up to \$2,000,000 in commercial credit card.

#### **Analysis**

The \$9,500,000 credit facility arrangement aforementioned meets the definition of revenue anticipation borrowing as per Section 177 of the *Community Charter*. Under Section 177, Council may, by bylaw, provide the authority to borrow money that may be necessary to meet current lawful expenditures and to pay amounts required to meet the City's taxing obligations in relation to other local governments or public bodies. If money is borrowed pursuant to a revenue anticipation borrowing bylaw, any money to be collected from property taxes must be used to repay the money borrowed.

The maximum amount of borrowing allowed for revenue anticipation borrowing is the sum of the unpaid taxes for the current year and the money remaining due from other governments (e.g. payment in lieu of taxes and grants). Therefore, the bylaw amount of \$9,500,000 is well below the limit imposed under Section 177 of the *Community Charter*.

The purpose of obtaining the \$3,000,000 operating lines of credit is to ensure that the City has a secondary source of credit in place to protect its bank accounts from the unlikely event of going into an overdraft position. Staff regularly monitors the City's cashflow position to prevent the possibility of having to draw down on the credit facility. The purpose of obtaining the \$4,500,000 leasing lines of credit is to ensure that a leasing facility is available in the event it is required. Both types of credit facilities, if they remain unused, will be free of charge for the City to maintain. The purpose of obtaining \$2,000,000 limit in commercial credit card is to provide a convenient and cost-effective method of procuring and paying for low value goods and services. The commercial credit card facility is also free of charge if payment is received within three days after the statement date.

With the City's solid financial position, the City has never utilized these credit facilities since they were established. The purpose of maintaining these credit facilities is to ensure that they will be available in the unlikely event that funds are required to meet short-term operational cash flow needs. In the event that any of these credit facilities is drawn upon, the following interest rates apply:

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

The current bank's prime lending rate at the time of this report is 2.70%

Should any of these credit facilities be utilized resulting the City to incur interest charges for a consecutive period of more than two weeks, staff will prepare a report to inform Council of such financial activity.

#### **Financial Impact**

None.

#### Conclusion

Staff recommend that the Revenue Anticipation Borrowing (2016) Bylaw No. 9527 be approved in order for funds to be made available to the City in the event that the City is required to draw upon the City's credit facilities arrangement with its bank.

Venus Ngan

Manager, Treasury and Financial Services

(604-276-4217)

Att. 1: Revenue Anticipation Borrowing (2016) Bylaw No. 9527



Bylaw 9527

#### REVENUE ANTICIPATION BORROWING (2016) BYLAW NO. 9527

The Council of the City of Richmond enacts as follows:

- Council shall be and is hereby empowered and authorized to borrow upon the credit of the City, from a financial institution, a sum not exceeding \$9,500,000 at such times as may be required.
- The form of obligation to be given as acknowledgement of the liability shall be \$3,000,000 in the form of standby letters of credit, demand promissory notes or bank overdraft, \$4,500,000 in the form of leasing lines of credit, and \$2,000,000 in the form of commercial credit card.
- All unpaid taxes and the taxes of the current year (2016) when levied or so much thereof as may be necessary shall, when collected, be used to repay the money so borrowed.
- 4. Revenue Anticipation Borrowing (2015) Bylaw No. 9226 is hereby repealed.
- 5. This Bylaw is cited as "Revenue Anticipation Borrowing (2016) Bylaw No. 9527".

FIRST READING	CITY OF RICHMOND
SECOND READING	APPROVED for content by originating dept.
THIRD READING	APPROVED
ADOPTED	for legality by Solicitor
MAYOR	CORPORATE OFFICER



#### Report to Committee

To:

Planning Committee

Date:

February 11, 2016

From:

Cathryn Volkering Carlile

elevelel

General Manager, Community Services

File:

08-4057-01/2016-Vol

01

Re:

Affordable Housing Strategy Update - Draft Community Profile Statistics

#### Staff Recommendation

1. That the staff report titled "Affordable Housing Strategy Update – Draft Community Profile Statistics", dated February 11, 2016, from the General Manager, Community Services, be received for information.

Cathryn Volkering Carlile

General Manager, Community Services

(604-276-4068)

Att. 1

R	EPORT CONCURRE	ENCE
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Policy Planning	Ø	Celevilel
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	Initials:	APPROVED BY CAO

#### **Staff Report**

#### Origin

The Affordable Housing Strategy was first created to respond to residents' need for access to safe, affordable and appropriate housing. The Strategy recognized the importance of ensuring that all Richmond residents have access to suitable and appropriate housing with the necessary community supports to serve the needs of a diverse population. The Strategy was adopted on May 28, 2007.

The purpose of this report is to provide Council with updated statistics and information with respect to housing need and affordability in Richmond (Attachment 1). As part of Phase 1 of the Affordable Housing Strategy update process, the statistics will be supplemented by feedback from community and stakeholder consultations. The statistical information and feedback will be collated into a comprehensive community profile, which will be presented to Council for their consideration.

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

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

2.2. Effective social service networks.

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

3.4. Diversity of housing stock.

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

Strategic Direction #1: Expand Housing Choices

#### **Analysis**

Currently, the Affordable Housing Strategy has three priorities:

- Subsidized rental housing for households earning \$34,000 or less;
- Low end market rental housing for households earning between \$34,000 or less and \$57,000 or less; and
- Entry level homeownership for households earning \$60,000 or less.

However, as the Strategy has not been updated since 2007, the current demographics, market conditions, estimated needs and senior government funding situation may no longer be accurately captured in the priorities and policy areas. The Community Profile will be the first

step in re-examining demographics, needs and market conditions to shape future policy directions.

Figure 1 outlines the Affordable Housing Strategy update timeline.

Figure 1: Affordable Housing Strategy Update Timeline



The Strategy is guided by the understanding that generating an effective housing system at all points of the continuum requires a multi-level government housing policy and funding commitment.

#### Policy Context

In the absence of a national housing strategy, much of the responsibility for overseeing and funding affordable housing falls to the provincial government (BC Housing). Recently, BC Housing has shifted from the development and management of affordable housing units, and focused on administering the projects in collaboration with non-profit providers and municipal government. In particular, BC Housing developed a Non-Profit Asset Transfer Program in late 2014. The program provides non-profit societies with the option to purchase the land from the Provincial Rental Housing Corporation (BC Housing's holding company), where the non-profit societies already own and manage the social housing buildings. Using the funds generated from the sale, the Province recently announced \$355 million in funding for over 2,000 new affordable housing units.

Figure 2 highlights the mandates of each level of government with regards to housing policy and provision.

Figure 2: Housing Policy and Provision Mandates

#### Government of Canada (Canada Mortgage and Housing Corporation):

The mandate of Canada's housing agency involves a wide spectrum of activities; from helping low-income families and persons with disabilities, to providing seniors and Aboriginal Canadians access to affordable housing, to ensuring housing markets function efficiently to help Canadians access a range of housing options.



#### Province of British Columbia (BC Housing):

Housing Matters (the provincial housing strategy) addresses the full housing continuum – from homelessness to home ownership. Its main focus is ensuring those most in-need of help have improved access to housing and supports.



#### Metro Vancouver Region:

The mandate is to address issues of regional concerns. Metro Vancouver has developed and adopted a regional growth strategy and is updating the Regional Affordable Housing Strategy.



#### City of Richmond:

Affordable housing policy in Richmond is impacted by the Official Community Plan (OCP), the Social Development Strategy (SDS) and the Affordable Housing Strategy (AHS). The OCP and SDS highlight the expansion of housing choices to accommodate the diverse range of housing types, tenures and affordability. The central focus of the AHS is to ensure that the City is successful in providing a range of housing options for households of different ages, family types and incomes.

#### Indicators of Need

The draft Community Profile examines a variety of statistics to develop a preliminary background of housing need in Richmond. Staff recognize that statistical data can be limited in terms of uncovering the causes of housing need. To supplement the numbers, staff will undertake stakeholder and community consultation in Spring 2016 to generate a greater understanding of challenges people face when looking for, or maintaining housing in Richmond.

Some of the statistics that help inform housing need include:

#### Vacancy rates:

- In 2015, vacancy rates in Richmond were lower than 1% for all unit types in purpose-built rental apartments, except 1 bedroom units (1.4%).
- The average vacancy rate in Richmond was 0.9% in 2015.
- By comparison, the average vacancy rate in 2015 for all-unit types in Canada's 35 major urban centers was 2.7%.
- The low vacancy rate could indicate a constrained rental housing market, which may result in higher rents and a lack of supply.

#### Core Housing Need:

- According to Canada Mortgage and Housing Corporation (CMHC), a household is said to be in core housing need if the housing falls below one of the standards: adequacy, suitability or affordability.
- This definition also includes households spending 30% or more of their gross income to pay the median rent in their community.
- As of 2011, 13% of renter households and 7% of owner households were in core housing need in Richmond.
- As well, 10% of Richmond households were not living in suitable dwellings for their family composition in 2011.

#### Low-income demographics:

- The Low-Income Measure after tax (LIM-AT) provides municipalities with an understanding of low-income households that may face barriers or challenges to finding housing.
- According to this measure, 22.4% of Richmond residents in 2011 were considered low-income (an increase of 1.5% since 2006).
- The prevalence of low-income households is higher in Richmond's City Centre, Thompson, Blundell and West Cambie planning areas.

#### Housing Stock:

- Approximately 1,371 units have been secured through Affordable Housing Strategy policies since 2007.
- There are an estimated 2,694 affordable rental and cooperative units in Richmond, secured prior to 2007 through the efforts of the non-profit sector under a number of now-ended senior government funding programs.
- According to CMHC, there are an estimated 1,000 purpose built rental units and 468 accessory suites (constructed/secured outside of the Affordable Housing Strategy) since 2005.
- As of 2011, approximately 36% of Richmond's total housing stock is 30 years or older, which may have implications on future redevelopment due to aging of housing infrastructure.

#### Social Housing Waitlist Numbers:

- There are approximately 641 households on the BC Housing Social Housing Registry, with seniors and low-income families being the top two households in need.
- BC Housing administers the waitlist for 16 developments on the Housing Registry in Richmond.
- Although the waitlist is not for the units secured through the AHS, the Housing Registry waitlist provides an indicator of households in need of affordable units in the community.

#### Metro Vancouver Housing Demand Estimates:

Metro Vancouver has calculated 10 year housing demand projections (2011-2021), so municipalities are able to determine policies and housing targets to address the needs over time. Figure 3 below shows the number of units required to meet the demand annually and over 10 years.

Figure 3: Housing Demand Estimates 2011 - 2021

Types of Housing	Annual	10 year
Low-Income Rental	180	1,800
Low-Moderate Income Rental	220	2,200
Moderate and Above Market Rental	160	1,600
Total Rental	560	5,600
Ownership	1040	10,400
Total Demand	1600	16,000

#### Affordability Challenges

The City follows a commonly accepted benchmark provided by CMHC to define when housing is affordable: when renter households should not spend more than 30% and owner households should not spend more than 32% of their gross income on housing costs. This does not include additional expenses, such as utility fees, telephone and internet. The owner household benchmarks are slightly higher, as the housing costs include strata fees, homeownership insurance and heating costs.

The 2011 Census data shows that 32% of owner households are spending 30% or more of their total household income; and 47.5% of tenant households are spending 30% or more of their total household income on shelter costs. Although these numbers are important in highlighting the number of households spending beyond the "affordable" benchmark, it does not take into consideration the condition or suitability of a unit.

#### Average Rents in Richmond

In the last five years (2011-2015), the average rents for all unit types have increased by 12.4%, which is more than the cost of living. Increasing rents and low vacancy rates may lead to increased affordability challenges for all household types, and decreased access to suitable and affordable units in the private rental market.

Figure 4 displays the average rent as of October 2015, and the percentage increase since 2011.

Figure 4: 2015 Average Rents and Percentage Increase Since 2011

Unit Type	Fall 2015 monthly rent	% increase since 2011	
Bachelor	\$843	13%	
1 Bedroom	\$1,025	12%	
2 Bedroom	\$1,296	1%	
3 bedroom+	\$1,596	17%	

#### Incomes Needed to Purchase or Rent in Richmond

According to Statistics Canada, the median household income for Richmond was \$60,479 in 2011. As demonstrated by the data in Figure 5, this amount is below the annual incomes necessary to purchase any of the housing types listed at the benchmark price in Richmond. Households may have to spend more than 32% of their income on housing costs in order to afford purchasing a home.

Figure 5: Annual Income Necessary to Purchase a Housing Unit in Richmond

Housing Type	Benchmark Price	Down Payment	Annual Income Necessary
		5%	N/A due to new CMHC
Single Detached	\$1,209,600	10%	regulations
		20%	\$192,606
		5%	\$112,972
Townhouse	\$567,000	10%	\$107,963
		20%	\$95,780
		5%	\$76,274
Apartment	\$372,100	10%	\$72,986
		20%	\$64,991

Note: The annual income necessary assumes a 32% gross-debt-service (GDS) ratio, meaning that households are not spending more than 32% of their income on housing costs

Figure 6: Annual Income Necessary to Rent a Housing Unit in Richmond

	3+ Bedroom Unit	2 Bedroom	1 Bedroom	Bachelor
Monthly Rent	\$1,327	\$1,198	\$994	\$808
Annual Income Required	\$53,080	\$47,920	\$39,760	\$32,320

Note: The annual income necessary assumes a 30% gross-debt-service (GDS) ratio, meaning that households are not spending more than 30% of their income on housing costs

It can be assumed that with the high purchase price of homes and significant down payment needed, low to moderate income households may face challenges moving along the housing continuum into homeownership. In terms of renter households, larger households may face affordability challenges with accessing units with two or more bedrooms, as demonstrated in Figure 6. Renters may also face additional affordability barriers with low vacancy rates and lack of housing supply.

#### **Next Steps**

The data shows that housing supply is decreasing, while housing demand is increasing. Furthermore, homeownership may not be an affordable option for many households and renter households face increased barriers to obtaining housing due to low vacancy rates and rising rents.

However, at this time, the data is limited and does not highlight Richmond residents' experiences and challenges in obtaining housing in the community. A series of community engagement opportunities will be organized to gain a broader perspective of housing challenges and opportunities that may not be captured in the statistics. Staff will be engaging the public, as well as key stakeholders to learn more about the housing needs in Richmond. Some of the opportunities for consultation include:

- Online survey (Let's Talk Richmond) for the general public to complete: staff hope to gain a deeper understanding of the lived experiences of individuals accessing housing in Richmond, and also for the public to provide input on future housing policy directions.
- Open houses this will be an opportunity for the public to ask questions and provide feedback on housing challenges and opportunities in Richmond.
- Stakeholder roundtables with Council-appointed advisory committees, community
  committees, non-profit housing and service providers, government entities, and the
  development community: these will be targeted discussions around housing topics that
  directly impact the stakeholder groups.

After the consultation sessions are completed, the findings will be synthesized with the data in the attached document to form a comprehensive Community Profile for Council's consideration. This will be the foundation piece for guiding policy updates, which is Phase 2 of the Affordable Housing Strategy update process.

#### **Financial Impact**

None.

#### Conclusion

The draft Community Profile Statistics (Attachment 1) marks the first step of Phase 1 of the Affordable Housing Strategy update. In order to re-examine current policy and objectives, a clear understanding of the housing needs and trends in Richmond is needed to inform future directions. The goal of the community profile will be to generate discussion around gaps and opportunities to enhance current housing policy initiatives. Although the City has already made significant contributions to increasing affordable housing, it cannot solve housing affordability alone.

The proposed initiatives will provide opportunities to identify and address the housing needs of Richmond's low to moderate income households, and ensure that current and future residents can live, work, play and thrive in Richmond.

Joyce Rautenberg

Affordable Housing Coordinator

(604-247-4916)

Att. 1: Draft Community Profile Statistics

# City of Richmond DRAFT Affordable Housing Community Profile

Part 1 – Statistics



# Community Profile

The purpose of this document (Part 1 of the Community Profile) is to help identify current and emerging trends in Richmond's housing market to better understand key issues that residents face in terms of housing. This Community Profile is intended to help inform City Council, staff and the broader community of the housing affordability challenges being faced in Richmond. The combined quantitative and qualitative analysis of housing affordability will help to inform the direction of policy research for the Affordable Housing Strategy Update.

Part 2 (to be completed during Summer 2016) will provide a qualitative analysis, based on feedback through Richmond residents' own 'lived experiences' in addressing their own unique housing situations.

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# Policy Context

#### 1.1 Senior Government

The federal and provincial governments in Canada have traditionally and historically played a major role in the provision of affordable non market and subsidized housing. This has changed significantly over the past 20 years, as senior government policy changes have resulted in less funding to support the creation of new affordable housing options for low and moderate income households. In BC, the provincial government has continued to match available federal funding on housing but with an increased focus on providing rent supplements as the primary means of improving affordability for low-income households. These changes have continued to place considerable pressure on local governments to become more active, beyond their primary land use planning and development approvals role, in the provision of affordable housing.

#### 1.2 Metro Vancouver Regional District

Metro Vancouver 2040 – Shaping Our Future (2011), the regional growth strategy, provides the overall growth management framework for Metro Vancouver. It coordinates regional land use and transportation planning and directs future growth to urban centres. It also provides population, employment, and housing projections to inform municipalities of future demands on specific communities. In supporting the regional growth strategy, municipalities are required to develop local Municipal Housing Action Plans, which will play an important role in implementing regional goals to provide diverse and affordable housing choices.

#### 1.3 City of Richmond

Although the mandate to provide affordable housing is the primary responsibility of senior governments, the City of Richmond has long acknowledged that providing a range of affordable and diverse housing types for residents is an integral part of creating a liveable community. The City acknowledges that it cannot solve local affordable issues on its own but can play a role in partnership with senior levels of government, and the private and non-profit sectors. It is important to note that many affordable units, especially those built prior to 2007, when the current Affordable Housing Strategy was endorsed, are the result of collaboration among the non-profit sector, senior government, and at times the City of Richmond.

Richmond's Official Community Plan (OCP) 2012, is a legal document under the Local Government Act and the City's statement of its long-term planning vision (2012 – 2041). The OCP guides land development in alignment with regional growth plans (Metro Vancouver 2040), responds to current issues, and is a tool for directing the creation of a sustainable community. In terms of housing, the OCP directs development to accommodate for a diverse range of housing types, tenure, and affordability.

Richmond's Social Development Strategy (SDS) 2013, is the City's commitment to addressing social issues in planning and service delivery. One of the SDS's strategic directions is to expand housing choices to ensure that there are suitable and affordable housing options for all Richmond residents, including those on low-income, homeless persons, and persons with other barriers to housing.

Richmond's current Affordable Housing Strategy (AHS) was adopted in 2007 following earlier Council adopted strategies in 1994 and 1989. A central focus of the current AHS is to ensure that the City is successful in providing a range of housing options for households of different ages, family types, and incomes. The strategy prioritizes the need for subsidized housing, low end market rental housing (LEMR), and entry level homeownership. Through the 2007 AHS, the City in partnership with the private sector has been able to secure 1,371 units of affordable housing for low-income households.

Housing affordability continues to be a significant issue both regionally and at the local level. Richmond's AHS is currently being updated to reflect the current and future needs of the community and to align with regional housing goals. Figure 1 displays some of the successful projects that have been accomplished in Richmond. This housing continuum identifies a mix of housing options to ensure a community has access to options that meet the diverse needs of residents.

Figure 1: The Housing Continuum and Examples of Affordable Housing Projects in Richmond

#### The Housing Continuum Homelessness or Rental Housing Ownership At Risk of Homelessness Emergency Year Round Transitional Non-Market Purpose Secondary Rented Continu Other Condos **Emergency Shelters** Weather Built Ownership (social housing) Suites Housing Shelters Housing from 30 Residential Temporary Short-stay This housing A term for an Privately owned Buildings in which Other forms of days to two or shelters where housing of 30 includes both housing built for lanoitibha condominiums units are owned ownership include separate dwelling each community public housing rental only. May that could be days or less. three years that privately and the single family decides on a local includes the dwellings and row Provide single or and housing be owned by a rented out by the unit on a property common property shared bedrooms provision of developer or a that would basis when to owned and owner at market houses that are support services. issue an Extreme or dorm-type managed by nonnon-profit nomally collectively by all not owned as on- or off-site, to organization accommodate Weather Alert profit and costrata properties sleeping unit owners determining when arrangements, help people move operative housing only one dwelling locations will be with varying levels towards providers independence and open and the of support to number of spaces individuals self-sufficiency. available Includes housing for women fleeing abuse Richmond Richmond House Nova Transition House: 10 beds for 2,872 units Including: Approximately 812 secondary Approximately 4,223 renter St Albans: 22 spaces 77.1% of homes are owned Emergency Shelter: 16 beds for men including assisted rental for families Richmond House: Kiwanis - 298 men with or

Source: City of Richmond, 2015, Affordable Housing Inventory & 2011 NHS.

without children who are

experiencing violence or at risk of violence ors, and coop

19 years of age and

# 2. Demographics

#### 2.1 Population

In 2016, the City's estimated population is 213,891 making Richmond the fourth largest municipality in British Columbia after Vancouver, Surrey and Burnaby. Richmond's population is both growing and getting older. Total population growth between 2006 and 2011 was 9.2%, similar to the regional growth rate of 9.3% (City of Richmond, 2014). The fastest growing planning areas of Richmond during this time period were City Centre, Steveston, Shellmont, West Cambie and Broadmoor neighborhoods. Figure 2 displays the number of male and females for each age group as a percentage of the total population. In 2011, individuals over the age of 65 accounted for 13.7% of the total population, this is a 2% (6,690 residents) increase from 2001 (2001 & 2011 Census). The percentage of seniors is expected to rapidly increase as it is estimated they will account for 26% of the population by 2041 (City of Richmond, 2012 Official Community Plan).

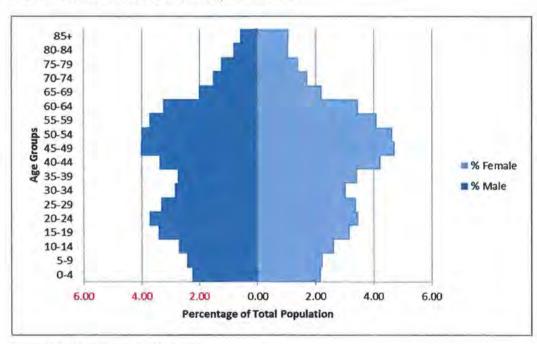


Figure 2: Richmond Population Pyramid, 2011

Source: Statistics Canada, 2011 Census.

According to the 2011 Census, Richmond has 55,400 families with an average of three persons per census family. 84% (46,480) of these families are either married or common-law and the remaining 16% (8,920) are lone-parent families. Female lone-parents account for 83% (7,404) of all lone-parent families (2011 Census).

Figure 3 highlights the immigration status of Richmond residents in 2011. While 112,875 residents were born in Canada, 72,480 have immigrated to Canada and 3,955 persons currently residing in Richmond are non-permanent residents who may be on a work or study permit or a refugee claimant. New immigrants and refugees may face multiple barriers when searching for housing including discrimination, language barriers, and a lack of knowledge with the rental or homeownership process.

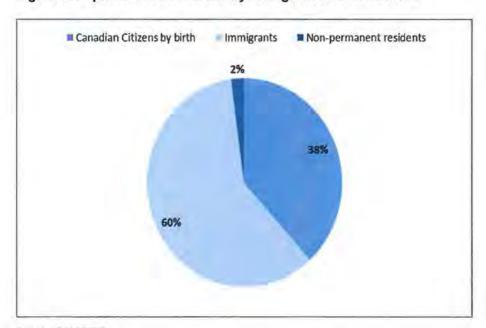


Figure 3: Population in Richmond by Immigration Status in 2011

Source: 2011 NHS.

Richmond residents speak a diversity of languages. According to the 2011 Census, English (49%), Chinese (33%), Tagalog (2%), and Punjabi (2%) are the languages most often spoken at home. In 2011, there were 1,935 individuals or 1% of Richmond's total population who identified as Aboriginal (2011 Census).

#### 2.2 Income

In 2011, the median total annual income of households in Richmond was \$60,479, which is slightly lower than Metro Vancouver, at \$63,347 (2011 NHS). Data from the 2011 NHS also indicated that the median gross family income for lone-parent families was \$42,129. Figure 5 highlights the distribution of household income in Richmond.

Figure 4: Median Household Total Incomes by Area in 2011

Median Household Total Incomes by Municipality	
Metro Vancouver	\$63,347
City of Vancouver	\$56,113
Richmond	\$60,479

Source: 2011 NHS.

16.00%
12.00%
10.00%
8.00%
6.00%
4.00%
2.00%
0.00%

Index 52,000

Figure 5: Distribution of Household Total Incomes in Richmond in 2011

Source: 2011 NHS.

The Low-Income Measure after tax (LIM-AT)<sup>1</sup> gives municipalities an understanding of the number of households that may be struggling to find housing. According to this measurement, in 2011 Statistics Canada estimated that 22.4% of Richmond residents were considered low-income. This is a 1.5% increase since 2006. Presently, Richmond's low-income households are concentrated in City Centre, Thompson, Blundell, and West Cambie planning areas, and 20.8% of all low-income residents in 2011 were children under the age of 18.

Figure 6: Richmond Population in Low-Income by LIM-AT

Richmond Population in Low-Income by Age	
Under 18 Years	8,820
18 - 64 Years	28,700
65+ Years	4,855
Total Persons in Low-Income	42,365

Source: 2011 NHS.

<sup>&</sup>lt;sup>1</sup> This measurement is a fixed percentage (50%) of median adjusted after-tax income of households observed at the person level, where "adjusted" indicates that a household's needs are taken into account. Adjustment for household sizes reflects the fact that a household's needs increase as the number of members increase, although not necessarily by the same proportion per additional member. For example, if a household of 4 persons has an after tax income of less than \$38,920 all members of the household are considered low-income (1240), 2010).

#### 2.3 Employment

Figure 7 displays employment comparisons with the City of Richmond, City of Vancouver, and Metro Vancouver from the 2011 Census.

Figure 7: 2011 Employment Rates by Area

		Employment Rates		
		Richmond	Vancouver City	Metro Vancouver
Number of Persons	Total Population	190,473	603,502	2,313,328
	In the labour force	99,910	349,145	1,273,335
	Employed	92,850	324,475	1,182,395
	Unemployed	7,065	24,670	90,940
	Not in the labour force	62,130	169,830	652,895
Percentage	Participation rate	61.70	67.30	66.10
	Employment rate	57.30	62.50	61.40
	Unemployment rate	7.10	7.10	7.00

Source: 2011 NHS.

While the current unemployment rate for the City of Richmond is not available, the current unemployment rate for the Vancouver census metropolitan area is 4.7% (Statistics Canada, 2016).

Richmond's employment sector has grown by approximately 900 jobs per year over the last 10 years (City of Richmond, October 2014). In 2011 the jobs-to-population ratio was 0.59, which means there were local jobs for approximately 60% of Richmond's working population, ages 15 to 64. Richmond had a lower ratio than the City of Vancouver (0.67) (2011 NHS).

This ratio does not take into account individuals who commute to their jobs from other municipalities. 55.18% of Richmond's employed population (40,705 residents) stay within the City for work, while 27.4% (20,215) travel to Vancouver, and 17.05% (12,575) travel to other regional municipalities (City of Richmond, October 2014).

61,020 individuals commute into Richmond for work. These employees are commuting from Vancouver (21.89%, 22,270), Surrey (13.81%, 14,050), and Delta (6.72%, 6,842). The difference between individuals commuting from and into Richmond for work results in a net incoming flow of 27,955 workers (City of Richmond, October 2014).

According to the 2011 NHS, there were 126,105 jobs in Richmond including those with a fixed workplace, no work place (including contractors) and those who work from home. The most prevalent occupations in Richmond are the sales and service sector (29% or 32,215 jobs); business, finance, and administration (18% or 20,405 jobs); and management occupations (12% or 12,090 jobs) (2011 NHS).<sup>2</sup>

A Business Development Report survey conducted by the City of Richmond (June 2014),<sup>3</sup> concluded that top concerns for employees are commuting and transportation, cost of living, child care availability, and housing affordability.

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<sup>&</sup>lt;sup>2</sup> The most prevalent occupations in Richmond are given as a percentage of the total occupations in Richmond that have a fixed workplace and those that work from home, a total of 109,945 jobs.

This survey included responses from 52 companies representing ( employ42

# Housing Statistics

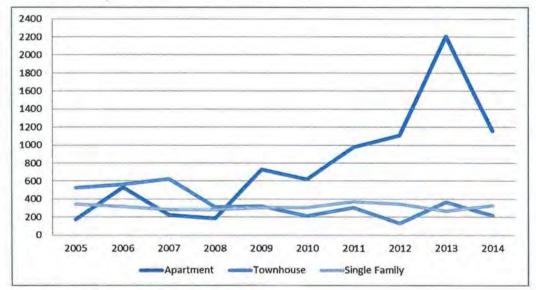
#### 3.1 Tenure

In 2011 77.1% (52,420) of households in Richmond were owners, while 22.9% (15,555) were renters (2011 NHS).

#### 3.2 Starts and Completions

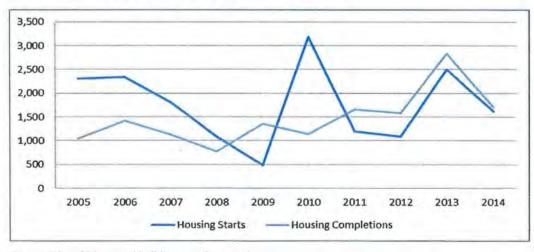
In 2014, apartments comprised of 71% of all housing starts in Richmond, followed by single family dwellings (21%), and townhomes (8%). Figure 8 displays the number of completed new housing units in Richmond by unit type, highlighting that apartments have dominated residential development in Richmond since 2009. Figure 9 highlights that new residential development in Richmond has increased since 2004, although the number of construction starts and completions vary year by year.

Figure 8: Completions in Richmond 2005 - 2014, by Unit Type



Source: City of Richmond building permits records.

Figure 9: Richmond Starts and Completions 2004 - 2014



Source: City of Richmond building permits records.

#### 3.3 Age of Housing Stock

In 2011 36% (24,140 units) of Richmond's total housing stock was 30 years or older. This will have implications on future redevelopment due to the aging of housing infrastructure.

Figure 10: Age of Richmond's Housing Stock by Years Old in 2011

Source: NHS, 2011.

#### 3.4 Affordable Housing

As noted, the City recognizes that the provision of affordable housing is the mandate of senior levels of government, but it acknowledges that it has an important role to play, as a range of affordable and diverse unit types is integral to a liveable community. It is estimated that there are a total of 2,694 affordable rental and cooperative units in Richmond (City of Richmond, October 2015). Most of these units were secured prior to 2007, when the AHS was adopted, primarily through the efforts of the non-profit sector with a variety of earlier senior government funding programs.

A critical issue with respect to much of this older affordable housing stock is expiring operating agreements. These are senior government subsidies provided to non-profit and co-operative (co-op) societies to support the financial viability of affordable housing projects and subsidized rents for low-income tenants through a rent-geared-to-income approach. These agreements were secured during the 1960s/1970s and were usually tied to a mortgage, meaning that when the mortgage expires, non-profits and co-ops are solely responsible for the project's ongoing financial viability. Although these non-profits will have greater control over financial management without an operating agreement, they may be vulnerable to revenue deficits, insufficient capital reserves, and major project renovation repairs without continued government financial support. The number of affordable units, administered by co-op and non-profit societies, with expiring operating agreements in Richmond in the next five years is 1,543 (BC Housing, 2014). Figure 11 displays the number of affordable housing units with expiring operating agreements over time, which is important to understand while planning for affordable housing in the city.

Figure 11: Affordable Housing Units in Richmond with Expiring Operating Agreements

Richmond Affordable Housing Units with expiring Operating Agreements		
Year Number of Units		
2016-2020	1,543	
2021-2025	534	
2026-2030	299	
2030-2040 80		
Total by 2040 2,513		

Source: Metro Vancouver, 2015. Housing Data Book.

Since the adoption of Richmond's AHS in 2007, the City has played an important role in securing affordable housing. This has directly resulted in the construction of approximately 1,371 affordable housing units including low end market rental, market rental, entry level ownership, or secondary suite units in Richmond.

Low End Market Rental (LEMR) units are secured through an inclusionary zoning approach that offers a density bonus for residential rezoning applications for built dwellings that must meet the City of Richmond's maximum allowable rents for affordable units. All developments greater than 80 units are required to provide 5% of their units as LEMR. In some circumstances the City will accept cash contributions in-lieu of built units, which are held in a fund to be used for larger scale affordable housing projects. Figure 12 displays units secured by year and unit type.<sup>4</sup>

Figure 12: Affordable Housing Units Secured through the AHS (2007 - 2015), by Unit Type

Units Secured Through the Affordable Housing Strategy						
Year	Subsidized Rental	Affordable Rental (LEMR)	Market Rental	Entry Level Home Ownership	Secondary Suite	Annual Total of Units Resulting from AHS
2007	0	27	110	19	0	156
2008	0	39	22	0	16	77
2009	0	139	0	0	12	151
2010	0	46	0	0	30	76
2011	0	21	135	0	24	180
2012	316	103	0	0	19	438
2013	15	0	0	0	17	32
2014	146	66	144	0	15	371
2015	0	16	0	0	22	38
Adjustments	0	-146	0	0	-2	-148
Total	477	311	411	19	153	1,371

Source: City of Richmond, 2015. Affordable Housing Unit Inventory.

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Adjustments are made to reflect 148 units that were secured from three different developments and then changed to cash-in-lieu contributions to support two subsidized rental housing projects, the Kiwanis Towers (comp 15) at 145 Storeys Development (to be completed in 2017).

### 3.5 Market Rental Housing

Figure 13 displays the number of purpose built rental units and secondary/accessory units built from 2005 – 2014 in Richmond and secured outside the AHS. Although these units do not necessarily provide affordable rents to low-income families, they provide diversity in the Richmond housing market. Note that secondary/accessory suites were not permitted by the City of Richmond bylaw until 2011.

Figure 13: Annual Market Rental Units Constructed in Richmond, outside of the AHS

Annual Market Rental Completions in Richmond				
Year	Purpose Built Rental Units	Accessory Suites		
2005	22			
2006	11			
2007	7			
2008	8			
2009	0			
2010	92			
2011	232	100		
2012	163	172		
2013	76	108		
2014	389	88		
Total	1,000	468		
Annual Average	100	117		

Source: CMHC, 2015 "Housing Now - Vancouver & Abbotsford CMAs" Table 2.5.

The average rents, for all rented units in Richmond, are slightly lower than the Metro Vancouver average, however rents throughout the region have been increasing at approximately the same rate since 2013. In the last five years (2011 – 2015), the average rents for all types of units in Richmond have increased by 12.4%; the largest increase (20.5%) was for three bedroom units. Figure 14 displays the increase in rent for all unit types in Richmond from 2011 - 2015.

Figure 14: Richmond Rents Increase 2011 - 2014, by Unit Type

Richmond Monthly Average Rents, by Unit 2011-2015 (\$)					
	Bachelor	1 Bedroom	2 Bedroom	3 Bedroom +	
2011	736	905	1,278	1,325	
2012	749	947	1,365	1,417	
2013	796	953	1,177	1,508	
2014	808	994	1,198	1,327	
2015	843	1,025	1,296	1,596	
% Change	14.5%	13.2%	1.4%	20.5%	

Source: CMHC, 2011 - 2015. Rental Market Surveys.

In 2015, rental vacancy rates in Richmond were lower than 1%, except for 1 bedroom apartments (1.4%). This is an average decrease of 25% in vacancy since 2011. According to the CMHC Rental Market Survey (2015) the average vacancy rate for purpose-built apartments in Canada's 35 major urban centres was 2.7%, close to what many housing professionals believe is a healthy market rate. Richmond has lower than average vacancy rates, which is indicative of a constrained rental housing market resulting in higher rents and making it more difficult for renters to find adequate housing due to lack of supply.

### 3.6 Subsidized Housing Waitlists

BC Housing provides subsidized affordable housing throughout BC, including rent-geared-to-income for households under specific income thresholds. The BC Housing Registry for this type of housing in Metro Vancouver has increased by 30% from 2010 (7,421 households) to 2015 (9,674 households) and is an important indicator of affordable housing need throughout the region. The number of households currently waiting for subsidized housing in Richmond is 641 (Metro Vancouver, May 2015). Figure 15 highlights that seniors and families are the largest groups needing subsidized housing in Richmond and the need for units with adaptions for people with disabilities has increased 180% from 35 households (2009) to 98 households on the waitlist (2015). BC Housing currently administers the waitlist for 16 developments on the Housing Registry in Richmond.

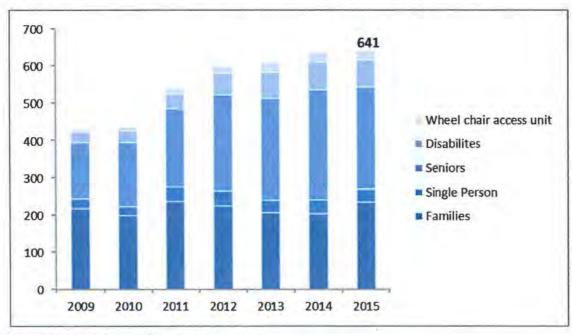


Figure 15: Richmond Households on Social Housing Waitlists, by Need

Source: Metro Vancouver, 2015, Housing Data Book.

# Housing Affordability

# 4.1 Housing Affordability

While housing affordability can be difficult to define, CMHC provides a commonly accepted measurement for households based on a ratio of housing costs to gross income. According to this measurement, renter households should not spend more than 30% and owner households should not spend more than 32% of their before tax income on housing costs. Owners' gross-debt-service (GDS) ratio includes applicable strata fees, homeownership insurance, and heating costs and their GDS is therefore slightly higher than that for renters. Figure 16 displays the number of owner and renter households in Richmond who spend more than 30% of their before tax income on housing provision.

Figure 16: Number of Owner and Renter Households spending 30% or Greater of Total Annual Income on Shelter

Owner Households in Richmond			
Number of owner households in private dwellings	52,305		
% of owner households with a mortgage	55%		
% of owner households spending 30%> of household total income on shelter costs	32%		
Median monthly shelter costs for owned dwellings (\$)	\$1,047		
Median annual household income	\$66,661		

Renter Households in Richmond		
Number of tenant household in private dwellings	15,545	
% of renter households in subsidized housing	15.3%	
% of renter households spending 30% or more of households total income on shelter costs	47.5%	
Median monthly shelter costs for rented dwellings (\$)	\$1,101	
Median annual household income	\$43,115	

Source: 2011 NHS & Metro Vancouver, 2015. Housing Data Booklet.

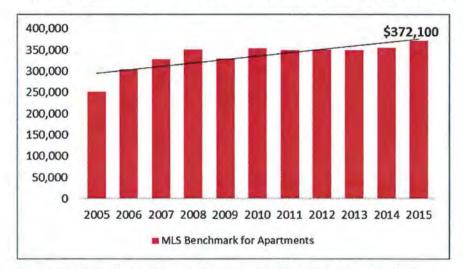
Households' GDS ratio is an important indicator of housing affordability, however it does not take into consideration the condition or suitability of a household's unit. For example, households may need to exceed the 30% GDS ratio if they need to rent or purchase a multi-bedroom that is out of their affordable price range in order to accommodate their family. This measurement also does not take into consideration the costs of living including child care, transit and food. The following section discusses various indicators of housing affordability in Richmond.

# 4.2 Homeownership

The benchmark price of housing units in Richmond has been steadily increasing from 2005 to 2015. Specifically the benchmark price of apartments has increased by 48%, townhomes by 76%, and single detached houses by 131% (Real Estate Board of Greater Vancouver, 2015). Figures 17 – 19 demonstrate the increase in benchmark price for an apartment, townhouse and single detached housing unit based on the home price index used by the Vancouver Real-Estate Board, 2005 - 2015.<sup>5</sup>

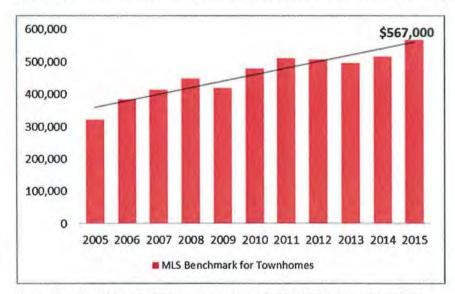
<sup>&</sup>lt;sup>5</sup> The MLS Benchmark price represents the price of a typical property within each market. It takes into account characteristics such as lot size, age, and the number of rooms that average and median price of housing units of the data that the number of rooms that average and median price of housing units of the data that the number of rooms that average and median price of housing units of the number of rooms that average and median price of housing units of the number of rooms that average and median price of housing units of the number of rooms that average and median price of housing units of the number of rooms that average and median price of housing units of the number of rooms that average and median price of housing units of the number of rooms that average and median price of housing units of the number of rooms that average and median price of housing units of the number of rooms that average and median price of housing units of the number of rooms that average and median price of housing units of the number of rooms that average and median price of housing units of the number of rooms that average and median price of housing units of the number of rooms that average and median price of housing units of the number of the number of the number of rooms that average are number of the numbe

Figure 17: MLS Benchmark Price for Richmond Apartments, 2005 - 2015



Source: Real Estate Board of Greater Vancouver. July 2015, MLS Home Price Index.

Figure 18: MLS Benchmark Price for Richmond Townhouses, 2005 - 2015



Source: Real Estate Board of Greater Vancouver. July 2015, MLS Home Price Index.

1,400,000 1,200,000 1,000,000 800,000 400,000 200,000

Figure 19: MLS Benchmark Price for Richmond Single Detached Houses, 2005 - 2015

Source: Real Estate Board of Greater Vancouver. July 2015, MLS Home Price Index.

MLS Benchmark for Detached Homes

2005 2006 2007 2008 2009 2010 2011 2012 2013 2014 2015

According to the Annual Demographia International Housing Affordability Survey (2015), Metro Vancouver ranked as the third most unaffordable market internationally for homeowner affordability, behind Hong Kong and Sydney, Australia. This organization ranks urban centres using the median multiple, which divides the median house price of all housing types by the gross annual median income. According to this ratio (a recommended measure by the World Bank), buyers in Metro Vancouver need to earn 10 times the median income to purchase the median housing unit. Figure 20 displays the median multiple ratings indicating unaffordability.

Figure 20: Demographia International Housing Affordability Survey: Housing Affordability Rating Categories

Demographia International Housing Affordability Survey Housing Affordability Rating Categories		
Rating Median Multiple		
Severely Unaffordable	5.1 & Over	
Seriously Unaffordable	4.1 - 5.0	
Moderately Unaffordable	3.1 - 4.0	
Affordable	3.0 & Under	

Source: Demographia, 2015. Annual Demographia International Housing Affordability Survey.

When the median multiple is calculated for Richmond (using available data of benchmark housing prices), all housing types in the City are considered severely unaffordable relative to the median household income in Richmond (\$60,479). See Figure 21 for calculations of the affordability for Richmond.

Figure 21: Median Multiple of Richmond Housing Types

Housing Type	Benchmark Price	Median Multiple
Single Detached	1,209,600	20.0
Townhouse	567,000	9.4
Apartment	372,100	6.2

Figures 22 and 23 illustrate the minimum annual income necessary to purchase a housing unit in Richmond based on a gross-debt-service (GDS) ratio of 32%. According to the calculations in the charts, the annual income necessary to purchase a typical unit in Richmond exceeds median household income (\$60,479) and therefore no household with median income can affordably purchase a housing unit in Richmond.

Figure 22: Annual Incomes Necessary for Homeownership in Richmond with 32% GDS, by Unit Type<sup>7</sup>

Housing Type	Benchmark Price	Down Payment	Annual Income Necessary with 32% GDS Ratio	
		5%		
Single Detached	\$1,209,600	10%	*See footnote 7	
***************************************		20%	\$192,606	
Townhouse		5%	\$112,972	
	\$567,000	10%	\$107,963	
		20%	\$95,780	
Apartment		5%	\$76,274	
	\$372,100	10%	\$72,986	
		20%	\$64,991	

#### 4.3 Renter Households

The median annual income for renter households in 2015 was \$43,115 (Metro Vancouver, 2015). Figures 23 highlights the minimum annual income necessary and the % of median renter annual income required to spend 30% or less of gross annual income on the average priced rental unit. Although these minimum annual incomes are less than those necessary to own a home – due to the extremely low vacancy rates, it can be assumed that finding affordable rents may be a challenge, especially for renter families who require multi-bedroom units.

<sup>&</sup>lt;sup>6</sup> Calculations are made with the following assumptions. The purchase price is the benchmark price for the Richmond housing market, set by the Real Estate Board of Greater Vancouver, October 2015 Home Price Index. The mortgage amount is calculated with a 25 year amortization period with a 5 year fixed interest rate of 2.96% and bi-monthly payments. The strata fees are calculated as 50% of an assumed median strata fee of \$300. Heating costs were assigned a price of \$25 monthly, and \$50 for a single detached unit.

<sup>&</sup>lt;sup>7</sup> In December 2015, the Federal Government changed the requirements regarding CMHC insured mortgages. Homebuyers will now need to place a 5% down payment on a \$500,000 portion and a 10% down payment on the portion after \$500,000. Therefore calculations for minimum annual income needed for a townhouse in Figure 22 are slight underestimations. CMHC will not insure mortgages for units over \$1,000,000, so therefore a household must have a 20% down payment for units greater than this price.

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Figure 23: Annual Income Necessary to Rent in Richmond, by Unit Type

Housing Type	3+ Bedroom	2 Bedroom	1 Bedroom	Bachelor
Average Monthly Rent	\$1,327	\$1,198	\$994	\$808
Annual Income Necessary to Rent with 30% GDS	\$53,080	\$47,920	\$39,760	\$32,320

# 4.4 Indicators of Housing Need

While affordability is one indicator of housing need, according to CMHC, a household is said to be in core housing need if its housing falls below one of the standards: adequacy, suitability, or affordability; and if the household spends 30% or more of its gross income to pay the median rent of alternative local housing that meets all three housing standards. Figure 24 defines CMHC's adequacy standards that are used to help determine core housing need.

Figure 24: CMHC Adequate Housing Definition

CHMC Characteristics of "Adequate" Housing				
Adequate	Housing that is not in need of major repair and meets the minimum health and safety standards			
Affordable	Households spend 30% or less of their before tax income on shelter and households have security of tenure			
Suitable	Housing that has enough bedrooms for the size and composition of the household			

According to Metro Vancouver (2015), 8.7% of all households, 13% of renter households, and 7% of owner households are in core housing need in Richmond.

Figure 25 displays the number of households that do not meet two of CMHC's housing adequacy standards; suitability and adequacy (housing needing major repair). This data indicates that 10% of Richmond households are not living in suitable dwelling for their family composition. It is noted that households may choose to live in units that are too small due to the higher price of larger units as well as the lack of available larger units. In addition, data from the 2011 NHS also highlights that 17% (2,670) of all renter households in Richmond are living in overcrowded conditions, meaning that their unit does not have enough bedrooms for the size and composition of their household.

Figure 25: Number of Richmond Households living in Inadequate Housing Units in 2011

Number of Private Households living in suitable units		
Total Households	67,975	
Suitable Dwellings	61,950	
Not Suitable Dwellings	6,950	

Source: 2011 NHS.

Number of Private Households living in units needing major repairs		
Total Households	67,975	
Only regular maintenance needed	63,480	
Major repairs needed	4,500	

#### 4.5 Homelessness

The Homelessness Hub (2015) defines homelessness as "the situation of an individual without stable, permanent, appropriate housing, or without the immediate prospect, means, and ability of acquiring it. It is the result of systematic or societal barriers, a lack of affordable housing, the individual's financial, mental, cognitive, behavioral or physical challenges, and/or racism and discrimination. Most people do not choose to be homeless, and the experience is generally negative."

The Metro Vancouver Homeless Count has been conducted regionally every three years since 2002. Homeless Counts are anticipated to be underestimations since they are 24-hour surveys that cannot locate all homeless persons throughout a city. The 2014 Homeless Count found in Richmond:

- 38 homeless people in total
- 16 adults and unaccompanied youth who were sheltered, 5 of which had no fixed address
- 22 adults and unaccompanied youth unsheltered

According to local services providers and the RCMP, the number of absolutely homeless in Richmond is approximately 100. In Richmond, there are 20 beds within two safe houses and 22 additional beds that are open during extreme weather conditions. There are no shelter beds for women and children unless they are fleeing violence; this population is in need of more housing support.

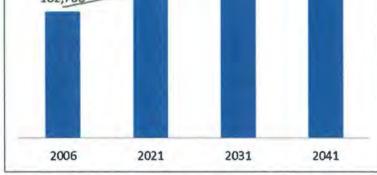
# 5. Future Need

### 5.1 Projections

According to the Regional Growth Strategy, by 2041, Richmond's population is projected to grow to 275,000; this is a 28.6% increase since 2016 (213,891). Along with an increase in population, there will be an increase in demand for local employment opportunities and dwelling units. Metro Vancouver (2015) estimates that the City of Richmond will have to accommodate a total of 181,000 jobs and 115,500 housing units by 2041. According to Richmond's OCP (2012), much of the growth of will largely be accommodated in the City Centre planning area. Figures 26 – 28 display Metro Vancouver's population, employment, and housing unit projections for Richmond.

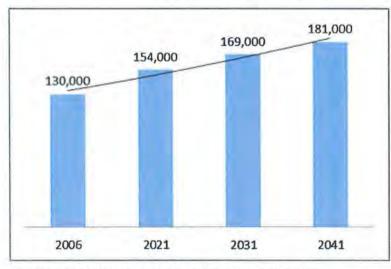
275,000 252,000 182,700

Figure 26: Richmond Population Projections, 2006 - 2041



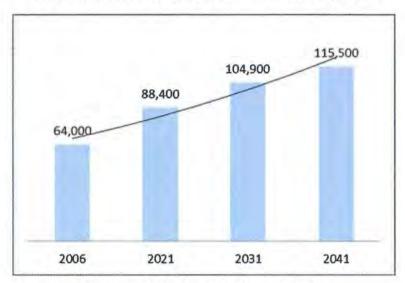
Source: Metro Vancouver, 2011. Metro 2040: Shaping Our Future.

Figure 27: Richmond Employment Projections, 2006 - 2041



Source: Metro Vancouver, 2011. Metro 2040: Shaping Our Future.

Figure 28: Richmond Housing Unit Projections, 2006 - 2041



Source: Metro Vancouver, 2011. Metro 2040: Shaping Our Future.

Projections prepared for the City of Richmond (Urban Futures, 2010) predict that apartments will comprise 42% of all housing units in Richmond by 2041, with most located in the City Centre. According to the 2011 Census, apartments currently comprise 33% of housing units.

### 5.2 Housing Demand Estimates

Metro Vancouver, with consultation from housing planners throughout the region has calculated 10 year housing projections so that municipalities are able to more accurately direct their affordable housing strategies. Figure 29 displays Richmond's housing demand estimates by type annually and for the next 10 years.

Figure 29: Richmond's Housing Demand Estimates, 2011 - 2021

Richmond Housing Demand Estimates 2011 - 2021			
Types of Housing	Annual	10 Year	
Low-Income Rental	180	1,800	
Low-Moderate Income Rental	220	2,200	
Moderate and Above Market Rental	160	1,600	
Total Rental	560	5,600	
Ownership	1,040	10,400	
Total Demand	1,600	16,000	

Source: Metro Vancouver, 2015.

# 6. Conclusion

The data and statistics presented in this profile have identified some of the key housing affordability issues and trends facing the City which will help guide the development of an updated Affordable Housing Strategy, including:

- Richmond's population will continue to grow and age,
- The number of low-income residents is growing and in 2011 22.4% of the population was considered to be low-income,
- The number of seniors, families, and persons with disabilities on BC Housing's subsidized housing waitlist is growing,
- Vacancy rates are consistently low and the limited supply of rental units increases the cost of renting,
- 47% of tenants and 32% of owners in Richmond are spending more than 30% of their gross income on housing (exceeding CMHC's measurement of affordability),
- 9% of all households are in core-housing need according to CMHC,
- Renter households with a median annual income (\$43,115) cannot afford to rent units that are larger than 1 bedroom,
- The price of homeownership is increasing the benchmark prices of single detached, townhouse, and apartment units increased by 131%, 76%, and 48% respectively from 2005 - 2015, and
- Homeownership is considered to be severely unaffordable in Richmond. Using a 'median multiple' calculation, households would have to earn 6.2 times the median income to affordably purchase a typical apartment in Richmond.

The statistical research and analysis presented in this profile will be supplemented with Richmond residents' 'lived experiences,' with respect to housing gained through upcoming consultation opportunities including a public survey, open houses and discussions with local stakeholders during Spring 2016 (Part 2). Feedback from these sessions will help to further develop a collective understanding of the scope of current and future affordable housing challenges in Richmond. The completed Community Profile will be presented to Council in Fall 2016 as part of the Richmond Affordable Housing Strategy Update.

# Reference List

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# **Report to Committee**

Planning and Development Division

To:

Re:

Planning Committee

Date:

February 10, 2016

From:

Wayne Craig

File:

RZ 14-670731

Director, Development

Application by Yeung Chui Lin for Rezoning at 6740 and 6780 Francis Road from

Single Detached (RS1/E) to Single Detached (RS2/J)

#### Staff Recommendation

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9518, for the rezoning of 6740 and 6780 Francis Road from "Single Detached (RS1/E)" to "Single Detached (RS2/J)", be introduced and given first reading.

Director, Development

SB:blg Att.

REPORT CONCURRENCE		
ROUTED TO:	Concurrence	CONCURRENCE OF GENERAL MANAGER
Affordable Housing	W	Je Ener

#### **Staff Report**

#### Origin

Yeung Chui Lin has applied to the City of Richmond for permission to rezone the two single family properties at 6740 and 6780 Francis Road from the "Single Detached (RS1/E)" zone to the "Single Detached (RS2/J)" zone, to permit the properties to be subdivided to create three (3) lots, with vehicle access to/from Francis Road (Attachment 1). The properties are occupied by a single family dwelling on each property, which will be demolished. A site survey showing the proposed subdivision is included in Attachment 2.

#### **Findings of Fact**

A Development Application Data Sheet providing details about the development proposal is attached (Attachment 3).

#### **Surrounding Development**

Development immediately surrounding the subject site is as follows:

To the North, across Francis Road is a 48-unit townhouse development on property under Land Use Contract (047).

To the South, are two (2) dwellings on lots zoned "Single Detached (RS1/B)" fronting Maple Place.

To the East and West, are dwellings on lots zoned "Single Detached (RS1/E)". Further to the west are two (2) dwellings on lots zoned "Single Detached (RS1/K)".

#### **Related Policies & Studies**

#### Official Community Plan

The Official Community Plan (OCP) land use designation for the subject site is "Neighbourhood Residential". The proposed redevelopment is consistent with this designation.

#### **Arterial Road Policy**

The Arterial Road Policy identifies the portion of Francis Road fronting onto the subject site, between No. 2 Road and Gilbert Road, as a minor arterial road.

#### **Lot Size Policy 5428**

The subject site is located within the area governed by Lot Size Policy 5428, adopted by Council on December 18, 1989, and amended on December 15, 2008 (Attachment 4). The subject site is identified for redevelopment under the "Single Detached (RS2/C)" zone (i.e., 13.5 m wide lots, 360 m<sup>2</sup> in area) or "Single Detached (RS2/J)" zone (i.e., 13.4 m wide lots, 360 m<sup>2</sup> in area).

This rezoning application would enable the creation of three (3) lots; with a minimum lot width of 13.4 m and exceeding the minimum lot area of 360 m<sup>2</sup> required under the proposed RS2/J zone, and is in compliance with the Lot Size Policy.

#### **Affordable Housing Strategy**

The Affordable Housing Strategy for single-family rezoning applications received prior to September 14, 2015, requires a secondary suite or coach house on 50% of new lots, or a cash-in-lieu contribution of \$1.00/ft<sup>2</sup> of total buildable area towards the City's Affordable housing Reserve Fund.

The applicant proposes to provide a legal secondary suite in all three (3) of the lots proposed at the subject site. To ensure that the secondary suites are built to the satisfaction of the City in accordance with the City's Affordable Housing Strategy, the applicant is required to enter into a legal agreement registered 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 the City's Zoning Bylaw. Registration of this legal agreement is 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.

#### **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.

At the time of writing this staff report, staff have not received any public input regarding the subject rezoning application.

#### **Analysis**

#### **Proposed Site Access**

Vehicular access to the proposed lots will be from Francis Road. The proposed frontage will include three (3) driveways in two (2) driveway crossings, consolidating crossings and minimizing sidewalk interruptions.

Prior to issuance of a Building Permit, the applicant is required to submit a Construction Parking and Traffic Management Plan to the City's Transportation Department for review.

#### Tree Retention and Replacement

A Certified Arborist's Report was submitted by the applicant, which identifies tree species and location, assesses tree structure and condition, and provides recommendations on tree retention and removal relative to the proposed development. The arborist report assesses a total of 21 bylaw-sized trees; 14 on-site and 7 off-site.

The City's Tree Preservation Coordinator has reviewed the Arborist's Report, conducted visual tree assessment, and concurs with the Arborist's recommendations to:

- Protect and retain one (1) tree that is in good condition located in the rear yard of proposed west Lot A (15/15 cm dbh Japanese Maple #885).
- Protect and retain two (2) trees that are overgrown shrubs in good condition located in the rear yard of proposed middle Lot B (20/10/10 & 22/22 cm dbh English Laurel #886 & 887).
- Protect and retain one (1) tree that is in good condition located in the rear yard of proposed east Lot C (50 cm dbh Cherry #888).
- Protect and retain two (2) street trees (21 cm dbh Beech #905 & 906) planted by the City in the Francis Road sidewalk.
- Protect and retain five (5) trees located on the neighbouring properties to the south (42 cm dbh Douglas Fir #900 and 22-38 cm dbh Cedar #901, 902, 903 & 904).
- Remove one (1) tree (38 cm dbh Western Red Cedar #883) which is in good condition, but cannot be retained due to its proximity to the building envelope on the proposed west lot.
- Remove six (6) trees which are located clearly within the building envelope and cannot be retained (40 cm dbh Cherry #880, 30 cm dbh Lilac #881, 30/20/18 cm dbh Purple Plum #882, 22 cm dbh Plum #890, 41 cm dbh Cherry #891 & 48 cm dbh Lawson Cypress #892).
- Remove three (3) trees that are not good candidates for retention due to being an overgrown shrub, poor structure, sparse foliage and historically topping (12/12/12 cm dbh English Laurel #879, 35/20 cm dbh Western Red Cedar #884 & 52 cm dbh Apple #889). Note that the Cedar is in close proximity to a retention tree and needs to be removed by hand (chainsaw only) under the supervision of the Certified Arborist.

#### Tree Protection

A total of four (4) trees on-site and all seven (7) trees off-site are to be retained and protected. A total of ten (10) trees will be removed from the site. The proposed Tree Protection Plan is shown in Attachment 5.

To ensure protection of the trees (#885, 886, 887, 888, 900, 901, 902, 903, 904, 905 & 906), the applicant must complete the following items prior to final adoption of the rezoning bylaw:

• Submit a contract with a Certified Arborist for supervision of all works conducted within close proximity to tree protection zones. The contract must include the scope of work, including the number of monitoring inspections at specified stages of construction, any

special measures required for tree retention, and a provision for the Arborist to submit a post-construction impact assessment report to the City for review.

• Submit a survival security in the amount of \$4,000 for the four (4) trees retained on-site (\$1,000 for each of #885, 886, 887 & 888). The security for each tree will not be released until an acceptable impact assessment report is submitted by the Arborist and a landscaping inspection has been passed by City staff.

Prior to demolition of the existing dwellings on the subject site, the applicant is required to install tree protection fencing around the 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 must remain in place until construction and landscaping on-site is completed.

#### Tree Replacement

A total of 10 bylaw-sized trees on-site are proposed to be removed (i.e., #880, 881, 882, 883, 884, 879, 889, 890, 891 & 892). As the proposed lots cannot reasonably accommodate a total of twenty (20) new replacement trees on-site in addition to the 4 retention trees to achieve the OCP tree replacement ration of 2:1, the applicant has agreed to provide a combination of planting replacement trees on-site and providing a cash-in-lieu contribution to the City's Tree Compensation Fund for off-site tree planting.

Nine (9) replacement trees are proposed to be planted and maintained (minimum 6 cm caliper deciduous or 3.5 m high conifer), with two (2) trees in the front yard and one (1) tree in the back yard of each of the three (3) proposed lots. To ensure that the required replacement trees are planted and maintained and that the front yards of the proposed lots are enhanced, the applicant is required to submit Landscape Plans prepared by a Registered Landscape Architect, along with Landscaping Security in the amount of 100% of a cost estimate for the proposed works provided by the Landscape Architect. The Landscape Plans must respond to the guidelines of the Arterial Road Policy. The Landscape Plans, Cost Estimates, and Landscaping Security are required to be submitted prior to final adoption of the rezoning bylaw. A portion of the security (e.g. 70%) will be released after construction and landscaping at the subject site is completed and a landscaping inspection by City staff has been passed. The City will retain the balance of the security for a one-year maintenance period to ensure that the landscaping survives.

The applicant proposes to provide a cash-in-lieu contribution in the amount of \$5,500 to the City's Tree Compensation Fund for off-site planting. This amount represents \$500/tree for each of the eleven (11) replacement trees not accommodated on-site.

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

To accommodate the future widening of Francis Road, City utilities and sidewalk, the applicant is required to provide 3.1 m wide road dedication along the north edge of the site.

There are no servicing concerns with rezoning.

Consolidation of all the lots into one development parcel (which will require the demolition of the existing dwellings) is a requirement of rezoning.

At future subdivision stage, the applicant must: pay the costs associated with completion of the required servicing and enter into a Servicing Agreement for off-site frontage improvements as described in Attachment 6.

At future Building Permit stage, the applicant must: pay Development Cost Charges (City and GVS & DD), School Site Acquisition Charge, and Address Assignment Fees.

#### 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 rezoning application is to rezone the properties at 6740 and 6780 Francis Road from the "Single Detached (RS1/E)" zone to the "Single Detached (RS2/J)" zone, to permit the properties to be subdivided to create three (3) lots.

This rezoning complies with the land use designations and applicable policies contained within the OCP and Lot Size Policy 5428 regarding the subject site.

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 Zoning Bylaw 8500, Amendment Bylaw 9518 be introduced and given first reading.

Sara Badyal, M. Arch, MCIP, RPP

Sara Badyal.

Planner 2

(604-276-4282)

SB:blg

Attachment 1: Location Map & Aerial Photo

Attachment 2: Proposed Subdivision Plan

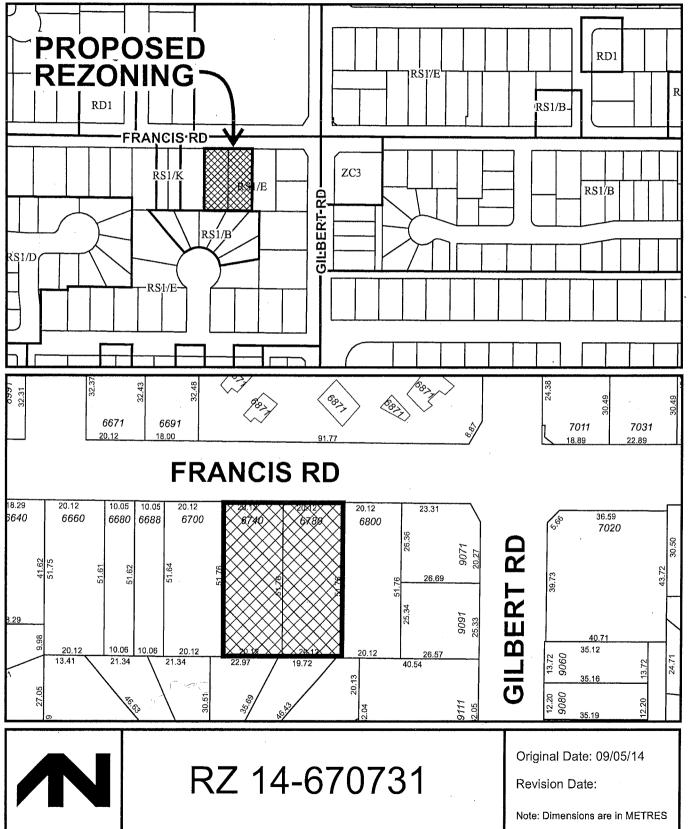
Attachment 3: Development Application Data Sheet

Attachment 4: Lot Size Policy 5428

Attachment 5: Proposed Tree Protection Plan

Attachment 6: Rezoning Considerations









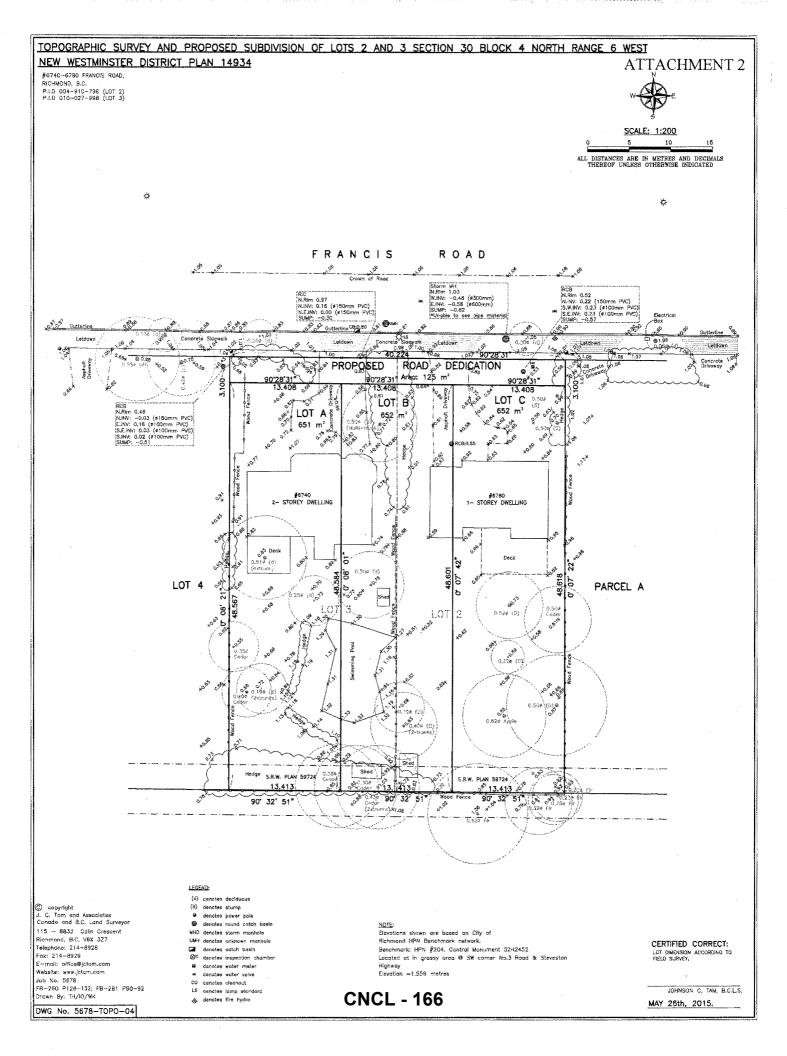


RZ 14-670731

Original Date: 09/05/14

Revision Date:

Note: Dimensions are in METRES





# Development Application Data Sheet Development Applications Department

RZ 14-670731 Attachment 3

Address: 6740 and 6780 Francis Road

Applicant: Yeung Chui Lin

Planning Area(s): Blundell

t tathing / treates). Dialideli				
	Exist	ing	Propo	sed
Owner	Ding City Development Inc. #BC1007335		Unknown	
Site Size	6740 Francis Rd 6780 Francis Rd Total	Approximately 1,040 m <sup>2</sup> 1,040 m <sup>2</sup> 2,080 m <sup>2</sup>	Lot A Lot B Lot C Road Dedication Total	Approximately 651 m <sup>2</sup> 652 m <sup>2</sup> 652 m <sup>2</sup> 125 m <sup>2</sup> 2,080 m <sup>2</sup>
OCP Designation	Neighbourhood	Residential	Complies	
702 Policy Designation	Single Detached (RS2/C or RS2/J) Complies		lies	
Zoning	Single Detached (RS1/E)		Single Detached (RS2/J)	
Flood Construction Level	Min. 0.3 m above road crown		Complies	
Number of Units	2 houses		3 hous	ses

On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance	
Floor Area Ratio	With Affordable Housing Density Bonus: Max. 0.55 for 464.5m <sup>2</sup> of lot area & Max. 0.3 for remainder	With Affordable Housing Density Bonus: Max. 0.55 for 464.5m <sup>2</sup> of lot area & Max. 0.3 for remainder	None permitted	
Lot Coverage:				
Building Non-Porous Landscaping	Max. 45% Max. 70% Max. 25%	Max. 45% Max. 70% Max. 25%	None	
Lot Size:				
Lot A Lot B Lot C	Min. 13.4 m wide & Min. 360 m²	13.4 m wide & 651 m <sup>2</sup> 13.4 m wide & 652 m <sup>2</sup> 13.4 m wide & 652 m <sup>2</sup>	None	
Setbacks:			-	
Front Yard Interior Side Yard Rear Yard	Min. 9.0 m Min. 1.2 m Min. 6.0 m	Min. 9.0 m Min. 1.2 m Min. 6.0 m	None	
Building Height	2 ½ Storey & within Residential Vertical Lot Envelopes	2 ½ Storey & within Residential Vertical Lot Envelopes	None	
Off-street Parking: Principal Dwelling Secondary Suite	2 1	2 1	None	



# City of Richmond

# **Policy Manual**

Page 1 of 2

Adopted by Council: December 18, 1989
Amended by Council: December 15, 2008

POLICY 5428

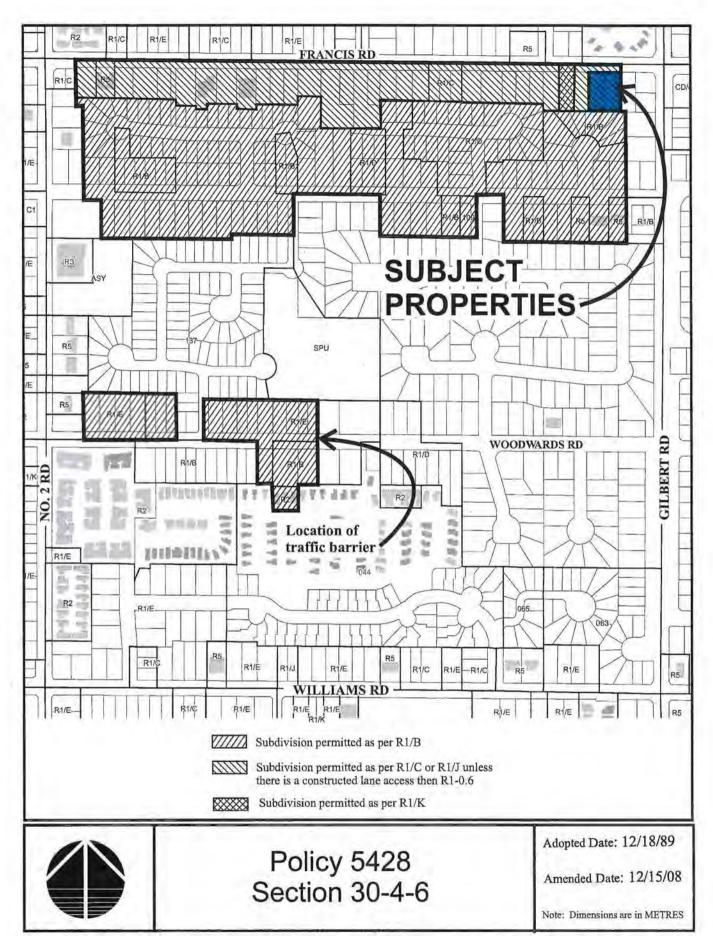
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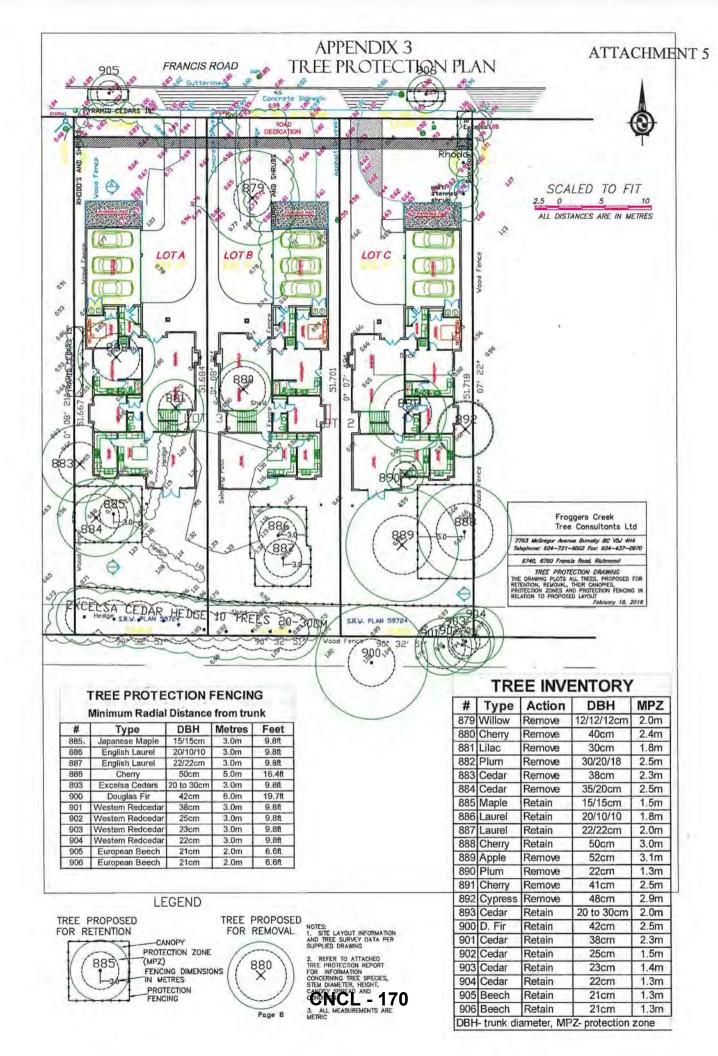
SINGLE-FAMILY LOT SIZE POLICY IN QUARTER-SECTION 30-4-6

#### **POLICY 5428:**

The following policy establishes lot sizes for properties in Section 30-4-6 as shown on the attached map:

- 1. Subdivisions in the Quarter Section's interior areas as designated on the map may be permitted to subdivide in accordance with the provisions of Single-Family Housing District (R1/B) in Zoning and Development Bylaw 5300;
- Subdivisions along Francis Road as shown on the map will be restricted to Single-Family
  Housing District R1/C or Single-Family Housing District R1/J unless there is a
  constructed lane access, then subdivisions may be permitted to Single-Family Housing
  District R1-0.6, except that 6680 Francis Road may be permitted to subdivide to SingleFamily Housing District R1-K without the requirement for a lane access; and
- 3. This policy is to be used to determine the disposition of future rezoning applications in this area, for a period of not less than five years, unless changed by the amending procedures contained in the Zoning and Development Bylaw.







### **Rezoning Considerations**

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

Address: 6740 and 6780 Francis Road

File No.: RZ 14-670731

# Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 9518, 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. Road dedication of 3.1 m wide along the entire Francis Road frontage for future road widening, City utilities and sidewalk. Frontage improvement works to be constructed by the developer via the required Servicing Agreement.
- 3. Registration of a flood indemnity covenant on title (Min. 2.9 m GSC Area A).
- 4. Registration of a legal agreement on Title to ensure that no final Building Permit inspection is granted until a secondary suite is constructed in all 3 single family dwellings on the 3 future lots, to the satisfaction of the City in accordance with the BC Building Code and the City's Zoning Bylaw.
- 5. Installation of appropriate tree protection fencing around all trees to be retained on-site and off-site as part of the development prior to any construction activities, including building demolition, occurring on-site.
- 6. 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.
- 7. Submission of a Tree Survival Security to the City in the amount of \$4,000 for the 4 trees to be retained. The security will not be released until an impact assessment report is submitted by the Arborist and a landscaping inspection has been passed by City staff to the satisfaction of the City's Tree Preservation Coordinator.
- 8. The City's acceptance of the developer's voluntary contribution in the amount of \$5,500 to the City's Tree Compensation Fund for off-site planting (e.g., \$500/tree for 11 required replacement trees not accommodated on-site).
- 9. 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 2 trees in each front yard and 1 tree in each back yard (9 total), including 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 required replacement trees with the following minimum sizes:

No. of Replacement Trees	Minimum Caliper of Deciduous Tree	or	Minimum Height of Coniferous Tree
20	6 cm		3.5

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

- 1. Enter into a Servicing Agreement\* for the design and construction of frontage improvements and infrastructure. Works include, but may not be limited to:
  - a) Behind existing curb, Min. 1.5 m wide (exclusive of 0.15 m curb) boulevard with grass and street trees and 1.5 m wide concrete sidewalk.
  - b) Lot C to have driveway as close to west property line as possible in accordance with Bylaw 7222 and driveways for Lot A and Lot B to have adequate separation and placed as close together as possible to minimize parking loss on Francis Road.
  - c) Coordinate with BC Hydro, Telus and other private communication service providers.
  - d) To underground Hydro and other communication service provider service lines (requirement for 3-Lot subdivisions).

Initial:	

- e) Relocate/modify any of the existing power poles and/or guy wires within the property frontages, as needed.
- f) To determine if above ground structures are required and coordinate their locations (e.g. Vista, PMT, LPT, Shaw cabinets, Telus Kiosks, etc.).
- 2. The following works are to be done at the developer's sole cost via a Servicing Agreement and City Work Order:
  - a) Water Works, including: Disconnect the existing 20 mm water connections on Francis Road and install three new 25 mm diameter water connections complete with meters and meter boxes within a new required 1.5 m wide utilities SRW along the north property line(s) of the lots (to accommodate water meters and storm IC's)
  - b) Storm Sewer Works, including:
    - i. Cut and cap the existing service connection and remove the existing storm IC at the adjoining property line between lots 6740 & 6780.
    - ii. Cut and cap the existing storm service connection and remove the existing storm IC at the north east corner of the development site.
    - iii. Install a new storm service complete with IC and dual service connections at the adjoining property line of the newly subdivided center and west lots along Francis Road frontage.
    - iv. Install a new storm service complete with IC and service connection to the newly created most easterly subdivided lot.
    - v. Storm IC's to be located in the new required 1.5 m wide utilities SRW along the north property line(s) of the lots (to accommodate water meters and storm IC's).
  - c) Sanitary Sewer Works, including:
    - i. Cut and cap the existing sanitary service to 6740 Francis Road located at the south west corner of the development site.
    - ii. Install a new sanitary service complete with IC and dual service connections at the adjoining PL of the newly subdivided center and west lots along the existing SRW (south).
    - iii. Upgrade the existing sanitary service and IC located at the south east corner of the development site to service the newly subdivided east lot.

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

- 1. Driveway locations to align with driveway crossing locations approved through required Servicing Agreement.
- 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. 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.
- 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	Date
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### Richmond Zoning Bylaw 8500 Amendment Bylaw 9518 (RZ 14-670731) 6740 and 6780 Francis Road

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

 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/J)".

P.I.D. 010-027-998

Lot 3 Section 30 Block 4 North Range 6 West New Westminster District Plan 14934

P.I.D. 004-910-796

Lot 2 Section 30 Block 4 North Range 6 West New Westminster District Plan 14934

2. This Bylaw may be cited as "Richmond Zoning Bylaw 8500, Amendment Bylaw 9518".

FIRST READING	CITY OF RICHMOND
A PUBLIC HEARING WAS HELD ON	APPROVED by
SECOND READING	APPROVED by Director
THIRD READING	or Solicitor
OTHER CONDITIONS SATISFIED	
ADOPTED	
MAYOR	CORPORATE OFFICER



# **Report to Committee**

Planning and Development Division

To:

Planning Committee

Date:

February 16, 2016

From:

Wayne Craig

File:

LU 16-723450

Re:

Application by Rohit and Ashwani Chand to Discharge Land Use Contract 015 at

11071 Trimaran Gate

Director, Development

#### Staff Recommendation

That Richmond Land Use Contract 015 Discharge Bylaw No. 9526, to discharge "Land Use Contract 015" from the title of 11071 Trimaran Gate, be introduced and given first reading.

Wayne Craig

Director, Development

CL:blg-Att. 2

REPORT CONCURRENCE

CONCURRENCE OF GENERAL MANAGER

#### **Staff Report**

#### Origin

On November 24, 2016, City Council adopted a number of bylaws that:

- Terminated 93 separate Land Use Contracts (LUCs) that affect single-family properties, which will be effective one year from the date of adoption.
- Established new zoning designations in their place.

The 93 LUCs that are subject to the early termination bylaws will remain on land title records until November 24, 2016. The new zoning designations became operative immediately following adoption. For the one-year period, while both the Zoning Bylaw and the LUC are operative, the provisions of an LUC prevail. Where a property owner wishes to use the provisions in the underlying zoning prior to the expiry of the one-year period, formal discharge of the LUC, by a bylaw adopted by Council, is required.

Rohit and Ashwani Chand have applied to the City of Richmond for permission to voluntarily discharge "Land Use Contract 015" from the title of 11071 Trimaran Gate, to permit construction of a new single-family dwelling with a maximum site coverage of 45%, consistent with the underlying "Single Detached (RS1/B)" zoning (Attachment 1).

#### **Findings of Fact**

A Development Application Data Sheet is attached, which provides details about the proposal, along with a comparison of the LUC provisions and the underlying RS1/B zoning provisions (Attachment 2).

#### **Surrounding Development**

Existing development immediately surrounding the subject site is as follows:

To the North, is an existing dwelling on a lot in the "Single Detached (RS1/B)" zone, fronting Trimaran Gate.

To the South, immediately across Trimaran Drive, is an existing dwelling on a lot under "Land Use Contract 015", which fronts Cutter Place.

To the East, immediately across Trimaran Gate, is an existing dwelling on a lot under "Land Use Contract 015", which fronts Trimaran Drive.

To the West, is an existing dwelling on a lot under "Land Use Contract 015", which fronts Trimaran Drive.

#### **Public Consultation**

As this application does not involve rezoning of the subject property, a sign is not required to be posted on-site.

Should this application advance to a Public Hearing, the standard notification will be sent to all residents and property owners of land within 50 m of the subject site, with details about public participation in the process.

#### **Analysis**

This application to discharge the Land Use Contract from the subject property will enable the property owners to apply for and obtain a Building Permit to build a new single-family dwelling with a maximum site coverage of 45%, consistent with the underlying RS1/B zone, without having to wait until the Land Use Contract termination date of November 24, 2016. The resulting dwelling would be in keeping with the form and character of dwellings that are built in the RS1/B zone city-wide.

#### **Existing Legal Encumbrances**

There are existing statutory right-of-ways for the storm and sanitary sewers along the north and south property lines, as well as foreign utilities (i.e. hydro, telephone). Construction within the right-of-ways is not permitted.

#### Financial Impact

None.

#### Conclusion

The applicants are requesting permission to voluntarily discharge "Land Use Contract 015" from the title of 11071 Trimaran Gate, to permit construction of a new single-family dwelling with a maximum site coverage of 45%, consistent with the underlying "Single Detached (RS1/B)" zoning.

It is recommended that Richmond Land Use Contract Discharge Bylaw No. 9526 be introduced and given first reading.

Cynthia Lussier

Planner 1

(604-276-4108)

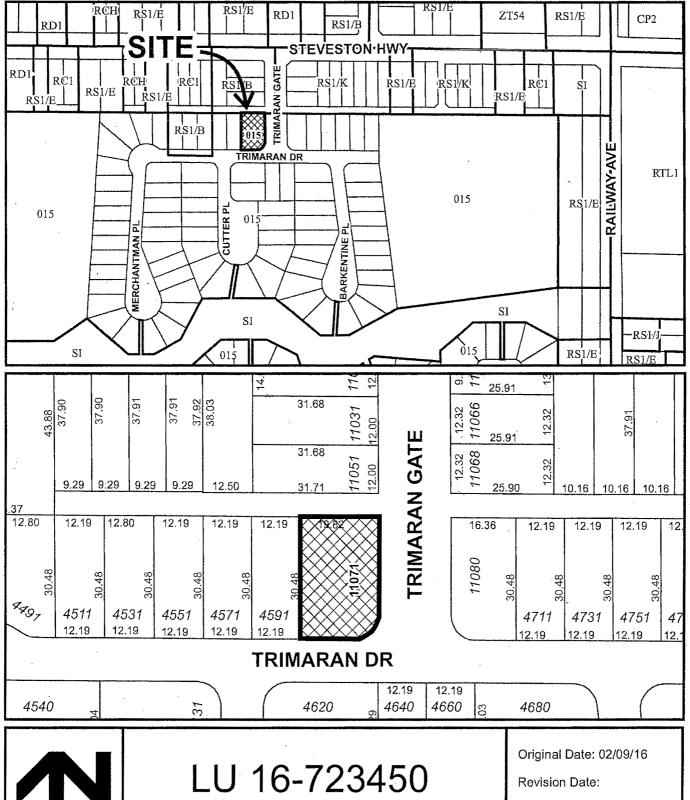
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Attachment 1: Location Map/Aerial Photo

Attachment 2: Development Application Data Sheet



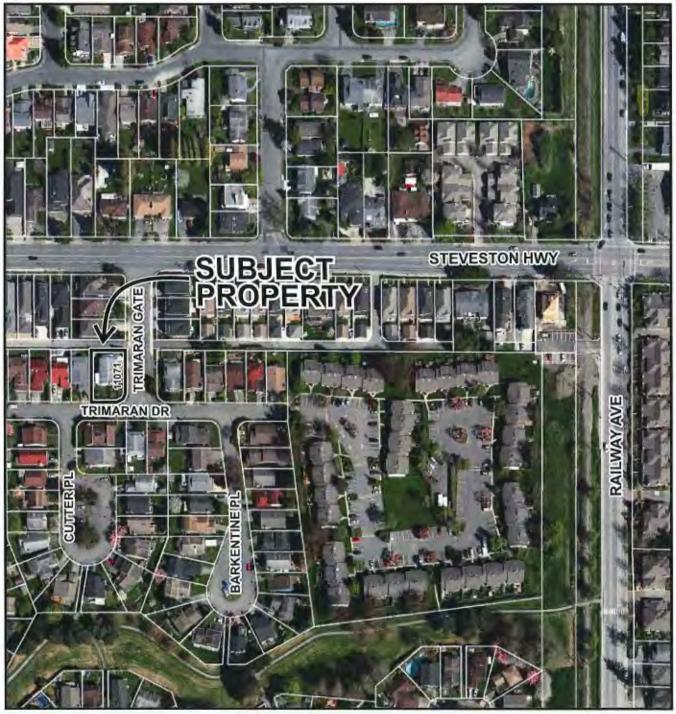
# City of Richmond





Note: Dimensions are in METRES







LU 16-723450

Original Date: 02/09/16

Revision Date: 02/10/16

Note: Dimensions are in METRES



# **Development Application Data Sheet**

**Development Applications Department** 

LU 16-723450 Attachment 2

Address: 11071 Trimaran Gate

Applicant: Rohit & Ashwani Chand

Planning Area(s): Steveston

	Existing	Proposed
Owner:	Rohit Chand Ashwani Chand	No change
Site Size (m²):	595 m² (6,404 ft²)	No change
Land Uses:	Single detached dwelling	New single detached dwelling
OCP Designation:	Neighbourhood Residential	No change
Area Plan Designation:	Single-Family	No change
Zoning:	Land Use Contract 015 & Single Detached (RS1/B)	Single Detached (RS1/B)

Provision	LUC	RS1/B	Variance
Floor Area Ratio:	None	0.55	none permitted
Lot Coverage – Building:	Max. 33%	45%	none
Setback - Front & Rear Yard (m):	Min. 6.0 m	Min.6.0 m	none
Setback – Interior Side Yard (m):	Min. 1.2 m	Min. 1.2 m	none
Setback – Exterior Side Yard (m):	Min. 3.65 m	Min. 3.0 m	none
Building Height (m):	3 storeys	2 ½ storeys not exceeding 9 m (29.5 ft.)	none



# Richmond Land Use Contract 015 Discharge Bylaw No. 9526 (LU 16-723450) 11071 Trimaran Gate

Whereas "Land Use Contract 015", having Charge Number K130741, including all amendments, modifications and extensions to Charge Number K130741, charges the following land:

P.I.D. 000-626-759 Lot 379 Section 2 Block 3 North Range 7 West New Westminster District Plan 50769;

Whereas "Land Use Contract 015" was entered into with the City of Richmond as a party and filed in the Land Title Office, New Westminster, British Columbia; and,

Whereas the owners of said land which is subject to "Land Use Contract 015" have requested and agreed with the City that the "Land Use Contract 015" be discharged as against its property title;

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

1. That "Land Use Contract 015" having Charge Number K130741, including all amendments, modifications and extensions to Charge Number K130741, be discharged as against:

P.I.D. 000-626-759 Lot 379 Section 2 Block 3 North Range 7 West New Westminster District Plan 50769;

- 2. That the Mayor and Corporate Officer are hereby authorized to execute any documents necessary to discharge "Land Use Contract 015" from said land.
- 3. This Bylaw may be cited as "Richmond Land Use Contract 015 Discharge Bylaw No. 9526".

FIRST READING		CITY OF RICHMOND
A PUBLIC HEARING WAS HELD ON		APPROVED by
SECOND READING		APPROVED by Director
THIRD READING		or Solicitor
ADOPTED		<u></u>
MAYOR	CORPORATE OFFICER	



# Report to Committee

Planning and Development Division

To:

Planning Committee

Date:

February 17, 2016

From:

Wayne Craig

File:

ZT 13-639146

Director, Development

Re:

Application by Bontebok Holdings Ltd. for a Zoning Text Amendment to the

Industrial (I) Zone to Permit a Drive-Through Restaurant at 18399 Blundell Road

#### **Staff Recommendation**

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9532, for a Zoning Text Amendment to the "Industrial (I)" zone to permit "Restaurant, drive-through" at 18399 Blundell Road, be introduced and given first reading.

Wayne Craig

Director, Development

WC:ke

Att.

REPORT CONCURRENCE

CONCURRENCE OF GENERAL MANAGER

#### Staff Report

#### Origin

Bontebok Holdings Ltd has applied to the City of Richmond for permission to amend the "Industrial (I)" zoning district of Zoning Bylaw 8500 to add "Restaurant, drive-through" as a site-specific permitted use on the property at 18399 Blundell Road (Attachment 1).

#### **Findings of Fact**

The site is located in the Fraser Lands industrial area along the South Arm of the Fraser River. A Development Application Data Sheet providing details about the development proposal is contained in Attachment 2.

#### **Surrounding Development**

The subject site is occupied by an existing small building at the south east corner of the site that houses existing City infrastructure. This existing building will remain and the proposed redevelopment has taken this into account.

To the North:

Light industrial buildings, parking and loading areas on property zoned

"Industrial (I)".

To the South:

Across Blundell Road, an existing rail line and a light industrial development with parking and loading areas zoned "Industrial (I)".

To the East:

Across Nelson Road, a light industrial development with parking and

loading areas zoned "Industrial (I)".

To the West:

A light industrial development with parking and loading areas zoned

"Industrial (I)".

#### Related Policies & Studies

#### Official Community Plan

The Official Community Plan (OCP) designates the subject site for Industrial. The proposed drive-through restaurant proposal is consistent with the OCP as it would allow for food establishments to service the employees in the surrounding industrial area.

#### **Zoning Amendment**

The subject site is zoned "Industrial (I)", which permits a restaurant as a permitted use, but not a restaurant with a drive through.

The proposed zoning amendment application is to amend the "Industrial (I)" zoning district to allow for "Restaurant, drive-through" as a specific use permitted on the subject site only. The applicant wishes to construct two multi-unit buildings that will include two drive-through establishments on the subject site. The proposed development will only allow for the development of food establishments on-site. No additional commercial services/retail activities

are permitted beyond what is already allowed for in the "Industrial (I)" zoning district and proposed to be added as part of this Zoning Text Amendment application.

#### 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**

The applicant has posted a sign with information on the proposal. No additional public consultation is required for the proposed Zoning Text Amendment application. Public notification for the Public Hearing will be provided as per the Local Government Act. At the time of writing of this report, no comments have been received.

#### **Analysis**

#### **Built Form and Architectural Character**

The proposed development involves the development of two buildings (757 sq. m or 8,148 sq. ft.) to accommodate potentially 5 restaurants on the subject site, two of which contain a drive-through component at either end (Attachment 3 – Conceptual Development Plans). The buildings are generally centred on the subject site to accommodate the required off-street parking, drive-aisle circulation and allow for vehicle access and queuing for the drive-through components. Taking this into account, the site plan has been developed to allow for a landscape strip along both street frontages and perimeter of the site. Efforts have also been made to limit parking along street frontages to single-loaded aisles only, in an effort to reduce the amount of paving and maximize opportunities for landscaping. Landscaping will be coordinated with the courtyards areas around the buildings.

A Development Permit application will also be required for this project, which will address urban design, landscaping, architectural treatment of buildings and materials.

#### **Transportation and Site Access**

Access from Nelson Road (north side of site) will be via right-in-/out. The driveway from Blundell Road (west side of site) will be right in/out and will also accommodate left turn movements from Blundell through the establishment of a left turn-bay in the existing median. On-site vehicle circulation, the number of off-street parking stalls, loading areas and required queue spaces for the drive-through restaurants comply with City zoning regulations. The proposed site access configuration, on-site vehicle circulation and off-site frontage and transportation related works has been reviewed and is supported by Transportation staff.

#### Site Servicing and Frontage Improvements

Engineering Planning staff have not identified any servicing works or infrastructure upgrades for this development.

The following Transportation frontage works and related road dedications are required for this development (based on the road functional plan approved by Transportation staff):

- 1 m wide road dedication along the Blundell Road frontage and 0.35 m wide road dedication along the Nelson Road frontage to facilitate the installation of a 2.5 m wide concrete sidewalk.
- To accommodate for existing City and utility infrastructure along the site's Blundell Road frontage close to Nelson Road, the design and location of the City sidewalk will be required to be located on the subject site. The design and securing of the necessary public rights of passage statutory right of ways will be addressed through the Servicing Agreement application.
- Establish a 3 m x 9 m concrete accessible bus landing pad on the development site (including securing the necessary public rights of passage statutory right of way).
- Installation of a left hand turn bay in the existing median along Blundell Road to facilitate eastbound to northbound (left turn movements) into the subject site.
- The above works and improvements will be completed through a Servicing Agreement application to be completed as a rezoning consideration for this development (Attachment 4 Rezoning Considerations).

#### Financial Impact or Economic Impact

The Zoning Text Amendment application results in an insignificant Operational Budget Impact (OBI) for off-site City infrastructure.

#### Conclusion

The purpose of this Zoning Text Amendment application is to amend the "Industrial (I)" zoning district of Zoning Bylaw 8500 to add "Restaurant, drive-through" as a site-specific permitted use at 18399 Blundell Road. The proposed amendment will allow the development of a restaurant complex with drive-through components on the subject site, which will provide food services to employees in close proximity to the surrounding industrial area.

Staff support this Zoning Text Amendment application as it facilitates frontage upgrades along the subject site to improve pedestrian and bus stop infrastructure. Furthermore, this proposed development enables food establishments to be located in an area where there are few such services for a large concentration of industrial uses.

It is recommended that Zoning Bylaw 8500, Amendment Bylaw 9532 be introduced and given first reading.

Kevin Eng Planner 2

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Attachment 1: Location Map

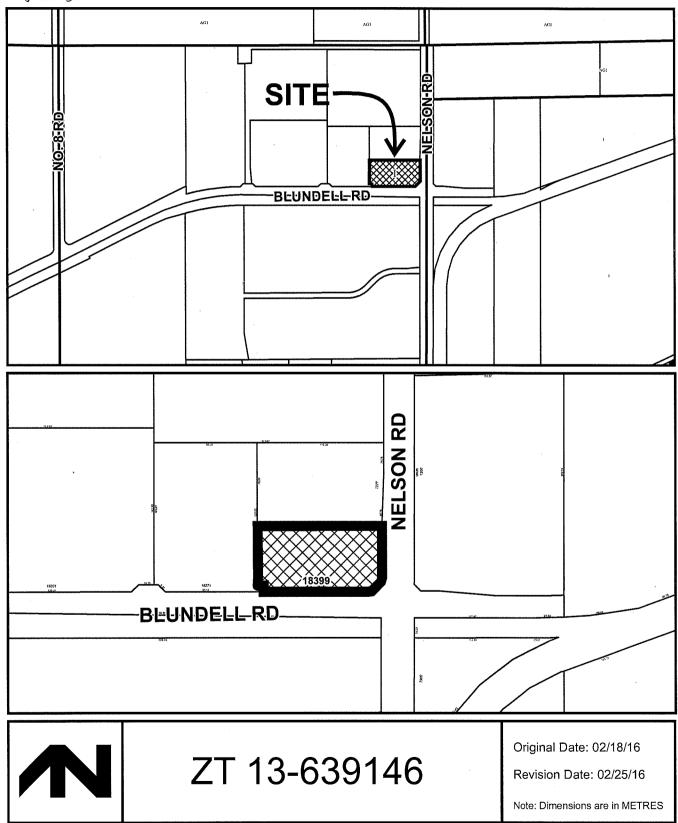
Attachment 2: Development Application Data Sheet

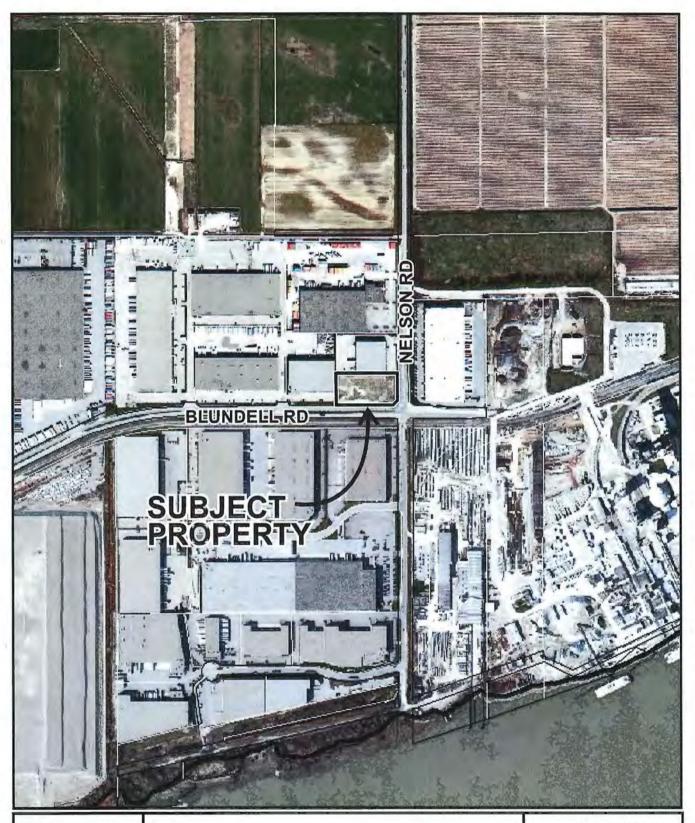
Attachment 3: Conceptual Development Plans

Attachment 4: Rezoning Considerations



# City of Richmond







ZT 13-639146

Original Date: 06/19/13

Amended Date: 02/25/16

Note: Dimensions are in METRES



# **Development Application Data Sheet**

**Development Applications Department** 

RZ 13-639146 Attachment 2

Address: 18399 Blundell Road

Applicant: Bontebok Holdings Ltd.

	Existing	Proposed
Owner:	Bontebok Holdings Ltd.	No change
Site Size (m²):	6,751	6,636 (approx.)
Land Uses:	Vacant	Restaurant/food establishments with drive-through components
OCP Designation:	Industrial	No change
Zoning:	Industrial (I)	Industrial (I) with an amendment to allow "Restaurant, drivethrough" as a site-specific permitted use.

On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Floor Area Ratio:	Max. 1.0	0.11 FAR	none permitted
Lot Coverage – Building:	Max. 60%	11%	none
Setback - Blundell Road (m):	Min. 3.0 m	17.6 m	none
Setback – Nelson Road (m):	Min. 3.0 m	20.4 m	none
Setback – North side (m):	N/A	11.6 m	none
Setback – West side (m):	N/A	20.9	none
Height (m):	12 m	6 m	none
Off-street Parking Spaces – Total:	58	62	none

**ATTACHMENT 3** 



### **Rezoning Considerations**

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

Address: 18399 Blundell Road File No.: ZT 13-639146

# Prior to final adoption of Richmond Zoning Bylaw 8500, Zoning Text Amendment Bylaw 9532, the developer is required to complete the following:

- 1. 1 m wide road dedication along the Blundell Road frontage and 0.35 m wide road dedication along the Nelson Road frontage.
- 2. Registration of a flood plain covenant on title identifying a minimum habitable elevation of 3.5 m GSC.
- 3. The submission and processing of a Development Permit\* completed to a level deemed acceptable by the Director of Development.
- 4. Enter into a Servicing Agreement\* for the design and construction of frontage upgrades and modification of the existing Blundell Road median to facilitate the installation of a left hand turn bay to the subject site. Works include, but may not be limited to:
  - a) 2.5 m wide concrete sidewalk at the new property line along Blundell Road while maintaining the existing grass and treed boulevard between the new sidewalk and existing curb.
  - b) 2.5 m wide concrete sidewalk along Nelson Road.
  - c) 2.5 m wide onsite public pathway (including transitions) to connect the new concrete sidewalk works along Blundell Road and Nelson Road to avoid existing City infrastructure and utilities generally located near the south east corner portion of the subject site (Note: design to be determined through the Servicing Agreement application process). A public rights of passage statutory right-of-way is to be secured for the on-site public pathway, details which will be finalized and secured through the Servicing Agreement application.
  - d) 3 m x 9 m concrete accessible bus landing pad located on-site along the Blundell Road frontage (Note: location and design to be determined through the Servicing Agreement application process). A public rights of passage statutory right-of-way is to be secured for the bus landing pad on the subject site, details which will be finalized and secured through the Servicing Agreement application.
  - e) Modify the existing Blundell Road median to facilitate the installation of a left hand turn bay (east bound to north bound vehicle movements) to the subject site from Blundell Road
  - f) The proposed service connections/tie-ins to the subject site are to be shown on the Servicing Agreement drawings.
  - Prior to approving Servicing Agreement drawings, statutory right-of-ways for public rights of passage must be registered at Land Titles Office. Proposed statutory right of ways that overlay an existing third party statutory right of way cannot be registered until consent is granted from the existing statutory right of way holder.
  - h) All works are to be done at the sole cost of the developer.

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

- Submission of a Construction Parking and Traffic Management Plan to the Transportation Department. Management Plan shall include location for parking for services, deliveries, workers, loading, application for any lane closures, and proper construction traffic controls as per Traffic Control Manual for works on Roadways (by Ministry of Transportation) and MMCD Traffic Regulation Section 01570.
- 2. Incorporation of accessibility measures in Building Permit (BP) plans as determined via the Rezoning and/or Development Permit processes.
- 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.

  CNCL 190

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

#### 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	-	
Signed		Date



### Richmond Zoning Bylaw 8500 Amendment Bylaw 9532 (ZT 13-639146) 18399 Blundell Road

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

- 1. Richmond Zoning Bylaw 8500 is amended by:
  - a. Inserting the following permitted use in Section 12.1.3.B Additional Uses in the Industrial (I) zone:
    - "Restaurant, drive-through"
  - b. Inserting the following clauses and renumbering Section 12.1.11 Other Regulations in the Industrial (I) zone accordingly:
    - "7. **Restaurant, drive-through** is only permitted on the following **site**(s):

18399 Blundell Road P.I.D. 028-009-941 Lot 7 Section 18 Block 4 North Range 4 West New Westminster District Plan BCP42067"

CORPORATE OFFICER

2. This Bylaw may be cited as "Richmond Zoning Bylaw 8500, Amendment Bylaw 9532".

FIRST READING

PUBLIC HEARING

SECOND READING

THIRD READING

OTHER CONDITIONS SATISFIED

ADOPTED

MAYOR



## **Report to Committee**

Planning and Development Division

To:

Planning Committee

Date:

February 29, 2016

From:

Re:

Wayne Craig

File:

RZ 15-691873

Director, Development

Application by Malkit Johal for Rezoning at 8431 No. 1 Road from Single

Detached (RS1/E) to Compact Single Detached (RC2)

#### Staff Recommendation

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9533, for the rezoning of 8431 No. 1 Road from "Single Detached (RS1/E)" to "Compact Single Detached (RC2)", be introduced and given first reading.

Wayne Craig

Director, Development

CL:blg Att.

REPORT CONCURRE	NCE	
CONCURRENCE	CONCURRENCE OF GENERAL	NA

ROUTED TO:

Affordable Housing

#### **Staff Report**

#### Origin

Malkit Johal has applied to the City of Richmond for permission to rezone the property at 8431 No. 1 Road from the "Single Detached (RS1/E)" zone to the "Compact Single Detached (RC2)" zone, to permit the property to be subdivided to create two (2) lots, with vehicle access to/from the existing rear lane to the west of the site (Attachment 1). A site survey showing the proposed subdivision plan is included in Attachment 2.

#### **Findings of Fact**

A Development Application Data Sheet providing details about the development proposal is attached (Attachment 3).

#### **Surrounding Development**

Development immediately surrounding the subject site is as follows:

- To the north and south, are single-family dwellings on lots zoned "Compact Single Detached (RC1)".
- To the east, immediately across No. 1 Road, is a strata-titled duplex on a lot zoned "Two-Unit Dwellings (RD1)".
- To the west, across the rear lane, is a dwelling on a lot zoned "Single-Detached (RS1/E)", fronting Alanmore Place.

#### **Related Policies & Studies**

#### Official Community Plan

The Official Community Plan (OCP) land use designation for the subject site is "Neighbourhood Residential". This redevelopment proposal is consistent with this designation.

#### **Arterial Road Policy**

The Arterial Road Policy identifies the subject site for redevelopment potential to compact lots or coach houses, with rear lane access. This redevelopment proposal is consistent with the Arterial Road Policy designation.

#### 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 received one (1) online submission from a member of the public about the rezoning application (Attachment 4).

The nature of the concern raised was whether the existing large tree in the front yard of the subject site will be retained with the proposed development. Staff provided a response to the resident, confirming that the tree is required to be retained and protected through the proposed development.

Further details about tree retention and removal associated with this proposal are provided below.

#### **Analysis**

#### Site Access

Vehicular access to No. 1 Road (a major arterial road) is not permitted in accordance with Residential Lot (Vehicular) Access Regulation Bylaw No. 7222.

Vehicular access to the proposed lots will be from the existing rear lane to the west of the subject site, which runs parallel to No. 1 Road.

Prior to issuance of a Building Permit, the applicant is required to submit a Construction Parking and Traffic Management Plan to the City's Transportation Department for review.

#### Tree Retention and Replacement

A Certified Arborist's Report was submitted by the applicant; which identifies tree species and location, assesses tree structure and condition, and provides recommendations on tree retention and removal relative to the proposed development. The Report assesses one (1) bylaw-sized tree, and one (1) bylaw-sized topiary pruned shrub on-site.

The City's Tree Preservation Coordinator has reviewed the Arborist's Report, conducted on-site visual tree assessment, and concurs with the Arborist's recommendations to:

- Protect and retain the Douglas Fir tree (Tree # 262), which is in good condition and is located outside of the building envelope.
- Remove the bylaw-sized topiary pruned shrub (Tree # 263), which has no landscape value and is in conflict with the building envelope.

The proposed Tree Retention Plan is shown in Attachment 5. The Plan provides cross-section details showing that the lot grade within the protection zone of Tree # 262 must be maintained at its current elevation and that only small portions of the lot to the north and south of the tree protection zone are proposed to be filled to accommodate pedestrian walkways to the front entries of each dwelling.

To ensure protection of Tree # 262, the applicant must complete the following items prior to final adoption of the rezoning bylaw:

- Submission of a contract with a Certified Arborist for supervision of all works conducted within close proximity to the tree protection zone. The contract must include the scope of work, including the number of monitoring inspections at specified stages of construction, the required special measures for tree retention, and a provision for the Arborist to submit a post-construction impact assessment report to the City for review.
- Submission of a survival security in the amount of \$5,000. The security will not be released until an acceptable impact assessment report is submitted by the Arborist and a site inspection has been passed by City staff.

Prior to demolition of the existing dwelling on the subject site, the applicant is required to install tree protection fencing around the tree to be retained (Tree # 262). 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 must remain in place until construction and landscaping on-site is completed.

The proposed removal of the bylaw-sized topiary shrub (Tree # 263) requires a tree replacement ratio of 2:1, as per the OCP. The applicant has agreed to plant and maintain a total of two (2) small replacement trees on-site in the rear yards of the proposed lots.

The landscaping guidelines in the Arterial Road Policy indicate that two (2) trees should be planted and maintained within the front yards of the proposed lots. However, given the effort undertaken by the applicant to retain the large tree in the front yard (Tree # 262), as well as the City's requirements for service connections in the front yard, staff do not recommend that any additional trees be planted in the front yard.

To ensure that the required two (2) replacement trees are planted and maintained in the rear yards, the applicant is required to submit a Landscaping Security in the amount of \$1,000 (\$500/tree) prior to rezoning.

To ensure that the front yards of the proposed lots are enhanced consistent with the landscape guidelines of the Arterial Road Policy, and that the lot grading is maintained within the protection zone of Tree # 262 as shown in the Tree Retention Plan, the applicant is required to submit a Landscape Plan for the front yards, prepared by a Registered Landscape Architect, along with a Landscaping Security based on 100% of a cost estimate provided by the Landscape Architect for the proposed works. A portion of the security (e.g. 70%) will be released after construction and landscaping at the subject site is completed and a landscaping inspection by City staff has been passed. The City will 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 received prior to September 14, 2015, requires a secondary suite or coach house on 50% of new lots, or a cash-in-lieu contribution of \$1.00/ft<sup>2</sup> of total buildable area towards the City's Affordable Housing Reserve Fund.

The applicant proposes to provide a legal secondary suite on one (1) of the two (2) lots proposed at the subject site. To ensure that the secondary suite is built to the satisfaction of the City in accordance with the City's Affordable Housing Strategy, the applicant is required to enter into a legal agreement registered on title stating that no final Building Permit inspection will be granted until the secondary suite is constructed to the satisfaction of the City in accordance with the BC Building Code and the City's Zoning Bylaw. Registration of this legal agreement is required prior to final adoption of the rezoning bylaw. This agreement will be discharged from title (at the initiation of the applicant) on the lot where the secondary suite is not required by the Affordable Housing Strategy after the requirements are satisfied.

Prior to rezoning, the applicant is also required to register a legal agreement on title to ensure that the principal dwelling and any secondary suite cannot be stratified.

#### Site Servicing and Frontage Improvements

There are no servicing concerns with rezoning.

Rear lane drainage upgrades were completed through a capital works project within the last few years and no further works are required.

At future subdivision and Building Permit stage, the applicant is required to pay: Development Cost Charges (City and GVS & DD), School Site Acquisition Charge, Address Assignment Fees, and work orders for the costs associated with completion of the required service connection works as described in Attachment 6.

#### Financial 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 8431 No. 1 Road from the "Single Detached (RS1/E)" zone to the "Compact Single Detached (RC2)" zone, to permit the property to be subdivided to create two (2) lots.

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

The list of Rezoning Considerations is included in Attachment 6, which has been agreed to be the applicant (signed concurrence on file).

On this basis, it is recommended that Zoning Bylaw 8500, Amendment Bylaw 9533 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

Attachment 3: Development Application Data Sheet

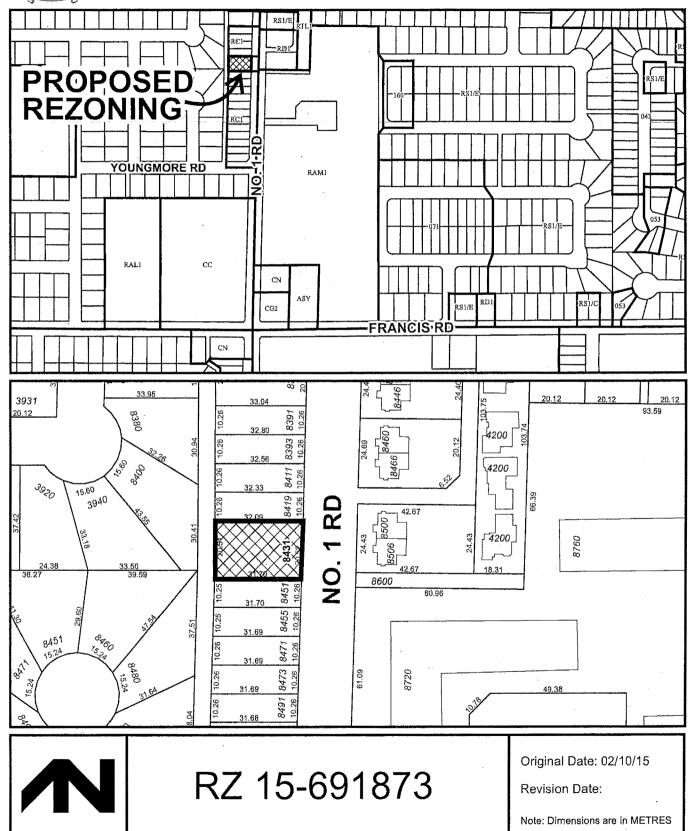
Attachment 4: Correspondence from the public

Attachment 5: Proposed Tree Retention Plan

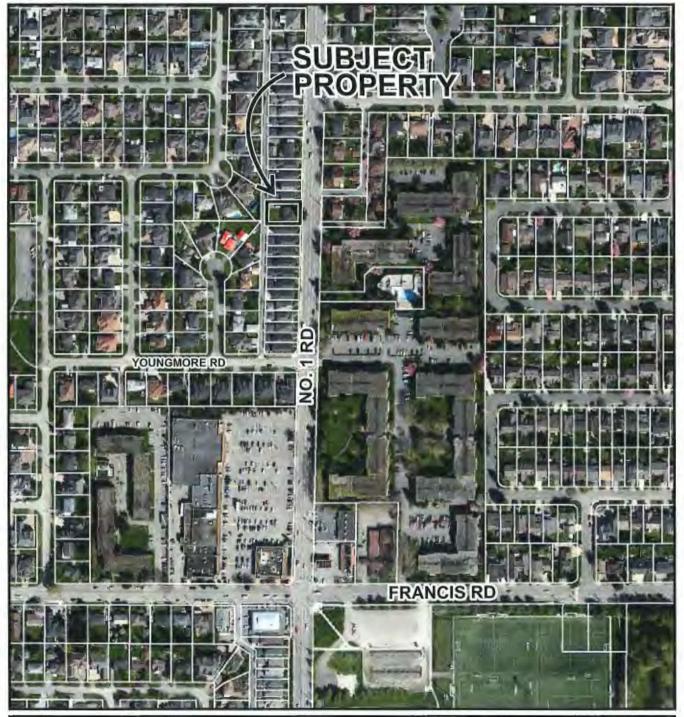
Attachment 6: Rezoning Considerations



# City of Richmond







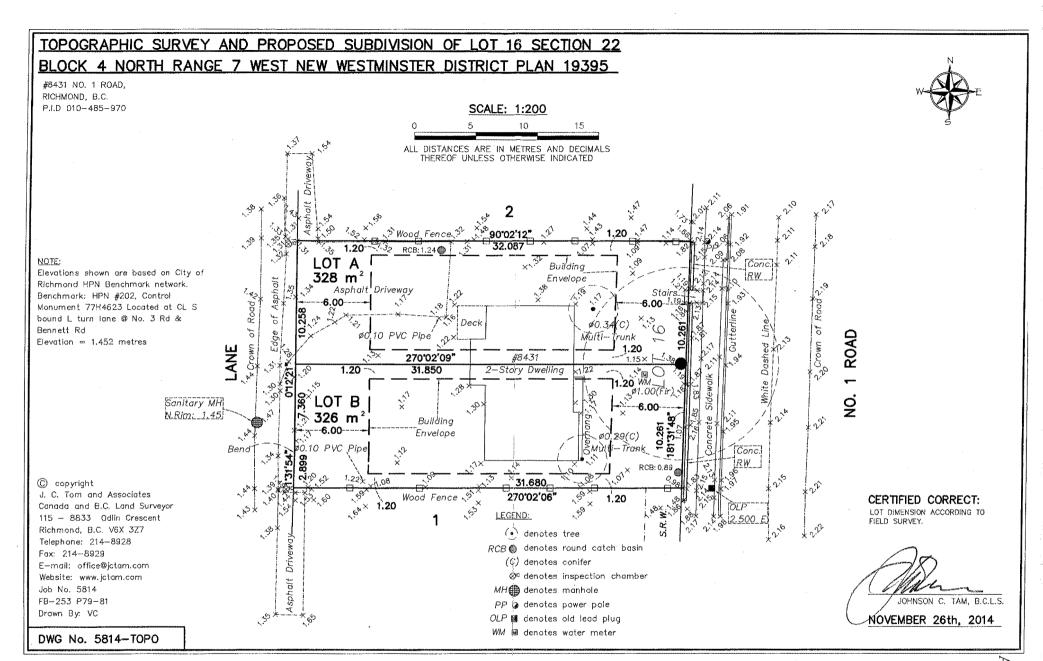


RZ 15-691873

Original Date: 02/10/15

**Revision Date** 

Note: Dimensions are in METRES





# **Development Application Data Sheet**

Development Applications Department

RZ 15-691873		Attachment 3
--------------	--	--------------

Address:

8431 No. 1 Road

Applicant: Malkit Johal

Planning Area(s): Seafair

	Existing	Proposed
Owner:	Malkit Johal	To be determined
Site Size (m²):	654 m <sup>2</sup>	Proposed north lot – 328 m <sup>2</sup> Proposed south lot - 326 m <sup>2</sup>
Land Uses:	Single-family dwelling	Two (2) residential lots
OCP Designation:	Neighbourhood Residential	No change
Zoning:	Single Detached (RS1/E)	Compact Single Detached (RC2)
Other Designations:	The Arterial Road Policy designates the subject property for redevelopment to compact lots or coach houses (if applicable).	This proposal is consistent with the Arterial Road Policy designation.

On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Floor Area Ratio:	Max. 0.60	Max. 0.60	none permitted
Lot Coverage – Buildings:	Max. 50%	Max. 50%	none
Lot Coverage – Buildings, Structures, and Non-Porous Surfaces:	Max. 70%	Max. 70%	none
Lot Size (min. dimensions):	270 m²	Proposed north lot – 328 m <sup>2</sup> Proposed south lot - 326 m <sup>2</sup>	none
Setback - Front & Rear Yard (m):	Min. 6 m	Min. 6 m	none
Setback – Side Yard (m):	Min. 1.2 m	Min. 1.2 m	none
Height (m):	2 ½ storeys	2 ½ storeys	none
Off-street Parking Spaces:	Principal dwelling – 2 Secondary suite – 1	Principal dwelling – 2 Secondary suite – 1	none
Private Outdoor Space:	Min. 20 m <sup>2</sup>	Min. 20 m <sup>2</sup>	none

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

### Lussier, Cynthia

From:

Webgraphics

Sent:

Monday, 22 February 2016 10:29 AM

To:

MayorandCouncillors

Subject:

Send a Submission Online (response #915)

# Send a Submission Online (response #915)

# Survey Information

Site:	City Website
Page Title:	Send a Submission Online
URL:	http://cms.richmond.ca/Page1793.aspx
Submission Time/Date:	2/22/2016 10:28:07 AM

## Survey Response

Your Name	Karin Holland Biggs
Your Address	12262 Ewen Avenue
Subject Property Address OR Bylaw Number	8431 #1 Road
Comments	This single family property has an application to be rezoned to a 2 family property. I am concerned that the magnificent, unique, 100-150' tree in the front yard near the sidewalk will be cut down, when the property is loaded with sand before building. I believe it is a fir. This would be a criminal loss of an irreplaceably tall and well formed tree which stands visible for kilometres, like a church spire between Francis and Blundell Roads. This "elder" tree, given its maturity and stature, cannot be replaced by some new planting. There is no signage or red protective taping to show the developer intends to protect this tree. I request the city ensure that this tree, which started its life before any of us were born, be protected to continue to grow after we are gone. Dr. Karin Holland Biggs, Ph.D.

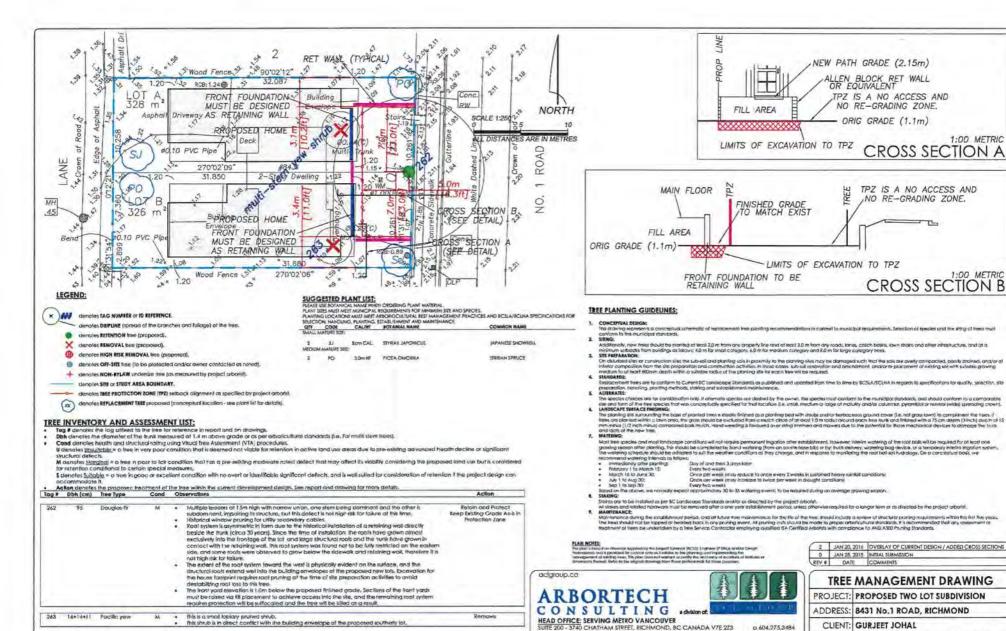


SHEET: 1 OF 1

ACL FILE: 15109

1:00 METRIC

1:00 METRIC



FRASER VALLEY REGIONAL OFFICE THE TOW - 1928 MCCALLUM ROAD, ASBOTSFORD, BC CANADA V25 8A3



### **Rezoning Considerations**

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

Address: 8431 No. 1 Road File No.: RZ 15-691873

# Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 9533, the developer is required to complete the following:

- 1. 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 fencing, retaining walls, hard surfaces, 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 the dimensions of tree protection fencing as illustrated on the Tree Retention Plan attached to this report.
- 2. Submission of a Landscaping Security in the amount of \$1,000 (\$500/tree) for a total of two (2) replacement trees in the rear yards of the proposed lots.
- 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, the required special measures for tree retention, 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 \$5,000 for the tree to be retained in the front yard (Tree # 262). The security will not be released until an acceptable impact assessment report is submitted by the Arborist and a site inspection has been passed by City staff
- 5. Registration of a flood indemnity covenant on Title.
- 6. Registration of a legal agreement on Title to ensure that no final Building Permit inspection is granted until a secondary suite is constructed on one (1) of the two (2) lots proposed, to the satisfaction of the City in accordance with the BC Building Code and the City's Zoning Bylaw.
- 7. Registration of a legal agreement on Title ensuring that the principal dwelling and any secondary suite cannot be stratified.

#### At Demolition\* Permit stage, the following must be completed:

• Installation of tree protection fencing around the tree to be retained (Tree # 262). 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 must remain in place until construction and landscaping on-site is completed.

#### At Subdivision\* and Building Permit\* stage, the following must be completed:

- Payment of Development Cost Charges (City and GVS & DD), School Site Acquisition Charge, and Address Assignment Fees.
- Payment of the costs associated with completion of the required service connection works, as follows: Water Works
  - Using the OCP Model, there is 364.8 L/s of water available at a 20 psi residual at the No. 1 Road frontage. Based on your proposed development, your site requires a minimum fire flow of 95.0 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 and Building designs.
- At the developer's cost, the City is to:
  - Cut and cap all existing water service connection at the watermain, along the No. 1 Road frontage.
  - Install two (2) new 25 mm water service connections complete with meters and meter boxes along the No. 1 Road frontage.
  - All proposed waterworks are to be outside the tree protection zone and must provide the minimum horizontal clearance of 1.2 m.

#### Storm Sewer Works

- At the developer's cost, the City is to:
  - Cut and cap the existing service connection at the south east corner of the subdivision site.
  - Install a new 1050 mm diameter manhole complete with a service connection for the south subdivided lot.
     A 3.0 m by 3.0 m utility right-of-way for the proposed manhole at the southeast corner of the lot is required.
  - Install a new service connection off of the box culvert along No.1 Road, complete with inspection chamber, for the northern lot. Sufficient clearance must be provided from existing hydro pole.
  - All proposed storm works are to be outside the tree protection zone and must provide the minimum horizontal clearance of 1.2 m.

#### Sanitary Sewer Works

- The developer is required to reuse the existing service connection at the northwest corner of the northern lot.
- At the developer's cost, the City is to:
  - Plug the opening for the existing service connection at the southeast face of manhole SMH724.
  - Install a new service connection complete with an inspection chamber with tie-in to the east face of the existing manhole SMH724 to service the southern lot.

#### Frontage Improvements

- The developer is required to:
  - coordinate with BC Hydro, Telus and other private communication service providers for their servicing requirements.
  - 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

- 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.
- Submission of 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.

**CNCL - 206** 

Initial:	

• 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 original on file)		
Signed	 Date	



### Richmond Zoning Bylaw 8500 Amendment Bylaw 9533 (RZ 15-691873) 8431 No. 1 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 "COMPACT SINGLE DETACHED (RC2)".

P.I.D. 010-485-970 Lot 16 Section 22 Block 4 North Range 7 West New Westminster District Plan 19395

2. This Bylaw may be cited as "Richmond Zoning Bylaw 8500, Amendment Bylaw 9533".

FIRST READING	CITY OF RICHMONE
A PUBLIC HEARING WAS HELD ON	APPROVED  by  By
SECOND READING `	APPROVED by Director
THIRD READING	or Soligitor
OTHER REQUIREMENTS SATISFIED	
ADOPTED	
MAYOR	CORPORATE OFFICER

# DELEGATES REPRESENTING THE "RESIDENTIAL WATERLOT LEASEHOLDERS OF B.C." DOROTHY LEIGHTON, PRESIDENT; RON FRANCIS VICE-PRESIDENT.

# THREAT TO SMALL BOAT MOORAGE IN THE LOWER MAINLAND

On the Fraser River many small Federal waterlot lessees are in danger of being driven out of business. Port Metro Vancouver has caused the situation to develop by using an outdated and inequitable method for setting the Federal Waterlot Lease rents.

Every 5 years Port Metro Vancouver employs a land valuation firm to estimate market values in their 27 designated industrial zones, a method chosen sometime in the middle of the 1900's. The zones stretch from the tidal boundary near Golden Ears Bridge to the Provincial water boundaries at Deas Island, Delta; Number 9 Road, Richmond; and the east boundary of the North Arm, near Burnaby and New Westminster. As would be expected, the highest land values are near Vancouver, and lowest in Port Moody, Pitt River and Langley.

Every 5 years, the last time in 2011, Port Metro hires a firm to estimate industrial land values in each of their 27 Zones. Examples of valuation were; Richmond \$1,000,000/acre; Langley area \$390,000/acre; Pitt River \$140,000/acre; Queensborough, New Westminster \$1,040,000/ac. When calculating rents the Port uses these upland land values in the area where a nearby marina is located.

It is of important to note, industrial upland valuations are NOT the values of foreshore lands associated with the waterlot leases. The Port's industrial land values are based on inland properties, in many instances miles away from the actual waterlots. In the 2011 Report none of the the land values used to establish waterlot rents from 2011 onward were located on the banks of the Fraser River, or lands associated with waterlots.

There is great disparity in Port rents when compared to Provincial water lease rents, and the Port totally ignores Provincial Tax Assessment of waterlot earnings. Many small boat marinas with Federal Waterlot Leases administered by the Port Metro are becoming progressively uneconomic to maintain,

We are seeking ways to persuade the Port Metro Vancouver to consider the interests of people who live here in the Lower Mainland. The Port is harming the communities by forcing small boat marina operators out of business. Recreational boating is not just about the boats tied up to docks, but the affiliated jobs connected to boats, boatyards, chandlers, recreational fishing, small boat repairs, etc.

Another 5 year review is taking place for 2016. Land values are still rising so will the waterlot rents on the Port Metro Federal waterlot leases. The Port shows no signs of changing the rent policies, or giving

consideration to the interests of residents in the Lower Mainland community.

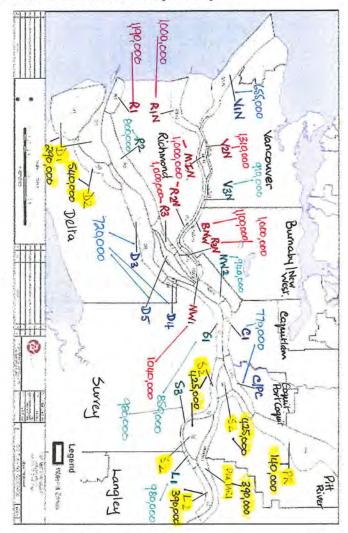
Provincial waterlots leaseholders are charged rent based on a percentage between 6 or 7% of Gross Annual Revenue, which is a more logical way of renting out Provincial assets. The Province considers if you make more revenue you pay more, but the Port wants you to pay more rent because your waterlot is located near a particular industrial land zone. Nothing to do with what revenue can be created from the waterlot. Our marina's annual revenue is approximately \$88,000. The Port raised the annual rent 264% in 6 years, while our revenues have increased annually by 6-7%. Needless to say, we are losing ground financially, and the marina is for sale and there is very little interest from potential buyers.

Thank you for listening to our concerns.

#### THE SITE

#### Location

The water lot zones pertain to areas located on the Fraser and Pitt Rivers in the municipalities of Vancouver, Coquitlam, Port Coquitlam, Pitt Meadows, Maple Ridge, Langley, Richmond, Burnaby, New Westminster, Delta, and Surrey. PMV provided the map below, which outlines the boundaries of the various zones described previously.



The location of the zones as shown in the previous map can be summarized as follows per PMV:

GROVER, ELLIOTT & CO. LTD.

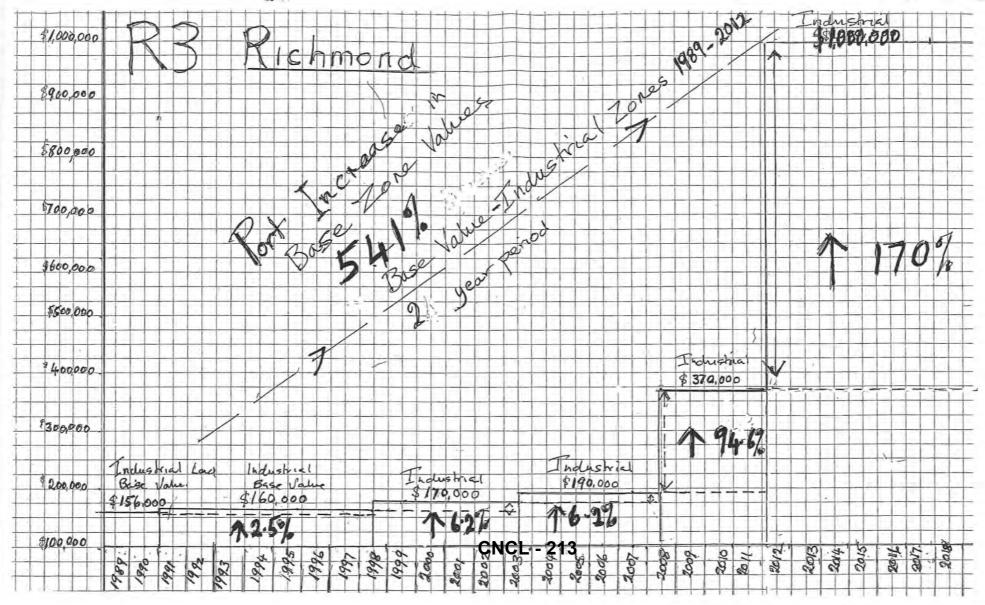
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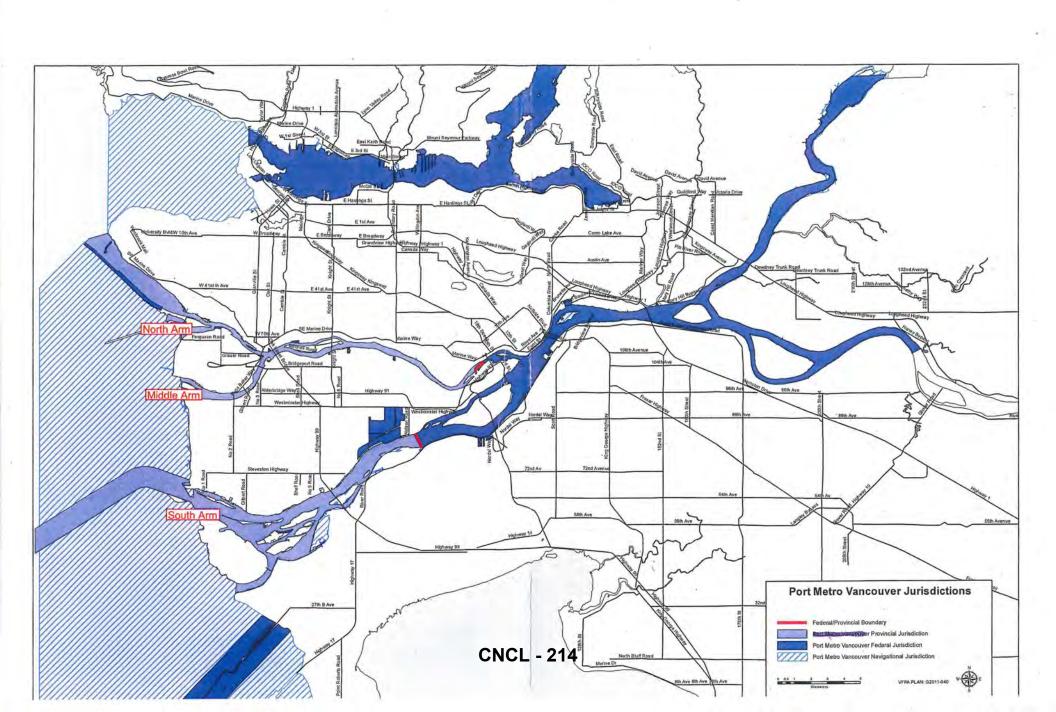
Page 10

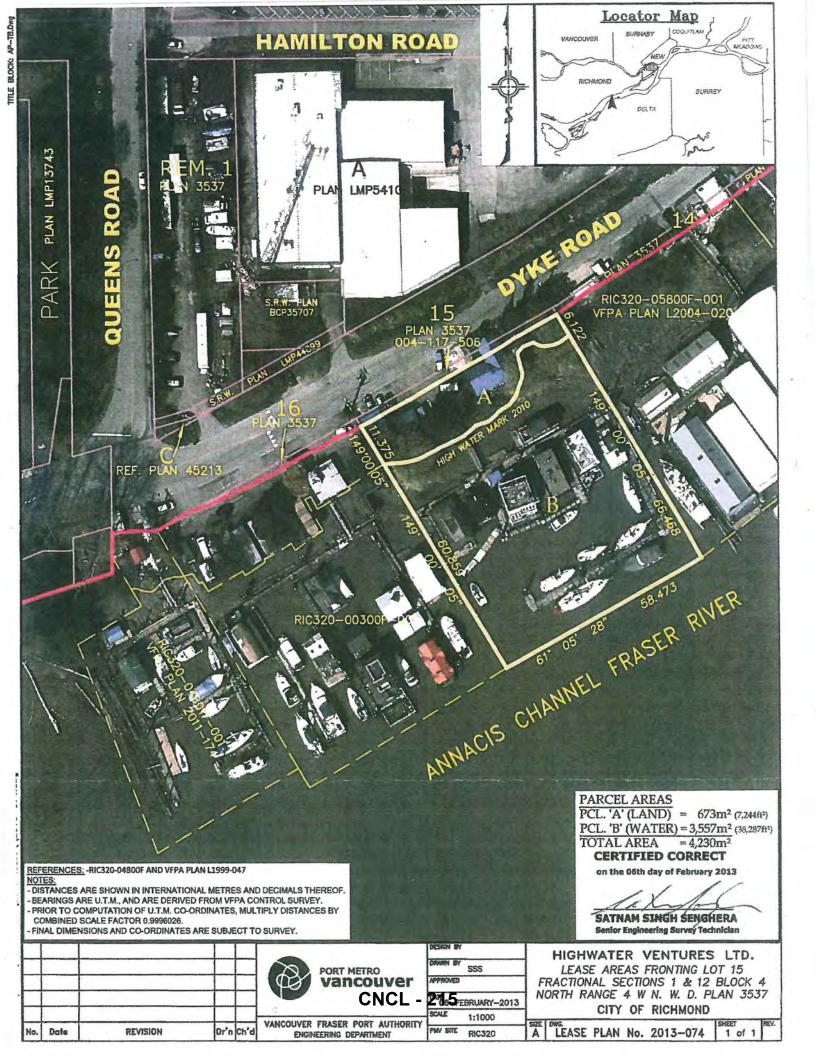
# Fraser Ports Base Zore Land Volves. Sept. 2011

to the dollar, and applied to the subject properties. It's been said that through statis, rest of Canada could avoid winter.

rest of Can	ada could avoi	d winter.		
			Increase	2000
Zone	\$/Acre 2011	S/Acre 2008	2008-10	S/Hectare 2008
VANCOU		226.250	40407	907 191
V1-N	\$ 655,000	326,250	101%	806,181
V2-N	\$1,310,000	580,000	126%	1,433,211
V3-N	\$ 910,000	420,500	116%	1,039,078
	(NEW WEST)	MINSTER	*	
B/NW	\$1,100,000		,	
	STMINSTER	122 222		
NWI	\$1,040,000	370,000	181%	914,307
NW2	\$ 940,000	500,000	88%	1,235,550
COQUITL				
C1	\$ 770,000			
	AM/PORT CO	QUITLAM		
C/PC	\$ 770,000			
PITT RIVE				
PR	\$ 140,000			
	DOWS/MAPL	E RIDGE		
PM/MR1	\$ 390,000			
LANGLEY				200 200
Ll	\$ 980,000	300,000	227%	741,330
L2	\$ 390,000	110,000	255%	271,821
SURREY				
S1	\$ 850,000	300,000	183%	741,330
S2	\$ 425,000	140,000	204%	345,954
S3	\$ 980,000	325,000	202%	803,108
DELTA				
D1	\$ 290,000			
Da	\$ 540,000			
D3	\$ 720,000			
D4	\$ 720,000			
D5	\$ 720,000			
RICHMON	D			
R-1	\$1,190,000	500,000	138%	1,235,550
R-2	\$ 800,000	350,000	129%	864,885
R-3	\$1,000,000	370,000	170%	914,307
RI-N	\$1,000,000	391,500	155%	967,418
R2-N	\$1,000,000	159,500	527%	394,133
R3-N	\$1,000,000	282,750	254%	698,691
	L ISLAND			
MI-N	\$1,000,000	362,500	176%	895,757
AVERAGE			180%	200 V-844 711 E









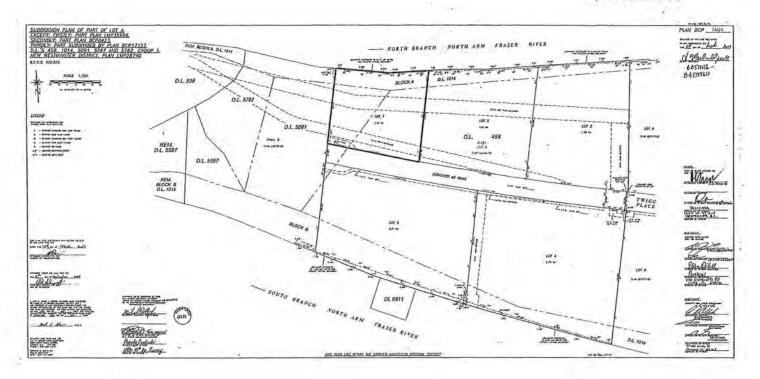
### 11191 Twigg Place - Sale of Park Bylaw 9501

The Council of the City of Richmond enacts as follows:

- 1. Subject to a compliance with Section 27 of the Community Charter, S.B.C., 2003, c.26, that Lot 1 District Lot 459, 1014, and 5091 Group 1 New Westminster District Plan BCP32626 (PID 027-226-794) as outlined in bold on the attached plan (Schedule A) be sold to River Road Investments Ltd. or its designate for \$5,125,000 (the purchase price).
- 2. This Bylaw is cited as "11191 Twigg Place Sale of Park Bylaw 9501".

FIRST READING	JAN 1 1 2016	CITY OF RICHMOND
SECOND READING	JAN 1 1 2016	APPROVED for content by originating
PUBLIC NOTICE GIVEN	JAN 1 5 2016 JAN 2 0 2016	dept.
THIRD READING	JAN 1-1 2015	APPROVED for legality by Solicitor
ADOPTED		- y
MAYOR	CORPORATE OFFICER	

# Schedule A





# Memorandum

Finance and Corporate Services Division City Clerk's Office

To:

Mayor and Councillors

Date:

March 8, 2016

From:

David Weber

File:

12-8060-20-009501/Vol 01

.

Director, City Clerk's Office

Re:

Results of Alternative Approval Process (AAP) for 11191 Twigg Place - Sale of Park

Bylaw 9501

Pursuant to Section 86 of the *Community Charter*, the City of Richmond proposed to seek elector approval for 11191 Twigg Place – Sale of Park Bylaw 9501 by Alternative Approval Process (AAP).

On January 11, 2016, the Bylaw was introduced and given first, second and third reading. At the same meeting, Council established and approved the parameters for the Alternative Approval Process. These parameters set the deadline for the receipt of elector response forms for February 22, 2016 and established that the 10% threshold required for a successful Alternative Approval Process was 12,419 elector response forms.

The Alternative Approval Process was advertised on January 15 and 20, 2016 in accordance with statutory requirements.

The deadline of February 22, 2016 has now passed and only two (2) elector response forms have been received. The Bylaw has therefore received the approval of the electors through the Alternative Approval Process and may be adopted.

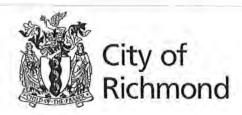
David Weber

Director, City Clerk's Office

Paril Weber

Att. 1





# CERTIFICATION OF ALTERNATIVE APPROVAL PROCESS 11191 Twigg Place – Sale of Park Bylaw 9501

Richmond City Council considered a proposal to sell a city-owned piece of land (which was originally acquired through a subdivision process) to River Road Investments Ltd. or its designate for \$5, 125, 000. The subject property is located at 11191 Twigg Place. The land was never utilized as a park. The proceeds from this sale will be utilized towards the purchase of 7080 River Road which will form part of Middle Arm Waterfront which represents approximately 12 acres of the planned 37 acre park. As outlined in the City Centre Area Plan (2007), the City is establishing a park along the south shore of the Middle Arm of the Fraser River, between Gilbert Road and the future Browngate Road extension, to service the rapidly growing City Centre Area population.

Pursuant to Section 86 of the *Community Charter*, the City of Richmond proposed to seek elector approval by alternative approval process.

#### Given that:

- the number of valid Elector Response Forms required from at least 10% of the electors of the City of Richmond is Twelve Thousand, Four Hundred and Nineteen (12,419); and,
- the number of valid Elector Response Forms received by the Corporate Officer for the City of Richmond before the deadline of 5:00pm on Friday, February 22, 2016 was two (2).
- I, David Weber, Corporate Officer for the City of Richmond, hereby declare that the approval of the electors has been obtained.

David Weber, Corporate Officer

February 23, 2016

Date



# Demolition Waste and Recyclable Materials Bylaw No. 9516

WHEREAS Part 2, Division 1, Section 8 of the *Community Charter* confers upon the City authority to, by bylaw, regulate, prohibit, and impose requirements in relation to the protection and enhancement of the well-being of its community in relation to refuse, garbage or other material that is noxious, offensive or unwholesome, and in relation to the use of waste disposal and recycling services;

**AND WHEREAS** Part 7, Division 2, Section 194 of the *Community Charter* confers upon the **City** authority to, by bylaw, impose a fee in respect of the exercise of authority to regulate, prohibit or impose requirements;

**AND WHEREAS** the Greater Vancouver Sewerage and Drainage District, Greater Vancouver Regional District, and their respective member municipalities, including the **City**, have set a target in the Integrated Solid Waste and Resource Management Plan of 70% diversion of municipal solid waste from disposal by 2015;

AND WHEREAS it is deemed desirable to regulate, prohibit, and impose requirements with respect to the use of waste disposal and recycling services to ensure that waste and recyclable materials resulting from demolition work are managed in a manner that enhances and protects the well-being of the community and the target diversion rate is achieved,

NOW THEREFORE, the Council of the City of Richmond enacts as follows:

# PART ONE: APPLICATION AND AGREEMENT

- 1.1 No person shall commence or continue, or cause or allow the commencement or continuation of, any work except in accordance with the provisions of this Bylaw.
- 1.2 The **building inspector** may, in cases where this Bylaw would otherwise apply, approve **work**, in writing, and deem it exempt from application of this Bylaw in circumstances where such **work** is required to be carried out in the interests of public health and safety or to be carried out immediately in the case of emergency.
- 1.3 Nothing in this Bylaw precludes or relieves a person from complying with any provision of the Building Bylaw, other bylaws of the City, or any federal, provincial, or local government laws or regulations applicable to work.
- 1.4 Neither the review nor acceptance of a waste disposal and recycling services plan, or compliance report constitutes a representation, warranty, assurance or statement by the

City that the owner has complied with the Building Bylaw, this Bylaw, or any other applicable enactment, law, or regulation respecting safety.

#### PART TWO: MANDATORY RECYCLING

- 2.1 At the time of submitting an application for a building permit for work, a properly completed waste disposal and recycling services plan regarding the management of waste and recyclable material must be signed by the owner or agent and submitted to the building inspector.
- 2.2 No person shall commence or continue, or cause or allow the commencement or continuation of, any work unless the building inspector has approved a waste disposal and recycling services plan for that work.
- 2.3 If recyclable material is removed from a site, the recyclable material must be removed:
  - (a) to a recycling facility; or
  - (b) in accordance with an approved waste disposal and recycling services plan, including reuse by the owner or agent, removal to a recycling facility, or as otherwise set out therein.
- 2.4 If waste, other than recyclable material, is removed from a site, the waste must be removed to a disposal facility.

# PART THREE: COMPLIANCE REPORTING AND RECORD KEEPING

- 3.1 To ensure compliance with this Bylaw, the owner or agent must keep records of the surveying, removal, handling, management, and disposal of waste and recyclable material, including:
  - payment receipts, donation receipts, weigh bills, inspection reports, clearance letters, sampling reports, waste transport manifests, and recycling verification letters from mixed load recycling facilities detailing the percentage of waste recycled, reused or disposed;
  - (b) photographs, if applicable, recording the removal of recyclable material from the site as specified in an approved waste disposal and recycling services plan; and
  - (c) any other records that the **building inspector** specifies, at the time of application for a **building permit** for **work**, must be kept.
- 3.2 Within ninety (90) days after project completion, the owner or agent must submit the following to the building inspector:
  - (a) a properly completed compliance report; and

(b) originals of the records required to be kept under section 3.1 above.

#### PART FOUR: FEES

- 4.1 Every person who performs, or causes or allows the performance of work, must pay the non-refundable application fee and the waste disposal and recycling services fee at the time of submitting the waste disposal and recycling services plan.
- 4.2 The holder of the **building permit** for the **work** is eligible for a **fee refund**, as calculated in accordance with Schedule "B" attached to this Bylaw, if the following have also been completed to the satisfaction of the **building inspector**:
  - (a) a waste disposal and recycling services plan;
  - (b) within ninety (90) days after project completion,
    - (i) a compliance report;
    - (ii) submission of the originals of the records required to be kept under section 3.1 above; and
    - (iii) an application to the building inspector for the fee refund;
  - (e) within seven (7) days of being requested to do so, submission to the building inspector of any of the records required to be kept under this Bylaw, in addition to those submitted under 4.2(b)(ii) above, in order to evaluate eligibility for the fee refund.

# PART FIVE: OFFENCES, PENALTIES AND ENFORCEMENT

- 5.1 (a) A violation of any of the provisions identified in this bylaw shall result in liability for penalties and late payment amounts established in Schedule A of the *Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122*, as amended and replaced from time to time; and
  - (b) A violation of any of the provisions identified in this bylaw shall be subject to the procedures, restrictions, limits, obligations and rights established in the Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, as amended and replaced form time to time, in accordance with the Local Government Bylaw Notice Enforcement Act, SBC 2003, c. 60, as amended and replaced form time to time.
- 5.2 Any person who gives false information required under this Bylaw is deemed to have committed an infraction of, or an offence against, this Bylaw, and is liable on summary conviction to a penalty of not more than \$2,000 in addition to the costs of the

prosecution, and each day that such violation is caused or allowed to continue constitutes a separate offence.

Any person who contravenes or violates any provision of this Bylaw, or any building permit for work issued in connection with this Bylaw, or who suffers or allows any act or thing to be done in contravention or violation of this Bylaw, or any building permit for work issued in connection with this Bylaw, or who fails or neglects to do anything required to be done under this Bylaw, or any building permit for work issued in connection with this Bylaw, 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.

#### PART SIX: INTERPRETATION

6.1 In this bylaw, unless the context requires otherwise:

AGENT means a person authorized in writing to act on behalf

of the owner in connection with a building permit,

including a hired tradesman or contractor.

APPLICATION FEE means the fee set-out in the City's Consolidated Fees

Bylaw No. 8636, as amended from time to time.

BUILDING BYLAW means the City's Building Regulation Bylaw No.

7230, as amended or replaced from time to time.

BUILDING INSPECTOR means the Manager, Building Approvals Department

or those positions or persons designated by Council to

act under this bylaw in the place of the manager.

BUILDING PERMIT has the same meaning defined in the Building Bylaw.

CITY means the City of Richmond.

COMMUNITY CHARTER means Community Charter, SBC 2003, c. 26, as

amended or replaced from time to time.

COUNCIL means the Council of the City.

COMPLIANCE REPORT means a report substantially in the form attached to

this Bylaw as Schedule "B", as modified from time to

time by the building inspector.

CORPORATE OFFICER means the person appointed by Council pursuant to

section 148 of the Community Charter as the

Corporate Officer of the City, or his or her designate.

#### DISPOSAL

#### means:

- (a) the abandonment, discard, or destruction of any materials, substances, or objects; and
- (b) the application, release, or incorporation of materials, substances or objects in or to land.

#### DISPOSAL FACILITY

# means a facility that:

- (a) has a valid and subsisting permit, licence, or operational certificate issued under GVS&DD's Municipal Solid Waste and Recyclable Material Regulatory Bylaw for the operation of a disposal facility regulated under that bylaw;
- (b) is approved as a disposal facility under the Integrated Solid Waste and Resource Management Plan; or
- (c) destroys or landfills waste in the course of conducting an industry, trade, or business.

#### FACILITY

means any land, building, site, or structure.

#### FEE REFUND

means the refund of a waste disposal and recycling services fee paid in respect of a waste disposal and recycling services plan as calculated in accordance with Schedule "B" attached to this Bylaw.

#### GVS&DD

means the Greater Vancouver Sewerage and Drainage District.

#### HAZARDOUS MATERIALS

means any material, product, or substance regulated as a controlled product or hazardous waste under the B.C. Workers Compensation Act and B.C. Environmental Management Act, respectively, that is present on a site or is produced, originates, or results from work.

INTEGRATED SOLID WASTE AND RESOURCE MANAGEMENT PLAN means GVS&DD's approved Integrated Solid Waste and Resource Management Plan.

MUNICIPAL SOLID WASTE AND RECYCLABLE MATERIAL REGULATORY BYLAW means the **GVS&DD**'s Municipal Solid Waste and Recyclable Material Regulatory Bylaw No. 181, 1996, as amended or replaced from time to time.

#### ONE-FAMILY DWELLING

#### OWNER

has the same meaning defined in the Building Bylaw.

means the registered owner of an estate in fee simple, the registered owner of a leasehold estate and also includes:

- (a) the tenant for life under a registered life estate;
- (b) the registered holder of the last registered agreement for sale;
- (c) an Indian who is an owner under the letters patent of a municipality, incorporated under Section 9 of the Local Government Act;
- (d) a lessee or licensee with authority to build on land;
- (e) an occupier, tenant or holder of an interest in respect of the surface of water;
- (f) the Province or Canada, or a crown corporation or agency of either of them, if the government, corporation or agency applies for a building permit, a gas permit, or a plumbing permit under this bylaw, in respect of parcel in which it holds an interest; and

#### (g) an agent.

#### PROJECT COMPLETION

means the date of completion and final approval of work as determined in accordance with the Building Bylaw.

#### RECYCLABLE MATERIAL

means a material, substance, or object that is produced, originates or results from work and satisfies at least one of the following:

- (a) is organic material and is capable of being composted;
- (b) is managed as a marketable commodity with an established market by the owner or operator of a recycling facility;
- (c) is being used in the manufacture of a new product that has an established market or is being

- processed as an intermediate stage of an existing manufacturing process;
- (d) is being reused by the owner, or the agent on or off the site for construction; or
- (e) is a material, product or substance prescribed in Schedule "C" attached to this Bylaw as a recyclable material,

but excluding hazardous materials.

# RECYCLING FACILITY

means a facility or licensed business, other than a disposal facility or an incinerator facility, and that:

- (a) has a valid and subsisting permit, licence, or operational certificate issued under the GVS&DD's Municipal Solid Waste and Recyclable Material Regulatory Bylaw;
- (b) is required to provide information on quantities of received and transferred material to the GVS&DD through the GVS&DD's Municipal Solid Waste and Recyclable Material Regulatory Bylaw;
- (c) is approved as (i) a new organics processing facility; or (ii) a publicly-owned transfer station or landfill, under the Integrated Solid Waste and Resource Management Plan for purposes other than disposal;
- (d) is a drop off depot which is owned or operated by a charitable organization registered under the Income Tax Act (Canada) or a non-profit organization to which section 149 of the Income Tax Act applies;
- (e) is a facility where the owner or operator purchases or otherwise pays valuable consideration for all recyclable material received, cleaned, sorted, baled or packaged at the facility;
- (f) accepts only asphalt and concrete for the purposes of reprocessing, resale and reuse; or

(g) builds products using recycled or reused buildings materials or resells salvaged building materials under a valid business license.

REUSE

means further or repeated use of building materials.

SITE

means any land, building, structure, or improvements where work is or is intended to be performed.

TWO-FAMILY DWELLING

has the same meaning defined in the Building Bylaw.

WASTE

means any discarded or abandoned material, substance, or object that is produced, originates, or results from work, and any other prescribed material, substance or object, but excluding hazardous

materials.

WASTE DISPOSAL AND RECYCLING SERVICES FEE means the fee set-out in the City's Consolidated Fees Bylaw No. 8636, as amended from time to time.

WASTE DISPOSAL AND RECYCLING SERVICES PLAN means the form of plan attached to this Bylaw as Schedule "A".

WORK

means the demolition, deconstruction, or systematic disassembly of a one-family dwelling or a twofamily dwelling, and any accessory buildings on the same site, regulated by the Building Bylaw.

- 6.2 References in this Bylaw to enactments, bylaws of the City, or the bylaws or plans of GVS&DD, include those enactments, bylaws, and plans as they may be amended or replaced from time to time.
- 6.3 Unless otherwise defined herein, all words or expressions used in this Bylaw have the same meaning as the same or like words or expressions used in the Building Bylaw.

#### PART SEVEN: SEVERABILITY AND CITATION

- 7.1 If any section, subsection, paragraph, clause or phrase of this bylaw is for any reason held to be invalid by the decision of a court of competent jurisdiction, such decision does not affect the validity of the remaining portions of this bylaw.
- This Bylaw is cited as "Demolitions Waste and Recyclable Materials Bylaw No. 9516", 7.2 and is effective April 1, 2016.

# PART EIGHT: FEES BYLAW

8.1 The Consolidated Fees Bylaw No. 8636, as may be amended from time to time, applies to this bylaw.

FIRST READING	FEB 2 2 2016	CITY OF RICHMOND
SECOND READING	FEB 2 2 2016	APPROVED for content by originating
THIRD READING	FEB 2 2 2016	W dept.
ADOPTED	1	APPROVED for legality by Solicitor
MAYOR	CORPORATE OFFICE	=R

# Schedule "A" Waste Disposal and Recycling Services Plan (Single Family/Duplex - Residential)

Demolition Type	ng Other
Project Floor Space [square feet]  Main Floor Space [square feet]	tonnes (from Table 1)
Fotal Floor Space [square feet]	
Estimated Waste and Recyclable Material	Generation (from Table 1)
Walls and flooring = kg (for cor	mplete demolition, or for walls and flooring calculated separately)
Roofing = kg	
Foundations and footings =kg	
Other material =kg	
Fotal = (Walls/Flooring+ Roofing	+ Foundations+ Other) ÷ 1000 =tonn
Гуре of Structure (Wood frame, Concrete, Sto	eel, etc)
Expected Project Completion Date (DD/MM/	YYYY) / /
Expedica Froject Composion Date (BB/MM)	,,,,, <u></u>
Name of Permit Applicant:	(please print)
	(bisass binny
Signature of Permit Applicant	Date
Signature of Permit Applicant	Date
Signature of Permit Applicant	Date
Signature of Permit Applicant	Date ne other side of the form
Signature of Permit Applicant  NOTE TO APPLICANT: Please complete th  CITY STAFF USE ONLY  Building Permit No. (demolition):	Date ne other side of the form
Signature of Permit Applicant  NOTE TO APPLICANT: Please complete th  CITY STAFF USE ONLY  Building Permit No. (demolition):  Waste Disposal and Recycling Services Package  Application Fee Received	
Signature of Permit Applicant NOTE TO APPLICANT: Please complete th CITY STAFF USE ONLY Building Permit No. (demolition): Waste Disposal and Recycling Services Package Application Fee Received Fee Received Waste Disposal an	
Signature of Permit Applicant NOTE TO APPLICANT: Please complete th CITY STAFF USE ONLY  Building Permit No. (demolition): Waste Disposal and Recycling Services Package  Application Fee Received Fee Received Fee Received Waste Disposal and Calculation of Fees: Fees set-out in the Cor	
Signature of Permit Applicant NOTE TO APPLICANT: Please complete the CITY STAFF USE ONLY  Building Permit No. (demolition): Waste Disposal and Recycling Services Package Application Fee Received Fee Received Waste Disposal and Calculation of Fees: Fees set-out in the Continuous Continuous Calculation Services that	
Signature of Permit Applicant NOTE TO APPLICANT: Please complete the CITY STAFF USE ONLY  Building Permit No. (demolition): Waste Disposal and Recycling Services Package Application Fee Received Fee Received Waste Disposal and Calculation of Fees: Fees set-out in the Continuous Continuous Calculation Services that	
Signature of Permit Applicant NOTE TO APPLICANT: Please complete the CITY STAFF USE ONLY  Building Permit No. (demolition):  Waste Disposal and Recycling Services Package  Application Fee Received Fee Received Waste Disposal and Calculation of Fees: Fees set-out in the Content of Services that Removal of all recyclable materials to an than disposal	
Signature of Permit Applicant	
Signature of Permit Applicant NOTE TO APPLICANT: Please complete the CITY STAFF USE ONLY  Building Permit No. (demolition): Waste Disposal and Recycling Services Package  Application Fee Received Fee Received Fee Received Waste Disposal and Calculation of Fees: Fees set-out in the Cort Waste Disposal and Recycling Services that Removal of all recyclable materials to an than disposal Re-use of recyclable materials as propose acceptable manner	

#### TABLE 1

Planning how you will manage the recyclable materials generated at your site will help you meet the recycling requirements. Please complete the following checklist of the types of recyclable materials that your project is expected to generate and submit as part of Form 1. Use this checklist for discussion with waste collection, recycling and disposal companies. A list of recycling facilities is available from the Permits Department or <a href="http://www.metrovancouver.org/services/permits/Permits/20%20Regulations/ActiveSolidWasteLicenceList.pdf">http://www.metrovancouver.org/services/permits/Permits/20%20Regulations/ActiveSolidWasteLicenceList.pdf</a>

You must keep track of <u>all</u> materials generated over the duration of the project by keeping receipts from all recycling and disposal facilities or signed forms from all salvagers for material re-use (Form 3 –compliance report).

Materials	Will the Work generate this material?	Will this material be reused or used as backfill?  If yes, specify how and where.	Estimate of material generated as waste (incl. recyclable material) (kg)	For information
Asphalt				Can be recycled
Cardboard				Can be recycled.
Cement and concrete				Can be recycled
Uncontaminated excavated soil and rocks				Can be reused or recycled
Drywall / Gypsum				All must be recycled.
Green waste (incl. shrubs, lawn, small trees)				Can be reused or composted
Glass				May be recyclable
Metal				Can be recycled
Plastic - rigid buckets, etc (no PVC)				Can be recycled
Plastic - wrapping and bags	-			Can be recycled
Roofing - Asphalt shingles				Can be recycled
Wood - clean				Can be recycled
Wood – roofing		-		Can be recycled
Other recycled/reused materials (Please list)				
i.			1	
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<u>y</u>				
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t .				
-	-			4
Estimate of Total Waste (incl. Rec		A CAR COMMISSION AND		

Note: Do not include **Hazardous Materials** in this Form. All hazardous wastes must be disposed of according to Work Safe BC and BC Ministry of Environment requirements, as well as any additional requirements imposed by the disposal facility.

# Schedule "B"

# Compliance Report

Submit this form following the completion of project and attach documentation (copies of receipts, weigh bills, etc.)

Demolition Type:	Residential Building	Other		
Building Type:	☐Wood frame	☐Concrete	□Other	1
Project Site Addres	SS:			
Building Permit No	. (demolition):	Name	of permit holder:	
Project Floor Spac	e [square feet]:	(Main floo	or)(Tot	al)
Project Start Date	(DD/MM/YYYY):/_	/ Project	t Completion Date (DD/MM/YY	YY)://
Tonnes recyclable Facility or as appropriate Tonnes disposed Total non-hazarde Level of Complian	and documentation (i.e. e material managed as oved in Waste Disposal (i.e. non-hazardous was ous tonnages of waste nce = (A ÷ Total) x 100 = Waste Disposal ar	authorized (i.e. nor authorized (i.e. nor and Recycling Sei ste removed to a Dis from demolition = % = "C	rvices Plan Compliance bills) attached -hazardous material removed to vices Plan) = = "A posal Facility) = = _ = A+B = Total ' (use for refund calculation) res Fee Refund Calculation 11) \$ = "D" (use for	: "B"
	l as follows: ter, then D = Refund = \$ %, then (C ÷ 70) x (D) =			
CITY STAFF USE	ONLY			
Compliance Repo	Amount of Waste D Amount of fee refun		ing Services Fee paid (Form 1	) = \$
Compliance with V Recycling Service	Vaste Disposal and s requirements	Yes	Partial	No
Signature	of Permit Holder		Signature of Compliance Rep	port Reviewer

# **Diversion Form Example**

Project Site Address	Building Perm	Building Permit No. (demolition)		
Calculate your achieved recycling ra the information below. Ask your hau A volume to weight conversion table	uler, recycler or site	e cleanup vendor to assist yo	nd disposal facili u.	ity receipts to fill ou
COMPLETE AND RETU	JRN WITH RECEIP	PTS WITHIN 90 DAYS OF PRe and quantity of materials re		
197177/AD2101/2 120 W(LL)		A		В
Material Type	Tonnes Reused or taken to Recycling Facility	Reuse or Recycling Facility used for purposes other than Disposal (name, location)	Tonnes taken to Disposal Facility	Disposal Facility Used (name, location)
Asphalt				
Cardboard				
Cement and concrete			7.16	181
Uncontaminated excavated soil and rocks			157	
Drywall / Gypsum	Sign	DRAFT		
Green waste (incl. trees/shrubs)		SAMPLE	4	
Glass				
Metal				
Plastic – rigid (no PVC)				
Plastic wrapping and bags				
Roofing – asphalt shingles				
Wood - Clean				
Wood - Roofing				
Other recycled/reused materials				
(Please list)				
			1 A 1 A 1 A 1 A 1 A 1 A 1 A 1 A 1 A 1 A	
	16			
Mixed materials (excluding hazardous materials)	2.61			
TOTAL non-hazardous MATERIALS	A =		B=	

<sup>\*</sup> The building inspector will compare the total quantity of materials from columns A and B with the amount of waste expected from the project, based on estimates in Table 1 of Schedule C.

TABLE 1 - ESTIMATING WASTE GENERATION

Material type	Quantity	Lbs	Kg
Demolition			
Wood - floor (without conc. topping)	1 sq ft	10	4.5
Wood - floor (with conc. topping)	1 sq ft	20	9
Wood - wall (exterior)	1 lin ft	25	11.4
Wood – wall (interior)	1 lin ft	20	9
Wood – roof	1 sq ft	5	2.2
Concrete slab (4" thick)	1 sq ft	50	22.7
Asphalt	1 sq ft	50	22.7
Brick/masonry	1 sq ft	50	22.7
Spread footing (20" wide)	1 lin ft	265	120.5

TABLE 2 - VOLUME TO WEIGHT CONVERSION

Mixed C&D	Quantity	Lbs	Kg
Mixed C&D (structural)	1 cu yd	500	227.3
Mixed inerts (concrete, brick, dirt, asphalt)	1 cu yd	2000	909.1
Separated inerts	1 cu yd	2000	909.1
Wood	1 cu yd	375	170.5
Metals	1 cu yd	906	411.8
Roofing Materials	34 (32-8)		
Asphalt shingles/Composition	1 cu yd	419	190.5
Asphalt shingles/Composition	1 sq ft	3	1.4
Asphalt Tar Roofing	1 cu yd	2919	1326.8
Wood Shake/Shingle Roofing	1 cu yd	435	197.7
Wood Shake/Shingle Roofing	1 sq ft	2	0.9
Tiles (concrete roofing)	1 cu yd	10	4.5
Tiles (concrete roofing)	1 sq ft	2900	1318.2
Yard Waste			
Green waste (shrubs, turf, etc.)	1 cu yd	500	227.3
Yard trimmings	1 cu yd	108	49.1

Source: City of Santa Monica and Foster City Building Inspection Division (CA)

# Schedule "C"

# Recyclable Material

# Recyclable Material List:

- 1. Appliances
- Architectural detail elements (decorative trim, finials, railings, etc.) Asphalt
- 3. Asphalt roofing shingles
- 4. Bricks, clocks, ceramic tile
- 5. Cabinetry
- 6. Cardboard
- 7. Concrete
- 8. Doors
- 9. Drywall
- 10. Fixtures and hardware (lighting, plumbing, bathtubs, sinks, doorknobs, etc.)
- 11. Glass
- 12. Glass windows in frames
- 13. Green waste (shrubs, trees, sod, etc.)
- 14. Metal (steel, aluminum, coppers, brass, etc.)
- 15. Metal cable and wiring
- 16. Metal window frames
- 17. Paper
- 18. Plastic ridged (buckets, pails, etc.)
- 19. Plastic soft (wrapping, bags, etc.)
- 20. Wood structural (including pallets)
- 21. Wood plywood, particle board, OSB, etc.
- 22. Wood shingles/siding (shakes, etc.)
- 23. Wood flooring



# CONSOLIDATED FEES BYLAW NO. 8636, AMENDMENT BYLAW NO. 9522

The Council of the City of Richmond enacts as follows:

- 1. The **Consolidated Fees Bylaw No. 8636**, as amended, is further amended by adding Schedule A attached to and forming part of this bylaw as a schedule to Consolidated Fees Bylaw No. 8636, in alphabetical order.
- This Bylaw is cited as "Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 9522", and is effective April 1, 2016.

FIRST READING	FEB 2 2 2016	CITY OF RICHMOND
SECOND READING	FEB 2 2 2016	APPROVED for content by originating
THIRD READING	FEB 2 2 2016	APPROVED
ADOPTED	-	for legality by Solicitor
MAYOR	CORPORATE OFFICER	5

# SCHEDULE - Demolition Waste and Recyclable Materials

# **Demolition Waste and Recyclable Materials Bylaw No. 9516** Section 4.1

Description	Fee		
Application Fee	\$250.00 per waste disposal and recycling services plan submission		
Waste Disposal and Recycling Service Fee	\$2.00 per square foot of structure to be demolished		



# Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 9523

The Council of the City of Richmond enacts as follows:

- Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, as amended, is further amended at Part One – Application by adding the following after section 1.1(o):
  - "(p) Demolition Waste and Recyclable Materials Bylaw No. 9516,"
- Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, as amended, is further amended by adding to the end of the table in Schedule A of Bylaw No. 8122 the content of the table in Schedule A attached to and forming part of this bylaw.
- This Bylaw is cited as "Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 9523" and is effective April 1, 2016.

FIRST READING	FEB 2 2 2010	CITY OF RICHMOND
SECOND READING	FEB 2 2 2016	APPROVED for content by
THIRD READING	FEB 2 2 2016	originating Division
ADOPTED		APPROVED for legality by Solicitor
MAYOR	CORPORATE OFFI	CER

# SCHEDULE A to BYLAW NO. 9523

# SCHEDULE A to BYLAW NO. 8122

# Designated Bylaw Contraventions and Corresponding Penalties

A1 Bylaw	A2 Description of Contravention	A3 Section	A4 Compliance Agreement Available	A5 Penalty	A6 Early Payment Option	A7 Late Payment Amount	A8 Compliance Agreement Discount
	Period of Time from Receipt (inclusive)		n/a	29 to 60 days	1 to 28 days	61 days or more	n/a
Demolition Waste and Recyclable Materials Bylaw No. 9516	Failure to submit a completed waste disposal and recycling services plan with an application for a building permit for demolition	2.1	No	\$ 475.00	\$ 450.00	\$ 500.00	n/a
	Commencing, continuing, causing or allowing the commencement or continuation of demolition work without an approved waste disposal and recycling services plan	2.2	No	\$ 475.00	\$ 450.00	\$ 500.00	n/a
	Removing recyclable material from a site to a location other than a recycling facility or as otherwise set out in an approved waste disposal and recycling services plan	2.3	No	\$ 475.00	\$ 450.00	\$ 500.00	n/a
	Removing waste (other than recyclable materials) from a site to a location other than a disposal facility	2.4	No	\$ 475.00	\$ 450.00	\$ 500.00	n/a



# 5 Year Consolidated Financial Plan (2016-2020) Bylaw No. 9521

The Council of the City of Richmond enacts as follows:

- 1. Schedule "A", Schedule "B" and Schedule "C" which are attached and form part of this bylaw, are adopted as the 5 Year Consolidated Financial Plan (2016-2020).
- 2. 5 Year Financial Plan (2015-2019) Bylaw 9220 and all associated amendments are repealed.
- This Bylaw is cited as "5 Year Consolidated Financial Plan (2016-2020) Bylaw No. 9521".

FIRST READING	FEB 0 9 2016	CITY OF RICHMOND
SECOND READING	FEB 0 9 2016	APPROVED for content by originating
THIRD READING	FEB 0 9 2016	dept.
ADOPTED		for legality by Solicitor
MAYOR	CORPORATE OFFI	CER

# SCHEDULE A:

# CITY OF RICHMOND 5 YEAR CONSOLIDATED FINANCIAL PLAN (2016-2020) REVENUE AND EXPENSES

(In \$000's)

	2016	2017	2018	2019	2020
Revenue:	Budget *	Plan	Plan	Plan	Plan
the control of the co	107.065	206,823	215 521	222 666	222 002
Property Taxes	197,965	ST. STORY STORY	215,531	223,666 110,771	232,083
User Fees	98,773	102,953	107,361		115,129
Sales of Services	33,692	34,260	34,854	35,656	36,255
Gaming Revenue	18,088	18,400	18,400	18,400	18,400
Investment Income	14,694	14,694	14,694	14,694	14,694
Payments In Lieu Of Taxes	13,473	13,473	13,473	13,473	13,473
Other Revenue	9,799	9,803	9,906	10,029	10,159
Licenses And Permits	9,184	9,363	9,546	9,741	9,941
Grant Revenue	7,376	7,494	7,613	7,727	7,820
Developer Contributed Assets	55,000	55,000	55,000	55,000	55,000
Development Cost Charges	26,875	17,668	12,781	9,437	9,327
Other Capital Funding Sources	14,115	21,805	10,500	10,440	10,040
	499,034	511,736	509,659	519,034	532,321
Expenses:					
Law and Community Safety	93,358	94,855	97,383	99,956	102,603
Engineering and Public Works	65,629	64,382	66,067	66,707	67,654
Community Services	59,020	58,343	59,941	61,282	62,540
Finance and Corporate Services	24,321	23,360	23,884	24,441	25,013
Fiscal	19,011	17,730	18,153	16,063	15,950
Debt Interest	1,677	1,677	1,677	1,677	1,677
Corporate Administration	8,655	8,452	8,641	8,843	9,051
Planning and Development Services	14,324	14,502	14,847	15,232	15,627
Utility Budget		100	- 104,000	10-10-	
Water Utility	40,469	42,606	44,576	46,168	47,831
Sanitary Sewer Utility	29,746	30,958	32,834	34,405	36,072
Sanitation and Recycling	14,944	15,248	15,557	15,888	16,226
Richmond Public Library	9,754	9,946	10,141	10,349	10,562
Richmond Olympic Oval Corporation	14,890	15,288	15,719	16,131	16,594
Lulu Island Energy Company	1,590	1,524	2,451	2,211	2,647
Luid Island Lifergy Company	397,388	398,871	411,871	419,353	430,047
Annual Surplus	101,646	112,865	97,788	99,681	102,274

# SCHEDULE A (CONT'D):

# CITY OF RICHMOND 5 YEAR CONSOLIDATED FINANCIAL PLAN (2016-2020) TRANSFERS

(In \$000's)

	2016 Budget *	2017 Plan	2018 Plan	2019 Plan	2020 Plan
Transfers:					
Debt Principal	4,402	4,402	4,402	4,402	4,402
Transfer To Reserves	62,222	64,421	66,707	69,092	71,561
Transfer To (From) Surplus	(3,076)	8,971	10,089	10,591	11,126
Capital Expenditures - Current Year	114,538	127,615	103,740	85,259	60,065
Capital Expenditures - Prior Years Capital Expenditures - Developer	272,070	211,956	176,060	160,921	153,488
Contributed Assets	55,000	55,000	55,000	55,000	55,000
Capital Funding	(403,510)	(359,500)	(318,210)	(285,584)	(253,368)
	101,646	112,865	97,788	99,681	102,274
Balanced Budget	\$-	\$-	.\$-	\$-	\$-
Tax Increase	3.11%	2.97%	2.96%	2.97%	2.96%

<sup>\* 2016</sup> Budget includes approved one-time expenditures and carryforwards funded by rate stabilization accounts. The projections for 2017 through 2020 are base budgets to deliver the same level of service and do not include estimates of carryforwards or one-time expenditures that may be approved in future years.

# SCHEDULE B:

# CITY OF RICHMOND 5 YEAR CONSOLIDATED FINANCIAL PLAN CAPITAL FUNDING SOURCES (2016-2020)

(In \$000's)

	2016	2017	2018	2019	2020
DCC Reserves					
Drainage DCC	-	3,411	644	97	97
Parks DCC	16,570	7,289	5,360	5,643	5,408
Roads DCC	8,492	5,489	4,307	3,384	2,956
Sanitary DCC	582	724	1,943	23	2
Water DCC	1,231	755	527	290	866
Total DCC Reserves	\$26,875	\$17,668	\$12,781	\$9,437	\$9,327
Statutory Reserves			1		- A
Affordable Housing Reserve Fund	930	625	625	625	625
Capital Building and Infrastructure Reserve Fund	600			1,000	
Capital Reserve Fund	32,262	53,202	42,128	29,997	11,701
Child Care	60	50	50	50	50
Drainage Improvement	11,047	10,595	11,505	11,557	8,912
Equipment Replacement Reserve Fund	3,778	4,374	2,945	3,921	3,044
Public Art Program	1,120	100	100	100	100
Sanitary Sewer	4,738	4,369	4,909	4,217	4,290
Waterfront Improvement	ě.	-	250		
Watermain Replacement	7,000	7,873	8,428	7,987	7,902
Total Statutory Reserves	\$61,535	\$81,189	\$70,940	\$59,454	\$36,625
Other Sources	<u> </u>			·	
Appropriated Surplus	8,691	5,004	7,649	5,378	3,524
Enterprise Fund	1,202	630	550	550	550
Water Levy/Meter Stabilization	2,120	1,320	1,320	- 3	
Grant and Developer Contribution	14,115	21,805	10,500	10,440	10,040
Total Other Sources	\$26,128	\$28,759	\$20,019	\$16,368	\$14,114
Total Capital Program	\$114,538	\$127,615	\$103,740	\$85,259	\$60,065

#### SCHEDULE C:

# CITY OF RICHMOND 5 YEAR CONSOLIDATED FINANCIAL PLAN (2016-2020) STATEMENT OF POLICIES AND OBJECTIVES

# Revenue Proportions By Funding Source

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

# Objective:

Maintain revenue proportion from property taxes at current level or lower

# Policies:

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

Table 1 shows the proportion of total revenue proposed to be raised from each funding source in 2016.

Table 1:

Funding Source	% of Total Revenue
Property Taxes	50.9%
User Fees	25.0%
Sales of Services	6.5%
Gaming Revenue	4.7%
Investment Income	3.8%
Payments in Lieu of Taxes	3.5%
Licenses and Permits	2.4%
Grants	1.2%
Other	2.0%
Total Operating and Utility Funding Sources	100.0%

# SCHEDULE C (CONT'D):

# CITY OF RICHMOND 5 YEAR CONSOLIDATED FINANCIAL PLAN (2016-2020) STATEMENT OF POLICIES AND OBJECTIVES

# Distribution of Property Taxes

Table 2 provides the estimated 2016 distribution of property tax revenue among the property classes.

# Objective:

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

# Policies:

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

Table 2:	(Estimated	based	on the	2016	Complete	ed Roll	figures)

Property Class	% of Tax Burden
Residential (1)	54.6%
Business (6)	36.0%
Light Industry (5)	7.8%
Others (2,4,8 & 9)	1.6%
Total	100.0%

# **Permissive Tax Exemptions**

#### Objective:

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

#### Policy:

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

# Reconciliation of 2016 Operating Budget Report to 5YFP 2016-2020 (In \$000s)

Division	Same Level of Service Budget	Council Approved Changes	No Tax Impact Adj	Amorti- zation Adj	Total
LAW AND COMMUNITY SAFETY					
Revenues	(8,399)	(156)			(8,555)
Operating Expenses	88,673	298	2,117	- 5	91,088
Fiscal Expenses	-	-		2,271	2,271
Transfers	66	(104)	(1,078)	(2,271)	(3,387)
	80,340	38	1,039	19-	81,417
ENGINEERING AND PUBLIC WORKS					
Revenues	(6,945)	* 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1	(700)		(7,645)
Operating Expenses	35,433	61	3,378		38,872
Fiscal Expenses			-	26,758	26,758
Transfers	6,184	-	(2,894)	(26,758)	(23,467)
	34,673	61	(216)		34,518
COMMUNITY SERVICES					* - 1-10 CONTROL
Revenues	(8,852)	(29)	(220)	7.14	(9,100)
Operating Expenses	46,399	2,007	2,699		51,105
Fiscal Expenses	1		72.77.4	7,914	7,915
Transfers	507	(817)	(2,615)	(7,914)	(10,838)
	38,055	1,162	(136)	1.377	39,082
FINANCE AND CORPORATE SERVICES					- 1 - 2 m ( 10) - 1
Revenues	(3,948)	-		TE .7	(3,948)
Operating Expenses	21,537	158	1,446	-	23,142
Fiscal Expenses	- E - S - E - E	(1)	1	1,179	1,179
Transfers	1,223	(45)	(1,538)	(1,179)	(1,539)
	18,812	113	(91)	101	18,834
FISCAL	2 2 3 4 3 2 5				51.21 TOLERO
Revenues	(241,964)	(8,169)	(80)		(250,213)
Operating Expenses	8,406	114	1,385	-	9,904
Fiscal Expenses	1,677		-,	9,108	10,785
Transfers	50,334	1,415	(1,304)	(9,108)	41,337
( 14 ) A ( 16 ) A ( 16 )	(181,547)	(6,640)	1	(5)100)	(188,187)
CORPORATE ADMINISTRATION	()	(5,5,5)			(200)201)
Operating Expenses	8,313		343		8,655
Transfers	- 0,010		(389)		(389)

Division	Same Level of Service Budget	Council Approved Changes	No Tax Impact Adj	Amorti- zation Adj	Total
	8,313		(46)		8,267
PLANNING AND DEVELOPMENT SERVICES					
Revenues	(6,306)	-	(550)	л 15 <del>к</del>	(6,856)
Operating Expenses	12,895	56	199	-	13,151
Fiscal Expenses	·	1. 1. 1. 1. 1.	-	1,174	1,174
Transfers	-	(25)	(199)	(1,174)	(1,398)
	6,589	31	(550)		6,070
LIBRARY					
Revenues	(9,541)			1-5	(9,541)
Operating Expenses	8,265	(50)	-	-	8,215
Fiscal Expenses	-		P - 1	1,539	1,539
Transfers	1,326	•	-	(1,539)	(213)
A- 1 Company	50	(50)		11 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	10
Grand Total	5,284	(5,284)	(0)	1.	(0)

<sup>\*</sup> Total operating and fiscal expenses may not tie exactly to the financial plan bylaw presentation due to rounding.

# CITY OF RICHMOND 5 YEAR CAPITAL PLAN BY PROGRAM (2016-2020) (In \$000s)

	2016	2017	2018	2019	2020
Infrastructure Program					
Roads	17,446	20,924	8,364	7,338	4,843
Drainage	8,440	13,510	11,720	11,210	8,170
Watermain Replacement	11,080	8,930	9,080	7,270	7,870
Sanitary Sewer	3,320	4,530	6,400	3,670	3,670
Minor Public Works	1,810	1,400	1,400	1,400	1,400
Infrastructure Advanced Design & Land	1,255	1,445	1,412	1,336	1,27
District Energy Utility	400	-	3,600	1,400	
Total Infrastructure Program	\$43,751	\$50,739	\$41,976	\$33,624	\$27,22
Building Program	\$2,475	\$4,666	\$5,373	\$1,162	\$770
Parks Program	1. 1.				
Major Parks/Streetscapes	6,450	6,100	3,025	8,500	1,45
Minor Parks	690	900	850	850	85
Parkland Acquisition	8,000	4,000	4,000	4,000	4,00
Total Parks Program	\$15,140	\$11,000	\$7,875	\$13,350	\$6,30
Public Art Program	\$1,120	\$600	\$378	\$100	\$10
Land Program		1 1			
Land Acquisition	21,200	42,300	30,000	20,000	10,00
Total Land Program	\$21,200	\$42,300	\$30,000	\$20,000	\$10,00
Affordable Housing Project	\$930	\$625	\$625	\$625	\$62
Equipment Program			-	S 3	
Annual Fleet Replacement	1,612	1,905	1,944	1,825	1,65
Computer Capital	4,303	2,396	2,374	555	50
Fire Dept Vehicles	1,655	1,185	998	1,821	1,11
Technology	552				
Total Equipment Program	\$8,122	\$5,486	\$5,316	\$4,201	\$3,27
Child Care Program	\$60	\$50	\$50	\$50	\$5
Internal Transfers/Debt Payment	\$11,740	\$2,147	\$2,147	\$2,147	\$1,72
Contingent External Contributions	\$10,000	\$10,000	\$10,000	\$10,000	\$10,00
Total Capital Program	\$114,538	\$127,615	\$103,740	\$85,259	\$60,06



# Richmond Zoning Bylaw 8500 Amendment Bylaw 9185 (RZ 14-668270) 8151/8171 Lundy Road

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

1. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, is amended by repealing the existing zoning designation of the following area and by designating it "SINGLE DETACHED (RS2/B)".

P.I.D. 001-436-287

Strata Lot 1 Section 21 Block 4 North Range 6 West New Westminster District Strata Plan NW561 Together with an Interest in the Common Property in Proportion to the Unit Entitlement of the Strata Lot as shown on Form 1

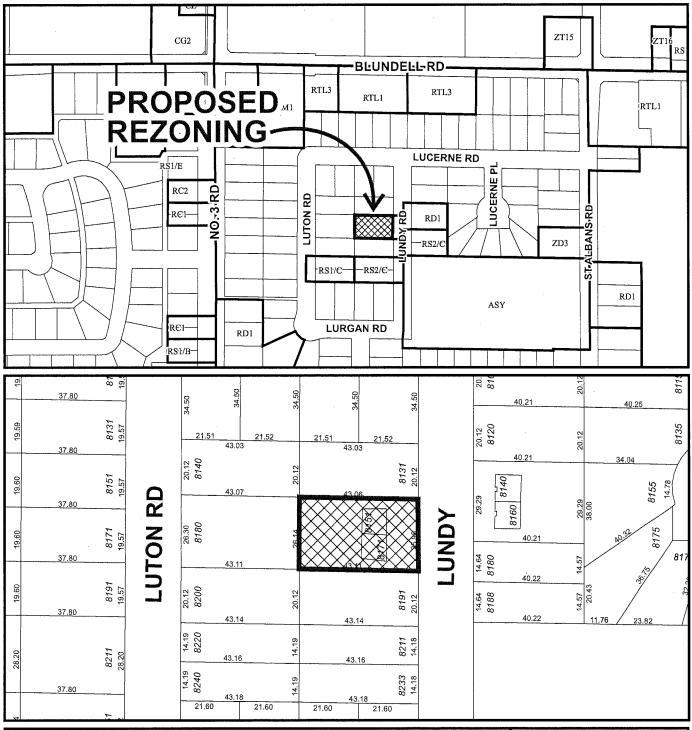
P.I.D. 001-436-295

Strata Lot 2 Section 21 Block 4 North Range 6 West New Westminster District Strata Plan NW561 Together with an Interest in the Common Property in Proportion to the Unit Entitlement of the Strata Lot as shown on Form 1

2. This Bylaw may be cited as "Richmond Zoning Bylaw 8500, Amendment Bylaw 9185".

FIRST READING	JAN 2 6 2015	CITY OF RICHMOND
A PUBLIC HEARING WAS HELD ON	FEB 1 6 2015	APPROVED by
SECOND READING	FEB 1 6 2015	APPROVED by Director
THIRD READING	FEB 1 6 2015	or Solicitor
OTHER CONDITIONS SATISFIED	MAR 0 9 2016	
ADOPTED		
MAYOR	CORPORATE OFFICER	— .







RZ 14-668270

Original Date: 08/08/14

Revision Date:

Note: Dimensions are in METRES



# Richmond Zoning Bylaw 8500 Amendment Bylaw 9206 (RZ 14-664658) 7331 Williams Road

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

1. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, is amended by repealing the existing zoning designation of the following area and by designating it "COMPACT SINGLE DETACHED (RC2)".

P.I.D. 004-312-121

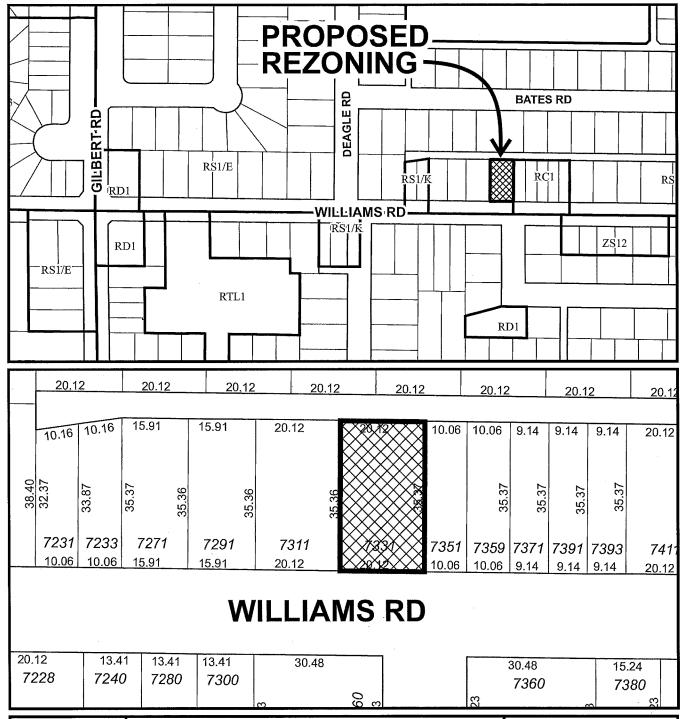
Lot 2 Section 29 Block 4 North Range 6 West New Westminster District Plan 17789

2. This Bylaw may be cited as "Richmond Zoning Bylaw 8500, Amendment Bylaw 9206".

FIRST READING	MAY 1 1 2015	CITY OF RICHMOND
A PUBLIC HEARING WAS HELD ON	JUN 1 5 2015	APPROVED by
SECOND READING	JUN 1 5 2015	APPROVED by Director
THIRD READING	JUN 1 5 2015	or Solicitor
OTHER CONDITIONS SATISFIED	FEB 2 4 2016	-
ADOPTED		-
		,
MAYOR	CORPORATE OFFICER	-



# City of Richmond



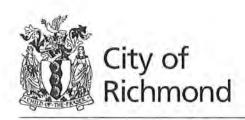


RZ 14-664658

Original Date: 05/30/14

Revision Date:

Note: Dimensions are in METRES



# Richmond Zoning Bylaw 8500 Amendment Bylaw 9507 (ZT 15-708370) 8477 Bridgeport Road

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

- 1. Richmond Zoning Bylaw 8500, as amended, is further amended by:
  - a. Deleting section 22.33.3 and substituting the following:

"22.33.3 Secondary Uses

- vehicle sale/rental"
- b. Inserting the following into section 22.33.10 (Other Regulations):
  - "3. Vehicle sale/rental is limited to an indoor area to a maximum of 400 m² and to the following site only:

8477 Bridgeport Road

P.I.D. 029-611-598

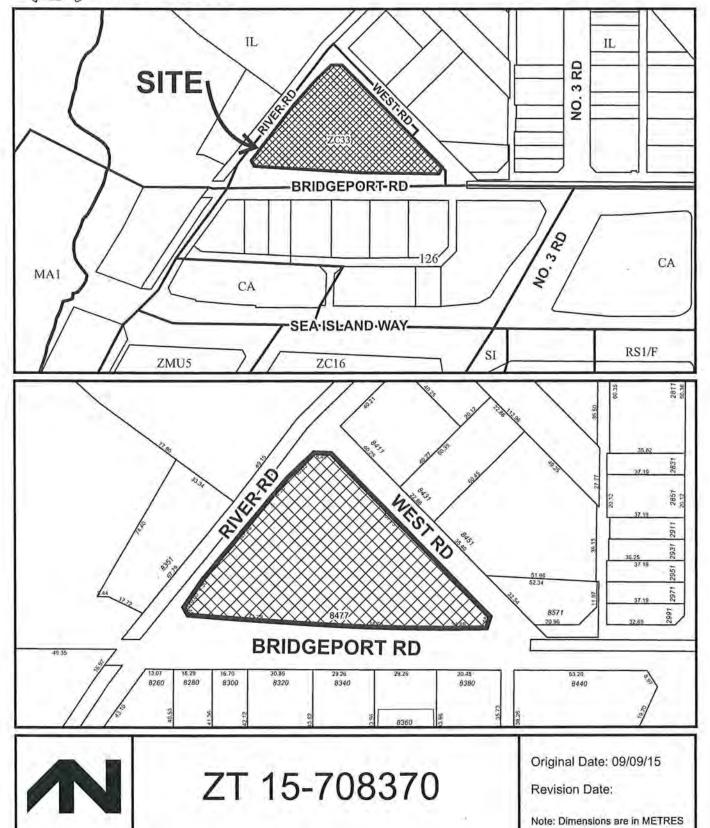
Lot 1 Section 21 Block 5 North Range 6 West New Westminster District Plan EPP37734

4. For the purposes of this zone, vehicle sale/rental is limited to the sale, rental, display and storage of automobiles inside a building and the following uses are prohibited: vehicle maintenance services, sales of automotive parts, outdoor storage of vehicles for sale, and outdoor storage of vehicles for rental."

FIRST READING	Zoning Byl	aw 8500, Amendment Bylaw 9507".	CITY OF RICHMOND
PUBLIC HEARING		FEB 1 5 2016	APPROVED by
SECOND READING		FEB 1 5 2016	APPROVED by Director
THIRD READING		FEB 1 5 2016	or Solicitor
MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE APPROVAL		FEB 2 5 2016	
ADOPTED			
Taylor and the same of the sam			
MAYOR		CORPORATE OFFICER	



# City of Richmond







# Development Permit Panel Wednesday, February 24, 2016

Time:

3:30 p.m.

Place:

Council Chambers

Richmond City Hall

Present:

Joe Erceg, Chair

Cathryn Volkering Carlile, General Manager, Community Services

Victor Wei, Director, Transportation

The meeting was called to order at 3:30 p.m.

#### **Minutes**

It was moved and seconded

That the minutes of the meeting of the Development Permit Panel held on February 10, 2016, be adopted.

**CARRIED** 

# 1. Development Permit 15-717570

(File Ref. No.: DP15-717570) (REDMS No. 4907096)

APPLICANT:

Omicron Architecture Engineering and Construction Ltd.

PROPERTY LOCATION:

7671 Alderbridge Way

#### INTENT OF PERMIT:

An exterior renovation and construction of a 190 m<sup>2</sup> (2,045 ft<sup>2</sup>) addition onto an existing building, for a total floor area of 6,697 m<sup>2</sup> (72,100 ft<sup>2</sup>) at 7671 Alderbridge Way, on a site zoned "Industrial Retail (IR1)."

# Development Permit Panel Wednesday, February 24, 2016

# **Applicant's Comments**

Kevin Hanvy, Architect, Omicron Architecture Engineering and Construction Ltd., briefed the panel on the proposed application to renovate and infill balconies on the existing three-storey building, with the intent to extend the utility of the building another ten years and accommodate a new tenant, Vancouver Coast Health (VCH), on the second floor.

Mr. Hanvy noted that the proposed application included (i) enclosing an exterior balcony space on the third floor of the south end of the building, (ii) replacing the landscaped berm from around the building with lower planting, providing universal perimeter access, (iii) providing separate entrances for the multi-tenant office space and VCH, off of Alderbridge Way. Mr. Hanvy added that the number of parking spaces will exceed the zoning bylaw's requirements for the proposed uses.

Julie Hicks, Viewpoint Landscape Architects, briefed the Panel on the proposed landscape plan, noting that (i) 58 new trees will be planted, 12 trees will be removed, and two significant London Plane trees will be retained, (ii) a variety of plants will be added at the base of trees to screen the parking area, (iii) new landscape islands with trees will provide shade in the parking area, (iv) the landscape strip will accommodate a minor grade change, and (v) multi-use asphalt pathways will be added.

#### **Panel Discussion**

In reply to queries from the Panel, Mr. Hanvy confirmed that the proposed renovation included (i) replacing the existing above-grade entrance on Alderbridge Way with a grade level accessible entrance lobby (the new VCH entrance), (ii) a total of four accessible parking stalls (two near the VCH entrance and two 50-feet away), and (iii) paving in front of the VCH entrance, which would enable HandyDART access.

Mr. Hanvy acknowledged suggestions to consider future visual improvements to the roof, and to convert some of the conventional-sized parking spaces near the VCH entry, to accessible parking spaces if needed by tenants.

In reply to queries from the Panel, Gordon Walker, Director of Development, RCG Group, confirmed that the current ground floor tenant received three to five large truck deliveries per week, in addition to some smaller truck deliveries, and that the tenant did not have any negative experiences with the existing driveway.

#### **Staff Comments**

Wayne Craig, Director, Development, recognized support for the application as it closed one of the three driveways on Alderbridge Way, and provided frontage improvements around the perimeter of the property. The landscape plan included pathways, which would connect to the City of Richmond's future pedestrian improvements in the area. He acknowledged a separate rezoning application submitted for the property, which is independent from the subject Development Permit application.

# Development Permit Panel Wednesday, February 24, 2016

# Correspondence

Wenjing Sun, 5399 Cedarbridge Way (Schedule 1)

# **Gallery Comments**

None.

#### **Panel Decision**

It was moved and seconded

That a Development Permit be issued which would permit an exterior renovation and construction of a 190  $m^2$  (2,045  $ft^2$ ) addition onto an existing building, for a total floor area of 6,697  $m^2$  (72,100  $ft^2$ ) at 7671 Alderbridge Way, on a site zoned "Industrial Retail (IR1)."

**CARRIED** 

# 2. New Business

It was moved and seconded

That the Wednesday, March 16, 2016 Development Permit Panel meeting be cancelled.

**CARRIED** 

3. Date of Next Meeting: March 30, 2016

# 4. Adjournment

It was moved and seconded That the meeting be adjourned at 4:00 p.m.

**CARRIED** 

Certified a true and correct copy of the Minutes of the meeting of the Development Permit Panel of the Council of the City of Richmond held on Wednesday, February 24, 2016.

Joe Erceg Chair Carrie Peacock
Recording Secretary

Schedule 1 to the Minutes of the Development Permit Panel meeting held on Wednesday, February 24, 2015.

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4		F.

Hi David,

<u>I am so sorry I can not attend</u> to the Development permit panel meeting at 3:30pm on February 24, 2016 for "To permit the renovation and construction of a 190 m2 addition onto an existing building, for a total floor area of 6697 m2 at 7671 Alderbridge Way, on a site zoned industrial retail (IR1)".

If you have any question, please call me at 778-892-6620.

Thanks!

Wenjing SUN

Owner of 526-5399 Cedarbridge Way Richmond BC





# **Report to Council**

To:

Richmond City Council

Date:

March 8, 2016

From:

Joe Erceg

File:

01-0100-20-DPER1-

Chair, Development Permit Panel

01/2016-Vol 01

Re:

Development Permit Panel Meeting Held on February 24, 2016

# **Staff Recommendation**

That the recommendation of the Panel to authorize the issuance of:

1. A Development Permit (DP 15-717570) for the property at 7671 Alderbridge Way; be endorsed, and the Permit so issued.

He Joe Erceg

Chair, Development Permit Panel

SB:blg

#### **Panel Report**

The Development Permit Panel considered the following item at its meeting held on February 24, 2016.

<u>DP 15-717570 – OMICRON ARCHITECTURE ENGINEERING AND CONSTRUCTION</u>
<u>LTD. – 7671 ALDERBRIDGE WAY</u>
(February 24, 2016)

The Panel considered a Development Permit application to permit the construction of an exterior renovation and construction of a 190 m<sup>2</sup> (2,045 ft<sup>2</sup>) addition onto an existing building; for a total floor area of 6,697 m<sup>2</sup> (72,100 ft<sup>2</sup>) at 7671 Alderbridge Way, on a site zoned "Industrial Retail (IR1)." No variances are included in the proposal.

Architect, Kevin Hanvy, of Omicron Architecture Engineering and Construction Ltd., and Landscape Architect, Julie Hicks, of Viewpoint Landscape Architects, provided a brief presentation, noting that:

- The building renovation is intended to extend the utility of the building another 10 years and accommodate a new tenant; Vancouver Coast Health (VCH).
- The proposed application included: (i) enclosing an exterior balcony space on the third floor; (ii) replacing the landscaped berm from around the building with lower planting, providing universal perimeter access; (iii) providing separate entrances for the multi-tenant office space and VCH, off of Alderbridge Way.
- The proposed landscape plan included: (i) planting 58 new trees, removing 12 trees, and retaining two (2) significant London Plane trees; (ii) a variety of plants added at the base of trees to screen the parking area; (iii) new landscape islands with trees to provide shade in the parking area; (iv) the landscape strip accommodating minor grade change; and (v) adding multi-use asphalt pathways.

Staff supported the Development Permit application and advised that it closed one (1) of the three (3) driveways on Alderbridge Way, provided frontage improvements around the perimeter of the property, and the pathways would connect to the future pedestrian improvements in the area. Staff also noted that a separate rezoning application has been submitted for the property, which is independent from the subject Development Permit application.

Correspondence was submitted to the Development Permit Panel regarding the application.

In response to Panel queries, Mr. Hanvy and Gordon Walker, Director of Development, RCG Group, advised that:

• The proposed renovation included: (i) replacing the existing above-grade entrance on Alderbridge Way with a grade level accessible entrance lobby (the new VCH entrance); (ii) a total of four (4) accessible parking stalls (two (2) near the VCH entrance and two (2) 50 ft. away); and (iii) paving in front of the VCH entrance, which would enable HandyDART access.

- In the future, consideration could be given to future visual improvement of the roof, and to convert some of the conventional-sized parking spaces near the VCH entry, to accessible parking spaces if needed by tenants.
- The current ground floor tenant received three (3) to five (5) large truck deliveries per week, in addition to some smaller truck deliveries, and that the tenant did not have any negative experiences with the existing driveway.

The Panel recommends that the Permit be issued.