



City Council

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

**Monday, March 26, 2012
7:00 p.m.**

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ITEM

MINUTES

1. ***Motion to adopt:***

(1) ***the minutes of the Regular Council Meeting held on Monday, March 12, 2012 (distributed previously); and***

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(2) ***the minutes of the Regular Council Meeting for Public Hearings held on Monday, March 19, 2012.***



AGENDA ADDITIONS & DELETIONS

PRESENTATION

Jerry Chong, Director, Finance and Ted Townsend, Senior Manager, Corporate Communications to present the *Canadian Award for Financial Reporting*, and the *Award for Outstanding Achievement in Popular Annual Financial Reporting*, bestowed on the City of Richmond by the Government Finance Officers Association.

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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. 25.)

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
- Fire Rescue Plan 2012-2015
- Strategic Community Investment Funds
- Richmond Film Office Update & Bylaw Amendments
- 2012 Arts & Culture Grant Program
- Council Term Goals for the Term 2011-2014
- South Arm Pool Piping Repairs
- Housing Agreement Bylaw No. 8691 - Affordable Housing 6951 Elmbridge Way
- Land use applications for first reading (to be further considered at the Public Hearing on Monday, April 16, 2012):
 - 10231 & 10251 Ruskin Road – Rezone from (RS1/E) to (RS2/B) (Ying Yi Zhang – applicant)

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- 8540 & 8560 Jones Road – Rezone from (RS1/E) to (RTH1) (Zhao XD Architect Ltd. – applicant)
- 9100, 9120 & 9140 No. 3 Road – Rezone from (RS1/E) to (RTL4) (Am-Pri Construction Ltd. – applicant)
- 6011 & 6031 No. 1 Road – Rezone from (CL) & (RS1/F) to (ZMU21) (Centro Terrawest Development Ltd. – applicant)
- 12631 Vulcan Way – Temporary Commercial Use Permit (Paul Cheung (Lions Communications Inc.) – applicant)
- BC Stewardship Regulation Relating to Packaging and Printed Paper
- Flood Plain Designations & Protection Bylaw 8204, Amendment Bylaw 8876
- Residential Water Metering Program Update

5. ***Motion to adopt Items 6 through 21 by general consent.***



Consent
Agenda
Item

6. **COMMITTEE MINUTES**

That the minutes of:

- CNCL-59** (1) *the Community Safety Committee meeting held on Tuesday, March 13, 2012;*
- CNCL-65** (2) *the General Purposes Committee meeting held on Monday, March 19, 2012;*
- CNCL-71** (3) *the Planning Committee meeting held on Tuesday, March 20, 2012;*
- CNCL-75** (4) *the Public Works & Transportation Committee meeting held on Wednesday, March 21, 2012,*

be received for information.



Consent
Agenda
Item

7. **THE FIRE-RESCUE PLAN 2012-2015**
(File Ref. No.) (REDMS No. 3236395 v.3)

CS-43

See Page **CS-43** for full report

COMMUNITY SAFETY COMMITTEE RECOMMENDATION

That the Fire-Rescue Plan: 2012-2015 (as attached to the report dated February 27, 2012, from the Fire Chief, Richmond Fire-Rescue) be endorsed.



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Consent
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Item

8. **STRATEGIC COMMUNITY INVESTMENT FUNDS**
(File Ref. No. 09-5375-00) (REDMS No. 3484676 v.2)

CS-105

See Page **CS-105** for full report

COMMUNITY SAFETY COMMITTEE RECOMMENDATION

That Council authorize the CAO and/or the General Manager, Law and Community Safety to sign the Strategic Community Investment Funds Agreement on behalf of the City of Richmond, as outlined in the staff report dated February 29, 2012 from the General Manager, Law & Community Safety.



Consent
Agenda
Item

9. **RICHMOND FILM OFFICE UPDATE AND BYLAW AMENDMENTS**
(File Ref. No. 08-4150-09-01/2012-Vol 01) (REDMS No. 3425923v6)

GP-11

See Page **GP-11** for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

That:

- (1) *the Filming Regulation Bylaw No. 8708 be introduced and given first, second and third readings; and*
- (2) *the Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 8709 be introduced and given first, second and third readings.*



Consent
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Item

10. **2012 ARTS AND CULTURE GRANT PROGRAM**
(File Ref. No.) (REDMS No. 3484781)

GP-25

See Page **GP-25** for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

(1) *That:*

- (a) *the Richmond Community Band Society be awarded a total grant amount of \$3600;*
 - (b) *the Community Arts Council be awarded a total grant amount of \$5000; and*
 - (c) *the Britannia Heritage Shipyard Society be awarded a total grant amount of \$2500,*
- for a total additional increase of \$7250; and*

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- (2) *That the 2012 Arts and Culture Grants be awarded for the recommended amounts, and cheques disbursed for a total of \$82,300 (additional \$7250 grants included) as per the staff report from the Director, Arts, Culture and Heritage Services, dated March 2, 2012.*



Consent
Agenda
Item

11. **COUNCIL TERM GOALS FOR THE TERM 2011-2014**

(File Ref. No. 01-0103-65-20-02/Vol 01) (REDMS No. 3482823)

GP-107

See Page GP-107 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

That the Council Term Goals for the 2011-2014 term of office, as outlined in the staff report dated February 28, 2012 from the Director, Corporate Planning, be approved with the following amendments:

- (1) *The addition of 2.8 under the Community Social Services section, to read as:*

“2.8 Completion of the Memorial Garden Project”; and

- (2) *The revision of 5.1 under Financial Management to read as:*

“5.1 Develop a strategic plan that considers borrowing to take advantage of the current low interest rates and results in significant long term financial benefits for the City”.

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NOTE: Please see the revised report which incorporates revisions as per Committee direction.



Consent
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12. **SOUTH ARM POOL PIPING REPAIRS**

(File Ref. No. 06-2050-20-PSA/Vol 01) (REDMS No. 3489639)

GP-115

See Page GP-115 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

That the estimated expenditures of \$70,000 with respect to the South Arm Pool Piping Repair project be funded from the Minor Capital Provision.



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13. **HOUSING AGREEMENT (6951 ELMBRIDGE WAY) BYLAW NO. 8691- TO SECURE AFFORDABLE HOUSING UNITS LOCATED IN 6951 ELMBRIDGE WAY**
(File Ref. No. 12-8060-20-8691) (REDMS No. 3316108)

PLN-15

See Page PLN-15 for full report

PLANNING COMMITTEE RECOMMENDATION

That Housing Agreement (6951 Elmbridge Way) Bylaw No. 8691 be introduced and given first reading to permit the City, after adoption, to enter into an amended Housing Agreement with 6951 Elmbridge Way Ltd., in connection with the property identified in Housing Agreement (6951 Elmbridge Way) Bylaw No. 8691, all in accordance with section 905 of the Local Government Act.



Consent
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14. **APPLICATION BY YING YI ZHANG FOR REZONING AT 10231 AND 10251 RUSKIN ROAD FROM SINGLE DETACHED (RS1/E) TO SINGLE DETACHED (RS2/B)**
(File Ref. No. 12-8060-20-8871, RZ 11-591786) (REDMS No. 3481202)

PLN-41

See Page PLN-41 for full report

PLANNING COMMITTEE RECOMMENDATION

That Bylaw No. 8871, for the rezoning of 10231 and 10251 Ruskin Road from “Single Detached (RS1/E)” to “Single Detached (RS2/B)”, be introduced and given first reading.



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15. **APPLICATION BY ZHAO XD ARCHITECT LTD. FOR REZONING AT 8540 AND 8560 JONES ROAD FROM SINGLE DETACHED (RS1/E) TO HIGH DENSITY TOWNHOUSE (RTH1)**
(File Ref. No. 12-8060-20-8872, RZ 11-593412) (REDMS No. 3478339)

PLN-57

See Page PLN-57 for full report

PLANNING COMMITTEE RECOMMENDATION

That Bylaw No. 8872, for the rezoning of 8540 and 8560 Jones Road from “Single Detached (RS1/E)” to “High Density Townhouse (RTH1)”, be introduced and given first reading.



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16. **APPLICATION BY AM-PRI CONSTRUCTION LTD. FOR REZONING AT 9100, 9120 AND 9140 NO. 3 ROAD FROM SINGLE DETACHED (RS1/E) TO LOW DENSITY TOWNHOUSES (RTL4)**
(File Ref. No. 12-8060-20-8873, **RZ 11-577561**) (REDMS No. 3478950)

PLN-77

See Page **PLN-77** for full report

PLANNING COMMITTEE RECOMMENDATION

That Bylaw No. 8873, for the rezoning of 9100, 9120 and 9140 No. 3 Road from “Single Detached (RS1/E)” to “Low Density Townhouses (RTL4)”, be introduced and given first reading.



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17. **APPLICATION BY CENTRO TERRAWEST DEVELOPMENT LTD. FOR REZONING AT 6011 AND 6031 NO. 1 ROAD FROM LOCAL COMMERCIAL (CL) AND SINGLE DETACHED (RS1/F) TO COMMERCIAL MIXED USE (ZMU21) – TERRA NOVA**
(File Ref. No. 12-8060-20-8874/8875, **RZ 11-586705**) (REDMS No. 3476638)

PLN-101

See Page **PLN-101** for full report

PLANNING COMMITTEE RECOMMENDATION

- (1) *That Official Community Plan Amendment Bylaw No. 8874, to redesignate 6011 and 6031 No. 1 Road from “Residential (Single-Family)” to “Mixed-Use” in Schedule 2.2B of Official Community Plan Bylaw No. 7100 (Terra Nova Sub-Area Plan), be introduced and given first reading.*
- (2) *That Bylaw No. 8874, having been considered in conjunction with:*
 - (a) *The City’s Financial Plan and Capital Program; and*
 - (b) *The Greater Vancouver Regional District Solid Waste and Liquid Waste Management Plans;*

is hereby deemed to be consistent with said program and plans, in accordance with Section 882(3)(a) of the Local Government Act.
- (3) *That Bylaw No. 8874, having been considered in accordance with OCP Bylaw Preparation Consultation Policy 5043, is hereby deemed not to require further consultation.*

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- (4) *That Bylaw No. 8875, to:*
- (a) *Create “Commercial Mixed-Use (ZMU21) – Terra Nova”;*
 - (b) *Amend Section 5.15.1 (Affordable Housing) to include the “ZMU21” zone and the density bonusing sum of “\$4.00”; and*
 - (c) *Rezone 6011 and 6031 No. 1 Road from “Local Commercial (CL)” and “Single Detached (RS1/F)” to “Commercial Mixed-Use (ZMU21) – Terra Nova”, be introduced and given first reading.*



Consent
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18. **APPLICATION BY PAUL CHEUNG (LIONS COMMUNICATIONS INC.) FOR A TEMPORARY COMMERCIAL USE PERMIT AT 12631 VULCAN WAY FOR 2012, 2013 AND 2014**

(File Ref. No.; TU 12-600784; REDMS No. 3487216)

PLN-137

See Page PLN-137 for full report

PLANNING COMMITTEE RECOMMENDATION

- (1) *That the application of Paul Cheung (Lions Communications Inc.) for a Temporary Commercial Use Permit at 12631 Vulcan Way be considered at Public Hearing to be held on April 16, 2012 at 7:00 pm in the Council Chambers of Richmond City Hall, and that the following recommendation be forwarded to that meeting for consideration:*

“That a Temporary Commercial Use Permit be issued to Paul Cheung (Lions Communications Inc.) for the property at 12631 Vulcan Way for the purposes of permitting an evening night market event between May 11, 2012 to September 16, 2012 (inclusive), May 10, 2013 to September 8, 2013 (inclusive) and May 9, 2014 to September 14, 2014 (inclusive) subject to the fulfillment of all terms, conditions and requirements outlined in the Temporary Commercial Use Permit and attached Schedules.”

- (2) *That the Public Hearing notification area include all properties within the area bounded by River Road to the north, No. 5 Road to the west, Bridgeport Road to the south and Knight Street to the east.*



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19. **BC STEWARDSHIP REGULATION RELATING TO PACKAGING AND PRINTED PAPER**

(File Ref. No. 10-6370-00) (REDMS No. 3486556)

PWT-11

See Page PWT-11 for full report

PUBLIC WORKS & TRANSPORTATION COMMITTEE
RECOMMENDATION

(1) *That:*

- (a) *Whereas recycling rates for residential homes in Metro Vancouver is currently at 44%;*
 - (b) *Whereas in Metro Vancouver, the municipal blue box curbside service is the most established and successful aspect of the waste stream in terms of diversion;*
 - (c) *Whereas recyclable materials represent a potential revenue stream for municipalities;*
 - (d) *Whereas public policy priorities to drive zero waste should focus on much diverting waste from multi-family dwellings, and the commercial and industrial sectors;*
 - (e) *Whereas the Province has amended the Recycling Regulation to include extended producer responsibility for paper and packaging by 2014;*
 - (f) *Whereas municipalities have the most knowledge about the recycling system in their communities;*
 - (g) *Whereas the new stewardship program doesn't require municipal pick up and could eliminate publicly controlled residential collection of paper and packaging; and*
 - (h) *THEREFORE BE IT RESOLVED that the Province amend the Recycling Regulation so that stewardship organization fund recycling programs through local governments;*
- (2) *That the foregoing be forwarded to the Lower Mainland Local Government Association and Metro Vancouver for information.*



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20. **FLOOD PLAIN DESIGNATION AND PROTECTION BYLAW 8204, AMENDMENT BYLAW 8876**

(File Ref. No. 10-6060-04-01) (REDMS No. 3477400)

PWT-17

See Page PWT-17 for full report

PUBLIC WORKS & TRANSPORTATION COMMITTEE
RECOMMENDATION

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That Flood Plain Designation and Protection Bylaw 8204, Amendment Bylaw 8876 be introduced and given first, second and third reading.



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21. **RESIDENTIAL WATER METER PROGRAM UPDATE**
(File Ref. No. 10-6650-02) (REDMS No. 3486556)

PWT-21

See Page PWT-21 for full report

PUBLIC WORKS & TRANSPORTATION COMMITTEE
RECOMMENDATION

That the options for alternate water utility rate structures that enhance water conservation and equity be brought forward for consideration in 2012 prior to the annual utility rates report.



CONSIDERATION OF MATTERS REMOVED FROM THE CONSENT AGENDA

NON-CONSENT AGENDA ITEMS

22. **MEETING OF THE LMTAC BOARD OF DIRECTORS**
(File Ref. No.:) (REDMS No.)

That in the absence of Councillor Linda Barnes, an alternate Council member be appointed to attend the meeting of the LMTAC Board of Directors to be held at the District of North Vancouver Municipal Hall, on Monday, April 2nd, 2012.



PUBLIC DELEGATIONS ON NON-AGENDA ITEMS

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



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CNCL-87 (1) Michael Wylie, Richmond Frame & Alignment, to speak about property taxes, mill rates and the future planning and zoning in Richmond.

CNCL-99 (2) Roland Hoegler, to speak about Agricultural Land Reserve (ALR).

24. *Motion to rise and report.*

☐

RATIFICATION OF COMMITTEE ACTION

☐

PUBLIC ANNOUNCEMENTS AND EVENTS

NEW BUSINESS

BYLAWS FOR ADOPTION

CNCL-105 Road Closure and Removal of Road Dedication Bylaw 8845 (A Portion of Road Adjacent to 3391 Sexsmith Road) **Bylaw No. 8845**
Opposed at 1st/2nd/3rd Readings – None.

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DEVELOPMENT PERMIT PANEL

25. RECOMMENDATION

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

CNCL-107
CNCL-115

- (1) *That the minutes of the Development Permit Panel meeting held on Wednesday, March 14, 2012, and the Chair's report for the Development Permit Panel meetings held on March 14, 2012 be received for information; and*
- (2) *That the recommendations of the Panel to authorize the issuance of a Development Variance Permit (DV 11-587706) for the property at 12226, 12228, 12248 & 12260 English Avenue and 12231, 12233, 12235, 12237, 12239, 12251 & 12253 Ewen Avenue, be endorsed, and the Permits so issued.*



ADJOURNMENT





Regular Council Meeting for Public Hearings

Monday, March 19, 2012

Place: Council Chambers
Richmond City Hall
6911 No. 3 Road

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

Gail Johnson, Acting Corporate Officer

Absent: Councillor Linda Barnes
Councillor Evelina Halsey-Brandt

Call to Order: Mayor Brodie opened the proceedings at 7:00 p.m.

1. **Zoning Amendment Bylaw 8812 (RZ 11-566870)**
(Location: 9780 Alberta Road; Applicant: Jaing Zhu)

Applicant's Comments:

The applicant was available to answer questions.

Written Submissions:

- (a) Fred Zhu, 9800 Alberta Road (Schedule 1)

Submissions from the floor:

None.

PH12/3-1 It was moved and seconded

That Zoning Amendment Bylaw 8812 be given first and second readings.

CARRIED



**Regular Council Meeting for Public Hearings
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2. **Zoning Amendment Bylaw 8849 (RZ 11-594227)**
(Location: 10580 River Drive; Applicant: Jagtar and Shingara Kandola)

Applicant's Comments:

The applicant was available to answer questions.

Written Submissions:

None.

Submissions from the floor:

Sharon Ginter, 10491 Gilmore Crescent, expressed concern for trees on the subject site, two trees on her property and a tree on the property to the west of her property. She stated that tree protection fencing had been erected around the trees on the subject site, but when the site was preloaded, some of the protective fencing had come down.

PH12/3-2

It was moved and seconded

That Zoning Amendment Bylaw 8849 be given first and second readings.

CARRIED

3. **Zoning Amendment Bylaw 8852 (RZ 11-587549)**
(Location: 11291 Williams Road; Applicant: Robert Kirk)

Applicant's Comments:

The applicant was available to answer questions.

Written Submissions:

None.

Submissions from the floor:

None.

PH12/3-3

It was moved and seconded

That Zoning Amendment Bylaw 8852 be given first and second readings.

CARRIED



**Regular Council Meeting for Public Hearings
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4. **Zoning Amendment Bylaw 8863 (RZ 11-594451)**
(Location: 10180/10200 Finlayson Drive; Applicant: Yaseen Grewal, Balbir Randhawa, and Sarbjit Randhawa)

Applicant's Comments:

The applicant was available to answer questions.

Written Submissions:

None.

Submissions from the floor:

None.

PH12/3-4

It was moved and seconded

That Zoning Amendment Bylaw 8863 be given first and second readings.

CARRIED

5. **Zoning Amendment Bylaw 8866 (RZ 11-587257)**
(Location: 8631 Francis Road; Applicant: Harbinder Bahd)

Applicant's Comments:

The applicant was available to answer questions.

Written Submissions:

(a) Harvey Gill, 8951 Cooper Road (Schedule 2)

(b) Manfred Henschel, 8528 Robinson Place (Schedule 3)

Submissions from the floor:

None.

PH12/3-5

It was moved and seconded

That Zoning Amendment Bylaw 8866 be given second and third readings.

CARRIED



**Regular Council Meeting for Public Hearings
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6. **Zoning Amendment Bylaw 8868 (RZ 11-581552)**
(Location: 9500, 9520 and 9540 Granville Avenue; Applicant: Khalid Hasan)

Applicant's Comments:

The applicant was not in attendance.

Written Submissions:

- (a) Odelia Liu, 7051 Ash Street (Schedule 4)

Submissions from the floor:

None.

PH12/3-6

It was moved and seconded

That Zoning Amendment Bylaw 8868 be given first and second readings.

CARRIED

7. **Zoning Amendment Bylaw 8869 (RZ 11-577322)**
(Location: 4771 Duncliffe Road; Applicant: Pacific Coastal Homes Ltd.)

Applicant's Comments:

The applicant was not in attendance.

Written Submissions:

None.

Submissions from the floor:

None.

PH12/3-7

It was moved and seconded

That Zoning Amendment Bylaw 8869 be given first and second readings.

CARRIED



**Regular Council Meeting for Public Hearings
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8. **Temporary Commercial Use Permit Application (TU 11-595782)**
(Location: 8351 River Road and Duck Island (Lot 87 Section 21 Block 5 North Range 6 West Plan 34592); Applicant: Firework Productions Ltd.)

Applicant's Comments:

Raymond Cheung, Firework Productions, advised that he was the founder and owner of the Richmond Night Market, and that for the past twelve years the Night Market had provided entertainment.

Mr. Cheung noted that parking stalls for the Duck Island site provided three times the number of parking stalls provided at previous Night Market locations. He also stated that the proposed Night Market on the subject site included 200 retail booths, 88 food booths, a farmers market section featuring local produce, and that the Night Market would provide free, live entertainment, diverse in nature.

Mr. Cheung concluded his remarks by expressing appreciation to City staff, and the Night Market's supporters.

Douglas Smith, ATC Traffic Management Ltd. provided details of the traffic management plan designed by his company for the proposed Night Market.

Written Submissions:

- (a) Reynaldo P. Concepcion, #801-1080 Howe Street, Vancouver (Schedule 5)
- (b) Myette Acha, St. John Ambulance, #120-6851 Elmbridge Way (Schedule 6)
- (c) Chief Ernest Campbell, Musqueam Indian Band, 6735 Salish Drive, Vancouver (Schedule 7)
- (d) MLA John Yap, Province of B.C., #115-4011 Bayview Street (Schedule 8)
- (e) Pamela Gervacio, resident of Richmond (Schedule 9)
- (f) Vince Sara, Rogers Media (Schedule 10)
- (g) Manfred Chan, Scouts Canada, 5531 Garrison Road (Schedule 11)
- (h) Abdul Walli, Park 'N Fly Valet Parking, 6380 Miller Road (Schedule 12)



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- (i) Esther Ho, Care for Life Foundation, #3125-8888 Odlin Crescent (Schedule 13)
- (j) James Dickson, Richmond Firefighters Charitable Society, #1210-11980 Hammersmith Way (Schedule 14)
- (k) Paul Ho, The Integration Youth Services Society, #3125-8888 Odlin Crescent (Schedule 15)
- (l) Peter Goudron, Great Canadian Gaming Corporation, #350-13775 Commerce Parkway (Schedule 16)
- (m) Henry Davies, Jayker Holdings Ltd., 8560 River Road (Schedule 17)
- (n) John Edward del Rosario, Circulo Ilonggo Association of B.C. (Schedule 18)
- (o) Lilian Chau, Port Metro Vancouver, 100 The Pointe, 999 Canada Place, Vancouver (Schedule 19)
- (p) Yalixe M. Rojas-Uzcategui, 8831 Douglas Street (Schedule 20)
- (q) Mike Merhi, 8831 Douglas Street (Schedule 21)
- (r) Supplementary Staff Report dated March 1, 2012 (Schedule 22)

Submissions from the floor:

Howard Blank, Vice-President, Great Canadian Gaming Corporation, commended Raymond Cheung for meeting with him. He then expressed the following concerns: (i) the success of the proposed Night Market might mean that visitors who arrive using public transit would be encumbered by articles purchased at the market, and then require a taxi ride home thus causing more traffic congestion; (ii) if the success of the Night Market negatively impacts the River Rock Casino, the three year permit means a three year wait to address the situation; (iii) a decline, even a small one, in the Casino's revenue due to the Night Market; (iv) traffic problems may cause River Rock Casino customers to go elsewhere; and (v) if the Night Market creates bottlenecks on roads surrounding the Casino, this could delay the RCMP from attending at any mishaps.

Mr. Blank requested that the Night Market receive a one-year, instead of a three-year, Temporary Use Permit.

Jasper Smith, Director of Investigations, IPSA International, a member of the Canadian Anti-Counterfeiting Network, requested that special attention be given to prevent the sale of counterfeit goods at the Night Market.



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Mr. Smith suggested that anti-counterfeiting clauses be placed in the temporary use permit agreement, and that the following measures be undertaken: (i) liaise with the RCMP and rights holders; (ii) the Night Market undertake its own policing against counterfeiting; (iii) the vendors be educated with regard to the sale of counterfeit goods; and (iv) that self-regulation takes place.

Mr. Smith recommended zero tolerance for the sale of counterfeit goods, and although the sale of counterfeit goods has dropped in recent years, it has not been eliminated.

Wayne Grant, Councillor, Musqueam Indian Band, 6735 Salish Drive, Vancouver, spoke in support of the proposed Night Market and stated that Mr. Cheung has invited members of the Band to share their culture through dance performances on the entertainment stage at the Night Market.

Andrew Vince, Senior Staff Officer, St. John Ambulance, #120-6851 Elmbridge Way, spoke in support of the proposed Night Market and stated that his organization provides volunteer first aid coverage at events, including Night Markets. He stated that providing volunteer first aid service at the Night Market enables St. John Ambulance to grow its program.

Pamela Gervacio, a resident of Richmond, spoke in support of the proposed Night Market and advised that she enjoys going to the Night Market. She supported the Duck Island location, stated that the traffic plan represented an opportunity, and said that it would be unfair to the Market's investors to grant a one year Temporary Use Permit.

Bill Chuck advised that he spoke on behalf of Esther Ho, Care for Life Foundation, #3125-8888 Odlin Crescent, and spoke in support of the proposed Night Market. He stated that the Market would: (i) assist in business development; (ii) create jobs; (iii) create entrepreneurial opportunities; and (iv) bring fun activities to the City for families and children.

Florence Gordon asked whether there is some connection the City has with TransLink to encourage more people to arrive at the proposed Night Market via public transit, and not in their vehicles. She suggested that television stations be asked to work with the City and TransLink to promote the proposed Night Market.



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Peter Mitchell, 6271 Nanika Crescent noted that traffic travelling north on No. 3 Road can get heavy, especially when the River Rock Casino is busy, and also that the traffic lights positioned close together in the Bridgeport Road/No. 3 Road/Sea Island Way neighbourhood lead to slow moving traffic. He added that it is important to synchronize the traffic lights in this area, and also that the Traffic Control personnel working for the Night Market might have to choose one set of lights over another set of lights, when they move in to ease and manage traffic flow.

Mr. Mitchell added that one way to minimize any negative impact on either the Casino or the proposed Night Market at times of high traffic is to ensure that the two entities work together so that when the Casino schedules a show the Night Market does not schedule a ceremony, and vice versa.

Andy Leung identified himself as an entrepreneur who moved to Richmond because of the opportunity presented by the Night Market. He expressed support for the Night Market and stated that it helps to grow business and is a place where investors can test run services and products, without having to make a large investment. He said that there are a lot of bridges that can be created between the Casino and the Night Market to bring the two entities together.

Adrian Wilding, Owner, Tusky Services, advised that he provides traffic control services for, and runs a food booth at, the Vulcan Way Summer Night Market event. He stated his concern that because the Vulcan Way Summer Night Market provides paid parking stalls, and the proposed Night Market at Duck Island provides free parking stalls, the Vulcan Way Summer Night Market's business may suffer, and jobs created by the Vulcan Way Summer Market may be lost.

Maggie Ho, Best Western Abercorn Inn, 9260 Bridgeport Road, spoke in support of the proposed Night Market and advised that Mr. Cheung's Night Markets in past years have had a positive effect and have brought visitors from Seattle, B.C.'s interior, and the Gulf Islands to Richmond, many of whom stay overnight in hotels in the Bridgeport Road area. From a tourism perspective, Ms. Ho stated that the proposed site of the Night Market is a good location, and that the event presents a great opportunity.



Regular Council Meeting for Public Hearings
Monday, March 19, 2012

Dan, a Vancouver resident, advised that on Friday nights the Oak Street and Arthur Lang Bridges already experience heavy rush hour traffic, and this time period coincides with the time the proposed Night Market gets underway on Friday evenings. He noted that vehicles driving to the proposed Night Market would worsen the already jammed traffic caused by businesses in the area.

He also raised a concern regarding emergency vehicles being able to easily access the proposed Night Market site.

Mr. Cheung, and Mr. Smith of ATC Traffic Management Ltd., responded to queries from Council, and provided information regarding emergency access, signage, traffic management, counterfeit products and other matters.

Henry Davies, Jayker Holdings Ltd., 8560 River Road, expressed concern regarding the environmentally sensitive area along the Fraser River in the vicinity of Duck Island, and referenced a ditch that he said was dug through the dike in order to drain the subject site. He also mentioned sand that is migrating onto the railway track area. Mr. Davies requested that the City allow the applicant to hook up to its drainage system. In closing he also noted the presence of eagles, ducks and geese on the Duck Island site.

PH12/3-8

It was moved and seconded

That a Temporary Commercial Use Permit be issued to Firework Productions Ltd. for the property at 8351 River Road and Duck Island for the purposes of permitting an evening night market event between May 18, 2012 to October 8, 2012 (inclusive), May 17, 2013 to October 14, 2013 (inclusive) and May 16, 2014 to October 13, 2014 (inclusive) subject to:

- (1) the fulfillment of all terms, conditions and requirements outlined in the Temporary Commercial Use Permit and attached Schedules;*
- (2) an amendment to the list of conditions in Schedule A, under Traffic Management Plan (TMP), as follows:*
 - the TMP is to be monitored by the City's Transportation Division in consultation with on-site RCMP and Community Bylaws staff and is subject to revision and changes (i.e., alteration of the plan; additional Traffic Control staff, and appropriate traffic control signs and other related matters) should the need arise; and*



**Regular Council Meeting for Public Hearings
Monday, March 19, 2012**

- (3) *the Product Counterfeiting strategy, set out on page 12 of the staff report dated February 9, 2012, being added to the list of conditions in Schedule A.*

CARRIED

ADJOURNMENT

PH12/3-9

It was moved and seconded
That the meeting adjourn (8:55 p.m.).

CARRIED

Certified a true and correct copy of the Minutes of the Regular Meeting for Public Hearings of the City of Richmond held on Monday, March 19, 2012.

Mayor (Malcolm D. Brodie)

Acting Corporate Officer
City Clerk's Office (Gail Johnson)

March 16, 2012-03-16

Hi Mr. David Johnson,

**Schedule 1 to the Minutes of
the Council Meeting for
Public Hearing held on
Monday, March 19, 2012.**

| | |
|-------------------|----------------|
| To Public Hearing | |
| Date: | MARCH 19, 2012 |
| Item # | 1 |
| Re: | Bylaw 8812 |

This is Fred Zhu, the President behind of Strata Council at 9800 Alberta Rd, there is concerned for the proposal rezoning plan at the 9780 Alberta Rd:

By my understanding since 2007 City already require bigger land assemblies to avoid creating small townhouse sites.

By Official Community Plan (OCP) McLENNAN NORTH 8.2.1.d.ii) minimum requirement: Along local or collector roads - Incorporate a minimum frontage width of 40 m and a minimum lot area of 2,000 m² (0.5 ac).

But the proposal rezoning plan at 9780 Alberta Rd, the frontage width is only 20 m and size is only 1,000 m², it's not meet the minimum requirement by OCP of City of Richmond.

In the meanwhile, there is an old single house at west adjacent property 9760 Alberta Rd, the owner Mr. Dave Szabo willing to sell his property to developer already couple years, and asking price is fair and reasonable under current property marketing.

Here I am strongly suggest City to advice the developer to take serious effort to get this opportunity to acquire adjacent property at 9760 Alberta Rd, or union with another developer to get more lots on west side built together in order to meet the minimum requirement by OCP.

Recently Alberta Rd become very active area for new townhouse development, as neighborhood residents we also would like the big development instead many small one, to reduce the construction noises, inconveniences and environmental issues repeatedly.

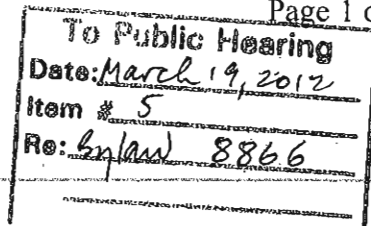
There is reference case, an proposal 26 units townhouse development right on corner of Alberta Rd on 6311, 6331, 6351 and 6371 No. 4 Road, there are two developers, each have 2 lots for frontage width is only 42.68 m in total and do not meet the minimum 50 m requirement as along major arterial roads by OCP, so the two developers union together in order to meet the minimum requirement by OCP.

Please forward my letter to the Panel of Public Hearing on March 19, 2012, due to I am unable to attending this Hearing.

Thanks,

Yours truly,
President of Strata Council of 9800 Alberta Rd
Fred Zhu



**Mayor and Councillors**

From: City of Richmond Website [webgraphics@richmond.ca]
Sent: March 14, 2012 7:01 PM
To: Mayor and Councillors
Subject: Send a Submission Online (response #628)
Categories: 08-4105-20-2011587257 Development at 8631 Francis Rd

**Schedule 2 to the Minutes of
the Council Meeting for
Public Hearing held on
Monday, March 19, 2012.**

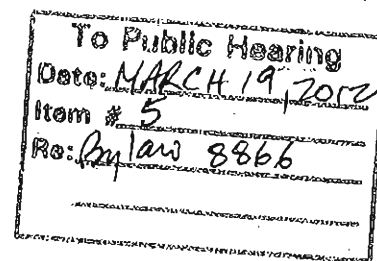
Send a Submission Online (response #628)**Survey Information**

| | |
|-----------------------|---|
| Site: | City Website |
| Page Title: | Send a Submission Online |
| URL: | http://cms.richmond.ca/Page1793.aspx |
| Submission Time/Date: | 3/14/2012 7:00:15 PM |

Survey Response

| | |
|---|---|
| Your Name: | Harvey Gill |
| Your Address: | 8951 Cooper Road |
| Subject Property Address OR Bylaw Number: | 8631 Francis Road (RZ 11-587257) |
| Comments: | <p>Dear Sir/Madam, The series of Coach Houses (RCH) along Francis Road have taken their toll on the trees in this area. A majestic Sequoia was cut down by developers to make room for the existing Coach Houses and this proposed new rear lane threatens another beautiful established tree. This tree does not need to be cut down, every effort has to be made to accommodate this tree and still give access to the lane. The tree is situated along the north side of the proposed lane right against the fence line. It can easily be paved around and its bottom branches trimmed without inhibiting access or affecting the proposed coach houses. Recently further down Francis by St. Albans other trees were cut down for similar development, this tree doesn't need to be downed in the same manner. I trust every effort will be made to work around this tree. We have set a poor example in our efforts to save large trees in this area, in the name of development. In this case we can avoid cutting down this tree and still gain access in the lane.</p> <p>Sincerely H.Gill 604-248-3498</p> |

Custom Ornamental Iron Works



Date: March 15, 2012

Attention: Director

City Clerk's Office
6911 No. 3 Road
Richmond, BC V6Y 2C1

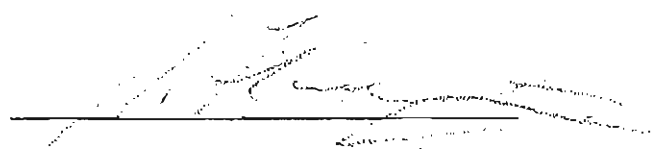
**Schedule 3 to the Minutes of
the Council Meeting for
Public Hearing held on
Monday, March 19, 2012.**

Re: Public hearing in regards to Zoning Amendment Bylaw 8866 (RZ 11-587257)

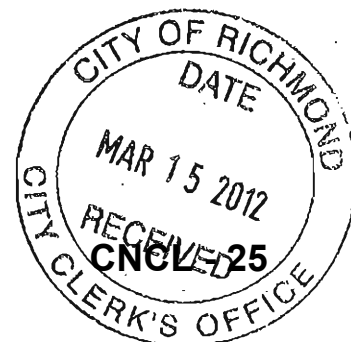
I have received the letter to rezone the property on Francis Road into coach homes. Unfortunately I am unable to attend the public hearing but feel it is extremely important to voice my concerns of this development proposal. My family will be affected by this proposed bylaw as my property backs right onto this dwelling. The noise concerns me, the invaded privacy concerns me, the additional traffic in the new lane concerns me, and simply I am not for this. I chose my lot for a specific reason when I bought this home years ago. We have a very large, private backyard which I make use of regularly. And the last thing I want is to have a road created directly behind me with coach homes looking over my backyard.

I hope that other neighbours express their concerns as well.

Thank you,


Manfred Henschel
8528 Robinson Place
Richmond, BC
(604) 273-6435

12020 Vulcan Way, Richmond, B.C. V6V 1J8 Canada
Telephone: (604) 273-6435 Fax: (604) 273-7985
Toll Free: 1-866-GO-4-IRON (464-4766)
Web Site: www.customironworks.com
Email: info@customironworks.com



| |
|-----------------------------|
| To Public Hearing |
| Date: <u>MARCH 19, 2012</u> |
| Item # <u>6</u> |
| Re: <u>Bylaw 8868</u> |

MayorandCouncillors**From:** City of Richmond Website [webgraphics@richmond.ca]**Sent:** March 14, 2012 11:27 AM**To:** MayorandCouncillors**Subject:** Send a Submission Online (response #627)

**Schedule 4 to the Minutes of
the Council Meeting for
Public Hearing held on
Monday, March 19, 2012.**

Send a Submission Online (response #627)

Survey Information

| | |
|-----------------------|---|
| Site: | City Website |
| Page Title: | Send a Submission Online |
| URL: | http://cms.richmond.ca/Page1793.aspx |
| Submission Time/Date: | 3/14/2012 11:25:54 AM |

Survey Response

| | |
|--|--|
| Your Name: | Odelia Liu |
| Your Address: | 7051 Ash Street Richmond |
| Subject Property Address OR Bylaw Number: | 9500, 9520 and 9540 Granville Ave (RZ 11-581552) |
| Comments: | There are some trees at 9500. (Some close to 7060 Ash St and some at the corner of Ash and Granville). They are very tall and must grow for many years. Please kindly keep them if rezone. Thanks. |



| |
|-----------------------------|
| To Public Hearing |
| Date: <u>MARCH 19, 2012</u> |
| Item # <u>8</u> |
| Re: <u>TU 11-595782</u> |

Mayor and Councillors

From: City of Richmond Website [webgraphics@richmond.ca]
Sent: March 15, 2012 5:49 PM
To: Mayor and Councillors
Subject: Send a Submission Online (response #629)
Categories: 11-7400-20-RNMA1 - Richmond Night Market - Duck Island

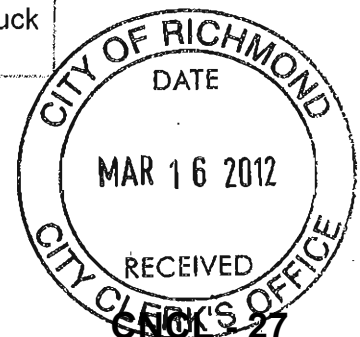
**Schedule 5 to the Minutes of
the Council Meeting for
Public Hearing held on
Monday, March 19, 2012.**

Send a Submission Online (response #629)**Survey Information**

| | |
|-----------------------|---|
| Site: | City Website |
| Page Title: | Send a Submission Online |
| URL: | http://cms.richmond.ca/Page1793.aspx |
| Submission Time/Date: | 3/15/2012 5:48:35 PM |

Survey Response

| | |
|--|--|
| Your Name: | reynaldo p conception |
| Your Address: | Unit 801 1080 Howe Vancouver BC |
| Subject Property Address OR Bylaw Number: | Duck Island or TU-595782 Temporary Commercial use |
| Comments: | I am the Business Development Manager of a vancouver based tour operator. We have wanted to put the summer night market as part of our summer tour program But the Vulcan Road site has accessibility issues. This new site is wonderful and will allow us to bring our guests there. Secondly speaking as a Filipino Canadian Community Advocate. Many Filipino Canadian Seniors like to go to Summer Night market much like what we call "Tiange" in the Philippines. However Vulcan road has accessibility issues for those without cars. According to my Richmond Filipino senior friends moving it to Bridgeport Station is fantastic and makes going so much more accessible for them. We are looking forward to the Richmond night Market in Duck Island |





St. John Ambulance

SAVING LIVES

at work, home and play

| |
|-----------------------------|
| To Public Hearing |
| Date: <u>MARCH 19, 2012</u> |
| Item # <u>2</u> |
| Re: <u>TU 11-595782</u> |

**British Columbia and
Yukon Council**

Richmond Branch

#120-6851 Elmbridge Way,
Richmond, B.C. V7C 4N1

T: (604) 207-2032

F: (604) 231-0406

E: richmond@bc.sja.ca

www.sja.ca/bc

16 March 2012

Mr. Raymond Cheung
Event Organizer, Richmond Night Market
Unit 3063-8700 McKim Way,
Richmond BC V6X 4A5

**Schedule 6 to the Minutes of
the Council Meeting for
Public Hearing held on
Monday, March 19, 2012.**

Dear Mr. Raymond Cheung,

On behalf of St. John Ambulance – Richmond Branch, I would like to express our sincere appreciation to your organization for considering us as one of your Charity Partners in support of our fundraising campaign to raise over \$30,000 for the purchase of the "first mobile post" that will serve the Richmond Community needs for first aid services and providing emergency assistance in case of national disaster. We are delighted to support the Richmond Night Market, renowned as popular family event that offers variety of food booths, retail and corporate exhibition booths offering free parking lots and live entertainment for the whole family, friends and business people.

In addition, we are very grateful for your generous offer to sponsor a booth for our uniformed Brigade Members who will be providing first aid services during the entire season of Richmond Night Market event as well as a booth to conduct Charity sales featuring our first aid products and services.

With joint efforts of Ms. Clara Chow our Branch Executive Treasurer and Mr. Pius Chan our Branch Executive Fundraising Coordinator, we would like to extend our utmost appreciation for facilitating this charitable event.

We value our association with your organization and we look forward to working with you to make this event a successful one.

Sincerely,

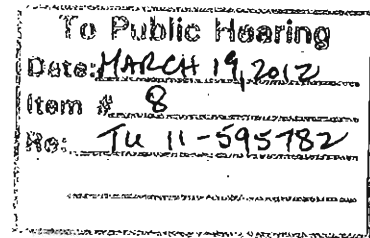
Myette Acha
Branch Manager





MUSQUEAM INDIAN BAND

6735 SALISH DRIVE
VANCOUVER, B.C.
CANADA V6N 4C4
TELEPHONE: 604 263-3261
FAX: 604 263-4212



Mar 16, 2012

**Schedule 7 to the Minutes of
the Council Meeting for
Public Hearing held on
Monday, March 19, 2012.**

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

Re: Richmond Night Market 2012

Dear Mr. Mayor and Councilors,

The Musqueam Nation is pleased to support the Richmond Night Market 2012. It will be a great opportunity to present the culture of the Musqueam Nation at events at the Market.

We understand The Richmond Night Market is a multicultural community event that brings in visitors from Greater Vancouver and tourists from around the world.

We would like to extend our gratitude to the Richmond Night Market 2012 for providing a venue for the Musqueam Nation to show our culture and customs, and to tell the stories of our People to citizens from Greater Vancouver and around the world.

Yours truly,


Ernest Campbell
Chief, Musqueam Indian Band



Constituency Office:
115 - 4011 Bayview Street
Richmond, BC V7E 0A4
Phone: 604 241-8452
Fax: 604 241-8493
e-mail: john.yap.mla@leg.bc.ca
website: www.johnyapmla.bc.ca



Province of
British Columbia
Legislative Assembly



John Yap, M.L.A.
(Richmond-Steveston)

| |
|----------------------------|
| To Public Hearing |
| Date: <u>MARCH 19 2012</u> |
| Item # <u>3</u> |
| Re: <u>TU-11-595782</u> |

March 16, 2012

TO WHOM IT MAY CONCERN

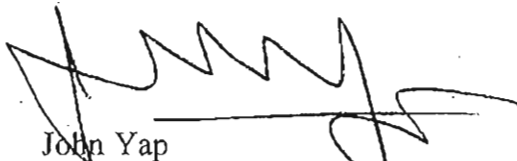
**Schedule 8 to the Minutes of
the Council Meeting for
Public Hearing held on
Monday, March 19, 2012.**

As the Member of the Legislative Assembly of British Columbia for Richmond-Steveston, I would like to offer my support to Firework Production Ltd. in regard to their application to operate the Richmond Night Market on Duck Island.

Since the inception of the Richmond Night Market in 2000 till 2007, thousands of visitors have enjoyed the diverse ethnic foods, the entertainment, the fascinating shopping and all the amenities the market has to offer. The Richmond Night Market offers a destination of choice for many residents of the Lower Mainland, as well as tourists visiting our city.

I trust that the application submitted by Firework Production Ltd. will receive positive consideration and acceptance by all concerned.

Sincerely,


John Yap
MLA for Richmond-Steveston



**Schedule 9 to the Minutes of
the Council Meeting for
Public Hearing held on
Monday, March 19, 2012.**

March 15, 2012

PETITION

To Whom It May Concern,

I, Pamela Gervacio, a resident in Richmond BC since 2003, would like to voice my opinion in this community of which I'm so proud of. I am a concerned citizen who wants to thank the City of Richmond for allowing the Richmond Night Market to stay here.

My family and I always look forward to the opening of the Richmond Night Market. We love to go out at night and have all different kinds of asian delicacies, which cannot be easily found anywhere else in Richmond. Every time we go there, the nostalgic aromas, music, and sights remind us of our hometown. We reminisce about good memories and we share it with our children, teaching them more about our country of origin's culture.

I, and many others I'm sure, believe that the Richmond Night Market is not just a flea market nor a commercial exhibition. For me, it is more than that. The Richmond Night Market is a place where we can embrace our diversity that is a huge part of the Canadian multicultural society. It is a place where we can learn about other cultures, and appreciate their uniqueness. It is also a place that gives us happiness, quality time with family and friends, all in one neat, safe place, with security around every corner, reassuring me of my family's safety. Not to mention, the merchandise in the Richmond Night Market is pretty affordable, as well!

The Richmond Night Market is like a tourist spot here in Richmond! My sisters in Surrey, my sister-in-law and her family, they all come here, when they visit Richmond! It is so popular and they provide our community with great merchandise, multicultural cuisine and entertainment. ***What a joy it is that the location is more central and accessible to the public transit. For sure, this will bring more revenue to our Municipality and community.*** Visitors from other cities do not need to drive anymore, saving energy and keeping our Mother Earth that much cleaner. Just imagine, it is now so accessible to the Canada line.

Placing the Richmond Night Market near River Rock Casino, for me, is a wonderful ideal Not only it will generate income for both River Rock Casino and the Richmond Night Market, but it will also create more customer traffic for both. Therefore, more income for our City of Richmond.

The Richmond Night Market, is not just for profitability alone! They have a kind heart that cares for the community as well. They help our local churches, by providing a free tent for us to fund-raise for benevolent causes, like feeding and supporting single moms in BC housing, senior citizens without any more family, and the homeless.

Thank you to the approving committee for taking the time to consider the peoples' opinion. We strongly believe that you'll make the right decision.

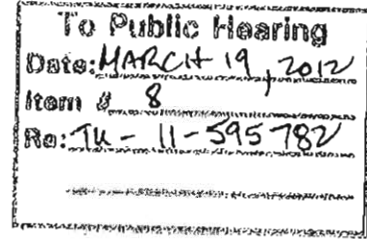
Should you have any questions please feel free to call at 604 7229670 or email at pam@5linx.net or info@achieverscanada.com

Sincerely yours,

Pamela Gervacio

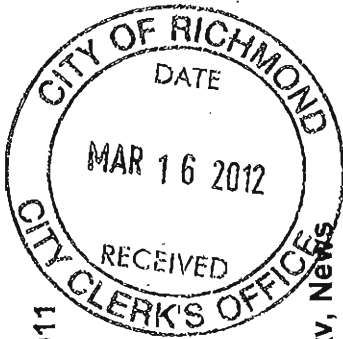
604 722 9670

pam@5linx.net





March 15, 2011



To Mister Mayor and Councillors of Richmond,

RE: RICHMOND NIGHT MARKET

We are pleased to advise you that we will be partnering with the Richmond Night Market 2012.

Richmond Night Market 2012 has arranged an intensive promotion campaign with our OMNI TV, Citytv, News 1130, Sonic FM, and Jack FM properties to stress that Richmond Night Market 2012 is an inclusive community event.

A strong portion of the promotion efforts revolves around encouraging visitors to take Canada Line as their main mode of transportation to the event.

Having worked with Mr. Raymond Cheung and his team in the past we anticipate a very successful event that benefits not only the Asian Community in the City of Richmond but also the entire Greater Vancouver community – mainstream and ethnic.

It should be noted, the ethnic communities will be reached in their own languages of Cantonese, Mandarin, and Punjabi via OMNI TV. All our other properties (Citytv, News 1130, Sonic FM, and Jack FM) will promote the event in English.

Please do not hesitate to contact me for any further input. Thank you.

Sincerely,

Vince Sara

Vince Sara
Rogers Media



Vince Sara
Direct: 604. 872.6302 ; Mobile: 604.760.6859 ; vince.sara@rci.rogers.com

| | |
|-------------------|----------------|
| To Public Hearing | |
| Date: | MARCH 19, 2012 |
| Item # | 8 |
| Re: | TU-11-595782 |

Schedule 10 to the Minutes of the Council Meeting for Public Hearing held on Monday, March 19, 2012.



SCOUTS CANADA
Sea Dragon Sea Scouts Group
5531 Garrison Road, Richmond B.C.
CANADA V7C 2M1
Tel: (604) 241-1285 Fax: (604) 241-8090

| |
|-----------------------------|
| To Public Hearing |
| Date: <u>MARCH 19, 2012</u> |
| Item # <u>8</u> |
| Re: <u>Tu 11-595782</u> |

**Schedule 11 to the Minutes of
the Council Meeting for
Public Hearing held on
Monday, March 19, 2012.**

March 12, 2012

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

Dear Mayor Brodie and City Council,

Re: Richmond Night Market 2012

The Sea Dragon Sea Scout Group is delighted to have the opportunity to work with the Richmond Night Market. Not only have they graciously allowed us a complimentary booth to promote both our group and the Scouting movement, but also given us the opportunity to leverage the Richmond Night Market venue and name for fundraising.

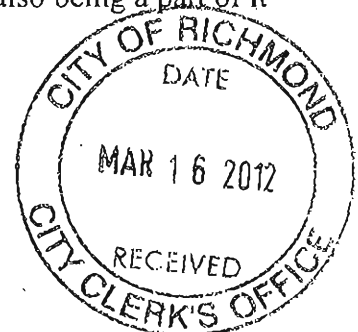
Our group has been established in Richmond for over 25 years and we are proud to be able to run a year-round program for the youth. Our 250 members, consisting of volunteers and youth, will greatly benefit from the generosity of the Richmond Night Market.

We believe the Richmond Night Market is the ideal family entertainment venue to promote Scouting and attract new members to join Scouting. The Sea Dragon Sea Scout group would like to thank the Richmond Night Market for their kindness and show full support for the event and organization.

We look forward to not only visiting the Richmond Night Market, but also being a part of it in 2012.

Yours In Scouting,

Manfred Chan
Group Commissioner
Sea Dragon Sea Scout Group



CNCL - 33



PARK'N FLY
VALET PARKING

| |
|-----------------------------|
| To Public Hearing |
| Date: <u>MARCH 19, 2012</u> |
| Item # <u>8</u> |
| Re: <u>TU 11-595782</u> |

**Schedule 12 to the Minutes of
the Council Meeting for
Public Hearing held on
Monday, March 19, 2012.**

March 14th, 2012

Mr. Raymond Cheung
Richmond Night Market
8351 River Road
Richmond, BC
V6X 1Y1

Dear Mr. Cheung,

Park'N Fly would like to congratulate you on The Richmond Night Market's brand new location and unique vision for the summer of 2012.

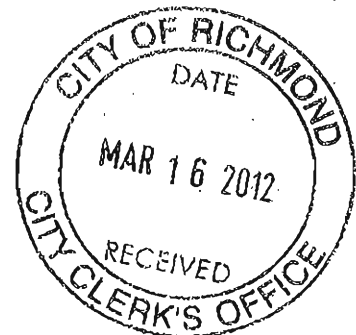
The Night Market has become an invaluable way of promoting multiculturalism, business development, and tourism. It showcases local talent, international cuisine, and an opportunity for entrepreneurs to introduce their North American and Asian products to the Canadian Market. Most importantly, The Night Market creates a sense of Community within the Richmond Area.

Park'N Fly would like to extend our support to The Richmond Night Market 2012. We wish you continued success and look forward to having you as a part of our Neighbouring Community for many years to come.

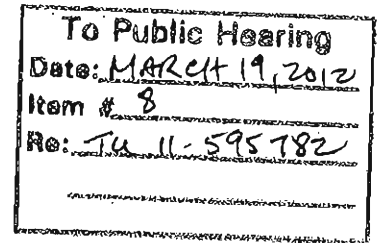
Sincerely,

Abdul Walli
General Manager

Park'N Fly Canada
6380 Miller Road
Richmond, BC
V7B 1B3
Phone: (604) 270-9476 x226
Fax: (604) 273-0279
Email: awalli@parknfly.ca



CNCL - 34



March 15th, 2012

Mr. Raymond Cheung
Richmond Night Market
8351 River Road
Richmond, BC
V6X 1Y1

**Schedule 13 to the Minutes of
the Council Meeting for
Public Hearing held on
Monday, March 19, 2012.**

Dear Mr. Raymond Cheung,

We would like to welcome you and The Richmond Night Market being as part of our Neighbouring Community.

The Richmond Night Market operated such a wonderful business development in brand new location, it provides lots of job and entrepreneur opportunities.

It also provide a great activities for families, youth and children.

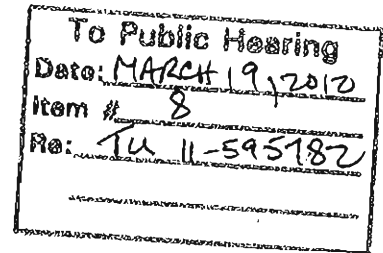
We would like to extend our support to The Richmond Night Market. We wish you all the best!!

Yours truly,

Esther HO
President & CEO
Care for Life Foundation



Richmond Firefighters Charitable Society



**Schedule 14 to the Minutes of
the Council Meeting for
Public Hearing held on
Monday, March 19, 2012.**

March 15, 2012

Dear Mayor and Council,

This letter is in support of Mr. Raymond Cheung in his application for a permit to hold the Richmond Night Market once again this year. Mr. Cheung graciously allows our Charitable Society to raise funds at the Night Market. These funds enable our Charitable Society to support the following local Charities and causes:

- | | |
|---|--|
| -Richmond Therapeutic Equestrian Society | -Richmond Food Bank |
| -Richmond Hospital Foundation | -Richmond Stroke Recovery |
| -St. Albans Church Community Meals | -Salvation Army Shelter – Richmond House |
| -Various Richmond High School Dry Grad Events | -Provide 3 Annual High School Scholarships |
| -BC Firefighters Burn Fund | -Canadian Cancer Society |
| -Muscular Dystrophy Canada | -Greater Vancouver Big Brothers |

The fundraising efforts also support our Global Village Projects. Some of these projects have had amazing support from the City of Richmond as well. Please consider this when reviewing Mr. Cheung's application.

Sincerely,

James Dickson

Treasurer – Richmond Firefighters Charitable Society





The Integration Youth Services Society

Schedule 15 to the Minutes of
the Council Meeting for
Public Hearing held on
Monday, March 19, 2012.

| |
|-----------------------------|
| To Public Hearing |
| Date: <u>MARCH 19, 2012</u> |
| Item # <u>8</u> |
| Re: <u>14-11-595782</u> |

March 16, 2012

Mr. Raymond Cheung
Richmond Night Market
8351 River Road
Richmond, BC
V6X 1Y1

Dear Mr. Cheung,

The Integration Youth Services Society (IYSS) would like to congratulate and welcome The Richmond Night Market, conduct such a wonderful event in Richmond Area.

As a local youth and family services provider, we found that the Richmond Night Market will benefit our families, give us a healthy and joyful activities.

We would like to extend our support to The Richmond Night Market. We wish you every success.

Yours truly,

Paul HO
Chairman, Board of Director

Encl.

PH/EH

Address: #3125-8888 Odlin Crescent, Richmond, B.C., V6X 3Z8
Tel: 604-227-0466 E-mail: info@iyss.org Web-site: www.iyss.org



CNCL - 37



| |
|-----------------------------|
| To Public Hearing |
| Date: <u>MARCH 19, 2012</u> |
| Item # <u>8</u> |
| Re: <u>TU 11-595782</u> |

GREAT CANADIAN GAMING CORPORATION

March 17, 2012

Schedule 16 to the Minutes of the Council Meeting for Public Hearing held on Monday, March 19, 2012.

Mayor/Councillors
City of Richmond
6911 Road No. 3 Road
Richmond, BC V6Y 2C1



BY EMAIL

Dear Mayor/Councillors:

We felt compelled to submit this letter to you in light of the decision you will be making on March 19th related to the Night Market application from Firework Productions Ltd.

Over the last two months we have worked with the Night Market proponent and City staff to address, clarify and mitigate our concerns and the potential impact the Night Market operation may have on the River Rock Casino, and we are gratified that much progress has been made in that regard. However, despite all the tactical commitments agreed upon to alleviate traffic and congestion, it is only logical to assume that there will be some impact on River Rock's existing business- and its continued growth pattern- by more than doubling the number of visitors in this area of the immediate neighbourhood. That is the risk we all take should this application be endorsed.

We recognize the fact that the operating permit proposed for the Night Market is stringent and is structured in such a way that allows for flexibility should the need arise. However, our fundamental difficulty with such prescriptive "check box" management is that it is not outcome-based; in other words, the proponent could comply with all of the conditions mandated by the City and there still could be a negative impact on the business conducted at River Rock. And as a key financial stakeholder in the River Rock operation, that's obviously not an impact the City wants to experience. We feel strongly that by not employing a more comprehensive outcomes-based approach, the City risks handcuffing itself to three years of the operation and restricting its ability to effectively protect its significant interest in the River Rock operation.

By no means will we proclaim to deserve a monopoly on business activity in this neighbourhood, but we must underscore that we have invested literally tens of millions to ensure adequate parking facilities as well as upgrades to the surrounding road network. We welcome synergistic and complementary growth

in the area, like what is proposed for longer term on Duck Island, but we maintain our belief that an event-based business like the proposed Night Market will overwhelm the existing infrastructure.

We're proud of the fact that River Rock has realized revenue growth in recent years, despite macro-economic concerns and a mature gaming marketplace in BC. We're also proud of, and grateful for, the partnership we have been afforded with the City of Richmond. And it is our belief that River Rock is the envy of some other municipalities because of the significance of the impact it has on Richmond's municipal finances. We respectfully suggest there is risk to the continued growth of that revenue stream and that none of the stakeholders- River Rock, the Night Market proponent, or the City- can effectively control potential impacts by adopting the proposed approach.

We respect the right of your Council to decide what is the appropriate land use within the City of Richmond, including our immediate neighbourhood; however, we also implore you to consider further assurances that will provide us some certainty that our existing business will not be subject to any unintended consequences associated with the Night Market's operation.

We readily concede that no one- including ourselves- can accurately predict what impact, if any, the Night Market operation will have on River Rock and the immediate neighbourhood. But it is for this exact reason we do not agree with a three year operating permit subject to certain conditions without any consideration for outcomes and impacts.

We sincerely hope we are proven wrong by City representatives and the Night Market proponent as it relates to these concerns.

Sincerely,

GREAT CANADIAN GAMING CORPORATION



Peter Goudron

Senior Vice President, Operations- West



Schedule 17 to the Minutes of
the Council Meeting for
Public Hearing held on
Monday, March 19, 2012.

| |
|-----------------------------|
| To Public Hearing |
| Date: <u>MARCH 19, 2012</u> |
| Item # <u>8</u> |
| Re: <u>TU 11-595782</u> |

JAYKER HOLDINGS LTD.

8560 RIVER ROAD
RICHMOND, B.C. V6X1Y4
604 244 1106
NNDAVIE@TELUS.NET

March 18, 2012

DELIVERED BY HAND

City of Richmond
6911 No. 3 Road
Richmond, B.C. V6Y2C1

Attention: Director, City Clerk's Office

Re: Temporary Commercial Use Permit Application (TU 11-595782) –
Public Hearing – Night Market

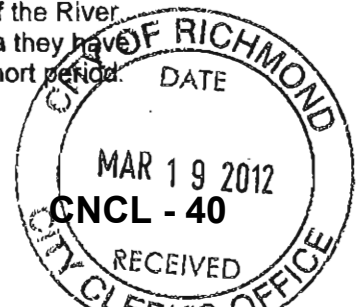
History

We constructed our building at 8560 River Road in 1975. We have two units – one accessed on River Road and a rear unit with caretaker's suite accessed by the lane. We have experienced numerous disruptions due to the construction of the Canada Line. We understand the impact of the closure of our access. We, along with others lost tenants, buildings, and business due to only temporary access to our properties because of lack of access. However, the construction of the Canada Line was for the public good and therefore we accepted our financial losses. Our block of River Road already supplies the Airport with its power which can be seen in front of our properties by the overhead lines complete with transformers and protective bollards. Also in our block is the Kinder Morgan Jet Fuel Pipeline complete with above ground valves/vent. These are all on our block of River Road and West Road area – **a road that can be exited in only one location.**

We are not against the Night Market. We do, however, have two major concerns:

1. Environmental Impact

Our concern that the environmentally sensitive area along the Fraser River be protected was conveyed to the owners of the Night Market and we were assured that it would be fenced off and protected. However, we now have concerns with their assurance due to a ditch which has been dug through the dyke to drain their property. They are draining their property onto the railroad tracks and which continues across River Road and West Road intersection to the storm drains on River Road. The tracks, the road, the trail and the Kinder Morgan installation are all awash after a couple of days of rain. This breaching of the dyke raises concerns with us that they will not follow through on their protection of the designated Environmentally Sensitive Area of the River. My concern is the migration of the silt material and you can see by looking at the area they have breached in front of the railroad track area the amount of silt that has migrated in a short period.



If the Market is forced to drain their site the opposite way towards the river it is going to have a major impact on the designated Environmentally Sensitive area.

They should be required to hook up to the municipal storm sewer system.

The site is not porous. It has had mountains of sand and gravel that made the site area probably ten times larger than its footprint, which retained most of its rainfall. Anyone that has bought sand and gravel by weight know that you buy it when it is dry and not wet. The site is like a pre-loaded site where the sand has been removed. The base is there, it is compacted. You will see the lakes of water remain over the site long after the rain has ceased and my concern is that if you drain this sand filled site to the river without retention areas and filtration so that these sands do not migrate into this environmentally sensitive area, it will get destroyed. I have been hesitant of bringing this to your attention because the reaction will probably be to drain the site towards the river and in turn making its way into the designated Environmentally Sensitive area.

2. Access

The plan calls for the blocking of our street one hour before the Market opens, with barricades—River Road from No. 3 Road and West Road and the blocking of our lane with barricades from River Road to Bridgeport. I am also informed that no parking will be allowed on River Road during the market hours. This is to happen for six months a year for the next three years. I am told by your representative at City Hall that anyone wishing to access our property — River Road or lane — that they will have to ask the private traffic people to remove the barricades to let them through by informing them which business on River Road they need to access. A business cannot operate under those circumstances. At present we operate our business here and may experience financial losses. As well, in the future how can we lease our property to another tenant with limitations set on its access?

We have paid taxes on our property for over 35 years and do not expect any special treatment. However we find it incredible that you can allow a private business the ability to close our street for his own enterprise and suggest to us that we have to contact him to give us access passes to access our own property.

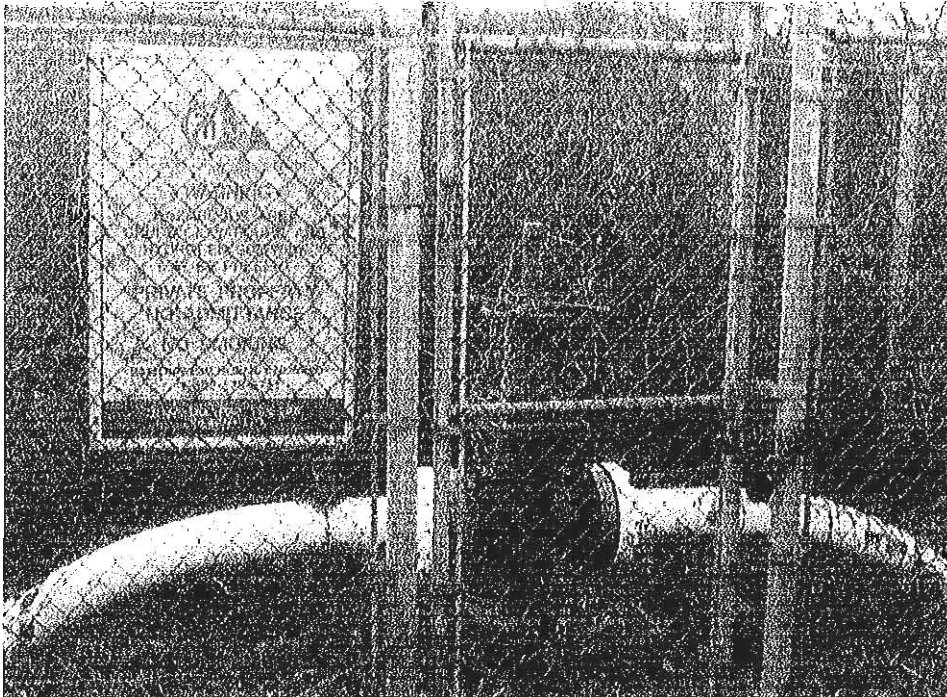
I am asking you for a legal opinion from your Legal Department on the City of Richmond's right to hand over the control of access to this block on River Road and Lane to a private business at the expense of properties on River Road. I have not sought a legal opinion but I understand what democracy means. Does anyone have the right to obstruct our access to enhance their own value and use of their property? The Mayor and Council are the guardians of our streets that give us all unrestricted access to our homes and businesses. This should not be on the table, even for discussion.



Henry Davies, President
Jayker Holdings Ltd.
Mitchell Island Equipment Inc.
The Barn

Cc: Juan's Auto Service
Don Dickey Supplies Ltd.
Canada Post Corporation
Wings Mold Canada Ltd.
Shaw Cable

March 18.12



March 18.12



**Schedule 18 to the Minutes of
the Council Meeting for
Public Hearing held on
Monday, March 19, 2012.**

A Letter of Support for the Richmond Night Market

| | |
|--------------------------|----------------|
| To Public Hearing | |
| Date: | March 19, 2012 |
| Item # | 8 |
| Re: | TU 11-595782 |

Dear Mr. Mayor and Councilors,

The Circulo Ilonggo Association of BC is a proud supporter of the Richmond Night market, a festival of culture, food, goods, music and entertainment from all over Asia. This festival allows Circulo Ilonggo members to gather together for fun and relaxation, as well as invite more Ilonggos to join and to take part in this community activity that promote Asian talents and goods.



A great place to enjoy the Asian entertainment and goods offered, the Richmond Night Market is also an economical way to taste a variety of Asian cuisines, from the hot and spicy, to the sweet and sour flavors of Asia. It will be interesting to savor the Korean, Japanese, Chinese, Thai delicacies, and of course the Filipino dishes that we have longed to taste, which can bring back our spirits and memories of the good old times back home.

Additionally, our members can take time to shop around and buy affordable merchandise. This will be a good time to reconnect and bond with friends, and do some networking while enjoying the great talents from all over Metro Vancouver. Since it will be near the River Rock Casino, members can add to the thrill and excitement of the festival by dropping by the gaming center to try their luck on the cards and slot machines. No one will ever worry about transportation as the place is very accessible with the Sky Train nearby. Lastly, for new Ilonggo immigrants, this is a great way for them to immerse themselves into their new lives in Canada, a country of diversity and multiculturalism. And as for the old members, this will serve as a way to cure their homesickness of being far from home. This will also allow them to reintroduce to their own children the rich culture and values that they grew up with.

John Edward del Rosario

President of Circulo Ilonggo Association of British Columbia



**Schedule 19 to the Minutes of
the Council Meeting for
Public Hearing held on
Monday, March 19, 2012.**

Mayor and Council

| | |
|--------------------------|----------------|
| To Public Hearing | |
| Date: | March 19, 2012 |
| Item # | 8 |
| Re: | TU 11-595782 |

From: on behalf of Mayor and Councillors

Subject: FW: Port Metro Vancouver's Public Hearing Comments for TU-11-595782 Duck Island Night Market

Importance: High

Categories: 01-0140-20-PMVA1 - Port Metro Vancouver (Vancouver Fraser Port Authority - VFPA)

From: Chau, Lillian [mailto:Lillian.Chau@portmetrovanouver.com]

Sent: March 19, 2012 12:41 PM

To: Eng, Kevin

Cc: Mayor and Councillors; Penner, Jason; Chang, Britta; Natland, Jennifer

Subject: Port Metro Vancouver's Public Hearing Comments for TU-11-595782 Duck Island Night Market

Importance: High

Hi Kevin,

Re: Port Metro Vancouver's Public Hearing Comments for TU-11-595782 Duck Island Night Market

Thank you for the public hearing notice and information regarding the night market project above by Firework Productions Ltd.

We have the following comments for your consideration:

1) Proposed Emergency Staging and Access shown on Proposed Site Plan (PLN-39)

- The proposed site plan shows "Emergency Staging", and emergency exits and routes on Port Metro Vancouver property (Block A of District 6578 Group 1 NWD) that is immediately west of subject site.
- The site is currently leased to Rempel Brothers, overholding pending completion of additional environmental testing on the site.
- Firework Productions Ltd. has not approached the Port in retaining access and use of the property.
- Any proposed uses including emergency access through the property must first receive the consent and approval of Port Metro Vancouver.

1) Security and Fencing

- Any proposed activities on the site should be conducted on the applicant's fee-simple property and not on Port property or within the high water mark.
- We suggest fencing the proposed night market area to prevent public access to the foreshore and Port property to address public safety and trespassing concerns.

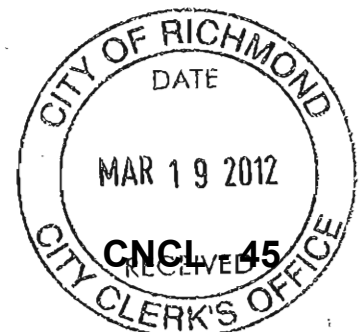
We have no other comments on the proposed night market at this time.

We appreciate the opportunity to comment on the application.

If you have any questions, please call me at (604) 665-9129.

Kind regards,

03/19/2012



Lilian

Lillian Chau, M.A., MCIP
Senior Planner
Planning and Development



**PORT METRO
VANCOUVER**

Port Metro Vancouver
100 The Pointe, 999 Canada Place
Vancouver, BC Canada V6C 3T4
direct: 604.665.9129
fax: 1.866.284.4271
email: lillian.chau@portmetrovanouver.com
website: www.portmetrovanouver.com

MayorandCouncillors

From: City of Richmond Website [webgraphics@richmond.ca]
Sent: March 19, 2012 2:13 PM
To: MayorandCouncillors
Subject: Send a Submission Online (response #631)

| |
|-----------------------------|
| To Public Hearing |
| Date: <u>March 19, 2012</u> |
| Item # <u>8</u> |
| Re: <u>Ta 11-595182</u> |

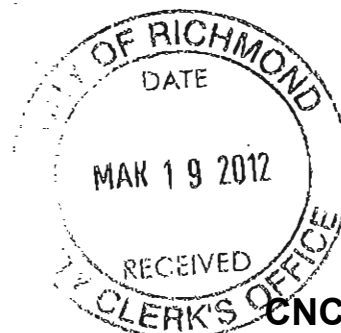
**Schedule 20 to the Minutes of
the Council Meeting for
Public Hearing held on
Monday, March 19, 2012.**

Send a Submission Online (response #631)**Survey Information**

| | |
|-----------------------|---|
| Site: | City Website |
| Page Title: | Send a Submission Online |
| URL: | http://cms.richmond.ca/Page1793.aspx |
| Submission Time/Date: | 3/19/2012 2:12:15 PM |

Survey Response

| | |
|---|---|
| Your Name: | Yalixe M. Rojas-Uzcategui |
| Your Address: | 8831 Douglas Street, Richmond, B.C. V6X 1V2 |
| Subject Property Address OR Bylaw Number: | 8351 River Road and Duck Island (Lot 87 Section 21 Block 5 North Range 6 West Plan 34592) |
| Comments: | I DON'T AGREE WITH WITH THE OPERATION OF A NIGHT MARKET IN THIS PROPERTY AT ANY TIME. At this time hundreds of vehicles park every day around our house (8831 Douglas St) because of its proximity to Bridgeport Station, and if this night market get established in the mentioned property we will not be able to rest the weekends anymore in our house. Thank you for considering my petition. Yalixe Rojas-Uzcategui |

**CNCL - 47**

MayorandCouncillors

From: City of Richmond Website [webgraphics@richmond.ca]
Sent: March 19, 2012 2:26 PM
To: MayorandCouncillors
Subject: Send a Submission Online (response #632)

| |
|-----------------------------|
| To Public Hearing |
| Date: <u>March 19, 2012</u> |
| Item # <u>8</u> |
| Re: <u>Tu 11-595782</u> |

Send a Submission Online (response #632)

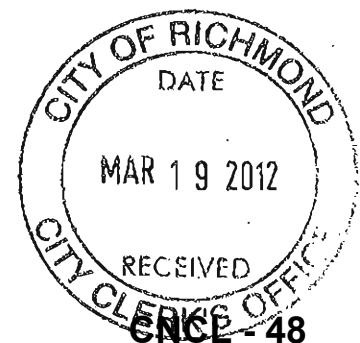
Survey Information

**Schedule 21 to the Minutes of
the Council Meeting for
Public Hearing held on
Monday, March 19, 2012.**

| | |
|-----------------------|---|
| Site: | City Website |
| Page Title: | Send a Submission Online |
| URL: | http://cms.richmond.ca/Page1793.aspx |
| Submission Time/Date: | 3/19/2012 2:25:29 PM |

Survey Response

| | |
|---|--|
| Your Name: | MIKE MERHI |
| Your Address: | 8831 Douglas Street, Richmond, B.C. V6X 1V2 |
| Subject Property Address OR Bylaw Number: | 8351 River Road and Duck Island (Lot 87 Section 21 Block 5 North Range 6 West Plan 34592 |
| Comments: | Dear Sirs/Madams, PLEASE STOP THIS NIGHT MARKET PROJECT AT THIS PROPERTY. The zone cannot take more vehicles parking all over the area because of Bridgeport Station and commercial/industrial activities during the day. If this Night Market get established we will not be able to rest in our home 7 days a week and until late hours in the nights on weekends and Statutory Holidays. Thank you for your consideration to my request. Mike Merhi 778-8404736 |





City of Richmond

Planning and Development Department

Schedule 22 to the Minutes of
the Council Meeting for
Public Hearing held on
Monday, March 19, 2012.

Report to Committee

To: Planning Committee
From: Brian J. Jackson, MCIP
Acting General Manager, Planning and Development
Date: March 1, 2012
File: TU 11-595782
Re: Application by Firework Productions Ltd. for a Temporary Commercial Use Permit at 8351 River Road and Duck Island (Lot 87 Section 21 Block 5 North Range 6 West Plan 34592) for 2012, 2013 and 2014

Staff Recommendation

1. That the application of Firework Productions Ltd. for a Temporary Commercial Use Permit for property at 8351 River Road and Duck Island be considered at Public Hearing to be held on March 19, 2012 at 7:00 pm in the Council Chambers of Richmond City Hall, and that the following recommendation be forwarded to that meeting for consideration:
"That a Temporary Commercial Use Permit be issued to Firework Productions Ltd. for the property at 8351 River Road and Duck Island for the purposes of permitting an evening night market event between May 18, 2012 to October 8, 2012 (inclusive), May 17, 2013 to October 14, 2013 (inclusive) and May 16, 2014 to October 13, 2014 (inclusive) subject to the fulfillment of all terms, conditions and requirements outlined in the Temporary Commercial Use Permit and attached Schedules."
2. That the Public Hearing notification area include all properties to the north of Bridgeport Road and west of Great Canadian Way as shown in **Attachment 4** to the original staff report dated February 9, 2012 from the Director of Development.

Brian J. Jackson

Brian J. Jackson, MCIP
Acting General Manager, Planning and Development

BJJ:ke
Att.

| FOR ORIGINATING DEPARTMENT USE ONLY | | |
|-------------------------------------|---|---|
| ROUTED TO: Transportation | CONCURRENCE Y <input checked="" type="checkbox"/> N <input type="checkbox"/> | CONCURRENCE OF GENERAL MANAGER <i>Brian J. Jackson</i> |

Staff Report

Origin

At the February 21, 2012 Planning Committee meeting, the following referral motion to staff was made:

That the application of Fireworks Production Ltd. for a Temporary Commercial Use Permit for property at 8351 River Road and Duck Island be referred to staff to examine:

- 1. Traffic issues as they apply to the application.*
- 2. Traffic management in the 8351 River Road and Duck Island area: and*
- 3. Parking issues as they relate to the proposed night market.*

This staff report responds to the February 21, 2012 Planning Committee referral and presents new information and analysis for Council's consideration of the Temporary Commercial Use Permit (TCUP) proposed at 8351 River Road and Duck Island (Lot 87 Section 21 Block 5 North Range 6 West Plan 34592) (the "subject site") for the purposes of operating a seasonal night market event during the specified periods for 2012, 2013 and 2014.

Findings of Fact

This report only presents new information and analysis on issues of concern identified in the Planning Committee referral. The traffic consultant's memorandum report is contained in **Attachment 1**. For reference, the original staff report considered at February 21, 2012 Planning Committee is contained in **Attachment 2**.

Responses to Referral and Additional Information

To respond to the referral, the event organizer's traffic consultant submitted a memorandum report (**Attachment 1**) to address concerns and identify solutions in response to traffic management and off-street parking issues related to the night market event. Transportation Division staff support the consultant's recommendations. With these recommended changes, Transportation Division staff conclude that the parking intrusion and traffic queues will be minimized to reduce impacts on surrounding businesses, land uses and City roads. The following sections detail new parking and traffic management provisions as recommended by the traffic consultant and supported by City staff.

Free Off-Street Parking on the Event Site

All of the off-street parking available on the event site for Parking Lot A (767 stalls) and Parking Lot B (738 stalls) will be free for the entire duration of the event (1,505 stalls). Three hundred stalls are required to be allocated to event vendors and employees, which leaves a remaining 1,205 total free parking stalls available for event attendees. These off-street parking requirements meet the City's minimum 1,150 of stalls required to be allocated to this event plus 300 stalls dedicated for vendors and market event employees.

The provision for free parking removes the requirement for pay booths to be situated on any portions of the event parking areas, thus increasing queuing lengths for vehicles on the site and minimizing northbound queuing on No. 3 Road as confirmed by the traffic consultant. The event organizer will also staff the parking lots with attendants assigned to direct traffic to increase parking lot circulation efficiencies, which also reduces potential vehicle queuing at the event site entrance.

Secondary Vehicle Access – West Road

As a back-up provision in the event of the occurrence of northbound queuing along No. 3 Road, the applicant proposes a secondary vehicle access at West Road. This alternative access route to the event entrance at No. 3 Road and River Road will be implemented if traffic queues materialize that impact the function of intersections south of the event site entrance along No. 3 Road. The Traffic Management Plan (TMP) and Traffic Control Persons (TCP's) will have radio communication and mechanisms in place to implement the secondary access quickly and effectively if needed. A diagram of the main vehicle access at No. 3 Road/River Road and secondary access provisions is contained in **Attachment 1**.

Information on Operations/Logistics of the Traffic Management Plan

An operational plan to detail the functioning and logistics of the TMP has been outlined by the consultant. This traffic management strategy provides information on various scenarios arising from traffic accessing and exiting the night market event site and provisions for communication amongst the Traffic Control Persons so that the TMP can be adjusted to address any queuing on City roads and implement the secondary access from West Road if required.

The TMP is subject to further review and monitoring by Transportation staff. Changes to the TMP can be made in consultation with attending RCMP members, professional Traffic Control Company staff and the event organizer, at the sole discretion of Transportation staff. All costs associated with implementation of the TMP is the responsibility of the event organizer.

All intersection locations identified as having Traffic Control Persons and signage is required to be implemented at the outset of the event and maintained until Transportation Division staff have the opportunity to monitor traffic management operations to determine if any revisions need to be made. Approval (including any revisions) of the TMP is at the sole discretion of Transportation Division staff.

Additional Parking Contingencies Being Explored by the Event Organizer

At the event organizer's own initiative, a potential contingency parking lot is being explored in the area of Bridgeport Road and No. 3 Road (Northwest corner) that would provide an additional measure to manage traffic and parking during peak operation periods. This initiative is an additional measure that goes beyond the referral requested by Planning Committee and is not a required component of the TMP approved by the City.

Conclusion

The event organizer's traffic consultant has submitted a memorandum report that responds to the February 21, 2012 Planning Committee referral related to traffic management and parking issues for the proposed night market event. Transportation staff have reviewed and support the traffic consultant's report and recommended strategies. Staff recommend approval of the Temporary Commercial Use Permit for a seasonal evening market event on the subject site from 2012 to 2014.



Kevin Eng
Planner I

KE:ke

Attachment 1 – Traffic Consultant's Memorandum Report

Attachment 2 – Original TCUP Report Considered at February 21, 2012 Planning Committee

R. BINNIE

Memorandum

Client oriented,
Solution driven.
Since 1969

| | | |
|------------------|---|--|
| To: | Victor Wei, P.Eng. and Doug Newton, City of Richmond | R.F. Binnie & Associates Ltd. |
| Cc: | Raymond Cheung, Firework Productions Ltd. | 205 - 4946 Canada Way |
| From: | Jonathan Ho, P.Eng., PTOE, Traffic Engineer | Burnaby, BC V5G 4H7 |
| Date: | March 1, 2012 | tel: 604.420.1721 |
| Project # | 11-420 | fax: 604.420.4743 |
| | File # 11-420-04 | www.binnie.com |
| Re: | 2012 Richmond Night Market - Traffic and Parking Assessment Memorandum - Final Recommendations and Findings. | |

1.0 BACKGROUND

R.F. Binnie & Associates Ltd. (Binnie) was retained by Firework Productions Ltd., the organizer of the proposed 2012 Richmond Night Market, to prepare a Traffic and Parking Assessment Memorandum for the event. Following a series of discussions with the City of Richmond (City) staff regarding the potential traffic and parking impacts generated by the proposed special event, the memorandum summarizes the final recommendations and findings now outlined in a detailed memorandum provided to the City separately.

2.0 MEMORANDUM FINDINGS AND RECOMMENDATIONS

2.1. FREE ON-SITE PARKING

The current layout of the site shows a total of 1,505 off-street parking stalls to be provided for the duration of the event in two main parking lots. The main entrance to the parking lot will be located on No. 3 Road north of River Road. Based on the on-going discussion between the event organizer and the City, the proposed parking facility will be free of charge.

Parking Lot 'A' will provide 767 parking stalls including handicapped parking stalls and a taxi loading zone. Parking Lot 'B' will provide 738 stalls including up to 300 stalls set aside for the vendors, employees and volunteers at the event. The event organizer has also secured a number of vacant properties located in the northwest quadrant of the No. 3 Road and Bridgeport Road intersection to be used as a potential contingency parking lot which is above and beyond the requirement set forth by the City. The usage of these properties, which are existing gravel lots and already leveled, is being sought after at the event organizer's own initiative should vehicles need to be distributed there in order to relieve the queuing on No. 3 Road and only if the proposed parking lots are at capacity.

Previous traffic analysis found the 95th percentile queue length on No. 3 Road is approximately 70 m (up to Beckwith Road with approximately 180 m remaining before reaching Bridgeport Road) assuming that the facility is paid only and there will be fee collection booths set up at the entrance to the parking lots. Since the night market parking facilities will now be free of charge, the need for the fee collection booths is eliminated thus it also removes a significant "bottleneck" on No. 3 Road.

entering the parking lots; therefore, the northbound queuing concern on No. 3 Road is greatly minimized.

Within the main parking lots, there will also be parking attendants equipped with radio communication working in the main night market parking lots to direct traffic to proceed to the next available stall in an efficient manner thus minimizing any blockage to the lot entrance. If required, the potential contingency parking lot on No. 3 Road will be used to help relieve the queuing on No. 3 Road waiting to enter the event ground.

2.2. ALTERNATE ACCESS USING WEST ROAD

If the northbound queue on No. 3 Road becomes a concern, the trained Traffic Control Personnel (TCP) stationed at the intersection of No. 3 Road and Bridgeport Road will direct the traffic to access the night market via an alternate route using West Road and then River Road. The total length of this route is approximately 300 m, therefore allowing an additional 45 vehicles to be stored before re-joining the queue on No. 3 Road with the help of a TCP.

If the main parking lots for the night market are near capacity, the detoured traffic can also access the potential contingency parking lot directly from West Road without the need to re-enter No. 3 Road in order to avoid adding more traffic demand on it.

2.3. TRAFFIC MANAGEMENT STRATEGIES

The focus of the TCP is to ensure the northbound traffic queue on No. 3 Road does not spillback to either Bridgeport Road or Sea Island Way which will have significant negative effect on the through traffic movements. The TCP, which will maintain constant radio communication to relay information between intersections, will be instructed to undertake the following traffic management strategies as soon as potential queuing concerns are identified:

Scenario 1: Northbound queue on No. 3 Road becomes significant:

- The TCP stationed at the entrance to the night market parking facilities and at the Bridgeport Road intersection will maintain radio communication to identify any issues that exist.
- The TCP stationed at the Bridgeport Road intersection will direct traffic to proceed westbound and access the site via West Road and then River Road.
- The TCP stationed at the No. 3 Road and River Road intersection will assist the detoured traffic to rejoin the queue on No. 3 Road once the demand reduces.

Scenario 2: Northbound queue on No. 3 Road becomes significant due to parking facilities reaching capacity:

- The TCP stationed at the entrance to the night market parking facilities will notify the TCP stationed at the No. 3 Road and Bridgeport Road intersection to begin utilizing the potential contingency parking lot.

- Traffic on No. 3 Road will be distributed to park at the potential contingency parking lot and proceed to the event ground on foot along No. 3 Road.
- The potential contingency parking lot will continue to be used until parking stalls are once again available for use at the main parking facilities.

Scenario 3: Eastbound left-turn queue on Sea Island Way becomes spillback into the through lanes:

- The TCP stationed at the intersection of Bridgeport Road will begin stopping the westbound and southbound traffic in order to clear the queue within the short segment between Sea Island Way and Bridgeport Road.
- Once the queue on the short segment is cleared, the TCP stationed at the Sea Island Way intersection will stop all conflicting movements to allow the eastbound left-turn and through traffic to proceed.
- After the left-turn queuing issue is addressed, the traffic flow will revert back to normal at the Sea Island Way intersection.

Scenario 4: Westbound queue on Bridgeport Road becomes excessive:

- The TCP stationed at the intersection of Bridgeport Road will begin stopping the northbound traffic from allowing more vehicles to join the queue on No. 3 Road.
- The TCP will clear any blockage in the intersection immediately to all the westbound traffic to proceed through the intersection. The night market traffic will be directed to use West Road to access the night market by re-joining the queue on No. 3 Road with the help of the TCP stationed at the River Road intersection.
- If necessary, the detoured traffic can also access the potential contingency parking lot from West Road if the night market parking facilities are near capacity.

Under severe conditions, the existing signal at the intersection of No. 3 Road and Bridgeport Road may be overridden by the local detachment of the Royal Canadian Mounted Police (RCMP) and with their supervision and direction, the TCP may assume control of the intersection to direct traffic in an efficient manner to clear the northbound queues and to minimize the delay to the westbound through traffic on Bridgeport Road which may include people destined for the Vancouver International Airport to catch flights.

2.4. TRAFFIC FLOW USING NO. 3 ROAD AND WEST ROAD ONLY

Temporary guide signs installed on Bridgeport Road, Garden City Road and Sea Island Way will direct the night market traffic to use No. 3 Road, and West Road if necessary, to access the event ground; therefore, the previous concerns raised by the casino operator that traffic operations on River Road would be compromised is addressed. The event organizer and the City had explored further means of minimizing the night market traffic on Great Canadian Way and River Road by closing off the east approach of the No. 3 Road and River Road intersection; however, it was not recommended since it

will have negative effect on the casino traffic as they may arrive using No. 3 Road and realize that there is no right-turn access at River Road to reach the casino parkade.

For the outbound traffic, the TCP will direct the drivers to exit using No. 3 Road only. At the Bridgeport Road intersection, the southbound left-turn movement will be prohibited if necessary and the resultant traffic heading in the eastbound direction will make the left-turn at the Sea Island Way Intersection to ensure that queues do not form on No. 3 Road north of Bridgeport Road. The proposed inbound and outbound traffic flows are summarized in Figure 1.

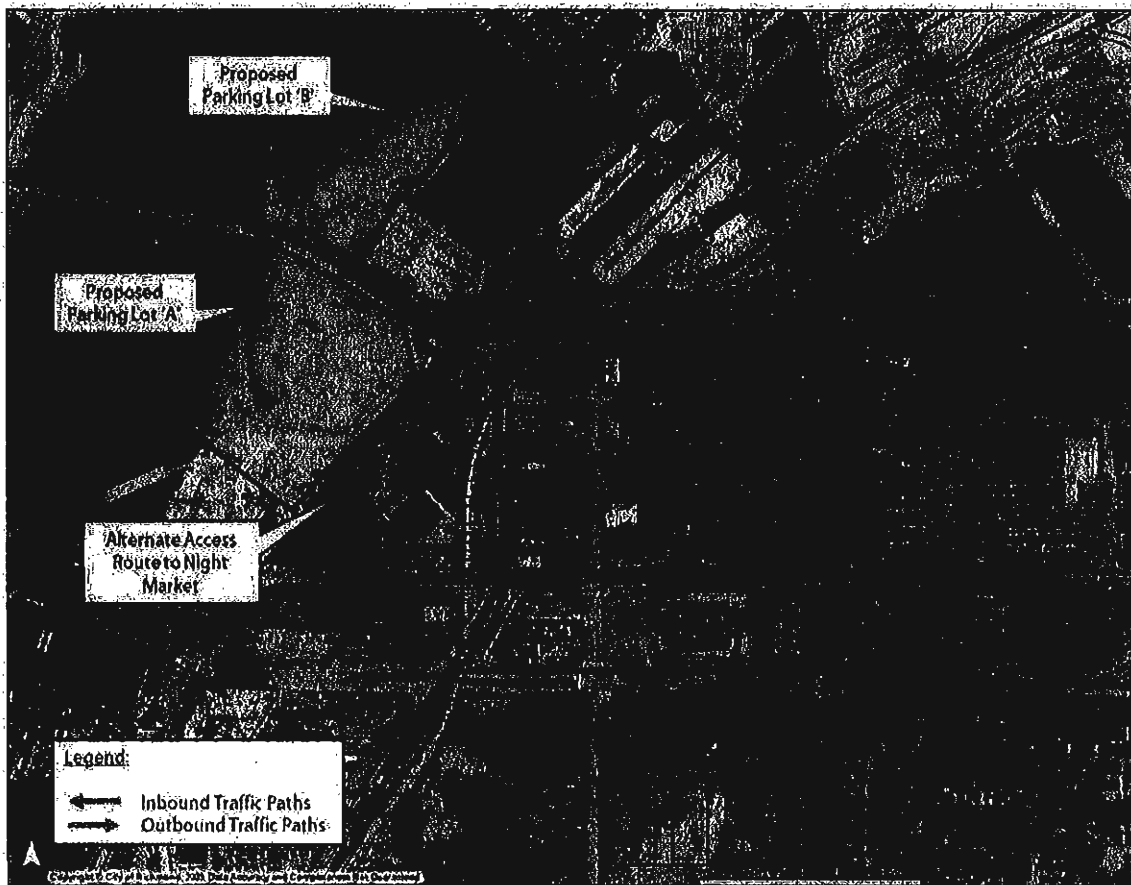


Figure 1 – Proposed Inbound and Outbound Traffic Flows (Source: City of Richmond GIS)

2.5. ACTIVE MONITORING AND TRANSIT INCENTIVES

The study recommends that the event organizer to monitor the traffic and parking operations continuously for the duration of the event throughout the summer period. The event organizer is encouraged to collect new demographic data of the attendees. It is also understood that a video data collection tool has been purchased for the event in order to collect the nightly attendance by walking and vehicular means.

The event organizer will also track the transit mode split to determine whether the 20% target can be met. It is understood that a number of the transit promotional strategies have been developed including the following:

- Transit ticket holders will receive promotional gifts from the night market event sponsors;
- A free entry to a draw for special gifts and prizes; and
- Promote the night market event location and its accessibility by transit through TV commercials, radio commercials and newspaper advertisement.

3.0 CONCLUSION

The five items summarized in this memorandum are to address the traffic and parking impacts that may be generated by proposed Richmond Night Market. After extensive discussions between the event organizer, Binnie and City staff, the latest traffic and parking strategies will adequately address the forecast concerns. The proposed traffic flows and TCP locations are shown in Figure 2.

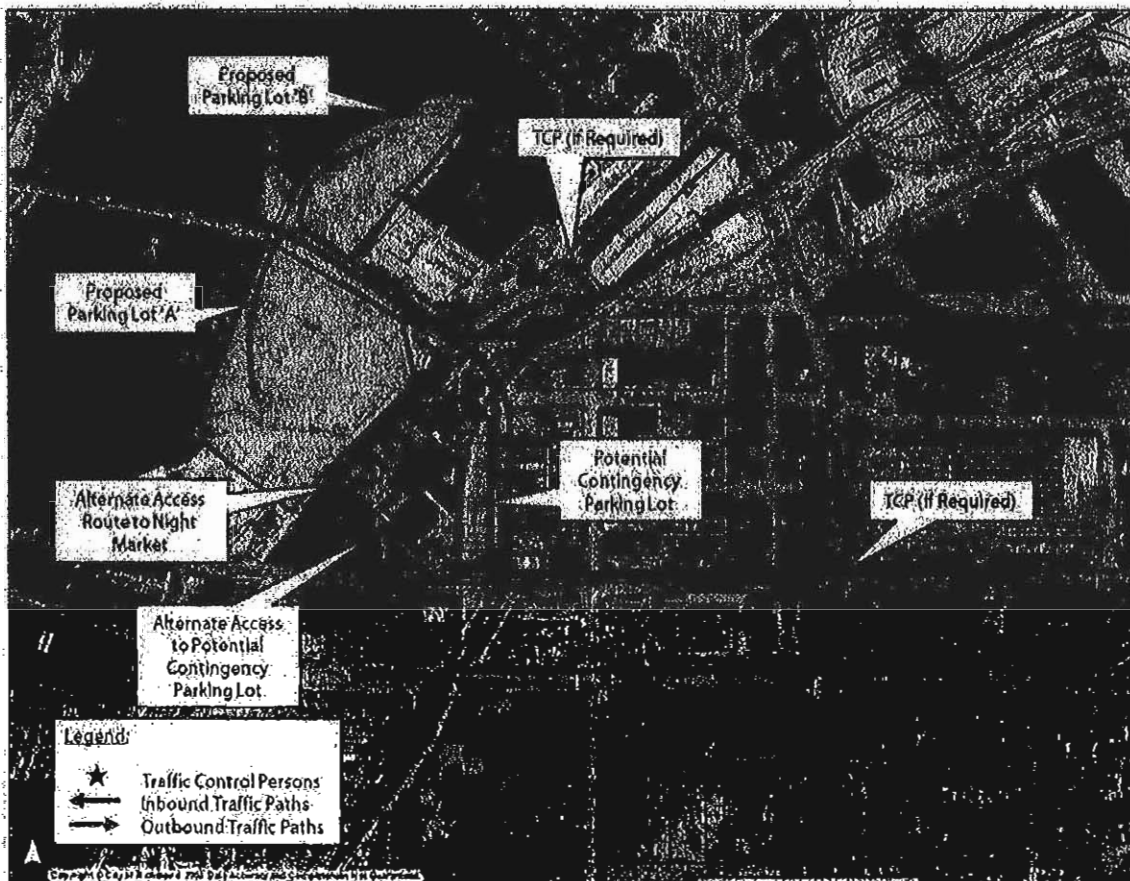


Figure 2 -- Proposed Traffic Flows and Traffic Control Person Locations

Preliminary review has shown that the availability of the on-site parking is adequate and since the parking lots will be provided to the night market attendees free of charge, the concern regarding possible illegal parking at the adjacent casino parkade has been addressed. The overall road network will also be managed by a professional traffic control company based on the key management strategies outlined above, including the usage of West Road as an alternate access to the night market if No. 3 Road is congested. Since the fee collection booths no longer needs to be provided at the entrance to the night market parking lots, the potential queuing on No. 3 Road is greatly reduced. In addition, a potential contingency parking lot on No. 3 Road has been sought by the event organizer to help relief the northbound vehicle queue on No. 3 Road if it becomes significant. It is noted that this potential contingency parking lot is above and beyond the request by the City staff to support the operations of the night market.

The event organizer has now provided the detail on transit promotional items such as special gifts and free draws. Data collection equipment will also be set up to monitor the traffic and parking operations continuously in order to make appropriate adjustments to the management plan as required.

Prepared by:

Jonathan Ho, P.Eng., PTOE
Traffic Engineer



Community Safety Committee

Date: Tuesday, March 13, 2012

Place: Anderson Room
Richmond City Hall

Present: Councillor Derek Dang, Chair
Councillor Linda McPhail, Vice-Chair
Councillor Ken Johnston
Councillor Bill McNulty

Absent: Councillor Evelina Halsey-Brandt

Also Present: Councillor Chak Au

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 Community Safety Committee held on Tuesday, February 14, 2012, be adopted as circulated.

CARRIED

NEXT COMMITTEE MEETING DATE

Wednesday, April 11, 2012, (tentative date) at 4:00 p.m. in the Anderson Room

LAW AND COMMUNITY SAFETY DEPARTMENT

1. **RESTORATIVE JUSTICE EVALUATION REPORT 2011**
(File Ref. No. 09-5375-01) (REDMS No. 3467817 v.3)

Anne Stevens, Senior Manager, Community Safety Policy & Programs, introduced Michael McCoy, Executive Director and Judy Valsonis, Director of Operations, Touchstone Family Association.

Community Safety Committee

Tuesday, March 13, 2012

In reply to queries from Committee, Mr. McCoy and Ms. Valsonis provided the following information:

- Richmond is acknowledged as a leader for its application of the Restorative Justice Program (RJP);
- there is an active base of approximately ten volunteers that act as a Restorative Justice Facilitator (RJF);
- RJF's are asked to commit a minimum of one year to the RJP and training is provided free of charge to the volunteers;
- the Community Accountability Panel (CAP) is a model utilized when victims are agreeable to a restorative justice approach but are unable to directly participate in a meeting with the offender;
- a CAP is typically utilized for shoplifting cases as large retailers do not support their loss prevention officers attending Restorative Justice Forums;
- RJP's in the lower mainland continue to face financial struggles; and
- RJP's offered by other lower mainland local governments are also primarily funded by their respective local government.

The Chair requested that Mr. McCoy and Ms. Valsonis provide Council with a financial comparison of the costs associated with traditional methods of justice versus the costs associated with the employment of a restorative justice program.

It was moved and seconded

That the Touchstone Family Association's Restorative Justice Performance Outcome and Evaluation Report, as attached to the staff report dated February 28, 2012 from the General Manager, Law & Community Safety, be received for information.

CARRIED

2. THE FIRE-RESCUE PLAN 2012-2015

(File Ref. No.) (REDMS No. 3236395 v.3)

John McGowan, Fire Chief, Richmond Fire-Rescue (RFR), provided background information and highlighted various components of the proposed Fire-Rescue Plan 2012-2015 (the Plan). Also, he advised that the development of the Plan was a highly inclusive and collaborative process.

In reply to queries from Committee, Fire Chief McGowan advised the following:

- a standards of response coverage and future deployment analysis would be conducted as a prelude to future service delivery considerations for apparatus, staff and fire vehicle dispatch;

Community Safety Committee
Tuesday, March 13, 2012

- a standards of response coverage and future deployment analysis would delve deeper than the regular cursory analysis of response times;
- all RFR personnel were encouraged to participate in the Plan's survey, however the survey was voluntary;
- the development of a resource plan would allow RFR to effectively respond to growing service delivery areas throughout Richmond, particularly in the City Centre area;
- the Fire Insurance Underwriters Ranking of RFR's services determines how much a Richmond resident pays for fire insurance;
- classification is expressed on a one to ten scale, with one being the highest level of public fire protection; Richmond is currently classified at a Level Three;
- RFR has ten members dedicated to fire prevention, however on-duty members are regularly utilized for fire prevention activities such as community outreach and education;
- RFR continually seeks the best qualified applicants for recruitment while simultaneously seeking to fill gaps in areas such as languages;
- it is anticipated that short term goals and actions as listed in the proposed Plan be brought before Council within the calendar year; and
- RFR does not have any concerns related to recruitment, however the cost of living in Richmond poses a challenge to members seeking to live and work in Richmond.

It was moved and seconded

That the Fire-Rescue Plan: 2012-2015 (as attached to the report dated February 27, 2012, from the Fire Chief, Richmond Fire-Rescue) be endorsed.

CARRIED

3. RICHMOND FIRE-RESCUE – JANUARY 2012 REPORT
(File Ref. No.) (REDMS No. 3435067 v.2)

It was moved and seconded

That the Fire Chief's report dated February 27, 2012 on Richmond Fire-Rescue's activities for January 2012 be received for information.

CARRIED

4. STRATEGIC COMMUNITY INVESTMENT FUNDS
(File Ref. No. 09-5375-00) (REDMS No. 3484676 v.2)

Ms. Stevens provided background information and in reply to a query from Committee, she advised that the figures in Table 2 of the staff report are conservative as they are projected figures.

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Community Safety Committee

Tuesday, March 13, 2012

It was moved and seconded

That Council authorize the CAO and/or the General Manager, Law and Community Safety to sign the Strategic Community Investment Funds Agreement on behalf of the City of Richmond, as outlined in the staff report dated February 29, 2012 from the General Manager, Law & Community Safety.

CARRIED

5. **INTEGRATED PARTNERSHIP FOR REGIONAL EMERGENCY MANAGEMENT (IPREM) EARTHQUAKE TABLETOP EXERCISE**
(File Ref. No. 09-5125-01) (REDMS No. 3478242)

It was moved and seconded

That the staff report entitled "Integrated Partnership for Regional Emergency Management (IPREM) Earthquake Tabletop Exercise", dated February 24, 2012 from the General Manager, Law & Community Safety, be received for information.

CARRIED

6. **COMMUNITY BYLAWS – JANUARY 2012 ACTIVITY REPORT**
(File Ref. No. 12-8060-01) (REDMS No. 3478345 v.2)

In reply to queries from Committee, Wayne Mercer, Manager, Community Bylaws, advised that (i) the Grease Management Program (GMP) has a dedicated bylaw officer; (ii) the GMP will be reviewed later this year and staff will collaborate with the Engineering Division in an effort to address any future grease management needs; and (iii) residents experiencing problems with wild animals are suggested to contact a pest control company.

Also, Mr. Mercer spoke of a recent concern regarding idling trucks along Burrows Road and noted that staff are actively enforcing the area.

It was moved and seconded

That the Community Bylaws Monthly Activity Report dated February 27, 2012, from the General Manager, Law & Community Safety, be received for information.

CARRIED

7. **RCMP'S MONTHLY REPORT – JANUARY 2012 ACTIVITIES**
(File Ref. No. 09-5000-01) (REDMS No. 3466989)

Renny Nessel, OIC, Richmond RCMP, reviewed the RCMP's statistics for January 2012. OIC Nessel commended his members for their analysis of the currency exchange robbery suspect, which resulted in the suspect's apprehension.

It was moved and seconded

That the OIC's report entitled "RCMP's Monthly Report – January 2012 Activities" dated February 2, 2012, be received for information.

CARRIED
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Tuesday, March 13, 2012

8. **FIRE CHIEF BRIEFING**

(Oral Report)

(i) Upcoming Richmond Fire-Rescue Events

Fire Chief McGowan spoke of an upcoming news release on accidental poisoning, noting that March 18th to March 24th is Poison Prevention Week. Also, he commented on Bike to Work Week (May 28th to June 3rd) and spoke of various opportunities to educate cyclists as well pedestrians on road safety.

9. **RCMP/OIC BRIEFING**

(Oral Report)

(i) Downtown Community Police Office

OIC Nasset advised that the Downtown Community Police Office is underway and on schedule.

10. **MANAGER'S REPORT**

None.

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 Community Safety Committee of the Council of the City of Richmond held on Tuesday, March 13, 2012.

Councillor Derek Dang
Chair

Hanieh Berg
Committee Clerk



General Purposes Committee

Date: Monday, March 19, 2012

Place: Anderson Room
Richmond City Hall

Present: Mayor Malcolm D. Brodie, Chair
Councillor Chak Au
Councillor Derek Dang
Councillor Ken Johnston
Councillor Bill McNulty
Councillor Linda McPhail
Councillor Harold Steves (4:01 p.m.)

Absent: Councillor Linda Barnes
Councillor Evelina Halsey-Brandt

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 Monday, March 5, 2012, be adopted as circulated.

CARRIED

Councillor Harold Steves entered the meeting (4:01 p.m.).

DELEGATION

1. Gordon Hardwick, Manager, Community Affairs, BC Film Commission expressed appreciation for the support the BC Film Commission has received from the City of Richmond. During his presentation, Mr. Hardwick spoke about:

General Purposes Committee

Monday, March 19, 2012

- how the film industry chooses locations based on creative needs, and noted that popular filming locations in Richmond have included City Hall and Steveston;
- how City of Richmond staff responds to film industry client requests in a timely manner, and the importance of continued management of service levels, including keeping costs to a manageable level;
- how the film industry does not realize that there are 24 separate municipalities, and view the region as "Vancouver". Mr. Hardwick encouraged the City to consider how the other municipalities are managing their process to ensure consistency; and
- how the film industry uses state of the art equipment available locally and hires local labour for productions.

COMMUNITY SERVICES DEPARTMENT

2. **RICHMOND FILM OFFICE UPDATE AND BYLAW AMENDMENTS** (File Ref. No. 08-4150-09-01/2012-Vol 01) (REDMS No. 3425923v6)

Amarjeet Rattan, Director, Intergovernmental Relations & Protocol Unit, and Jodie Shebib, Major Events and Film Liaison, were available to answer questions. A discussion ensued about:

- the rationale for the proposed application fee of \$200; factors taken into consideration included staff time, and application fees charged by other municipalities. It was also noted that Richmond does not charge a permit fee, as the administrative costs associated with filming are covered by the application fee;
- the level of production in Richmond in comparison to other municipalities;
- the proposed fee of \$2040 per day for filming at Richmond City Hall. It was noted that staff took into consideration factors such as the inability to rent out other rooms in City Hall during filming when determining the fee; and
- the level of support currently provided by the City's staff to the film industry which varies depending on the nature of the production.

It was moved and seconded

That:

- (1) ***the Filming Regulation Bylaw No. 8708 be introduced and given first, second and third readings; and***

General Purposes Committee

Monday, March 19, 2012

- (2) *the Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 8709 be introduced and given first, second and third readings.*

CARRIED

3. 2012 ARTS AND CULTURE GRANT PROGRAM

(File Ref. No.) (REDMS No. 3484781)

Jane Fernyhough, Director, Arts, Culture & Heritage, and Liesl Jauk, Manager, Community Cultural Development, thanked the staff members who were involved in the adjudication of the 2012 Arts and Culture Grant Program. Ms. Jauk provided background information and spoke about the Program's goals, which included strengthening the infrastructure of arts and culture organizations; creating new arts opportunities; showing support for the careers of local artists; and supporting a range of artistic and cultural activity. Ms. Jauk noted that 26 applications were received for 2012, and the number and quality of applications is expected to increase in future years.

A discussion then ensued about the 2012 Arts and Culture Grant Program as well as various applications for grants, and in particular on:

- the amount of funding available for the 2012 Arts and Culture Grant Program;
- the rationale for not granting the Richmond Community Band's requested amount of \$3600. It was noted that each application is evaluated under the application review process on three key areas: merit, organizational capacity, and impact. The three key areas are assigned a numerical ranking to create a total numeric score, and that the score for the Richmond Community Band may not have indicated the highest score;
- the rationale for not granting the Community Arts Council a grant for 2012. It was noted that the Community Arts Council had an accumulated deficit in excess of \$60,000;
- the rationale for granting the Britannia Heritage Shipyard Society only \$850 for 2012. It was noted that the Britannia Heritage Shipyard Society had not completed the application form to fit the criteria for the grant; and
- the two introductory workshops that were offered to applicants in November 2011, to review eligibility criteria and the application form, as well as the need for future budgeting and grant writing workshops in order to raise the capacity and development of arts groups to seek other grant opportunities.

General Purposes Committee

Monday, March 19, 2012

Margaret Stephens, Treasurer and Primary Administrator, accompanied by Natasha Lozovsky-Burns, President, The Community Arts Council of Richmond, provided copies of the Council's current financial statements (on file City Clerk's Office), and spoke about a decrease in the Council's accumulated deficit. She stated that the deficit was a result of the operation of the Artisans' Galleria, which has since closed, meaning that the Council now will be able to sustain itself in the area of general expenses. Ms. Stephens also spoke about a restricted investment the Council holds with the Vancouver Foundation, and noted that the Foundation pays the Council quarterly interest based on \$170,000 perpetuity. In conclusion, Ms. Stephens requested the City to consider providing grant funding towards (i) the Exhibition Series which has been produced continuously for over five years; and (ii) upgrades to the Council's website.

It was moved and seconded

(1) *That:*

- (a) *the Richmond Community Band Society be awarded a total grant amount of \$3600;*
- (b) *the Community Arts Council be awarded a total grant amount of \$5000; and*
- (c) *the Britannia Heritage Shipyard Society be awarded a total grant amount of \$2500,*

for a total additional increase of \$7250; and

- (2) *That the 2012 Arts and Culture Grants be awarded for the recommended amounts, and cheques disbursed for a total of \$82,300 (additional \$7250 grants included) as per the staff report from the Director, Arts, Culture and Heritage Services, dated March 2, 2012.*

The question on the motion was not called as a brief discussion ensued about the Community Arts Council's grant application, as well as the Council's restricted investment with the Vancouver Foundation.

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

CHIEF ADMINISTRATIVE OFFICE

4. **COUNCIL TERM GOALS FOR THE TERM 2011-2014**

(File Ref. No. 01-0103-65-20-02/Vol 01) (REDMS No. 3482823)

A discussion ensued between members of Committee and Lani Schultz, Director, Corporate Planning about the Council Term Goals for the 2011-2014 term, and in particular on:

General Purposes Committee

Monday, March 19, 2012

- how to communicate comments related to the RCMP Contract renewal process to the appropriate bodies. Phyllis Carlyle, General Manager, Law and Community Safety noted that City Council has previously communicated directly with the Solicitor General, who is currently in the process of finalizing the contract. Ms. Carlyle noted that policing would continue uninterrupted until a new contract is entered into, and that an undertaking of a wide review of community policing needs in the City is currently in its initial phases;
- the City's capabilities with regard to addressing the growing needs of older adults in the community;
- ongoing dialogue with the City's MLAs and MPs to ensure better representation of Richmond's needs in Victoria and Ottawa for social services issues and the related effects of downloading;
- the feasibility of revising the Community Social Services section by adding "2.8 Completion of the Memorial Garden Project"; and
- the feasibility of revising 5.1 under the Financial Management section with the following wording: "Develop a strategic plan that considers borrowing to take advantage of the current low interest rates and results in significant long term financial benefits for the City".

It was moved and seconded

That the Council Term Goals for the 2011-2014 term of office, as outlined in the staff report dated February 28, 2012 from the Director, Corporate Planning, be approved with the following amendments:

- (1) *The addition of 2.8 under the Community Social Services section, to read as:*

"2.8 Completion of the Memorial Garden Project"; and

- (2) *The revision of 5.1 under Financial Management to read as:*

"5.1 Develop a strategic plan that considers borrowing to take advantage of the current low interest rates and results in significant long term financial benefits for the City".

CARRIED

General Purposes Committee

Monday, March 19, 2012

PROJECT DEVELOPMENT & FACILITY MANAGEMENT DEPARTMENT

5. **SOUTH ARM POOL PIPING REPAIRS**

(File Ref. No. 06-2050-20-PSA/Vol 01) (REDMS No. 3489639)

Janet Whitehead, Senior Project Manager, was available to answer questions.

It was moved and seconded

That the estimated expenditures of \$70,000 with respect to the South Arm Pool Piping Repair project be funded from the Minor Capital Provision.

CARRIED

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (5:04 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 19, 2012.

Mayor Malcolm D. Brodie
Chair

Shanan Dhaliwal
Executive Assistant
City Clerk's Office



Planning Committee

Date: Tuesday, March 20, 2012

Place: Anderson Room
Richmond City Hall

Present: Councillor Bill McNulty, Chair
Councillor Chak Au
Councillor Harold Steves

Absent: Councillor Linda Barnes
Councillor Evelina Halsey-Brandt, Vice-Chair

Also Present: 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 Planning Committee held on Tuesday, March 6, 2012, be adopted as circulated.

CARRIED

NEXT COMMITTEE MEETING DATE

Tuesday, April 3, 2012, (tentative date) at 4:00 p.m. in the Anderson Room

COMMUNITY SERVICES DEPARTMENT

1. **HOUSING AGREEMENT (6951 ELMBRIDGE WAY) BYLAW NO. 8691- TO SECURE AFFORDABLE HOUSING UNITS LOCATED IN 6951 ELMBRIDGE WAY**
(File Ref. No. 12-8060-20-8691) (REDMS No. 3316108)

Planning Committee

Tuesday, March 20, 2012

It was moved and seconded

That Housing Agreement (6951 Elmbridge Way) Bylaw No. 8691 be introduced and given first reading to permit the City, after adoption, to enter into an amended Housing Agreement with 6951 Elmbridge Way Ltd., in connection with the property identified in Housing Agreement (6951 Elmbridge Way) Bylaw No. 8691, all in accordance with section 905 of the Local Government Act.

CARRIED

PLANNING & DEVELOPMENT DEPARTMENT

2. **APPLICATION BY YING YI ZHANG FOR REZONING AT 10231 AND 10251 RUSKIN ROAD FROM SINGLE DETACHED (RS1/E) TO SINGLE DETACHED (RS2/B)**

(File Ref. No. 12-8060-20-8871, RZ 11-591786) (REDMS No. 3481202)

It was moved and seconded

That Bylaw No. 8871, for the rezoning of 10231 and 10251 Ruskin Road from "Single Detached (RS1/E)" to "Single Detached (RS2/B)", be introduced and given first reading.

CARRIED

3. **APPLICATION BY ZHAO XD ARCHITECT LTD. FOR REZONING AT 8540 AND 8560 JONES ROAD FROM SINGLE DETACHED (RS1/E) TO HIGH DENSITY TOWNHOUSE (RTH1)**

(File Ref. No. 12-8060-20-8872, RZ 11-593412) (REDMS No. 3478339)

It was moved and seconded

That Bylaw No. 8872, for the rezoning of 8540 and 8560 Jones Road from "Single Detached (RS1/E)" to "High Density Townhouse (RTH1)", be introduced and given first reading.

CARRIED

4. **APPLICATION BY AM-PRI CONSTRUCTION LTD. FOR REZONING AT 9100, 9120 AND 9140 NO. 3 ROAD FROM SINGLE DETACHED (RS1/E) TO LOW DENSITY TOWNHOUSES (RTL4)**

(File Ref. No. 12-8060-20-8873, RZ 11-577561) (REDMS No. 3478950)

It was moved and seconded

That Bylaw No. 8873, for the rezoning of 9100, 9120 and 9140 No. 3 Road from "Single Detached (RS1/E)" to "Low Density Townhouses (RTL4)", be introduced and given first reading.

CARRIED

Planning Committee

Tuesday, March 20, 2012

5. **APPLICATION BY CENTRO TERRAWEST DEVELOPMENT LTD. FOR REZONING AT 6011 AND 6031 NO. 1 ROAD FROM LOCAL COMMERCIAL (CL) AND SINGLE DETACHED (RS1/F) TO COMMERCIAL MIXED USE (ZMU21) – TERRA NOVA**
(File Ref. No. 12-8060-20-8874/8875, RZ 11-586705) (REDMS No. 3476638)

It was moved and seconded

- (1) *That Official Community Plan Amendment Bylaw No. 8874, to redesignate 6011 and 6031 No. 1 Road from "Residential (Single-Family)" to "Mixed-Use" in Schedule 2.2B of Official Community Plan Bylaw No. 7100 (Terra Nova Sub-Area Plan), be introduced and given first reading.*
- (2) *That Bylaw No. 8874, having been considered in conjunction with:*
 - (a) *The City's Financial Plan and Capital Program; and*
 - (b) *The Greater Vancouver Regional District Solid Waste and Liquid Waste Management Plans;**is hereby deemed to be consistent with said program and plans, in accordance with Section 882(3)(a) of the Local Government Act.*
- (3) *That Bylaw No. 8874, having been considered in accordance with OCP Bylaw Preparation Consultation Policy 5043, is hereby deemed not to require further consultation.*
- (4) *That Bylaw No. 8875, to:*
 - (a) *Create "Commercial Mixed-Use (ZMU21) – Terra Nova";*
 - (b) *Amend Section 5.15.1 (Affordable Housing) to include the "ZMU21" zone and the density bonusing sum of "\$4.00"; and*
 - (c) *Rezone 6011 and 6031 No. 1 Road from "Local Commercial (CL)" and "Single Detached (RS1/F)" to "Commercial Mixed-Use (ZMU21) – Terra Nova", be introduced and given first reading.*

CARRIED

6. **APPLICATION BY PAUL CHEUNG (LIONS COMMUNICATIONS INC.) FOR A TEMPORARY COMMERCIAL USE PERMIT AT 12631 VULCAN WAY FOR 2012, 2013 AND 2014**
(File Ref. No.; TU 12-600784; REDMS No. 3487216)

It was moved and seconded

- (1) *That the application of Paul Cheung (Lions Communications Inc.) for a Temporary Commercial Use Permit at 12631 Vulcan Way be considered at Public Hearing to be held on April 16, 2012 at 7:00 pm in the Council Chambers of Richmond City Hall, and that the following recommendation be forwarded to that meeting for consideration:*

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Planning Committee

Tuesday, March 20, 2012

"That a Temporary Commercial Use Permit be issued to Paul Cheung (Lions Communications Inc.) for the property at 12631 Vulcan Way for the purposes of permitting an evening night market event between May 11, 2012 to September 16, 2012 (inclusive), May 10, 2013 to September 8, 2013 (inclusive) and May 9, 2014 to September 14, 2014 (inclusive) subject to the fulfillment of all terms, conditions and requirements outlined in the Temporary Commercial Use Permit and attached Schedules."

- (2) *That the Public Hearing notification area include all properties within the area bounded by River Road to the north, No. 5 Road to the west, Bridgeport Road to the south and Knight Street to the east.*

CARRIED

7. MANAGER'S REPORT

No reports were given.

ADJOURNMENT

It was moved and seconded

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

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the Planning Committee of the Council of the City of Richmond held on Tuesday, March 20, 2012.

Councillor Bill McNulty
Chair

Sheila Johnston
Committee Clerk

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Public Works & Transportation Committee

Date: Wednesday, March 21, 2012

Place: Anderson Room
Richmond City Hall

Present: Councillor Chak Au, Vice-Chair
Councillor Derek Dang
Councillor Linda McPhail
Councillor Harold Steves

Absent: Councillor Linda Barnes, Chair

Call to Order: The Vice-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 Public Works & Transportation Committee held on Wednesday, February 22, 2012, be adopted as circulated.

CARRIED

NEXT COMMITTEE MEETING DATE

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

ENGINEERING AND PUBLIC WORKS DEPARTMENT

1. **BC STEWARDSHIP REGULATION RELATING TO PACKAGING AND PRINTED PAPER**
(File Ref. No. 10-6370-00) (REDMS No. 3486556)

Public Works & Transportation Committee

Wednesday, March 21, 2012

Suzanne Bycraft, Manager, Fleet & Environmental Programs, advised that the Recycling Regulation of the *Environmental Management Act* has been amended to include a stewardship program for Post-Consumer Packaging and Printed Paper in British Columbia.

Ms. Bycraft noted that Multi-Materials BC (MMBC) is a non-profit agency established by the producers to respond to the stewardship plan and implementation requirements.

Discussion ensued and Committee expressed concerns related to MMBC's role and how Richmond's concerns would be addressed. Ms. Bycraft advised that staff attended a workshop in February 2012 and provided comments on a steady state assessment document, which asked that staff confirm information regarding Richmond's current recycling program. She noted that staff were not requested to provide comments on the potential design options as presented in a separate document at the workshop.

Committee further expressed concerns regarding the direction of the stewardship plan and the implementation requirements. Ms. Bycraft stated that the impacts of the new regulation for Richmond is unknown at this time.

In reply to a query from Committee, Ms. Bycraft advised that Richmond collects approximately \$400,000 in net revenue from paper recycling commodities. She highlighted that this revenue is budgeted and used to help offset rates for services.

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

It was moved and seconded

(1) *That:*

- (a) *Whereas recycling rates for residential homes in Metro Vancouver is currently at 44%;*
- (b) *Whereas in Metro Vancouver, the municipal blue box curbside service is the most established and successful aspect of the waste stream in terms of diversion;*
- (c) *Whereas recyclable materials represent a potential revenue stream for municipalities;*
- (d) *Whereas public policy priorities to drive zero waste should focus on much diverting waste from multi-family dwellings, and the commercial and industrial sectors;*
- (e) *Whereas the Province has amended the Recycling Regulation to include extended producer responsibility for paper and packaging by 2014;*
- (f) *Whereas municipalities have the most knowledge about the recycling system in their communities;*

Public Works & Transportation Committee

Wednesday, March 21, 2012

(g) *Whereas the new stewardship program doesn't require municipal pick up and could eliminate publicly controlled residential collection of paper and packaging; and*

(h) *THEREFORE BE IT RESOLVED that the Province amend the Recycling Regulation so that stewardship organization fund recycling programs through local governments;*

(2) *That the foregoing be forwarded to the Lower Mainland Local Government Association and Metro Vancouver for information.*

The question on the motion was not called as Committee further expressed concerns regarding MMBC's role and what impacts the proposed product stewardship plan would pose for Richmond.

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

2. **FLOOD PLAIN DESIGNATION AND PROTECTION BYLAW 8204, AMENDMENT BYLAW 8876**

(File Ref. No. 10-6060-04-01) (REDMS No. 3477400)

It was moved and seconded

That Flood Plain Designation and Protection Bylaw 8204, Amendment Bylaw 8876 be introduced and given first, second and third reading.

CARRIED

3. **RESIDENTIAL WATER METER PROGRAM UPDATE**

(File Ref. No. 10-6650-02) (REDMS No. 3486556)

It was moved and seconded

That the options for alternate water utility rate structures that enhance water conservation and equity be brought forward for consideration in 2012 prior to the annual utility rates report.

The question on the motion was not called as in reply to a query from Committee, Lloyd Bie, Manager, Engineering Planning, advised that staff would report back on how to proceed with the residential water meter programs.

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

4. **MANAGER'S REPORT**

None.

Public Works & Transportation Committee

Wednesday, March 21, 2012

ADJOURNMENT

It was moved and seconded

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

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the Public Works & Transportation Committee of the Council of the City of Richmond held on Wednesday, March 21, 2012.

Councillor Chak Au
Vice-Chair

Hanieh Berg
Committee Clerk



City of Richmond

Report to Committee

TO GP-MAR 19 2012

To: General Purposes Committee
From: Lani Schultz
Director, Corporate Planning
Re: Council Term Goals for the Term 2011-2014

Date: February 28, 2012
File: 01-0103-65-20-02/Vol 01

Staff Recommendation

That the Council Term Goals for the 2011-2014 term of office, as outlined in the staff report dated February 28, 2012 from the Director, Corporate Planning, be approved.

Lani Schultz
Director, Corporate Planning
(604-276-4286)

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| ROUTED TO: | CONCURRENCE | REVIEWED BY TAG | YES | NO |
|---|--|-----------------|-------------------------------------|---|
| | | | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Intergovernmental Relations & Protocol Unit | Y <input checked="" type="checkbox"/> N <input type="checkbox"/> | REVIEWED BY CAO | | YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> |
| Budgets | Y <input checked="" type="checkbox"/> N <input type="checkbox"/> | | | |
| Arts, Culture & Heritage | Y <input checked="" type="checkbox"/> N <input type="checkbox"/> | | | |
| Community Social Services | Y <input checked="" type="checkbox"/> N <input type="checkbox"/> | | | |
| Economic Development | Y <input checked="" type="checkbox"/> N <input type="checkbox"/> | | | |
| Sustainability | Y <input checked="" type="checkbox"/> N <input type="checkbox"/> | | | |
| Engineering | Y <input checked="" type="checkbox"/> N <input type="checkbox"/> | | | |
| Law & Community Safety Administration | Y <input checked="" type="checkbox"/> N <input type="checkbox"/> | | | |
| Parks and Recreation | Y <input checked="" type="checkbox"/> N <input type="checkbox"/> | | | |
| Development Applications | Y <input checked="" type="checkbox"/> N <input type="checkbox"/> | | | |
| Transportation | Y <input checked="" type="checkbox"/> N <input type="checkbox"/> | | | |
| Project Development | Y <input checked="" type="checkbox"/> N <input type="checkbox"/> | | | |

Staff Report

Origin

At the beginning of each new term of Council, a term goal setting process is undertaken to help Council fulfil its governance role and achieve a successful term of office. This process is an integral part of City operations, helping to ensure a productive workforce focused on Council's priorities and making the most effective use of public resources. By articulating Council's common goals and priorities for the next three years, this process helps provide clear corporate direction and guides the alignment of City work programs and resources to achieve these goals. These goals also provide a sound framework for evaluating and monitoring the organization's progress towards achieving its vision during this term.

The purpose of this report is to seek the approval of a set of Term Goals for the 2011-2014 term of Council.

Analysis

To determine Council goals, a review of organizational, community, regional and global trends/issues was carried out. As well, confidential input was gathered from individual Council members regarding their priorities for a successful term of office. This information was compiled, summarized and analyzed, resulting in the emergence of several common high priority areas, including (in alphabetical order):

1. Community Safety
2. Community Social Services
3. Economic Development
4. Facility Development
5. Financial Management
6. Intergovernmental Relations
7. Managing Growth and Development
8. Sustainability

Within each of the above focus areas, three-year goals and priorities were identified for consideration for Council term goals, to help guide City work programs and ensure a successful term of office. A summary of these goals follows.

1. Community Safety

Council Discussion:

As in past years, Council considers community safety an important area of focus. While Council is generally happy with the emphasis currently placed on community safety through City operations, the costs and sustainability of community safety services were high priorities issues. Enhancing the community's sense of safety was also viewed as important to maintaining a healthy, livable community. Council's desire is to ensure that public safety services, measures, service delivery

models, and resources are effectively targeted to the City's specific needs and priorities. The following goals and priorities were identified for this term of office:

- 1.1. Completion of the upgrade program for Richmond Fire-Rescue Firehalls.
- 1.2. A successful conclusion to the RCMP contract renewal process that includes affordable services and officers that are committed to the Richmond community and its own unique needs.
- 1.3. Continued progress in the cultural transformation of the Richmond Fire Department.
- 1.4. A strategic review of the City's community policing needs, including community policing needs of the City Centre.
- 1.5. Improved perception of Community Safety by the community.

2. Community Social Services

Council Discussion:

Council is very mindful of the significant demographic changes occurring in the Richmond community. Particular concerns for Council include the aging population and the adequacy of our services for this sector; increasing pressures to respond to legitimate social issues which are largely outside of the City's prescribed mandate; strategies for youth services and people with disabilities; service and funding expectations from non-profit agencies and senior levels of government with respect to social services; the City's role and strategy with respect to providing space for non-profits; the need for a clear role, along with related strategies and policies, for social services (and the effective communication of these); affordable housing; cultural diversity; and new public amenity space that keeps pace with the rate of growth. The following goals and priorities were identified for this area for this term of office:

- 2.1. Completion of the development and implementation of a clear social services strategy for the City that articulates the City's role, priorities and policies, as well as ensures these are effectively communicated to the public in order to appropriately target resources and help manage expectations.
- 2.2. Completion of an updated Older Adults Service Plan to address the growing needs of older adults in the community, including services and facilities for active older adults, the development of a volunteer base to serve the older adult population, as well as to provide opportunities for volunteering for this population.
- 2.3. Clarification of the City's role with respect to providing or facilitating the securing of space for non-profit groups.
- 2.4. Initiation of a strategic discussion and ongoing dialogue with the City's MLAs and MPs to ensure better representation of Richmond's needs in Victoria and Ottawa for social services issues and the related effects of downloading.
- 2.5. Development of clear policies around the City's role in social services and the grant processes, and corresponding clear communications with the public on these roles and policies.
- 2.6. Development of a clearer definition of affordable housing priorities and subsequent utilization of affordable housing funding.
- 2.7. Development of an updated youth strategy to address the needs and to build on the assets of youth in the community.
- 2.8. Completion of the Memorial Garden Project.

3. Economic Development

Council Discussion:

Council members are very cognizant of the role that economic development plays in the City's financial sustainability and economic well being. They recognize the desirable job/worker ratio that Richmond currently enjoys, the value of having YVR as an economic development driver in the City, and the fortuitous location that Richmond enjoys relative to the airport, the border and Vancouver. Areas where Council would like to see increased emphasis in the economic development initiatives of the City include a more proactive approach to economic development, a stronger focus on tourism, more representative community engagement, and business attraction and retention. The following economic development goals and priorities were identified for this term of office:

- 3.1. Increase the emphasis on economic development activities in the City.
- 3.2. Foster a collaborative economic development culture within the City where the City and businesses are working together to build on and seize opportunities in a faster, more efficient manner, with critical mass.
- 3.3. Ensure the Richmond Economic Advisory Committee provides for integration of the mandates from Sister City, tourism, the Chamber of Commerce, and the Asian business community.
- 3.4. Update the City's economic development strategy, ensuring sport hosting and events are a part of it. As part of this initiative, ensure the updated strategy is proactive and clear on what kind of City we aspire to be, and what kind of businesses we want to attract and retain.
- 3.5. Develop a conceptual framework for tourism in Richmond that broadens the current focus and the City's role, and work with Tourism Richmond to implement.
- 3.6. Develop an integrated strategy for the Steveston Waterfront that blends business and public interests in a manner that allows for continued sustainable development in this area.
- 3.7. Develop a waterfront destination museum as an important element for tourism in the City and the region.
- 3.8. Develop a "stay-cation" appeal for the City and region.
- 3.9. Build on the filming opportunities in the City.
- 3.10. Collaborate on economic development initiatives with YVR and Port Metro.
- 3.11. Increase the focus on business retention.

4. Facility Development

Council Discussion:

Council members have a strong desire to ensure the provision of quality public facilities and amenities that keep pace with the rate of growth in Richmond. Members of Council are very aware that there are existing facility needs that are important to address, in addition to the provision of new growth related facilities. The timing and order of provision of these facilities are important considerations for Council members. While a number of priority facility projects were identified including the provision of a new older adults centre, construction of the remaining firehalls, a new aquatic facility or facilities, and a museum, Council also identified the need for an updated comprehensive facility plan to address both present and future needs. The updated plan should include an analysis of existing facilities, the identification of required new facilities, and the recommended timing, financial strategies and public process for implementing the plan. Given the current low interest rate environment, Council members

are open to considering financial strategies that include strategic borrowing opportunities to help with the pace of facility development. The following priorities were identified related to facility development for this term of office:

- 4.1. Development and implementation of a comprehensive facility development plan for current and future needs that:
 - preserves the replacement of the remaining firehalls (#1 and 3), Minoru Older Adults Activity Centre, and Minoru Aquatic Centre as high priorities
 - includes the provision of a waterfront museum
 - responds to the demographic needs of the City (families, older adults, increasing cultural diversity)
 - responds to the City Centre facility needs to address the growing population, including location considerations as the City Centre population begins to shift northward towards the water
 - outlines an effective public process
 - identifies strategic financial and location strategies

5. Financial Management

Council Discussion:

Council views sound financial management as core to everything the community expects from the City and would like to see the City maintain its current emphasis in this area. Balancing the funding requirements associated with growth, urbanization, aging infrastructure, rising external costs including senior government downloading, and increasing expectations from taxpayers is a complex task. If Richmond is to remain in good financial and economic health over the long term, sound and innovative financial policies and initiatives will be required to guide sustainable City financing. Council recognizes that we are in unique economic times and has identified a number of strategic opportunities, including low borrowing costs, and imminent retirement of City debt for the No. 2 Road Bridge and Terra Nova. Council has also identified the need for a sound facility and infrastructure program (to respond to both growth and replacement needs) and believes a land strategy is an important part of the long term financial wellness of the City. Goals and priorities for the Financial Management focus area include:

- 5.1. Develop a strategic plan that considers borrowing to take advantage of the current low interest rates and results in significant long term financial benefits for the City.
- 5.2. Develop an aggressive land acquisition plan that is both strategic and meets the long term land needs of the City.
- 5.3. Update the Long Term Financial Management Strategy (LTFMS) to ensure relevancy and representation of needs relative to growth, aging infrastructure, changing demographics, and other City strategies.
- 5.4. Ensure the Business taxation levels are not a deterrent to businesses locating and staying in Richmond.
- 5.5. Continue to vigorously pursue joint funding opportunities between ourselves and federal and provincial governments for capital projects.

6. Intergovernmental Relations

Council Discussion:

Council views the intergovernmental relations focus area as critical to the City's operations and aspirations. Given downloading by senior levels of government and changing agendas/legislation of governments in general; growth and changes at YVR; grant funding opportunities; a potential upcoming change in provincial government leadership and; a myriad of intergovernmental issues such as transit and community safety, Council has expressed a desire to place greater emphasis on intergovernmental relations. Specifically, Council has identified the following goals and priorities:

- 6.1. Strengthen our presence in Victoria and Ottawa, building stronger personal relationships, particularly at the staff level, in order to be a recognizable face and to be ready to seize funding and other opportunities as they arise.
- 6.2. Develop closer working relationships with Richmond MLAs and MPs so that Richmond's needs are better represented and opportunities can be developed and acted upon.
- 6.3. Develop an enhanced and more effective working relationship with YVR.
- 6.4. Work with Port Metro to promote the development and build out of the Eco-Waste Industrial site, to reduce the need for industrial use farmland.

7. Managing Growth and Development

Council Discussion:

While growth in many cities has slowed during the current economic downturn, Richmond has continued to grow rapidly. While growth is occurring according to the approved OCP and area plans, Council is sensitive to community perception of the rate at which growth is occurring in the City. To this end, Council would like increased emphasis on managing the perception about too much growth. Other areas of concern for Council related to managing growth and development include: the need to ensure our facilities and services are keeping up with the growth, especially in the City Centre; plans for the Garden City Lands; neighbourhood preservation; affordability of housing for future generations; and transit. Council also expressed an interest in streamlining the development process, as well as reviewing the adequacy of developers' contributions towards affordable housing, public art and public amenities. Specific goals and priorities emerging for the growth and development area included:

- 7.1. Increase the emphasis on communications and other efforts to better manage the public's perception of too much growth.
- 7.2. Develop a plan to ensure the provision of public facilities and services keeps up with the rate of growth and changing demographics of the community (families, older adults, increasing cultural diversity), particularly in the City Centre.
- 7.3. Review the adequacy of developers' contributions towards affordable housing, public art and public amenities.
- 7.4. Commence planning for the eventual use of the Garden City Lands.
- 7.5. Ensure the timely implementation of TransLink's Richmond Area Transit Plan.

8. Sustainability

Council Discussion:

Council likes the current emphasis on sustainability and feels strongly that the City must continue to pursue the targets and measures outlined in the City's sustainability program. This program focuses on a number of key areas including: a Climate Prepared City; Sustainable Resource Use; Green Built and Natural Environment; Mobility; Local Agriculture and Food; Sustainable Business; Leadership in Municipal Practices; Vibrant Communities; and Inclusive, Safe and Accessible Communities. In particular, Council is cognizant that with the onset of climate change, related challenges such as agricultural viability, food security and aging infrastructure need proactive strategies to be addressed. Specific sustainability related goals and priorities for this term of office include:

- 8.1. Continued implementation and significant progress towards achieving the City's Sustainability Framework, and associated targets.
- 8.2. Continue to advocate for a coordinated regional approach to enhance local food security for Richmond and the region through policy development and initiatives such as community farms.

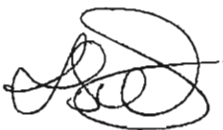
Financial Impact

There is no financial impact to this report. Any actions requiring funding or resources related to Council goals will be brought forward as part of the normal approval process.

Conclusion

This report seeks Council's endorsement of a set of Council Term Goals to help guide the City's work program during this term of office. These goals have been developed based on an analysis of community, regional and global trends and issues, and individual input from Council members. Once approved by Council, these goals will form the basis for updating the City's Corporate Plan and its Strategic Management Program, in order to focus organizational efforts accordingly.

It is intended that these goals and priority areas be reviewed on a regular basis throughout the year to monitor progress, with a full review annually to make revisions as needed. In order for organizational success to occur, it is important that there exists both corporate focus and flexibility in light of changing community, organizational and political priorities.



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SLS:sls

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Provincial Tax Rates 2010

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Taxation

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Calgarians enjoy a low tax regime: the province of Alberta has no municipal sales tax, provincial sales tax or provincial general capital tax. The province also boasts the lowest provincial corporate tax rate in Canada. In 2006, the provincial government dropped the general provincial corporate tax rate to 10 from 11.5 to ensure Alberta's global competitiveness.

Moreover, the Canadian corporate income tax rate has steadily decreased from 22.12 in 2007 to the current rate of 18 (effective January 1, 2010). The Government is committed to further lowering the tax to 15 by 2012, and, as a result, Canada will have the lowest corporate income tax rate in the G7.

Calgary businesses also benefit from the fact that Alberta has no inventory tax, no machinery and equipment tax and no payroll tax. Since 2001, the provincial government has cut the small business rate in half (from 6 to the current 3) and more than doubled the small business income threshold to \$500,000.

Alberta is the only Canadian province to have a flat personal income tax rate (10). All other Canadian provinces work on a sliding income scale. Alberta's beneficial tax regime creates an environment in which businesses can operate more profitably, and individuals can retain more of their personal income.

Property Tax Rates for Major Canadian Centres

Municipal Tax Rate (%)

| PROPERTY TYPE | CALGARY | EDMONTON | MONTREAL | OTTAWA | TORONTO | VANCOUVER |
|--------------------------|---------|----------|----------|-----------|-----------|-----------|
| Residential | 0.31380 | 0.47308 | 1.01260 | 0.569744 | 0.5895702 | 0.214861 |
| Non-Residential | 0.99087 | 1.246544 | 0.02580 | | | |
| Commercial General | | | | 1.9367482 | 0.978076 | |
| Commercial Office | | | | 1.311218 | | |
| Industrial | | | | 1.510839 | 1.9900160 | |
| Industrial (Major/Large) | | | | 1.297423 | | 3.064936 |
| Industrial (Light) | | | | | | 0.978076 |
| Farmland | 1.27139 | 0.47308 | | 0.113949 | 0.1473925 | 0.215381 |

Total Tax Rate (%)

| PROPERTY TYPE | CALGARY | EDMONTON | MONTREAL | OTTAWA | TORONTO | VANCOUVER |
|--------------------------|---------|----------|----------|-----------|-----------|-----------|
| Residential | 0.58734 | 0.73487 | 1.01260 | 1.090539 | 0.8305702 | 0.421377 |
| Non-Residential | 1.37937 | 1.555884 | 0.02580 | | | |
| Commercial General | | | | 3.5983042 | 1.863635 | |
| Commercial Office | | | | 3.798249 | | |
| Industrial | | | | 4.267089 | 3.6940190 | |
| Industrial (Major/Large) | | | | 3.726214 | | 4.048062 |
| Industrial (Light) | | | | | | 1.898748 |
| Farmland | 1.54493 | 0.73487 | | 0.230158 | 0.2076425 | 0.944100 |

The municipal tax rate is established by City Council, while the total tax rate is the sum of the municipal tax rate and all other tax rates imposed at the discretion of its respective city (i.e. education tax rate, urban transit tax). The property types listed here were found to be the most commonly used across Canada's largest centres, however,

detailed tables for each city included in the above table can be found at the following links: [Calgary](#), [Vancouver](#), [Toronto](#), [Ottawa](#), [Montreal](#). Though Edmonton's tax rates are not available online, the city's Assessment and Taxation Branch can be contacted by [e-mail](#).

Business Tax Rates for Major Canadian Centres

Business tax is levied on any business that occupies space within the city of Calgary during the calendar year.

Business Tax Rate (%)*

Calgary 6.730

Edmonton 2.125

*Rates are displayed in percentage format to ensure consistency with property rates (above) and calculating the tax levy (below)

For additional information, see the City of Calgary's [Business Tax](#) webpage or contact Edmonton's Business Assessment Office at (780)496-6388.

Source: Individual municipal websites, June 2010

Calculating a Tax Levy

The tax levy is calculated by multiplying the assessed property value by the tax rate (the tax rate must first be converted into a decimal, by simply moving the decimal point 2 places to the left, which is also known as the 'Mill Rate').

The calculation below is based on a Calgary residential property value of \$500,000 with a total tax rate of .58734:

Assessed value: \$500,000
 X 2010 tax rate: .0058734
 = 2010 tax levy: \$2,936.70

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Toronto Helps Businesses

As part of its overall strategy to enhance Toronto's business climate, the City continues to reduce its tax rates for commercial, industrial and multi-residential properties to an approved target of 2.5 times that of the residential tax rate. The City expects to reach this targeted tax ratio for small business two years earlier than planned (by 2013 instead of 2015), and three years earlier (2017 instead of 2020) for all other non-residential properties.

More information on the City's [Enhancing Toronto's Business Climate Strategy](#).

For 2011, Council has continued to accelerate tax rate reductions for properties that are included in the "Residual Commercial" tax class.

"Commercial General" Tax Class

This tax class includes shopping centres, large office buildings, parking lots, vacant land and large sports facilities based on the property's classification as determined by the Municipal Property Assessment Corporation (MPAC).

"Residual Commercial" Tax Class

This tax class includes all other commercial property types that are not specifically included in the "Commercial General" tax class as noted above.

For properties in the "Residual Commercial" tax class, a lower tax rate applies to the first million dollars of a property's assessment (Band 1). The portion of the assessment above one million dollars is taxed at the "Commercial General" tax class rate (Band 2). If your property is in the "Residual Commercial" tax class, you will see the "Band 1" and/or "Band 2" on your tax bill under the Tax Class column.

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LIVING IN TORONTO

GOING BUSINESS

ACCESSING CITY HALL

Enhancing Toronto's Business Climate - It's Everybody's Business

City of Toronto's small businesses are now benefiting from changes being made to the City's property tax policies. On October 22, 2007, City Council approved the "Update to Enhancing Toronto's Business Climate" status report that highlights 12 new initiatives to enhance the City's competitiveness over the long term.

The report recommended property tax relief measures for small and medium-sized neighbourhood retail properties, and for non-retail office, hotel and industrial developments. See the [report](#) for updates and initiatives.

Other City efforts to enhance competitiveness have resulted in a successful agreement with the provincial government to reduce business education tax (BET) rates for the City of Toronto businesses closer to the average of the surrounding GTA municipalities, creating a new, fair water rate structure for industrial and manufacturing companies and continuing the relief of development charges for the city's commercial industry.

Reports

You'll need the latest version of the free [Adobe Acrobat Viewer](#) to view and print these PDF files. [Download](#)

• Tax policy improvements

- [Enhancing Toronto's Business Climate - It's Everybody's Business, September, 2007](#)
- [Enhancing Toronto's Business Climate - update July, 16 & 17, 2007](#)
- [Enhancing Toronto's Business Climate - update June, 25, 2007](#)

Staff Reports:

- [2011 Property Tax Rates and Related Matters, January 24, 2011](#)
- [2011 Current Value Assessment \(CVA\) Changes, January 24, 2011](#)
- [2010 Education Levy and 2010 Clawback Rate By-Laws, April 14, 2010](#)
- [Final Recommendations - Enhancing Toronto's Business Climate - It's Everybody's Business\(All Wards\), October 26, 2005](#)
- [Enhancing Toronto's Business Climate - It's Everybody's Business, July 4, 2005](#)

- City Finances
- Deputy City Manager & Chief Financial Officer
- Long-term Fiscal Plan
- Property Tax Policy
- Water Rate Review

Services

- Taxes
- Utility Bills
- Parking Tickets
- Call Documents
- Development Charges

Resources

- Financial Reports & Statements
- Previous Financial Reports
- Budget Summaries
- News Releases
- Contact us

- o "Property Tax Policies for 2005 and Beyond - Consultative Framework", June 21, 2004
- o Attachment 1: Discussion Paper - Enhancing Toronto's Business Climate - It's Everybody's Business
- o Attachment 2: Public Consultation - Synopsis of Tax Policy Workshop Comments from Summer 2004
- o Transmittal: Written Submissions for Property Tax Policies for 2005 and Beyond, Consultative Framework
- o **Presentations:**
 - 2011 CVA and Tax BC Presentation, January 24, 2011
 - Final Recommendations to Joint Meeting of Policy and Finance Committee and Economic Development and Parks Committee, October 20, 2005
 - Policy & Finance Committee, July 7, 2005
 - "Public Workshop Presentation: Property Tax Reform Options 2005 and Beyond", July 6, 7, 12 & 13, 2004

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LIVING IN TORONTO

DOING BUSINESS

ACCESSING THE CITY

2010-2001 Property Tax Rates

- 10 Taxes
 11 Property Tax:

Your final property taxes, before adjustments, were calculated by multiplying the total tax rate by the assessed value of your property.

Plates and Dates

- * Property Tax Rates
- * Bill Due Dates
- * Applications & Deadlines

- 2010
- 2009
- 2008
- 2007
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| 2016 Property Tax Rates | | | |
|------------------------------------|--------------------|-------------------------|---------------------|
| Description | City Tax Rate % | Education Tax Rate % | Total Tax Rate % |
| Residential | 0.5895702% | 0.2410000% | 0.8305702% |
| Multi-Residential | 1.9552517% | 0.2410000% | 2.1962517% |
| New Multi-Residential | 0.5895702% | 0.2410000% | 0.8305702% |
| Commercial General | 1.9367482% | 1.6615560% | 3.5983042% |
| Residual Commercial - Band 1 | 1.8423459% | 1.6615560% | 3.5039019% |
| Residual Commercial - Band 2 | 1.9367482% | 1.6615560% | 3.5983042% |
| Industrial | 1.9900160% | 1.7040030% | 3.6940190% |
| Pipelines | 1.1340760% | 1.6890270% | 2.8231030% |
| Farmlands | 0.1473925% | 0.0602500% | 0.2076425% |
| Managed Forests | 0.1473925% | 0.0602500% | 0.2076425% |

Example: Estimated taxes on a residential property with an Assessed Value of \$407,374:

$$\begin{aligned}
 \text{Estimated property tax} &= \text{Assessed Value} \times \\
 &\quad \text{Residential Tax Rate} \\
 &= \$407,374 \times 0.8305702\% \\
 &= \$3,383.53
 \end{aligned}$$

| 2009 Property Tax Rates | | | |
|-------------------------|--------------------|-------------------------|---------------------|
| Description | City Tax Rate % | Education Tax Rate % | Total Tax Rate % |
| Residential | 0.6027807% | 0.2520000% | 0.8547807% |
| Multi-Residential | 2.0373418% | 0.2520000% | 2.2893418 % |
| | | | |

| 2008 Property Tax Rates | | | |
|---|--------------------|-------------------------|---------------------|
| Description | City Tax Rate % | Education Tax Rate % | Total Tax Rate % |
| Residential | 0.6109226% | 0.2640000% | 0.8749226% |
| Multi-Residential | 2.1191990% | 0.2640000% | 2.3831990% |
| New Multi-Residential | 0.6109226% | 0.2640000% | 0.8749226% |
| Commercial | 2.1514381% | 1.9683050% | 4.1197431% |
| Residual Commercial - Band 1 | 2.0926255% | 1.9683050% | 4.0609305% |
| Residual Commercial - Band 2 | 2.1514381% | 1.9683050% | 4.1197431% |
| Industrial | 2.2855806% | 2.0507090% | 4.3362896% |
| Farmlands | 0.1527307% | 0.0660000% | 0.2187307% |
| Pipelines | 1.1751488% | 1.7985840% | 2.9737328% |
| Managed Forests | 0.1527307% | 0.0660000% | 0.2187307% |
| Example: Estimated taxes on a residential property with a Current Value Assessment of \$365,468: | | | |
| Estimated property tax = Current Value Assessment x Residential Tax Rate = \$365,468 x 0.8749226% = \$3,197.56 | | | |

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| | | | |
|---|------------|------------|------------|
| Multi-Residential | 2.2639951% | 0.2960000% | 2.5599951% |
| New Multi-Residential | 0.6107432% | 0.2960000% | 0.9067432% |
| Commercial | 2.2932935% | 2.2156590% | 4.5089525% |
| Industrial | 2.5733817% | 2.3136150% | 4.8869967% |
| Pipeline | 1.1748039% | 1.8205630% | 2.9953669% |
| Farmlands | 0.1526859% | 0.0740000% | 0.2266859% |
| Managed Forests | 0.1526859% | 0.0740000% | 0.2266859% |
| Example: Estimated taxes on a residential property with a Current Value Assessment of \$330,700: Estimated property tax = Current Value Assessment x Residential Tax Rate $= \$330,700 \times 0.9067432\%$ $= \$2,998.60$ | | | |

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| 2004 Property Tax Rates | | | |
|---|-----------------|----------------------|------------------|
| Description | City Tax Rate % | Education Tax Rate % | Total Tax Rate % |
| Residential | 0.5929546% | 0.296000% | 0.8889546% |
| Multi-Residential | 2.2305370% | 0.296000% | 2.5265370% |
| New Multi-Residential | 0.5929546% | 0.296000% | 0.8889546% |
| Commercial | 2.2587459% | 2.215659% | 4.4744049% |
| Industrial | 2.5342463% | 2.313615% | 4.8478613% |
| Pipeline | 1.1405863% | 1.820563% | 2.9611493% |
| Farmlands | 0.1482387% | 0.074000% | 0.2222387% |
| Managed Forests | 0.1482387% | 0.074000% | 0.2222387% |
| Example: Estimated taxes on a residential property with a Current Value Assessment of \$330,700: Estimated property tax = Current Value Assessment x Residential Tax Rate $= \$330,700 \times 0.8889546\%$ $= \$2,939.77$ | | | |

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| 2003 Property Tax Rates | | | |
|-------------------------|-----------------|----------------------|------------------|
| Description | City Tax Rate % | Education Tax Rate % | Total Tax Rate % |
| Residential | 0.6565552% | 0.3350000% | 0.9915552% |
| Multi-Residential | 2.5411828% | 0.3350000% | 2.8761828% |
| | | | |

| | | | |
|--|------------|------------|------------|
| New Multi-Residential | 0.6565552% | 0.3350000% | 0.9915552% |
| Commercial | 2.3114950% | 2.299733% | 4.6112280% |
| Commercial Vacant/Excess | 1.6180465% | 1.6098131% | 3.2278596% |
| Industrial | 2.7062882% | 2.501734% | 5.2080222% |
| Industrial Vacant/Excess | 1.7590873% | 1.6261271% | 3.3852144% |
| Industrial-Farm Awaiting Development 1 | 0.1623773% | 0.1501040% | 0.3124813% |
| Pipeline | 1.1213918% | 1.8437590% | 2.9651506% |
| Farmlands | 0.1641388% | 0.0837500% | 0.2478888% |
| Managed Forests | 0.1644388% | 0.0837500% | 0.2478888% |
| Example: Estimated taxes on a residential property with a Current Value Assessment of \$295,000: Estimated property tax = Current Value Assessment x Residential/Farm Tax Rate = \$295,000 x 0.9915552% = \$2,925.09 | | | |

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| 2002 Property Tax Rates | | | |
|---|-----------------|----------------------|------------------|
| Description | City Tax Rate % | Education Tax Rate % | Total Tax Rate % |
| Residential | 0.7308100% | 0.3730000% | 1.1038100% |
| Commercial | 2.6616488% | 2.6527450% | 5.3143938% |
| Commercial Vacant/Excess | 1.8631542% | 1.8569215% | 3.7200757% |
| Industrial | 3.7141871% | 3.4280080% | 7.1421951% |
| Industrial Vacant/Excess | 2.4142216% | 2.2282052% | 4.6424268% |
| Industrial-Farm Awaiting Development 1 | 0.2228512% | 0.2056805% | 0.4285317% |
| Multi-Residential | 2.9242680% | 0.3730000% | 3.2972680% |
| New Multi-Residential | 0.7308100% | 0.3730000% | 1.1038100% |
| Pipeline | 1.2482180% | 1.9367410% | 3.1849590% |
| Farmlands | 0.1827025% | 0.0932500% | 0.2759525% |
| Managed Forests | 0.1827025% | 0.0932500% | 0.2759525% |
| Example: Estimated taxes on a residential property with a Current Value Assessment of \$261,000: | | | |

| |
|--|
| <p>Estimated property tax = Current Value Assessment x Residential/Farm Tax Rate</p> <p>= \$261,000 x 1.1038100%</p> <p>= \$2,880.94</p> |
|--|

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| 2001 Property Tax Rates | | | |
|---|-----------------|----------------------|------------------|
| Description | City Tax Rate % | Education Tax Rate % | Total Tax Rate % |
| Residential/Farm | 0.700544% | 0.37300% | 1.073544% |
| Multi-Residential | 2.924268% | 0.37300% | 3.297268% |
| Commercial | 2.660400% | 2.654118% | 5.314518% |
| Commercial-Excess Land | 1.862280% | 1.857883% | 3.720163% |
| Commercial-Vacant Land | 1.862280% | 1.857883% | 3.720163% |
| Industrial | 3.713508% | 3.817012% | 7.530520% |
| Industrial-Vacant Land | 2.413780% | 2.481056% | 4.894836% |
| Industrial-Farm Awaiting Development 1 | 0.222810% | 0.229021% | 0.451831% |
| Farmlands | 0.175136% | 0.093250% | 0.268386% |
| Pipeline | 1.196524% | 1.936741% | 3.133265% |
| Managed Forests | 0.175136% | 0.09325% | 0.268386% |
| <p>Example: Estimated taxes on a residential property with a Current Value Assesment of \$261,000:</p> <p>Estimated property tax = Current Value Assessment x Residential/Farm Tax Rate</p> <p>= \$261,000 x 1.073544%</p> <p>= \$2,801.95</p> | | | |

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CityClerk

From: Roland [rahoegler@shaw.ca]
Sent: March 21, 2012 4:34 PM
To: CityClerk
Subject: ALR.Council Meeting March 26, 2012.
Categories: 08-4105-04-01 - ALR (Agricultural Land Reserve / Land Commission Appeals)

To Richmond Council:

RE: Council Meeting March 26, 2012.

Topic: Agricultural Land Reserve (ALR):

The past few weeks have been very intriguing, I must say.

Discussion re: the ALR never ceases, but it is my view that it has reached a crescendo , one which needs a logical conclusion.

Perhaps the turning point was a couple of recent issues.

ONE ISSUE: was a recent meeting at City Hall with some stakeholders and two members of the Planning Staff on the issue of detached accessory buildings in the Richmond ALR, and the height restrictions that were imposed recently. As per the pre-existing bylaws, people were constructing accessory building in compliance with the old bylaws. Then , at our meeting, Staff indicated some concern expressed by ALR stakeholders on the bylaw changes and a discussion of possible remedies.

As is my forte'I wished to get to the heart of the matter.

Staff indicated that the change was deemed "necessary" given that all the Zoning Bylaws were being updated, and that building heights for ALR detached accessory

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buildings were "undefined" .

To that I say "SO" ?

I then submitted to Staff two pertinent questions:

(i) Had ANY formal complaint been submitted by any person or group re: the detached accessory building height issue.

Staff indicated at the meeting that they were NOT aware of any formal complaints

(ii) I also stated that , in essence, ALR property owners were under continual attack with more and more restrictions being placed on what is legally Private Property. This is in sheer contrast with all other classes of Richmond property owners who are given increasingly liberalized zoning rights (ie such as coach houses). Even more bluntly, I stated that such legislated attacks are, in essence, more UNcompensated expropriation and the added restrictions further DE-value the given ALR property . One of the Planners did not understand this and in fact disagreed. In my view, if this is the mindset in the Planning Department...no wonder we in the ALR have cause for concern.

The OTHER ISSUE: is the sheer gall of Metro Vancouver , an UNaccountable, and in my view , an irresponsible cabal of UNElected appointees. As of a few weeks ago Metro Van and its cabal of sheer arrogance were at the abyss re: voting to recommend the Province enact ALR House Size restrictions that would have ultimately been imposed on ALL BC ALR Property owners. At this time, the Metro Van motion failed....however, this does not mean the issue cannot be resurrected and

imposed in ambush fashion on BC ALR property owners in the future.

Of Metro Vancouvers (23) Member Local Govt, (11) of these Local Gov'ts have NO ALR land whatsoever. Yet..... somehow they are all ALR experts ?

I have yet to meet ANY politician that has even a remote understanding of the ALR, the response is somewhat kneejerk and a rather Pavlovian motherhood issue.

When you focus on a "defineable group", such as ALR property owners that is classic discrimination.

At this juncture, the defineable group is the collective called the ALR property owners.

However, within this collective group is a visible minority which sees this as back-handed discrimination.

I have had discussions with them and I full agree and support them.

Enough is Enough

LOGICAL CONCLUSION / RESOLUTION :

I sense in discussion with many fellow ALR property owners a growing awareness of these unwarranted attacks , and a collective rising blood pressure , who are tired of the backroom politics and the bureaucratic bullying of ALR property owners.

However, The tide is now turning.

It is clear that our Politicans and Bureaucrats feel that continually " beating what has been a dead ALR horse" since ALR day ONE back in 1972 will achieve some sort of illogical and easily refutable objective.

No one seems to want to challenge the obvious, like the "ALR Emperor has NO Clothes", that the ALR has been a complete and absolute failure.

I will state the following.

OBJECTIVE I : It is my view it is in the City of Richmond's best interests to at minimum restore the previous zoning rights to all Richmond ALR property owners under the previous Zoning Bylaw.

OBJECTIVE II : Secondly I would submit that the City ,upon consultation with ALR Property Owners " less than 2 acres" apply for a mass exclusion from the ALR for said properties in the ALR.

Failure to agree to these (2) terms , and set in motion the bureaucratic machination to acheive within 14 days of this date Monday March 26, 2012 , basically implies bad faith by the City of Richmond .

NOTE: These terms are NON - Negotiable.

Failure to do so will result in what is long overdue, that BC ALR property owners be updated, informed and become united and a force to be reckoned with.

You see, the ALR supporters are not the issue. The issue is the dynamic of the awakening of the sleeping dragon, the ALR property owners .

Much like Palestine, our "ALR" deemed properties and property rights were effectivley stolen by short lived Socialist (borderline Communist) 1972 NDP Gov't.

Thus: Give us our rights back..or we will simply take them

back.

Remember: 14 days

Once this barn door is opened, it can never EVER be closed.

Choose wisely.

Regards:

Roland Hoegler



**Road Closure and Removal of Road Dedication Bylaw 8845
(A Portion of Road Adjacent to 3391 Sexsmith Road)**

The Council of the City of Richmond enacts as follows:

1. The lands legally described as a portion of road dedicated by the deposit of Plan LMP11315 Section 28 Block 5 North Range 6 West New Westminster District (shown outlined in bold on the Reference Plan prepared by J.C. Tam and Associates attached as Schedule A) shall be stopped up and closed to traffic, cease to be a public road and the road dedication shall be removed.
2. This Bylaw is cited as **"Road Closure And Removal of Road Dedication Bylaw 8845"**.

FIRST READING

JAN 23 2012

SECOND READING

JAN 23 2012

THIRD READING

JAN 23 2012

DULY ADVERTISED

MAR 07 2012

MINISTRY OF TRANSPORTATION APPROVAL

MAR 06 2012

ADOPTED

MAYOR

CORPORATE OFFICER



SCHEDULE A

REFERENCE PLAN TO ACCOMPANY CITY OF RICHMOND
ROAD CLOSURE AND REMOVAL OF ROAD DEDICATION BYLAW 8845 OF
A PORTION OF ROAD DEDICATED BY THE DEPOSIT OF PLAN LMP11315
SECTION 28 BLOCK 5 NORTH RANGE 6 WEST
NEW WESTMINSTER DISTRICT

BCGS 926.015

PURSUANT TO SECTION 120 LAND TITLE ACT AND SECTION 40 COMMUNITY CHARTER

PLAN BCP

Deposited in the Land Title office
 of New Westminster, B.C. this ____ day
 of _____, 2011.

Deputy Registrar

Ref.

PARTY(IES) SIGNATURE(S)
 CITY OF RICHMOND BY ITS
 AUTHORIZED SIGNATORIES

MAYOR: MALCOLM D. BRODIE
 AUTHORIZED SIGNATORY

CLERK:
 AUTHORIZED SIGNATORY

DEEDER SIGNATURE(S)

COMMISSIONER FOR
 TAKING AFFIDAVITS FOR B.C.
 CITY OF RICHMOND
 6911 NUMBER 3 ROAD
 RICHMOND, B.C.
 V8Y 2C1
 PHONE: (604) 276-6000
 AS TO THE SIGNATURE OF

THIS ____ DAY OF _____, 2011

OFFICER CERTIFICATION: YOUR SIGNATURE CONSTITUTES A
 REPRESENTATION THAT YOU ARE A SOLICITOR, NOTARY PUBLIC
 OR OTHER PERSON AUTHORIZED BY THE EVIDENCE ACT,
 R.S.B.C. 1986, C. 124, TO TAKE AFFIDAVITS FOR
 USE IN BRITISH COLUMBIA AND CERTIFIES THE
 MATTERS SET OUT IN PART 5 OF THE LAND TITLE ACT
 AS THEY PERTAIN TO THE EXECUTION OF THIS INSTRUMENT.

SEXSMITH ROAD



SCALE: 1:500

0 5 10 20 30 40
 ALL DISTANCES ARE IN METRES AND DECIMALS
 THEREOF UNLESS OTHERWISE INDICATED

3
 PLAN LUP17710

PLAN 6311

PLAN 6368

SECTION 28 BLOCK 5 NORTH RANGE 6 WEST

N. 1/2 OF B

PLAN 6368

LOT 1

LOT 2

PLAN LMP11315

PLAN LMP11315

STRATA
 PLAN LMS3752

CAPSTAN WAY

- LEGEND
- Control Monument Found
 - Standard Iron Post Found
 - Standard Iron Post Placed
 - Lead Plug Found
 - Lead Plug Placed

J. C. Tam and Associates
 Canada and B.C. Land Surveyors
 115 - 8833 Odlin Crescent
 Richmond, B.C. V6X 3J7
 Telephone: 214-8928
 Fax: 214-8929
 E-mail: office@jctam.com
 Website: www.jctam.com
 Job No. 4270
 FB-197 P67-68
 Drawn By: KA

Grid bearings are derived from observations between
 control monuments 77H4968 and 77H5822.
 Integrated Survey Area No. 18, (RICHMOND), MABJ (CSRS)
 This plan shows horizontal ground-level measured distances
 except where otherwise noted. To compute grid distances,
 multiply ground level distances by combined factor of 0.99960385

This plan lies within the Greater Vancouver Regional District.

BOOK OF REFERENCE

PARCEL "A" Area = 251 m²

I, Johnson C. Tam, a British Columbia
 Land Surveyor, certify that I was
 present at and personally supervised
 the survey represented by this plan, and
 that the survey and plan are correct.
 The field survey was completed on the
 15th day of November, 2011. The plan was
 completed and checked, and the checklist
 filed under #130041, on the 18th day
 of November, 2011.

JOHNSON C TAM, B.C.L.S.

DWG No. 4270-REF-001

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Development Permit Panel

Wednesday, March 14, 2012

Time: 3:30 p.m.
Place: Council Chambers
Richmond City Hall
Present: Robert Gonzalez, Chair
Dave Semple, General Manager, Parks and Recreation
Jeff Day, General Manager, Project Development & Facilities Services

The meeting was called to order at 3:30 p.m.

1. Minutes

It was moved and seconded

That the minutes of the meeting of the Development Permit Panel held on Wednesday, February 29, 2012 be adopted.

CARRIED

2. Development Variance Permit 11-587706

(File Ref. No.: DV 11-587706) (REDMS No. 3360226)

APPLICANT: Matthew Cheng Architect Inc.

PROPERTY LOCATION: 12226, 12228, 12248 & 12260 English Avenue, and 12231, 12233, 12235, 12237, 12239, 12251 & 12253 Ewen Avenue

INTENT OF PERMIT:

1. To vary the provisions of Richmond Zoning Bylaw 8500 "Single Detached (ZS10) – Steveston" in order to permit the construction of residential homes at 12226, 12228, 12248 & 12260 English Avenue, and 12231, 12233, 12235, 12237, 12239, 12251 & 12253 Ewen Avenue, as follows:
 - a) allow an enclosed connection between the principal building and accessory garage located in the rear yard, provided that this enclosed connection is limited in height to a single storey no greater than 5.0 m, and does not exceed 3.2 m in width;
 - b) allow front roof gables to project beyond the residential vertical envelope (lot depth) to a maximum width of the lesser of 4 m or 66% of the building width, and a maximum height of the lesser of 8 m or 1.5 m below the crest of the roof

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- c) allow side roof gables to project beyond the residential vertical envelope (lot width) with a minimum 1.5 m setback from the front building façade;
- d) allow the residential vertical envelope to be calculated from 2.6 m GSC.

Applicant's Comments

Matthew Cheng, Matthew Cheng Architect Inc., advised that the adjacent townhouse development was now complete, and that the requested development variances applied to the eleven proposed single-family homes. He stated that during the design phase of the proposed homes, some challenges were identified. Mr. Cheng further outlined those challenges and commented that:

- in order for the homes to feature nine-foot ceilings in the ground floor rooms, and eight-foot ceilings in the upper floor rooms, the residential vertical building envelope should be calculated from 2.6 meter GSC, which is the former flood plain calculation, before recent amendments of the Flood Plain Designation and Protection Bylaw were made; and
- to achieve consistency in character with the existing single-family homes constructed in the Imperial Landing development area, variances that apply to roof gables and the enclosed connection between the eleven homes and their garages are requested.

Staff Comments

Brian J. Jackson, Acting General Manager, Planning and Development, advised that the nature of a Development Variance Permit Application, versus a Development Permit Application, means that the Panel sees only those details of the proposed development that apply to the requested variances.

Mr. Jackson then commented on the applicant's requested variances and noted that:

- Council approved variances to the minimum setbacks and maximum heights for the existing approximately 40 single-family homes to the south of the subject site, in the neighbourhood known as Imperial Landing, in 2002 and 2003, and the applicant is requesting that the same consideration be given to the eleven proposed single-family lots in the neighbourhood;
- the proposed variances are more restrictive on the size and location of roof gables, and the allowable size is restricted for the enclosed connection between the proposed homes and their accessory garages;
- the applicant is requesting only one new variance to address the higher flood construction level requirement; and
- of the two ways to address the height issue, (i) allowing the properties to rise to the required 2.9 meters GSC, or (ii) calculating the height of the proposed homes from 2.6 meters GSC, staff supports the measurement from 2.6 meters GSC to achieve consistency in character with the homes already constructed, and occupied, in the neighbourhood.

Mr. Jackson referred to one piece of correspondence, received from Edwin Sharples and Wendy Phillips (attached to these Minutes as Schedule 1), and stated that the writers were concerned about the lane behind their unit and complex. Mr. Jackson advised that the issue of the lane was addressed as part of the rezoning, and that the location of the lane did not form part of the applicant's development variance application.

In response to the Chair's query regarding the size of the roof gables of the proposed eleven single-family homes, Mr. Jackson confirmed that there are restrictions in terms of width and setback of gables permitted, and that these restrictions mean that the size of the roof gables of the proposed development are smaller and set further back than the roof gables permitted on the constructed homes surrounding the subject site.

Gallery Comments

Mike Harper, 12222 Ewen Avenue, expressed concern regarding: (i) a lack of road access in the Imperial Landing neighbourhood; and (ii) a lack of safety for area children who use the back lane as a play area. He queried what the eventual use of the City-owned site at the corner of Moncton Street and Easthope Avenue would be.

Mr. Harper requested that the City delay, or stop, granting variances to developments in the Imperial Landing neighbourhood, until such issues as access are addressed.

The Chair advised Mr. Harper that City staff, including Bylaw Officers, can assist residents who have questions around bylaws, safety, and so on. He added that the Development Permit Panel's mandate does not include neighbourhood transportation networks, or zoning issues, but strictly includes design and character issues.

A brief discussion ensued between Mr. Harper, Mr. Jackson, and the Panel, and advice was provided to Mr. Harper that Council reviewed the issue of access in 2008, and it was Council's decision that Ewen Avenue not go out to Moncton Street.

Cynthia Rautio, 12282 English Avenue, asked whether the proposed development receives the requested variances, would the proposed eleven single-family homes have the identical appearance of the existing homes. She also queried whether English Avenue would go out to Moncton Street.

Mr. Jackson advised that: (i) English Avenue would not go out to Moncton Street; and (ii) the applicant's request for variances would ensure consistency of character with the existing single-family homes in the neighbourhood.

Carol Day, 11631 Seahurst Road, opined that the City could improve communications with its residents in order to avoid confusion. She then queried whether the Development Permit Panel had the option to send the applicant's Development Variance Application back to City Council.

When the Chair advised that the Panel can either approve or not approve the application, but did not have the option to send it back to Council, Ms. Day requested that the applicant's requested variances be denied.

Development Permit Panel
Wednesday, March 14, 2012

In response to the Chair's request, Mr. Jackson confirmed that in terms of design, the requested variances would allow homes to match the design of homes that already exist to the south of the subject site. He added that the subject lots match the lots to the south.

With regard to the City-owned site at the corner of Moncton Street and Easthope Avenue, as referenced by the first speaker, Mr. Jackson advised that as yet the City has not determined a use for the site.

Correspondence

Edwin Sharples, Wendy Phillips, #6-4388 Moncton Street (Schedule 1)

John Taylor, #3-4388 Moncton Street (Schedule 2)

Panel Discussion

There was general agreement that the requested variances would allow the proposed eleven single-family homes to be developed with the same character as the existing neighbourhood.

The Chair reiterated that City staff are available to discuss such issues as access and egress with residents.

Panel Decision

It was moved and seconded

1. *That a Development Permit be issued which would vary the provisions of Richmond Zoning Bylaw 8500 "Single Detached (ZS10) – Steveston" in order to permit the construction of residential homes at 12226, 12228, 12248 & 12260 English Avenue, and 12231, 12233, 12235, 12237, 12239, 12251 & 12253 Ewen Avenue, as follows:*
 - a) *allow an enclosed connection between the principal building and accessory garage located in the rear yard, provided that this enclosed connection is limited in height to a single storey no greater than 5.0 m, and does not exceed 3.2 m in width;*
 - b) *allow front roof gables to project beyond the residential vertical envelope (lot depth) to a maximum width of the lesser of 4 m or 66% of the building width, and a maximum height of the lesser of 8 m or 1.5 m below the crest of the roof;*
 - c) *allow side roof gables to project beyond the residential vertical envelope (lot width) with a minimum 1.5 m setback from the front building façade;*
 - d) *allow the residential vertical envelope to be calculated from 2.6 m GSC.*

CARRIED

**Development Permit Panel
Wednesday, March 14, 2012**

3. **New Business - None**
4. **Date Of Next Meeting: Wednesday, March 28, 2012**
5. **Adjournment**

It was moved and seconded

That the meeting be adjourned at 4:14 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, March 14, 2012.

Robert Gonzalez
Chair

Sheila Johnston
Committee Clerk

**Schedule 1 to the Minutes of
the Development Permit
Panel meeting of Wednesday,
March 14, 2012.**

CITY OF RICHMOND

MAR 14 2012

RECEIVED

Variance Permit DV 11-587706

3 messages

Edwin Sharples <tedsharples@gmail.com>

Tue, Mar 13, 2012 at 5:43 PM

Edwin Sharples and Wendy Phillips

6-4388 Moncton St.
Richmond, B.C. V7E 6R9

We Request Postponement of Variance Permit DV 11-587706 pending Review
of the overall Direction on the Block

We are concerned about the increase in traffic that will come through
the lane behind our unit and complex. A lot of traffic now uses this
narrow lane. Children play there and residents walk along it
frequently. Garbage and recycling trucks also use the lane. They
fill the lane and make it impossible to pass. Without road access
directly to Moncton from Ewen and English Ave. the lane will be
handling far more traffic than it was designed for, producing
congestion and safety concerns.

There are two solutions as we see it. Our preferred option is to
block the lane behind our address at Ewen, forcing traffic to go to
Bayview St. when entering and exiting. Due to the high density of
housing in the area, we are reluctant to give up the green spaces at
the end of Ewen and English to provide traffic access to Moncton
Street.

Edwin Sharples/Wendy Phillips



Please Attend This Is the Time to be Heard

The Richmond Development Panel will meet to consider oral and written submissions on the proposed development / Development Variance Permit DV 11-587706:

This Wednesday March 14, 2012 @ 3:30 p.m.

Council Chambers, City Hall 6811 NO. 3 Road, Richmond, BC V6Y 2C1
Tel: (604) 278-4007
FAX: 604-278-5139

If you are unable to attend you may mail or have delivered a written submission to the Director / City Clerk's Office, which will be entered into the meeting record if it is received prior to or at this meeting.

Or Email: StevestonRA@gmail.com

Name

JOHN S. TAYLOR

Address

3-4388 MONCTON ST. RICHMOND

☒ Request Postponement of Variance Permit DV 11-587706 pending
Review of the overall Direction on the Block

Additional comments

ENGLISH AVE. SHOULD BE OPEN UP
ONTO MONCTON

☐ Agreement of Variance Permit DV 11-587706

Additional comments

Signature
13 MARCH 2012

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Schedule 2 to the Minutes of the Development Permit Panel meeting of Wednesday, March 14, 2012.



City of
Richmond

Notice of Application
For a Development Variance Permit

DV 11-587706
8911 No. 3 Road, Richmond, BC V6Y 2C1
Phone 604-278-4007 Fax 604-278-5139

Applicant:

Mazliew Cheng Architects Inc.

Property Location:

12246, 12248, 12248 & 12260 English Avenue, and 12231, 12233, 12235, 12237,
12239, 12251 & 12253 Even Avenue

Intent of Permit:

To vary the provisions of Richmond Zoning Bylaw 8500 "Single Detached (ZS10) - Streetcar" in order to permit the construction of residential homes as follows:

1. Allow an enclosed connection between the principal building and accessory garage located in the rear yard, provided that this enclosed connection is limited to height to a single storey no greater than 5.0 m, and does not exceed 3.2 m in width.
2. Allow front roof gables to project beyond the residential vertical envelope (lot depth) to a maximum width of the lesser of 4 m or 60% of the building width, and a maximum height of the lesser of 8 m or 1.5 m below the crest of the roof.
3. Allow side roof gables to project beyond the residential vertical envelope (lot width) with a maximum 1.5 m setback from the front building facade.
4. Allow the residential vertical envelope to be calculated from 2.5 m OSC.

The Richmond Development Permit Panel will meet to consider oral and written submissions on the proposed development noted above, on:

Date: March 14, 2012
Time: 3:30 p.m.
Place: Council Chambers, Richmond City Hall

If you are unable to attend the Development Permit Panel meeting, you may mail or otherwise deliver to the Director, City Clerk's Office, at the above address, a written submission, which will be entered into the meeting record if it is received prior to or at the meeting on the above date.

How to obtain information:

- By Phone: To review supporting staff reports, please contact Sara Bialk, Planning & Development Department at (604) 278-4283
- On the City Website: Staff reports on the matter(s) identified above are available on the City website at <http://www.richmond.ca/cityhall/agendas/docs/2012.htm>
- At City Hall: Staff reports are available for inspection at the first floor, City Hall, between 8:15 a.m. and 5:00 p.m., Monday through Friday, except statutory holidays, between March 1, 2012, and the date of the Development Permit Panel Meeting.

David Weber
Director, City Clerk's Office





City of Richmond

Report to Council

To: Richmond City Council
From: Robert Gonzalez, P. Eng.
Acting Chair, Development Permit Panel

Date: March 21, 2012
File: 0100-20-DPER1

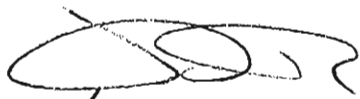
Re: Development Permit Panel Meeting Held on March 14, 2012

Panel Recommendation

That the recommendations of the Panel to authorize the issuance of:

- i) a Development Variance Permit (DV 11-587706) for the property at 12226, 12228, 12248 & 12260 English Avenue and 12231, 12233, 12235, 12237, 12239, 12251 & 12253 Ewen Avenue;

be endorsed, and the Permits so issued.


Robert Gonzalez, P. Eng.
Acting Chair, Development Permit Panel

SB:blg

Panel Report

The Development Permit Panel considered the following item at its meeting held on March 14, 2012.

DV 11-587706 – MATTHEW CHENG ARCHITECT INC. – 12226, 12228, 12248 & 12260 ENGLISH AVENUE, AND 12231, 12233, 12235, 12237, 12239, 12251 & 12253 EWEN AVENUE(March 14, 2012)

The Panel considered a Development Variance Permit application to vary the provisions of Richmond Zoning Bylaw 8500 “Single Detached (ZS10) – Steveston” to allow: an enclosed connection between the building and garage; projections for front and side roof gables; and for the residential vertical envelope to be calculated from 2.6 m GSC.

The architect, Matthew Cheng, of Matthew Cheng Architect Inc., provided information, including:

- The adjacent townhouse development was now complete, and that during the design phase of the proposed 11 new homes, some challenges were identified;
- The residential vertical building envelope should be calculated from 2.6 meter GSC, which is the former flood construction level, before recent amendments of the Flood Plain Designation and Protection Bylaw were made; and
- The variances are requested to achieve consistency in character with existing homes.

Staff supported the requested variances and advised that:

- Council approved variances for the existing approximately 40 single-family homes in the neighbourhood in 2002 and 2003, and the applicant is requesting the same consideration.
- The proposed variances are more restrictive on the size and location of roof gables, and the allowable size for the enclosed connection between the homes and garages.
- The applicant is requesting one (1) new variance to address the higher flood construction level requirement. Calculating the height of the proposed homes from 2.6 m GSC is preferred over allowing the properties to rise to the required 2.9 m GSC to achieve consistency in character with the homes already constructed, and occupied, in the neighbourhood.

Public correspondence was received regarding the Development Variance Permit application, including a concern about the lane behind the writer’s unit. Staff advised that the issue of the lane was addressed as part of the rezoning and was not part of the development variance application.

Ewen Avenue resident, Mr. Mike Harper, addressed the Panel with the following comments:

- Concern for the lack of road access in the Imperial Landing neighbourhood;
- Concern for the lack of safety for children who use the back lane as a play area;
- Query regarding the use of the City-owned site at Moncton Street and Easthope Avenue; and

- Request that the City not grant variances in the neighbourhood until access is addressed.

The Chair advised Mr. Harper that City staff, including Bylaw Officers, can assist residents who have questions around bylaws and safety. He added that the Panel's mandate does not include neighbourhood transportation network or zoning issues, but strictly design and character.

English Avenue resident, Ms. Cynthia Rautio, addressed the Panel with queries regarding whether or not English Avenue would go out to Moncton Street, and whether or not the proposed single-family homes would have the identical appearance of the existing homes with the requested variances.

Richmond resident, Ms. Carol Day, addressed the Panel with the comment that the City could improve communications with its residents in order to avoid confusion. In addition, Ms. Day queried whether the Panel had the option to send the application back to City Council.

When the Chair advised that the Panel can either approve or not approve the application, but did not have the option to send it back to City Council, Ms. Day requested that the applicant's requested variances be denied.

In response to a query from the Chair, staff confirmed that the permitted width and setback of gables would be restricted compared to what was previously approved for the surrounding lots.

In response to concerns raised, staff advised that:

- Council reviewed the issue of access in 2008, and it was Council's decision that Ewen Avenue not go out to Moncton Street;
- English Avenue would not go out to Moncton Street;
- The requested variances provide consistency of character with the existing single-family homes in the neighbourhood; and
- The City has not yet determined a use for the City-owned site at Moncton Street and Easthope Avenue.

There was general Panel agreement that the requested variances would allow the proposed 11 single-family homes to be developed with the same character as the existing neighbourhood.

The Panel recommends that the Permit be issued.

DEVELOPMENT PERMIT PANEL

REPORT AND ACCOMPANYING PLANS

TO BE CONSIDERED BY COUNCIL

AT THE COUNCIL MEETING

SCHEDULED FOR

Monday, March 26, 2012

| | |
|----------------------------------|-------------------------------|
| Mayor Malcolm D. Brodie | Councillor Linda McPhail |
| Councillor Chak Au | Councillor Harold Steves |
| Councillor Linda Barnes | Director, City Clerk's Office |
| Councillor Derek D'ang | Director, Development |
| Councillor Evelina Halsey-Brandt | Council Chambers Binder |
| Councillor Ken Johnston | Front of House Counter Copy |
| Councillor Bill McNulty | |



City of Richmond

Memorandum Planning and Development Department

To: David Weber
Director, City Clerk's Office

Date: March 15, 2012

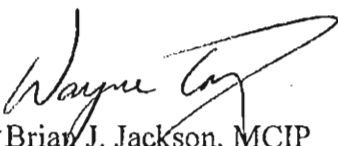
From: Brian J. Jackson, MCIP
Director of Development

File: DV 11-587706

Re: Application by – Matthew Cheng Architect Inc. for Development Variance Permit
at 12226, 12228, 12248, 12260 English Avenue and 12231, 12233, 12235, 12237,
12239, 12251 and 12253 Ewen Avenue

The attached Development Variance Permit was given favourable consideration by the Development Permit Panel at their meeting held on March 14, 2012.

It would now be appropriate to include this item on the agenda of the next Council meeting for their consideration.


for Brian J. Jackson, MCIP
Director of Development

SB:blg
Att.



Development Permit Panel

Wednesday, March 14, 2012

Time: 3:30 p.m.

Place: Council Chambers
Richmond City Hall

Present: Robert Gonzalez, Chair
Dave Semple, General Manager, Parks and Recreation
Jeff Day, General Manager, Project Development & Facilities Services

The meeting was called to order at 3:30 p.m.

1. Minutes

It was moved and seconded

That the minutes of the meeting of the Development Permit Panel held on Wednesday, February 29, 2012 be adopted.

CARRIED

2. Development Variance Permit 11-587706

(File Ref. No.: DV 11-587706) (REDMS No. 3360228)

APPLICANT: Matthew Cheng Architect Inc.

PROPERTY LOCATION: 12226, 12228, 12248 & 12260 English Avenue, and 12231, 12233, 12235, 12237, 12239, 12251 & 12253 Ewen Avenue

INTENT OF PERMIT:

1. To vary the provisions of Richmond Zoning Bylaw 8500 "Single Detached (ZS10) – Steveston" in order to permit the construction of residential homes at 12226, 12228, 12248 & 12260 English Avenue, and 12231, 12233, 12235, 12237, 12239, 12251 & 12253 Ewen Avenue, as follows:
 - a) allow an enclosed connection between the principal building and accessory garage located in the rear yard, provided that this enclosed connection is limited in height to a single storey no greater than 5.0 m, and does not exceed 3.2 m in width;
 - b) allow front roof gables to project beyond the residential vertical envelope (lot depth) to a maximum width of the lesser of 4 m or 66% of the building width, and a maximum height of the lesser of 8 m or 1.5 m below the crest of the roof;

Development Permit Panel
Wednesday, March 14, 2012

- c) allow side roof gables to project beyond the residential vertical envelope (lot width) with a minimum 1.5 m setback from the front building façade;
- d) allow the residential vertical envelope to be calculated from 2.6 m GSC.

Applicant's Comments

Matthew Cheng, Matthew Cheng Architect Inc., advised that the adjacent townhouse development was now complete, and that the requested development variances applied to the eleven proposed single-family homes. He stated that during the design phase of the proposed homes, some challenges were identified. Mr. Cheng further outlined those challenges and commented that:

- in order for the homes to feature nine-foot ceilings in the ground floor rooms, and eight-foot ceilings in the upper floor rooms, the residential vertical building envelope should be calculated from 2.6 meter GSC, which is the former flood plain calculation, before recent amendments of the Flood Plain Designation and Protection Bylaw were made; and
- to achieve consistency in character with the existing single-family homes constructed in the Imperial Landing development area, variances that apply to roof gables and the enclosed connection between the eleven homes and their garages are requested.

Staff Comments

Brian J. Jackson, Acting General Manager, Planning and Development, advised that the nature of a Development Variance Permit Application, versus a Development Permit Application, means that the Panel sees only those details of the proposed development that apply to the requested variances.

Mr. Jackson then commented on the applicant's requested variances and noted that:

- Council approved variances to the minimum setbacks and maximum heights for the existing approximately 40 single-family homes to the south of the subject site, in the neighbourhood known as Imperial Landing, in 2002 and 2003, and the applicant is requesting that the same consideration be given to the eleven proposed single-family lots in the neighbourhood;
- the proposed variances are more restrictive on the size and location of roof gables, and the allowable size is restricted for the enclosed connection between the proposed homes and their accessory garages;
- the applicant is requesting only one new variance to address the higher flood construction level requirement; and
- of the two ways to address the height issue, (i) allowing the properties to rise to the required 2.9 meters GSC, or (ii) calculating the height of the proposed homes from 2.6 meters GSC, staff supports the measurement from 2.6 meters GSC to achieve consistency in character with the homes already constructed, and occupied, in the neighbourhood.

Development Permit Panel
Wednesday, March 14, 2012

Mr. Jackson referred to one piece of correspondence, received from Edwin Sharples and Wendy Phillips (attached to these Minutes as Schedule 1), and stated that the writers were concerned about the lane behind their unit and complex. Mr. Jackson advised that the issue of the lane was addressed as part of the rezoning, and that the location of the lane did not form part of the applicant's development variance application.

In response to the Chair's query regarding the size of the roof gables of the proposed eleven single-family homes, Mr. Jackson confirmed that there are restrictions in terms of width and setback of gables permitted, and that these restrictions mean that the size of the roof gables of the proposed development are smaller and set further back than the roof gables permitted on the constructed homes surrounding the subject site.

Gallery Comments

Mike Harper, 12222 Ewen Avenue, expressed concern regarding: (i) a lack of road access in the Imperial Landing neighbourhood; and (ii) a lack of safety for area children who use the back lane as a play area. He queried what the eventual use of the City-owned site at the corner of Moncton Street and Easthope Avenue would be.

Mr. Harper requested that the City delay, or stop, granting variances to developments in the Imperial Landing neighbourhood, until such issues as access are addressed.

The Chair advised Mr. Harper that City staff, including Bylaw Officers, can assist residents who have questions around bylaws, safety, and so on. He added that the Development Permit Panel's mandate does not include neighbourhood transportation networks, or zoning issues, but strictly includes design and character issues.

A brief discussion ensued between Mr. Harper, Mr. Jackson, and the Panel, and advice was provided to Mr. Harper that Council reviewed the issue of access in 2008, and it was Council's decision that Ewen Avenue not go out to Moncton Street.

Cynthia Rautio, 12282 English Avenue, asked whether the proposed development receives the requested variances, would the proposed eleven single-family homes have the identical appearance of the existing homes. She also queried whether English Avenue would go out to Moncton Street.

Mr. Jackson advised that: (i) English Avenue would not go out to Moncton Street; and (ii) the applicant's request for variances would ensure consistency of character with the existing single-family homes in the neighbourhood.

Carol Day, 11631 Seahurst Road, opined that the City could improve communications with its residents in order to avoid confusion. She then queried whether the Development Permit Panel had the option to send the applicant's Development Variance Application back to City Council.

When the Chair advised that the Panel can either approve or not approve the application, but did not have the option to send it back to Council, Ms. Day requested that the applicant's requested variances be denied.

Development Permit Panel
Wednesday, March 14, 2012

In response to the Chair's request, Mr. Jackson confirmed that in terms of design, the requested variances would allow homes to match the design of homes that already exist to the south of the subject site. He added that the subject lots match the lots to the south.

With regard to the City-owned site at the corner of Moncton Street and Easthope Avenue, as referenced by the first speaker, Mr. Jackson advised that as yet the City has not determined a use for the site.

Correspondence

Edwin Sharples, Wendy Phillips, #6-4388 Moncton Street (Schedule 1)

John Taylor, #3-4388 Moncton Street (Schedule 2)

Panel Discussion

There was general agreement that the requested variances would allow the proposed eleven single-family homes to be developed with the same character as the existing neighbourhood.

The Chair reiterated that City staff are available to discuss such issues as access and egress with residents.

Panel Decision

It was moved and seconded

1. *That a Development Permit be issued which would vary the provisions of Richmond Zoning Bylaw 8500 "Single Detached (ZS10) – Steveston" in order to permit the construction of residential homes at 12226, 12228, 12248 & 12260 English Avenue, and 12231, 12233, 12235, 12237, 12239, 12251 & 12253 Ewen Avenue, as follows:*
 - a) *allow an enclosed connection between the principal building and accessory garage located in the rear yard, provided that this enclosed connection is limited in height to a single storey no greater than 5.0 m, and does not exceed 3.2 m in width;*
 - b) *allow front roof gables to project beyond the residential vertical envelope (lot depth) to a maximum width of the lesser of 4 m or 66% of the building width, and a maximum height of the lesser of 8 m or 1.5 m below the crest of the roof;*
 - c) *allow side roof gables to project beyond the residential vertical envelope (lot width) with a minimum 1.5 m setback from the front building façade;*
 - d) *allow the residential vertical envelope to be calculated from 2.6 m GSC.*

CARRIED

**Schedule 1 to the Minutes of
the Development Permit
Panel meeting of Wednesday,
March 14, 2012.**

CITY OF RICHMOND

MAR 14 2012

RECEIVED

Variance Permit DV 11-587706

3 messages

Edwin Sharples <tedsharples@gmail.com>

Tue, Mar 13, 2012 at 5:43 PM

Edwin Sharples and Wendy Phillips

6-4388 Moncton St.
Richmond, B.C. V7E 6R9

We Request Postponement of Variance Permit DV 11-587706 pending Review
of the overall Direction on the Block

We are concerned about the increase in traffic that will come through
the lane behind our unit and complex. A lot of traffic now uses this
narrow lane. Children play there and residents walk along it
frequently. Garbage and recycling trucks also use the lane. They
fill the lane and make it impossible to pass. Without road access
directly to Moncton from Ewen and English Ave. the lane will be
handling far more traffic than it was designed for, producing
congestion and safety concerns.

There are two solutions as we see it. Our preferred option is to
block the lane behind our address at Ewen, forcing traffic to go to
Bayview St. when entering and exiting. Due to the high density of
housing in the area, we are reluctant to give up the green spaces at
the end of Ewen and English to provide traffic access to Moncton
Street.

Edwin Sharples/Wendy Phillips



Please Attend
This Is the Time to be Heard

The Richmond Development Panel will meet to consider oral and written submissions on the proposed development /Development Variance Permit DV 11-587706:

This Wednesday March 14, 2012 @ 3:30 p.m.

Council Chambers, City Hall 6911 NO. 3 Road, Richmond, BC V6Y 2C1
FAX: 604-278-5139 Tel: (604) 276-4007

If you are unable to attend you may mail or have delivered a written submission to the Director / City Clerk's Office, which will be entered into the meeting record if it is received prior to or at this meeting.

Or Email: StevestonRA@gmail.com :

Name

JOHN S. TAYLOR

Address

34388 MONCTON ST. RICHMOND



Request Postponement of Variance Permit DV 11-587706 pending
Review of the overall Direction on the Block

Additional comments

ENGLISH AVE. SHOULD OPEN UP
ONTO MONCTON.



Agreement of Variance Permit DV 11-587706

Additional comments

Signature

13 MARCH 2012

Schedule 2 to the Minutes of
the Development Permit
Panel meeting of Wednesday,
March 14, 2012.



City of
Richmond

Notice of Application
For a Development Variance Permit
DV 11-587706

6911 No. 3 Road, Richmond, BC V6Y 2C1
Phone 604-276-4007 Fax 604-278-5139

Applicant:

Matthew Cheng Architect Inc.

Property Location:

12226, 12228, 12248 & 12260 English Avenue, and 12231, 12233, 12235, 12237,
12239, 12251 & 12253 Even Avenue

Intent of Permit:

To vary the provisions of Richmond Zoning Bylaw 8500 "Single Detached (ZS10) - Steveston" in order to permit the construction of residential homes as follows:

1. Allow an enclosed connection between the principal building and accessory garage located in the rear yard, provided that this enclosed connection is limited in height to a single storey no greater than 5.0 m, and does not exceed 3.2 m in width.
2. Allow front roof gables to project beyond the residential vertical envelope (lot depth) to a maximum width of the lesser of 4 m or 66% of the building width, and a maximum height of the lesser of 8 m or 1.5 m below the crest of the roof.
3. Allow side roof gables to project beyond the residential vertical envelope (lot width) with a minimum 1.5 m setback from the front building facade.
4. Allow the residential vertical envelope to be calculated from 2.6 m GSC.

The Richmond Development Permit Panel will meet to consider oral and written submissions on the proposed development noted above, on:

Date:

March 14, 2012

Time:

3:30 p.m.

Place:

Council Chambers, Richmond City Hall

If you are unable to attend the Development Permit Panel meeting, you may mail or otherwise deliver to the Director, City Clerk's Office, at the above address, a written submission, which will be entered into the meeting record if it is received prior to or at the meeting on the above date.

How to obtain information:

- By Phone: To review supporting staff reports, please contact Sara Ralston, Planning & Development Department at (604-276-4282).
- On the City Website: Staff reports on the matter(s) identified above are available on the City website at <http://www.richmond.ca/cityhall/council/agendas/dvp/2012.htm>
- At City Hall: Staff reports are available for inspection at the first floor, City Hall, between 8:15 a.m. and 5:00 p.m., Monday through Friday, except statutory holidays, between March 1, 2012 and the date of the Development Permit Panel Meeting.

David Weber

Director, City Clerk's Office





City of Richmond
Planning and Development Department

**Report to
Development Permit Panel**

To: Development Permit Panel

From: Brian J. Jackson, MCIP
Director of Development

Re: **Application by Matthew Cheng Architect Inc. for a Development Variance Permit at 12226, 12228, 12248 & 12260 English Avenue, and 12231, 12233, 12235, 12237, 12239, 12251 & 12253 Ewen Avenue**

TO: DPP Mtg. Mar. 14, 2012.

Date: February 13, 2012

File: DV 11-587706

Staff Recommendation

That a Development Permit be issued which would vary the provisions of Richmond Zoning Bylaw 8500 "Single Detached (ZS10) – Steveston" in order to permit the construction of residential homes at 12226, 12228, 12248 & 12260 English Avenue, and 12231, 12233, 12235, 12237, 12239, 12251 & 12253 Ewen Avenue, as follows:

1. Allow an enclosed connection between the principal building and accessory garage located in the rear yard, provided that this enclosed connection is limited in height to a single storey no greater than 5.0 m, and does not exceed 3.2 m in width.
2. Allow front roof gables to project beyond the residential vertical envelope (lot depth) to a maximum width of the lesser of 4 m or 66% of the building width, and a maximum height of the lesser of 8 m or 1.5 m below the crest of the roof;
3. Allow side roof gables to project beyond the residential vertical envelope (lot width) with a minimum 1.5 m setback from the front building façade;
4. Allow the residential vertical envelope to be calculated from 2.6 m GSC.

Brian J. Jackson, MCIP
Director of Development

SB:blg
Att.

Staff Report

Origin

Matthew Cheng Architect Inc. has applied for variances to “Single Detached (ZS10) – Steveston” in order to permit eleven (11) single-family dwellings to be built at 12226 to 12260 English Avenue and 12231 to 12253 Ewen Avenue that are consistent in character with the existing single-family houses constructed in the Imperial Landing development area (**Attachment 1**). Variances are included to:

- Allow an enclosed connection between the house and garage;
- Allow front roof gables to project beyond the residential vertical envelope (lot depth) to a maximum width of the lesser of 4 m or 66% of the building width, and a maximum height of the lesser of 8 m or 1.5 m below the crest of the roof;
- Allow side roof gables to project beyond the residential vertical envelope (lot width) with a minimum 1.5 m setback from the front building façade;
- Allow bay windows to project 0.6 m into the required front yard setback; and
- Allow the residential vertical envelope to be calculated from 2.6 m GSC.

Development Information

Please refer to the attached Development Application Data Sheet (**Attachment 1**) for a comparison of the proposed development data with the relevant Bylaw requirements.

Surrounding Development

Development surrounding the subject site is as follows:

- To the north, fronting onto Moncton Street, is a new 14-unit townhouse development, zoned “Town Housing (ZT41) – Bayview Street/ English Avenue (Steveston)”;
- To the east, across Ewen Avenue, are single-family lots, also zoned “Single Detached (ZS10) – Steveston”;
- To the south, fronting onto English Avenue and Ewen Avenue, are single-family lots also zoned “Single Detached (ZS10) – Steveston”; and
- To the west, across English Avenue, is a 45-unit townhouse development, zoned “Town Housing (ZT41) – Bayview Street/English Avenue (Steveston)”.

Background

In 2002 and 2003, Council approved variances to the minimum setbacks and maximum heights for all of the single-family lots in the Steveston Area Plan BC Packers Steveston waterfront neighbourhood (Imperial Landing). The applicant is requesting the same consideration for 11 new single-family lots in the same neighbourhood.

The previous BC Packers office building site at 4360 Moncton Street was rezoned (RZ 05-312601) on April 26, 2010 to create a townhouse development site and the subject new single-family lots. The following was secured through the rezoning:

- Land dedication, subdivision and consolidation;
- Registration of covenants regarding flood plain, restricting vehicle access to the lane;

- Landscape security for the planting of 22 trees (2 trees per single-family lot);
- Cash contributions for road expansion, affordable housing, Moncton pedestrian crosswalk upgrade, and cash-in-lieu of indoor amenity space for the townhouse development; and
- A Servicing Agreement for new road and lane infrastructure, and new sanitary and storm sewer infrastructure.

Staff Comments

The subject Development Variance Permit application complies with the intent of the applicable sections of the Official Community Plan (OCP) and is generally in compliance with the “Single Detached (ZS10) – Steveston” except for the zoning variances noted below.

Zoning Compliance/Variations (staff comments in **bold**)

The applicant requests to vary the provisions of Richmond Zoning Bylaw 8500 to:

- 1) Allow an enclosed connection between the principal building and accessory garage located in the rear yard, provided that this enclosed connection is limited in height to a single storey no greater than 5.0 m, and does not exceed 3.2 m in width.
- 2) Allow front roof gables to project beyond the residential vertical envelope (lot depth) to a maximum width of the lesser of 4 m or 66% of the building width, and a maximum height of the lesser of 8 m or 1.5 m below the crest of the roof.
- 3) Allow side roof gables to project beyond the residential vertical envelope (lot width) with a minimum 1.5 m setback from the front building façade.

(Staff supports the above three (3) proposed variances as they are similar to variances previously approved for the existing 43 single-family lots in the BC Packers Steveston waterfront neighbourhood (Imperial Landing), with new restrictions to limit the maximum size. The variances will therefore allow the newly created 11 single-family lots to be developed with the same character as the existing neighbourhood.)

- 4) Allow the residential vertical envelope to be calculated from 2.6 m GSC.

(Staff supports the proposed variance as it will accommodate the required 2.9 m GSC flood construction level and also allow development of the newly created 11 single-family lots with houses of the same character and same roof pitch as the existing neighbourhood. The flood construction level was 0.3 m lower (2.6 m GSC) when Onni developed the existing Imperial Landing single-family homes.)

Analysis

Variance Precedents in BC Packers Steveston waterfront neighbourhood (Imperial Landing)

In 2002 and 2003, Council approved variances to the minimum setbacks and maximum heights for all of the single-family lots in the Steveston Area Plan BC Packers Steveston waterfront neighbourhood (Imperial Landing). The applicant is requesting the same consideration for 11 new single-family lots in the same neighbourhood. The new residential lots and a townhouse development site were created through the recent rezoning of the old BC Packers office building site at 4360 Moncton Street (RZ 05-312601).

On February 11, 2002, Council approved variances (DV 01-197537) to permit the development of 43 proposed single-family residential lots in the north-eastern portion of the former BC Packers site. These lots are located east of the subject properties, generally between Ewen Avenue and Bayview Street and further east of Bayview Street, including:

- 4331 to 4395 Bayview Street;
- 12220 to 12300 Ewen Avenue;
- 4460 to 4491 Gerrard Place; and
- 4400 to 4468 Moncton Street.

On May 12, 2003, Council approved variances (DV 03-232679) to permit the development of a further 15 single-family residential lots south of the subject properties, including:

- 12262 to 12288 English Avenue; and
- 12271 to 12295 Ewen Avenue.

The variances approved under applications DV 01-197537 and DV 03-232679 include:

- 1) Allow an enclosed connection between the house and the garage – *The applicant requests a similar variance, with revised wording to limit the maximum size of an enclosed connection. The variance is requested to allow the newly created 11 single-family lots to be developed with the same character as the existing neighbourhood.*
- 2) Allow the accessory garage building to be constructed to a height of 6.1 m (20 ft. 0 in.) to accommodate living space over the garage – *Note that this variance is not included in the subject application, as the neighbouring single-family homes to the south do not include living space over the garages.*
- 3) Allow front roof gable to project beyond the Residential Vertical Envelope (lot depth) – *The applicant requests a similar variance, with revised wording to limit the maximum size of a roof gable projection. The variance is requested to allow the newly created 11 single-family lots to be developed with the same character as the existing neighbourhood.*
- 4) Allow side roof gables to project beyond the Residential Vertical Envelope (lot width) – *The applicant requests a similar variance, with revised wording to limit the maximum size of a roof gable projection. The variance is requested to allow the newly created 11 single-family lots to be developed with the same character as the existing neighbourhood.*
- 5) Allow bay window to project 0.60 m (2 ft. 0 in.) into required front yard setback – *Note that a variance is no longer required as this bay window projection is now permitted under the current Zoning Bylaw 8500 (General Development Regulations).*
- 6) Allow bay window and corner of house to project 0.60 m (2 ft. 0 in.) into required setbacks for end lots. – *Note that this variance is not included in the subject application, as there are no end/corner lots included in the subject newly created residential lots.*
- 7) Allow porch columns supporting a porch roof to project into front and side yard setback 1 m (3.28 ft.) – *Note that a variance is no longer required as the zone allows a 1.3 m projection for porch columns.*
- 8) Allow fireplace/chimney enclosures to encroach 0.60 m (2.0 ft.) into required side yard – *Note that this variance is not included in the subject application, as the zone already allows a 0.5 m projection for unenclosed fireplaces and chimneys.*

- 9) Vary the side yard setback for corner lots from 3 m (9.843 ft.) to 2 m (6.56 ft.) – Note *that this variance applies to DV 01-197537 only, and is not included in the subject application, as there are no end/corner lots in the subject newly created residential lots.*

Required Flood Construction Level Impact to Building Height

The subject application includes one additional variance that was not included in the previously approved variances in the BC Packers Steveston waterfront neighbourhood (Imperial Landing). The applicant is requesting that the residential vertical envelope, which includes building height, be calculated from 2.6 m GSC. The variance is requested as a result of the impact of the Flood Plain Designation and Protection Bylaw 8204 and the revised Zoning Bylaw 8500, which were both adopted by Council after the initial 2002 and 2003 Development Variance Permits. The variance is requested to allow the newly created 11 single-family lots to be developed with the same character as the existing neighbourhood.

The Flood Plain Designation and Protection Bylaw requires a minimum Flood Construction Level of 2.9 m GSC (geodetic survey of Canada) for the subject properties. The existing single detached homes in the BC Packers Steveston waterfront neighbourhood (Imperial Landing) had a lower minimum Flood Construction Level of 2.6 m GSC, which was specified in a flood covenant registered on Title as part of the original BC Packers rezoning. New single detached homes in the BC Packers Steveston waterfront neighbourhood (Imperial Landing) are required to comply with the Bylaw and have a main floor level that is at least 0.3 m higher than the surrounding existing homes.

In addition, the current zoning bylaw has a different way of calculating building height for single detached homes. Previously the residential vertical envelope (which includes building height) for typical single detached homes was measured from the lowest floor level (lowest concrete slab). Under the current Zoning Bylaw 8500, the residential vertical envelope is calculated from the finished site grade, which is an average of the edges of the property and the exterior edges of the proposed building, and is not permitted to be higher than 0.6 m above the crown of road. The ground floor level of the existing single detached homes in the BC Packers Steveston waterfront neighbourhood (Imperial Landing) was set at 2.6 m GSC to comply with the flood covenant, so the residential vertical envelope was also measured from 2.6 m GSC. New single detached homes in the BC Packers Steveston waterfront neighbourhood (Imperial Landing) would be required to have a finished site grade that was no higher than 0.6 m above the crown of road, or no higher than approximately 1.9 m to 2.3 m GSC for the subject newly created lots. With a 2.9 m GSC flood construction level requirement, this effectively results in a 0.88 m to 1.15 m reduction to the permitted massing of a full two-storey home.

Although the permitted building height in the zone has not changed, the flood construction level requirement has increased by 0.3 m and the point that the residential vertical envelope is measured from has been effectively lowered for the subject newly created lots. The result is that a variance is needed to allow development of the new residential lots with houses of the same character (and with the same roof pitches) as the existing single detached homes in the surrounding BC Packers Steveston waterfront neighbourhood (Imperial Landing). The variance requested is to allow the residential vertical envelope to be measured from the same 2.6 m GSC elevation that was used for the surrounding existing single detached. The applicant has confirmed that they can comply with the 2.9 m GSC flood construction level requirement and provide homes that are similar in character to the surrounding neighbourhood with the residential vertical envelope (building height) measured from 2.6 m GSC.

Conclusions

Staff are supportive of the proposed variances, which will allow the newly created 11 single-family lots to be developed with houses of the same character as the existing neighbourhood.

A handwritten signature in black ink that reads "Sara Badyal." The signature is written in a cursive, flowing style.

Sara Badyal, M. Arch, MCIP
Planner 1

SB:blg

Attachment 1: Conceptual Architectural Drawings



City of Richmond

6911 No. 3 Road
Richmond, BC V6Y 2C1
www.richmond.ca
604-276-4000

Development Application Data Sheet Development Applications Division

DV 11-587706

Attachment 1

Address: 12226, 12228, 12248 & 12260 English Avenue, and
12231, 12233, 12235, 12237, 12239, 12251 & 12253 Ewen Avenue

Applicant: Matthew Cheng Architect Inc. Owner: S-8133 Holdings Ltd.

Planning Area(s): Steveston

| | Existing | Proposed |
|-------------------------|--|----------------------------|
| Lot Area: | 271 m ² to 292.5 m ² | No Change |
| Land Uses: | Vacant | Single-Family Residential |
| OCP Designation: | Residential | No change |
| Zoning: | Single Detached (ZS10) – Steveston | No change |
| Number of Units: | None | 11 Single-Family Dwellings |

| | Bylaw Requirement | Proposed | Variance |
|---|---|--|--|
| Floor Area Ratio: | 0.6 | No change | None permitted |
| Lot Coverage (Building): | Max. 50% | No change | None |
| Setback – Front Yard: | Min. 4.3 m | No change | None |
| Projections into Front Yard: | Porch Max. 1.3 m Bay window 0.5 m | No change Max. 0.6 m | 0.1 m Increase |
| Setback – Interior Side Yard: | Min. 1.2 m Accessory Bldg Min. 0.6 m | No change | None |
| Projections into Side Yard: | Fireplace/chimney Max. 0.5 m | Max. 0.6 m | 0.1 m Increase |
| Setback – Rear Yard: | Min. 10 m | No change | None |
| Connection between the house and garage: | Covered open walkway Max. 2 m wide & 3 m high | Permit enclosed connection | Enclosed connection |
| Height (m): | Max. 9 m Accessory Bldg Max. 5.0 m | No change Max. 6.1 m | 1.1 m Increase for Living Space over Garage |
| Residential Vertical Envelopes: | <ul style="list-style-type: none"> Calculated from finished site grade No habitable space projections | <ul style="list-style-type: none"> Calculated from 2.6 m GSC Allow front & side roof gable projections | <ul style="list-style-type: none"> 0.6 m – 1 m Increase Limited roof gable projections |



City of Richmond

Planning and Development Department

Development Variance Permit

No. DV 11-587706

To the Holder: MATTHEW CHENG ARCHITECT INC.

Property Address: 12226, 12228, 12248 & 12260 ENGLISH AVENUE AND
12231, 12233, 12235, 12237, 12239, 12251 &
12253 EWEN AVENUE

Address: C/O MATTHEW CHENG
UNIT 202 – 670 EVANS AVENUE
VANCOUVER, BC V6A 2K9

1. This Development Variance Permit is issued subject to compliance with all of the Bylaws of the City applicable thereto, except as specifically varied by this Permit.
2. This Development Variance Permit applies to and only to those lands shown cross-hatched on the attached Schedule "A" and any and all buildings, structures and other development thereon.
3. The "Richmond Zoning Bylaw 8500" is hereby varied as follows:
 - a) Allow an enclosed connection between the principal building and accessory garage located in the rear yard, provided that this enclosed connection is limited in height to a single storey no greater than 5.0 m, and does not exceed 3.2 m in width;
 - b) Allow front roof gables to project beyond the residential vertical envelope (lot depth) to a maximum width of the lesser of 4 m or 66% of the building width, and a maximum height of the lesser of 8 m or 1.5 m below the crest of the roof;
 - c) Allow side roof gables to project beyond the residential vertical envelope (lot width) with a minimum 1.5 m setback from the front building façade; and
 - d) Allow the residential vertical envelope to be calculated from the required flood construction level (2.6 m GSC).
4. The land described herein shall be developed generally in accordance with the terms and conditions and provisions of this Permit and any plans and specifications attached to this Permit which shall form a part hereof.
5. If the Holder does not commence the construction permitted by this Permit within 24 months of the date of this Permit, this Permit shall lapse.

This Permit is not a Building Permit.

No. DV 11-587706

To the Holder: MATTHEW CHENG ARCHITECT INC.

Property Address: 12226, 12228, 12248 & 12260 ENGLISH AVENUE AND
12231, 12233, 12235, 12237, 12239, 12251 &
12253 EWEN AVENUE

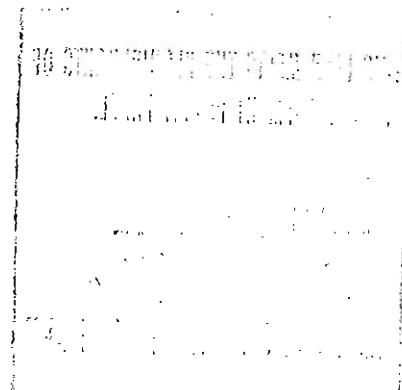
Address: C/O MATTHEW CHENG
UNIT 202 – 670 EVANS AVENUE
VANCOUVER, BC V6A 2K9

AUTHORIZING RESOLUTION NO.
DAY OF , .

ISSUED BY THE COUNCIL THE

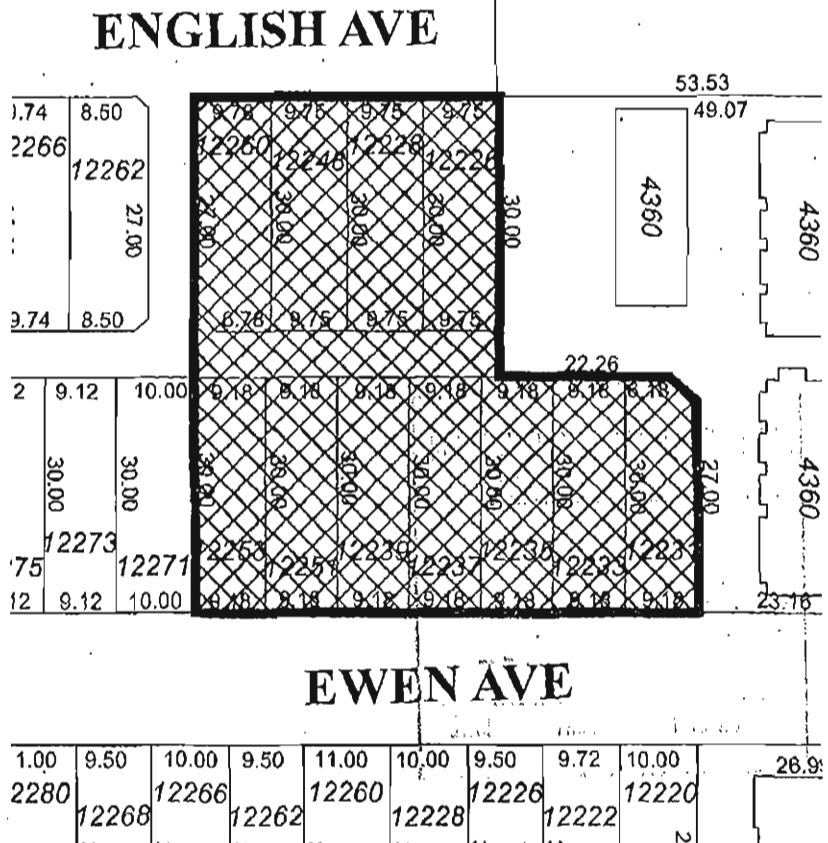
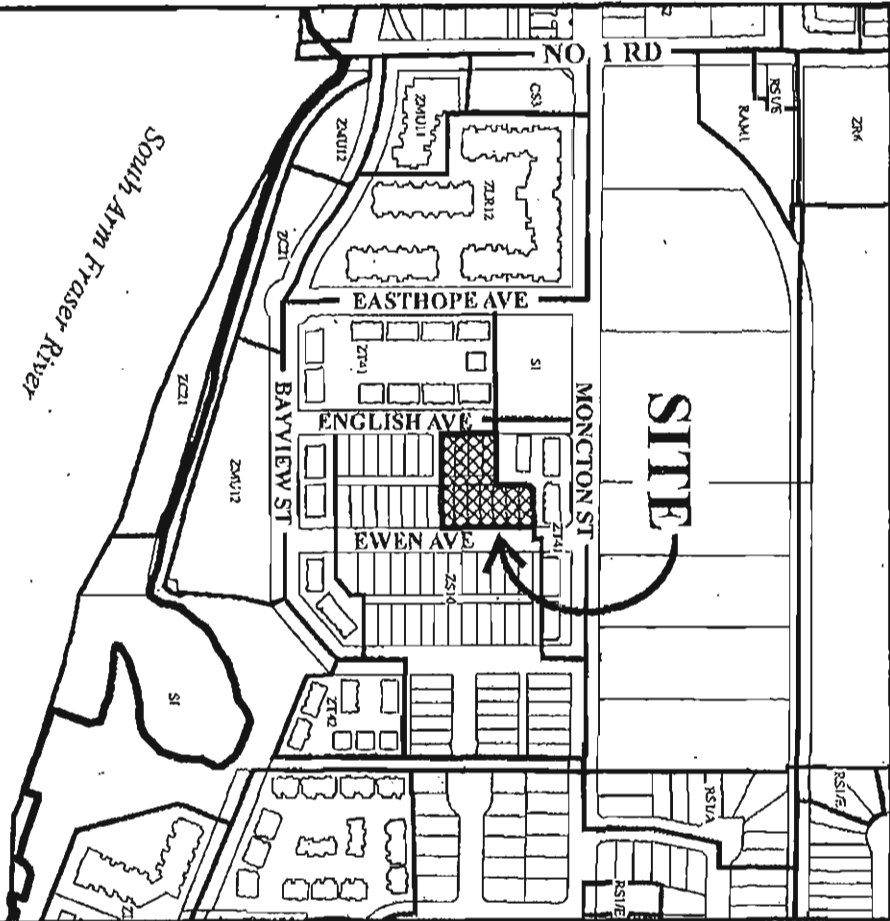
DELIVERED THIS DAY OF , .

MAYOR





Original Date: 09/15/11
Revision Date:
Note: Dimensions are in METRES



**MATTHEW CHENG
ARCHITECT INC.**

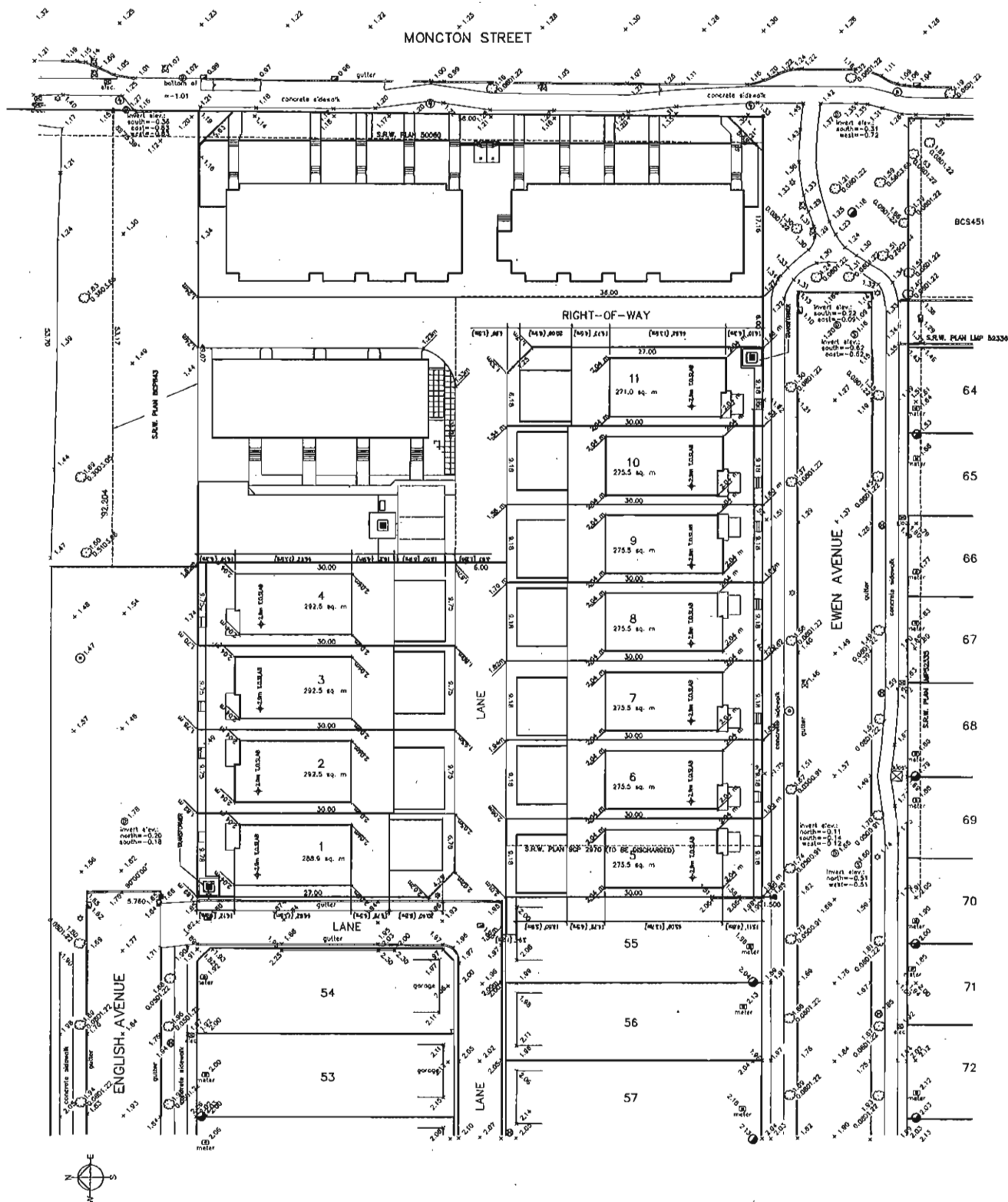
THESE DRAWING ARE NOT BE CALLED. THE GENERAL CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND SUPPLIES PRIOR TO CONSTRUCTION OF WORK. ALL DIMENSIONS AND CHANGES SHALL BE REPORTED IMMEDIATELY TO THE ARCHITECT. CORRECTIONS REQUIRED FOR THE PLANS AND DESIGN ARE AT ALL TIMES THE EXCLUSIVE PROPERTY OF THE ARCHITECT. THE GENERAL CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS WITHOUT PRIOR NOTICE TO THE ARCHITECT.

| | |
|-------------|---------------------------|
| Info Date | Random |
| DE 10/06/10 | SINGLE FAMILY SUBROVISION |

PROJECT TWO
 4360 MONCTON ST.
 RICHMOND, B.C.
 + LOTS 1-11

SHEET 15a
SITE PLAN FOR
SINGLE FAMILY
HOUSING SUBDIVISION
CONCEPTUAL
DRAWING

| | |
|------------------------------|--------------------------|
| Revision Dates 2007/12/19 | Order No. A0.1 |
| Print Dates 2007/12/19 | |



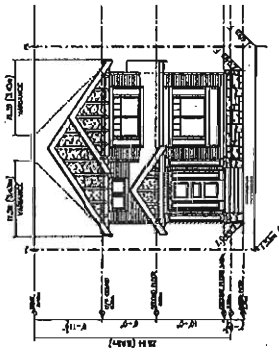
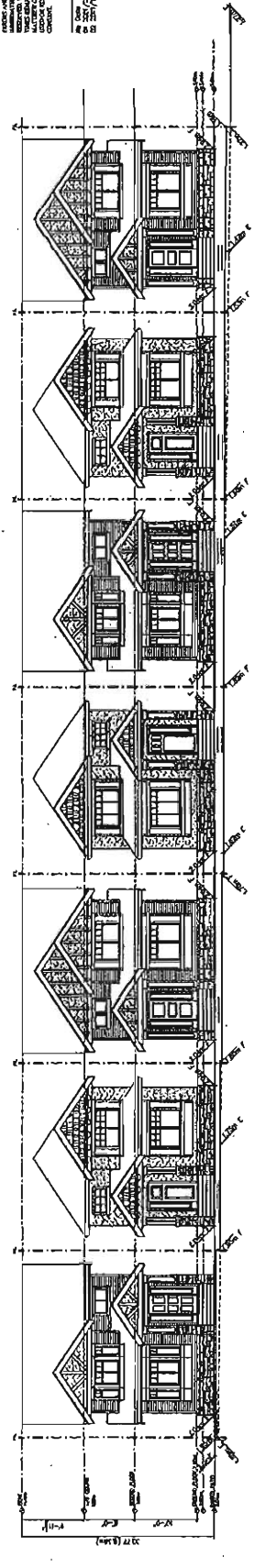
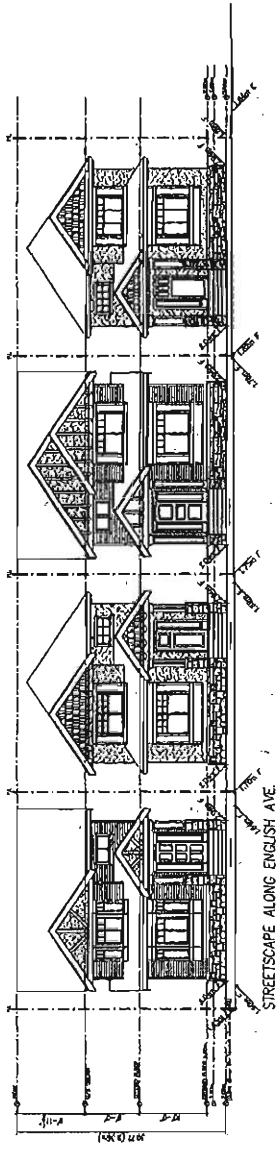


MATTHEW CHENG
ARCHITECT INC.

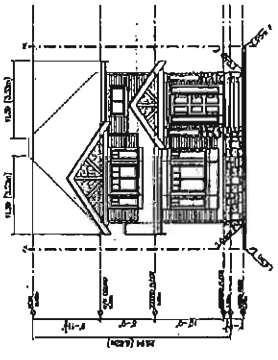
1000 W. 10TH AVE. SUITE 100
VANCOUVER, BC V6H 2G6
TEL: 604-681-1111
WWW.MATTHEWCHENGARCHITECT.COM

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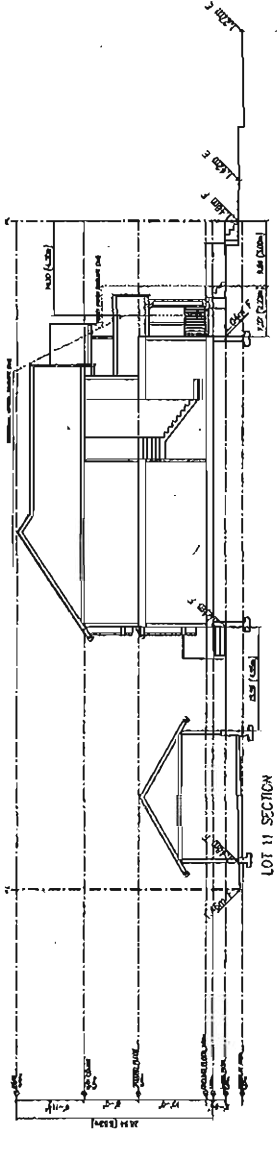
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BY: MCH
CHECKED: MCH
SCALE: AS SHOWN



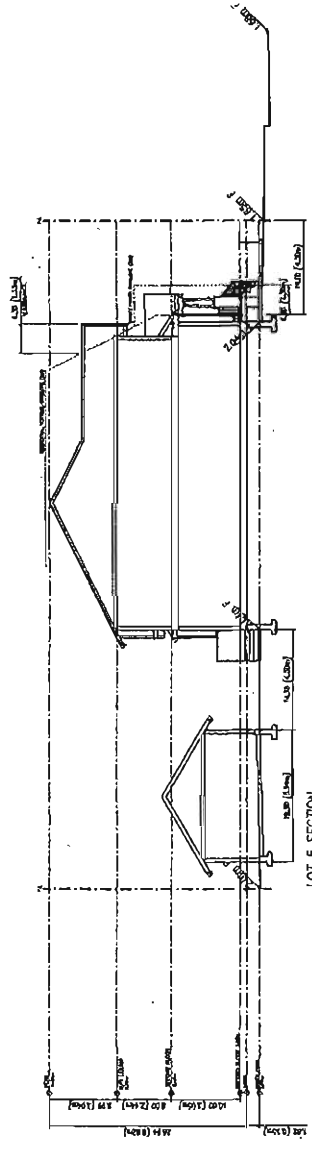
LOT 11 EMMEN ELEVATION



LOT 5 EMMEN ELEVATION



LOT 11 SECTION



LOT 5 SECTION

Scale: 1/8" = 1'-0"

CONCEPTUAL DRAWING

| | |
|-----------------|-----------------------|
| Project Name | Single Family Subdiv. |
| Project Address | LOTS 1-11 |
| Project Number | |
| Project Date | 01/12/2010 |
| Project Status | AL1 |



Community Safety Committee

Anderson Room, City Hall
6911 No. 3 Road

Tuesday, March 13, 2012
4:00 p.m.

Pg. # ITEM

MINUTES

CS-5 *Motion to adopt the minutes of the meeting of the Community Safety Committee held on Tuesday, February 14, 2012.*



NEXT COMMITTEE MEETING DATE

Wednesday, April 11, 2012, (tentative date) at 4:00 p.m. in the Anderson Room

LAW AND COMMUNITY SAFETY DEPARTMENT

1. **RESTORATIVE JUSTICE EVALUATION REPORT 2011**
(File Ref. No. 09-5375-01) (REDMS No. 3467817 v.3)

CS-13

See Page CS-13 for full report

Designated Speaker: Anne Stevens

STAFF RECOMMENDATION

That the Touchstone Family Association's Restorative Justice Performance Outcome and Evaluation Report, as attached to the staff report dated February 28, 2012 from the General Manager, Law & Community Safety, be received for information.



2. **THE FIRE-RESCUE PLAN 2012-2015**
(File Ref. No.) (REDMS No. 3236395 v.3)

CS-43

See Page **CS-43** for full report

Designated Speaker: Fire Chief John McGowam

STAFF RECOMMENDATION

That the Fire-Rescue Plan: 2012-2015 (as attached to the report dated February 27, 2012, from the Fire Chief, Richmond Fire-Rescue) be endorsed.



3. **RICHMOND FIRE-RESCUE – JANUARY 2012 REPORT**
(File Ref. No.) (REDMS No. 3435067 v.2)

CS-97

See Page **CS-97** for full report

Designated Speaker: Fire Chief John McGowan

STAFF RECOMMENDATION

That the Fire Chief's report dated February 27, 2012 on Richmond Fire-Rescue's activities for January 2012 be received for information.



4. **STRATEGIC COMMUNITY INVESTMENT FUNDS**
(File Ref. No. 09-5375-00) (REDMS No. 3484676 v.2)

CS-105

See Page **CS-105** for full report

Designated Speaker: Anne Stevens

STAFF RECOMMENDATION

That Council authorize the CAO and/or the General Manager, Law and Community Safety to sign the Strategic Community Investment Funds Agreement on behalf of the City of Richmond, as outlined in the staff report dated February 29, 2012 from the General Manager, Law & Community Safety.



5. **INTEGRATED PARTNERSHIP FOR REGIONAL EMERGENCY MANAGEMENT (IPREM) EARTHQUAKE TABLETOP EXERCISE**
(File Ref. No. 09-5125-01) (REDMS No. 3478242)

CS-109

See Page CS-109 for full report

Designated Speaker: Deborah Procter

STAFF RECOMMENDATION

That the staff report entitled “Integrated Partnership for Regional Emergency Management (IPREM) Earthquake Tabletop Exercise”, dated February 24, 2012 from the General Manager, Law & Community Safety, be received for information.



6. **COMMUNITY BYLAWS – JANUARY 2012 ACTIVITY REPORT**
(File Ref. No. 12-8060-01) (REDMS No. 3478345 v.2)

CS-117

See Page CS-117 for full report

Designated Speaker: Wayne Mercer

STAFF RECOMMENDATION

That the Community Bylaws Monthly Activity Report dated February 27, 2012, from the General Manager, Law & Community Safety, be received for information.



7. **RCMP'S MONTHLY REPORT – JANUARY 2012 ACTIVITIES**
(File Ref. No. 09-5000-01) (REDMS No. 3466989)

CS-123

See Page CS-123 for full report

Designated Speaker: Supt. Rendall Nasset

STAFF RECOMMENDATION

That the OIC's report entitled “RCMP's Monthly Report – January 2012 Activities” dated February 2, 2012, be received for information.



8. **FIRE CHIEF BRIEFING**
 (Oral Report)

Designated Speaker: Fire Chief John McGowan

Item for discussion:

- (i) *Upcoming Richmond Fire-Rescue Events*

9. **RCMP/OIC BRIEFING**
 (Oral Report)

Designated Speaker: Supt. Rendall Nessel

Item for discussion:

- (i) *Downtown Community Police Office*

10. **MANAGER'S REPORT**

ADJOURNMENT





Community Safety Committee

Date: Tuesday February 14, 2012

Place: Anderson Room
Richmond City Hall

Present: Councillor Derek Dang, Chair
Councillor Linda McPhail, Vice-Chair
Councillor Ken Johnston
Councillor Evelina Halsey-Brandt
Councillor Bill McNulty
Mayor Malcolm Brodie (arrived at 4:45 p.m.)

Also Present: Councillor Chak Au

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 Community Safety Committee held on Tuesday, December 13, 2011, be adopted as circulated.

CARRIED

NEXT COMMITTEE MEETING DATE

Tuesday, March 13, 2012, (tentative date) at 4:00 p.m. in the Anderson Room

LAW AND COMMUNITY SAFETY DEPARTMENT

1. INTRODUCTION OF INSPECTOR SEAN MALONEY

Renny Nessel, OIC, Richmond RCMP, introduced Inspector Sean Maloney and spoke briefly about Inspector Maloney's 30 year service and past experience with the RCMP.

Community Safety Committee
Tuesday, February 14, 2012

2. **RCMP'S MONTHLY REPORT – NOVEMBER 2011 ACTIVITIES**
(File Ref. No. 09-5000-01) (REDMS No. 3422437)

See Item 3. for discussion and action taken on Item 2.

3. **RCMP'S MONTHLY REPORT – DECEMBER 2011 ACTIVITIES**
(File Ref. No. 09-5000-01) (REDMS No. 3441114)

Items 2. and 3. were discussed simultaneously.

OIC Nasset reviewed the RCMP statistics for November and December of 2011 and advised that: (i) robberies had increased as a result of street level, or curbside, theft of cell phones and tablets; and (ii) break-and-enters in residential homes has increased.

Discussion ensued regarding pedestrian safety issues and auxiliary constables.

In reply to a query, Phyllis Carlyle, General Manager, Law & Community Safety, advised that she and OIC Nasset had met to discuss activities at the City's Community Police Offices, such as South Arm, and Steveston, and that staff will come back to Committee with further information.

In response to the Chair's query regarding the increase in sexual offences, OIC Nasset confirmed that, historically, sexual offences occur between acquaintances, not strangers.

It was moved and seconded

That the OIC's report entitled "RCMP's Monthly Report – November 2011 Activities" dated December 1, 2011, be received for information; and

CARRIED

It was moved and seconded

That the OIC's report entitled "RCMP's Monthly Report – December 2011 Activities" dated January 5, 2012, be received for information.

CARRIED

4. **COMMUNITY BYLAWS – NOVEMBER 2011 ACTIVITY REPORT**
(File Ref. No. 12-8060-01) (REDMS No. 3428370)

See Item 5. for discussion and action taken on Item 4.

5. **COMMUNITY BYLAWS - DECEMBER 2011 ACTIVITY REPORT**
(File Ref. No. 12-8060-01) (REDMS No. 3457416)

Items 4. and 5. were discussed simultaneously

In reply to a query Wayne Mercer, Manager, Community Bylaws, noted that it was unusual that two parking meters had been stolen in November, though it is not unusual for parking meters to be vandalized. He added that the stolen meters were located in a deserted warehouse.

Community Safety Committee
Tuesday, February 14, 2012

It was moved and seconded

That the staff report entitled "Community Bylaws – November 2011 Activity Report" dated December 14, 2011, from the General Manager, Law & Community Safety, be received for information.

CARRIED

It was moved and seconded

That the staff report entitled "Community Bylaws - December 2011 Activity Report" dated January 23, 2012, from the General Manager, Law & Community Safety, be received for information.

CARRIED

6. 2012/2013 RCMP ANNUAL PERFORMANCE PLAN – COMMUNITY PRIORITIES

(File No. 09-5000-01)(REDMS No. 3459169)

OIC Nasset provided background information and in response to comments made by Committee, he noted that pedestrian safety and the development of a community policing presence in the City Centre were identified as objectives for the 2012/2013 performance plan.

Discussion ensued, and in particular regarding: (i) the measured outcomes of success for the 2010/2011 performance plan will be forthcoming soon; (ii) police presence, patrolling on foot, in the City Centre will continue; (iii) besides the two identified objectives, the RCMP will work to abate property-related crimes, and will work on all objectives to attain desired outcomes.

The Chair noted that the D.A.R.E. (Drug Abuse Resistance Education) Program is valuable to the students who participate.

It was moved and seconded

That the two Community Objectives be selected, as identified in the staff report dated January 24, 2012 from the Officer In Charge, Richmond RCMP Detachment, for inclusion in the 2012/2013 Annual Performance Plan.

CARRIED

7. 2011 FOURTH QUARTER REPORT – RICHMOND FIRE-RESCUE

(File No.)(REDMS No. 3432651)

John McGowan, Fire Chief, Richmond Fire-Rescue (RFR), in response to a query, stated that when 911 receives a call for assistance for a victim of assault, usually the RCMP response first but RFR and ambulance services also attend. He added that there is good communication among the attending parties.

Community Safety Committee

Tuesday, February 14, 2012

It was moved and seconded

That the report on Fire-Rescue's operations from October 1 to December 31, 2011 be received for information.

CARRIED

**8. CANADIAN COAST GUARD AUXILIARY (STATION 10)
PROPOSED BOATHOUSE LOCATION**

(File No. 06-2345-20-ILAN1)(REDMS No. 3355625)

Mayor Brodie entered the meeting (4:45 p.m.)

In response to a query regarding the consultation undertaken with the Scotch Pond Heritage Cooperative (SPHC) Serena Lusk, Manager, Parks Programs and Dave Semple, General Manager, Parks and Recreation, advised that the SPHC's Executive Committee has accepted, in principle, the relocation of the Station 10, Richmond Coast Guard Auxiliary to Scotch Pond. It was noted that the SPHC's Annual General Meeting takes place in March.

- staff worked with members of Station 10, Richmond Coast Guard Auxiliary to review a wide range of potential locations for Station 10 to moor its vessel, and those potential locations, including Imperial Landing, are listed in Attachment 3 of the staff report;
- staff would undertake more consultation, and would come back to Committee with any financial implications;
- after the SPHC's Executive Committee takes the idea to its membership at the March Annual General Meeting, staff would come back to Committee;
- the agreement for the moorage of the Station 10, Richmond Coast Guard Auxiliary is an agreement between the City and the Coast Guard; and
- SPHC operates Scotch Pond under a license from the City and whether the relocation of Station 10, Richmond Coast Guard Auxiliary to Scotch Pond would modify that license in any way.

Brian Hobbs, Coxswain, Station 10, Richmond Coast Guard Auxiliary advised that he was available to respond to questions Committee might have. He noted that Station 10 has waited five years for a relocation site, and that another few weeks, to accommodate the SPHC's Annual General Meeting would be fine.

Mr. Hobbs submitted a report that summarized: (i) the work conducted by volunteer search and rescue in the City; (ii) cost savings incurred at all levels of government; and (iii) current support of other volunteer search and rescue stations. (The report is on file in the City Clerk's Office).

Community Safety Committee

Tuesday, February 14, 2012

In response to a query, Mr. Hobbs advised that Station 10, Richmond Coast Guard Auxiliary has not yet had an opportunity to address the SPHC.

The Chair noted that negotiations have been between the City and SPHC.

A brief discussion ensued and there was general agreement that further consultation with the membership of SPHC should be undertaken, especially in light of the Cooperative's impending Annual General Meeting.

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

It was moved and seconded

That:

- (i) *the staff report entitled "Canadian Coast Guard Auxiliary (Station 10) Proposed Boathouse Location" be referred back to staff; and*
- (ii) *after further consultation with the Scotch Pond Heritage Cooperative, staff bring further information forward to the Community Safety Committee meeting, tentatively scheduled to take place on Wednesday, April 10, 2012.*

CARRIED

9. **CHAUFFEURS' PERMITS** (File No. 09-5000-01)

Discussion ensued among OIC Nessel, Lainie Goddard, Manager, RCMP Administration, Ms. Carlyle and Committee regarding the process of Chauffeurs' Permits being renewed not on an annual basis, but on a biennial basis, and in particular on:

- what are the consequences to a person with a Chauffeurs' Permit who commits a criminal offence;
- the RCMP controls the issuance and approval of Chauffeur Permits;
- no fee is charged for the Chauffeurs' Permit, but a fee is charged for the Criminal Records Check required as part of the application process; and
- Chauffeurs' Permit processes at other municipalities.

In response to Committee's request that further information regarding the mechanism to cancel or suspend a Chauffeurs' Permit should the permit holder commit, and/or be charged with a criminal offence, OIC Nessel advised that: (i) further information will be furnished to Council before the Monday, February 27, 2012 Council meeting, and (ii) an oral report will be given by the OIC at the next meeting of the Community Safety Committee meeting, tentatively scheduled to take place on Tuesday, March 13, 2012.

Community Safety Committee
Tuesday, February 14, 2012

It was moved and seconded

That the requirement for the renewal of Chauffeurs' Permits be changed from an annual to a biennial basis beginning January 1, 2013 as outlined in the staff report dated January 31, 2012 from the OIC, RCMP Richmond Detachment.

CARRIED

10. AIRCRAFT EMERGENCY RESPONSE WITHIN RICHMOND

(File No.)(RFDMS No. 3462128)

In response to a query Fire Chief McGowan, and Tim Wilkinson, Deputy Chief – Operations provided Committee with the following rationale for the viability of training RFR personnel to respond to aircraft emergencies: (i) a recognition of the need to educate RFR employees on specific hazards, and allow RFR personnel to understand the practices specific to aircraft emergency response and work more effectively with YVR emergency services personnel; and (ii) when incidents of aircraft emergency occur in the City, RFR staff will be able to manage these events with greater effectiveness and efficiency, thereby providing a safer community for residents.

Discussion ensued, and in particular with regard to: (i) RFR personnel remaining in Richmond, while external service and training providers would travel to Richmond to deliver the training; and (ii) RFR is working with YVR emergency services personnel to align training methods.

It was moved and seconded

That the staff report entitled Aircraft Emergency Response Within Richmond, dated February 3, 2012 from the Fire Chief, be received for information.

CARRIED

11. FIRE CHIEF BRIEFING

(Oral Report)

(i) Pink Shirt Day, February 29, 2012

Fire Chief McGowan reported that RFR personnel would wear pink T-shirts on February 29, 2012, in support of the Stop Bullying Campaign.

(ii) CPR (Cardio Pulmonary Resuscitation) Saves Lives

Community Safety Committee

Tuesday, February 14, 2012

Deputy Chief Wilkinson noted that February is Heart Smart Month, and RFR supports programs that encourage the general public to get involved with CPR training. A media bulletin this month has reminded the public that CPR saves lives. He added that in the last year's last quarter, RFR responded to 24 cardiac-related calls.

- (iii) Pedestrian Safety Campaign – a joint initiative of RFR, RCMP, British Columbia Ambulance Service, ICBC, the City's Corporate Communications team, and Transportation

OIC Nessel, Fire Chief McGowan, and Victor Wei, Director, Transportation, made a brief presentation to Committee and advised that: (i) the campaign is a joint initiative with full participation by many parties, including ICBC; (ii) on February 23, 2012, the campaign will have a presence at a selection of designated high traffic locations; and (iii) the initiative is Citywide, is ongoing, and will be directed at both pedestrians and drivers.

A brief discussion ensued during which comments were made that seniors are a vulnerable group of pedestrians, speeding vehicles within the City are a hazard, and an enforcement component is being explored.

12. RCMP/OIC BRIEFING

- (i) Downtown CPO - Regional IPREM Table Top

OIC Nessel and Greg Scott, Director, Project Development provided an update on the progress of the Downtown Community Policing Office (CPO). Mr. Scott briefly noted that it is anticipated construction will be complete by the spring, the Office will then be furnished, and after that it will go into operation.

A comment was made that when RCMP headquarters moved out of the City Centre, residents could no longer drop into the centrally located building, but that the soon-to-be-completed Downtown CPO would provide the opportunity to drop in to speak with RCMP personnel.

- (ii) RCMP Deputy Commissioner Peter German

OIC Nessel advised that Deputy Commissioner Peter German, a resident of Richmond, has announced his retirement from the force.

- (iii) Robberies of Cell Phones

OIC Nessel advised that the RCMP is working on methods to dampen the market for stolen cell phones.

Community Safety Committee
Tuesday, February 14, 2012

13. MANAGER'S REPORT

(i) Mobile Medical – Temporary Placement at Gateway Theatre

Deborah Procter, Manager, Emergency Programs, reported that British Columbia's Mobile Medical Unit, a 100 bed clinic and surgical unit, will be in Richmond, at the Gateway Theatre parking lot, during the week of February 27, 2012 for orientation and training of Richmond Hospital Staff.

Council is invited to tour the facility on Thursday, March 1, 2012.

(ii) Integrated Partnership for Regional Emergency Management

Ms. Procter advised that 23 local authorities in Metro Vancouver have been invited to participate in an Integrated Partnership for a Regional Emergency Management tabletop exercise to examine regional emergency management issues.

The Thursday, February 16, 2012 event is a good opportunity for City staff to participate in the exercise that simulates the scenario of a 7.3 magnitude earthquake in the Georgia Strait.

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (5:40 p.m.).

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the Community Safety Committee of the Council of the City of Richmond held on Tuesday, February 14, 2012.

Councillor Derek Dang
Chair

Sheila Johnston
Committee Clerk



City of Richmond

Report to Committee

To: Community Safety Committee
From: Phyllis L. Carlyle
General Manager Law and Community Safety
Re: Restorative Justice Evaluation Report 2011

Date: February 28, 2012
File: 09-5375-01/2012-Vol 01

Staff Recommendation

That the Touchstone Family Association's Restorative Justice Performance Outcome and Evaluation Report (as attached to the report dated February 28, 2012 from the General Manager, Law & Community Safety) be received for information.

Phyllis L. Carlyle
General Manager, Law and Community Safety
(604-276-4104)

Att. 1

| FOR ORIGINATING DEPARTMENT USE ONLY | | | |
|---------------------------------------|--|---|---|
| ROUTED TO: | | CONCURRENCE | CONCURRENCE OF GENERAL MANAGER |
| Budgets | | Y <input checked="" type="checkbox"/> N <input type="checkbox"/> | |
| Law & Community Safety Administration | | Y <input checked="" type="checkbox"/> N <input type="checkbox"/> | |
| RCMP | | Y <input checked="" type="checkbox"/> N <input type="checkbox"/> | |
| REVIEWED BY TAG | | YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> | REVIEWED BY CAO |
| | | | YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> |
| | | | |

Staff Report

Origin

On January 1, 2011 the City of Richmond renewed the contract with Touchstone Family Association for the delivery of the Restorative Justice Program. The Touchstone Family Association is required to report to Council annually on:

- a) Restorative justice annual budget for the upcoming year;
- b) Restorative justice revenues and expenditure from the previous year;
- c) Performance indicators including the number of referrals, forums and completed resolution agreements;
- d) Milestones and achievements; and
- e) Participants' satisfaction survey.

This report ensures the terms of the contract are adhered to.

Analysis

The Provincial Government does not fund restorative justice to a level that would provide comprehensive services to the community. The City has long advocated for increased funding for restorative justice services but the Province maintains it will not advance additional funding. The Province's position has resulted in the City funding the Restorative Justice Program.

In 2008 the City entered into a three year agreement with Touchstone Family Association, renewing this contract in 2011 for three additional years.

The Richmond Restorative Justice Program uses an alternative approach to the courts that places the emphasis on accountability and problem solving as a way of addressing harm that takes place when a crime or incident occurs.

In many cases the program uses two methods to ensure the victim's concerns are addressed and the offenders are held responsible for the offence. These two methods are Community Justice Forum (CJF) and Community Accountability Panel (CAP).

The Richmond Restorative Justice Program is a volunteer driven program which has completed its fourth year of funding a permanent full time coordinator. The Performance Outcome Evaluation Report from Touchstone Family Services is attached (Attachment 1).

In summary the statistics over the last few years are as follows:

| | 2007 | 2008 | 2009 | 2010 | 2011 |
|---|------|------|------|------|------|
| Total Number of Offenders | 40 | 39 | 52 | 61 | 74 |
| Total Number Referrals | 40 | 32 | 32 | 48 | 44 |
| Total Number Forums (CJF) | 25 | 25 | 23 | 26 | 17 |
| Total Number Resolution Agreements | 43 | 39 | 35 | 30 | 23 |
| Total Number Completed Resolutions Agreements | 36 | 38 | 27 | 34 | 21 |
| Total Number of Community Accountability Panels (CAP) | | | | 18 | 39 |
| Total Number of Resolution Agreements | | | | 18 | 45 |
| Total Number of Completed Resolution Agreements | | | | 12 | 35 |

*A referral can have more than one offender

** Not all referrals result in a forum, hence the lower number of forums than referrals.

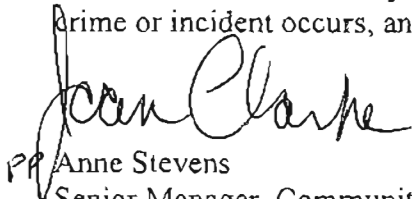
***The number of resolution agreements can be higher than the number of forums, because a forum can have more than one offender.

Financial Impact

The annual cost of the program in the 2011 to 2013 contract is \$95,000 per year.

Conclusion

The contract with Touchstone Family Association to administer Richmond's Restorative Justice Program is a service delivery model that strengthens the social health and independence of families and children in our community through effective intervention and support services. This alternative service delivery model to the court system addresses the harm that takes place when a crime or incident occurs, and ensures accountability.



PP Anne Stevens
Senior Manager, Community Safety Policy & Programs
(604-276-4273)

AS2:as2

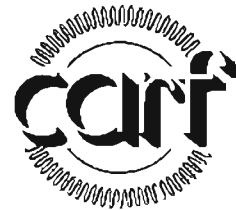


Touchstone Family Association
Strengthening Family • Building Community

RESTORATIVE JUSTICE

***PERFORMANCE OUTCOME
EVALUATION REPORT***

January 1, 2011 - December 31, 2011



EXECUTIVE SUMMARY

Touchstone Family Association is a non-profit society that has been providing services to children and their families in Richmond since 1983. Our services have primarily focused on preserving and enhancing family relationships and we offer a variety of services designed to meet the needs of children to ensure their optimum development. Over 1900 children and their families benefit from our services on an annual basis.

The mission of the association is “strengthening the social health and independence of families and children through effective intervention and support services.” Our objectives are: to establish and operate preventative services to children, and their families in the City of Richmond and surrounding Municipalities; and to inform the residents of Richmond as to the importance of the services being provided to families and children.

At Touchstone Family Association we pride ourselves on our responsiveness to the needs and wants of the community we serve. This comprehensive *Performance Outcome Evaluation Report* examines and demonstrates the performance and quality of services provided by the Richmond Restorative Justice program. Restorative Justice is an alternative approach to the courts that places emphasis on accountability and problem solving as a way of addressing the harm that takes place when a crime or incident occurs. The Richmond Restorative Justice Program utilizes a model of restorative justice called the Community Justice Forum (CJF).

A CJF is a community-based alternative to the court system, where a trained volunteer brings everyone (Victim, offender, their families and/or supporters, as well as other affected parties) who has been affected by a crime or incident together to discuss the matter and hold accountable the person responsible for the crime or violation. Facilitators (Volunteers) help the participants work together in building a resolution agreement that addresses the harm.

The Richmond Restorative Justice Program:

- Is funded by the City of Richmond and is an integral part of its Youth Strategy
- Is delivered by Touchstone Family Association
- Is partnered with the RCMP
- Accepts suitable RCMP referrals for children (Under 12), youth (12 to 17) and adults who have committed less serious crimes in the community (Theft, fraud, vandalism, mischief, etc.)
- Requires the offender's admission and willingness to be held accountable

- Requires the victim's desire to participate in a CJF that will address the harm that was done as a result of the offender's actions
- Invites family and supporters of both the victim and offender to participate in the CJF to help resolve the matter
- Supports parents in addressing their child's unacceptable behaviour
- Provides offenders with an opportunity to learn from their mistake and regain acceptance in the community
- Treats all of the participants of a CJF with honesty, fairness and respect
- Builds community by encouraging people to collectively resolve conflict
- Aims to prevent people from re-offending in the future
- Helps promote a safe and healthy community

Restorative Justice is a volunteer driven program that has a permanent full time coordinator. Touchstone Family Association trained a coordinator in CJF facilitation back in January 2004. The program began to accept referrals from the R.C.M.P. in February 2004. We presently have one coordinator, and 12 volunteers trained in facilitating Community Justice Forums.

Recruitment, retention and training of volunteers are crucial to the success of the Restorative Justice Program. The RJ coordinator engages all Volunteer applicants in a formal interview process which includes a criminal record check and two reference checks and also takes into account several key criteria that may include but is not limited to:

- life experience
- professional employment history
- education
- commitment to the program
- amount of time available
- Experience/Confidence in leading a group discussion
- Flexibility
- Knowledge of Restorative Justice
- Reasons behind wanting to become involved
- Experience/comfort level with conflict
- oral and written skills

Given the intensity of the training and the role of the facilitator it is important to recruit solid, committed individuals. Once the intensive interview process and reference check are complete the volunteer would then attend an intense 3 day training program. Once the volunteer has been provided with a certificate of training, they can now facilitate a CJF in conjunction with a certified/accredited facilitator. In order to reach certification a volunteer must facilitate 5 forums with a

certified facilitator. Although this may seem cumbersome it is a measure of quality assurance as it ensures that the facilitator is comfortable with the model and clearly understands their role as a facilitator. The philosophy of CJF is one of community ownership. Touchstone Family Association is very proud of our success with this volunteer-driven program. The majority of our volunteers live in Richmond and have an investment involving and empowering the affected participants through the justice process, increasing community capacity to recognize and respond to community bases of crime.

Touchstone receives \$2500.00 annually from the Ministry of Justice for volunteer recruitment/retention and recognition. The program is very fortunate to have a committed and passionate core group of volunteers several of whom have been with the program for over 4 years.

Inclusive in this report is a comprehensive evaluation of the Restorative Justice program's utilization, effectiveness and overall performance. Given that we consider Consumer and community input invaluable in designing and evaluating program effectiveness, this report will have an extensive section analyzing and reviewing, participant surveys. At the end of each forum all participants are encouraged to complete a brief one page survey asking specifically about the forum and the process. The survey results are reviewed in detail.

The Richmond Restorative Justice Program has now completed its fourth year of full funding with a full time coordinator. A new component of Restorative Justice began in 2010 year which is a six step conferencing model (presently being used in the Surrey RJ Program.) This option which is described in more detail below is being offered primarily to businesses where theft has occurred but they do not have the resources or desire to participate in a forum but are more than willing for the young person to experience a restorative approach.

A Community Accountability Panel (CAP) is a conferencing model utilized when victims are agreeable to a restorative justice approach but are unable to directly participate in a meeting with the offender. In such cases a CAP is arranged. The CAP consists of Surrogate Victims. At the CAP, the surrogate victims are responsible for introductions and explaining the purpose of the meeting. They will then aim to build trust and relationship with the young person, getting to know them as a person, and bringing the parent and/or guardian into the discussion as well. Following this, the surrogate victims will get the youth's story about what happened, getting as much information as is necessary to paint a picture of what occurred.

The surrogate victims will then move the discussion to the harm stage, where the youth will be asked to discuss who was harmed, in what way each person was

harmed, and how he or she intends to address the harm in each case. Prior to the Cap the victims are asked and encouraged to submit a victim impact statement and offer any suggestions on how the situation may be resolved. The surrogate victims will then assist the youth in creating an agreement that contains all of the conditions and reasonable deadlines, and ensuring that the youth and their family and/or supporters understand what must be completed. Everyone signs the agreement and receives a copy. In closing, the surrogate victims will address any other outstanding issues, needs, requests for information, etc.

In Summary, the following six steps are carried out:

1. Opening and Greeting
2. Building Trust and Relationship
3. Story Telling
4. Harm Stage
5. Agreement
6. Closing

There have been a total of 39 Community Accountability Panels (CAP) in the 2011 year. All have been successful and resolution agreements are being completed. During the 2011 year we have had 44 referrals to the RJ program. Presently the RJ program has had 17 community justice forums.

OBJECTIVES OF THE RESTORATIVE JUSTICE PROGRAM

1. Focus on the harms of wrongdoing more than the rules that have been broken;
2. Show equal concern and commitment to victims and offenders, involving both in the process of justice;
3. Work towards the restoration of victims, empowering them and responding to their needs as they see them;
4. Support offenders while encouraging them to understand, accept and carry out their obligations;
5. Provide opportunities for dialogue, direct or indirect, between victims and offenders as appropriate;
6. Encourage collaboration and reintegration rather than coercion and isolation;
7. Involve and empower the affected community through the justice process, and increase its capacity to recognize and respond to community bases of crime;
8. Show respect to all parties including victims, offenders and justice colleagues.
9. Parents of offenders feel supported in addressing their children's behaviour. Incidents are dealt with promptly.
10. For communities surrounding the victim and offender, it provides an understanding of the root causes of conflict.



Program Efficiency

This section below will review the cost-efficiency of the Restorative Justice Program.

In January, 2008 the Richmond Restorative Justice Program received full funding from the City of Richmond and has now completed its fourth year of operation with core funding.

During this reporting period, referral levels are similar to 2010 with a total of 44 referrals to the program. The option of the Community Accountability Panel (CAP) has been a great success as many more stores are supporting files coming to RJ. It is important to note that a referral is considered a case file, however, one file may involve anywhere from one to eight or more offenders. The number of offenders determines the amount of work hours a file demands. Every offender is interviewed privately with their families/supporters; thus the pre-screening interviews become quite labour intensive the greater the number of offenders.

It is important to note that the core funding for Restorative Justice comes from the City of Richmond through the Law and Community operating budget and we have now completed year 1 of a second 3 year contract. Touchstone Family Association continues to engage other levels of government regarding not only the need but the responsibility in cost sharing this program across the three levels of government. Restorative Justice receives a small amount of money from the Community Actualization Program which provides some funds for volunteer training and recruitment. Touchstone will continue to raise the profile of this extremely cost effective alternative to court and will seek out funding partners. Although funding continues to be an ongoing challenge we are very appreciative to the City of Richmond for not only believing in the Restorative Philosophy but understanding the role it plays in creating safer and healthier communities.

RESTORATIVE JUSTICE WEEK 2011

Mayor Malcolm Brodie and the City of Richmond proclaimed November 13 -20, 2011 as *Restorative Justice Week in Celebration with communities around the world. In honor of this occasion*, Touchstone Family Association hosted an event titled "Planting the Seeds." Citizens of Richmond were invited to attend a presentation on *Re-Visioning Justice* by Touchstone's Restorative Justice Program Coordinator, Haroon Bajwa. The presentation was well received and was followed by a screening of the RCMP produced documentary "Planting the Seeds," and a good discussion on restorative justice and the program at the end.

The event took place on November 17, 2011 and the venue was filled to capacity

with the Mayor and many members of the community in attendance. Many people expressed their appreciation for having the opportunity to learn more about restorative justice.

RESTORATIVE JUSTICE AND THE SCHOOL DISTRICT:

Touchstone Family Association is committed to promoting the Restorative Justice philosophy or approach in the Richmond School District. Often referred to as *Restorative Action* amongst educators in schools to help distinguish it from the justice system, this approach offers many benefits to administrators, teachers, students and parents.

Restorative Action is derived from the concept of Restorative Justice and, simply put, is an alternative to the traditional school discipline that is geared towards punishment and isolationism. Fundamentally, this approach contends that conflict creates harm in our inter-personal relationships, making it necessary to address the needs and obligations on behalf of everyone who has been affected and/or has a stake in the outcome.

The aim of creating safe and caring schools requires that we focus on reparation of harm, restoration of relationships and the re-building of community.

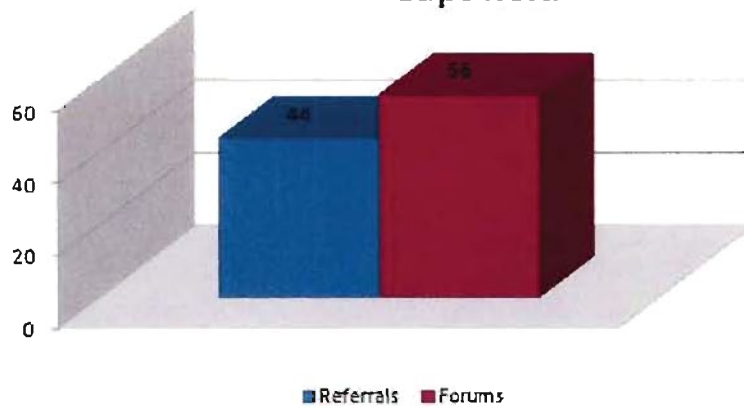
Restorative Action has proven to be effective in places where it has been successfully implemented and supported. This approach has saved administrators time and it has reduced absenteeism, detentions, expulsions and teacher-student disputes. In addition to this, and more importantly, it has provided social and emotional learning for students.

Touchstone has produced a handout for schools, explaining Restorative Action and what it has to offer. This is not a tool that enables something to be done “to” or “for” students. Rather, this is an approach to working “with” kids.

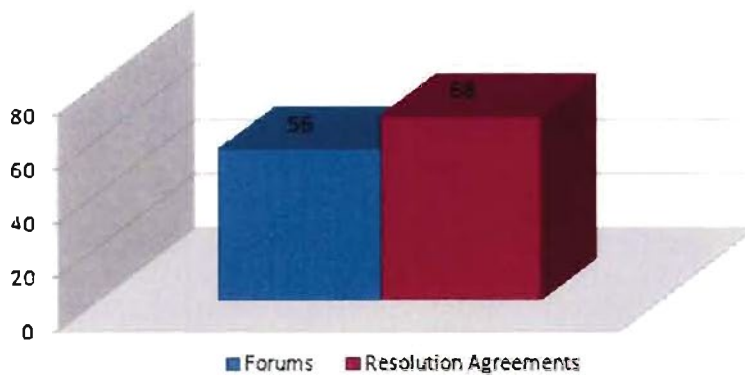
In addition to this handout, *Building Safe and Caring Schools*, Touchstone will endeavor to establish a working group in partnership with interested and/or like-minded professionals from the Richmond school system to begin a dialogue on what is essentially a paradigm shift with respect to handling behavioral issues inside schools.

It is our hope that this collaboration will lead to effective strategies that contribute to the goals of promoting, implementing and sustaining a new culture inside of our schools in the coming months and years.

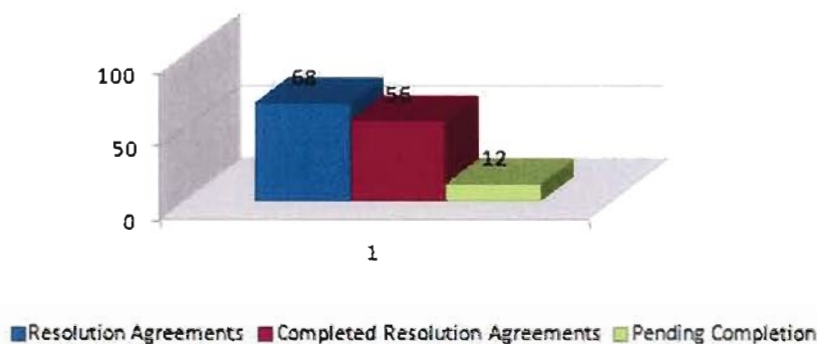
Referrals Received and Forums and Caps held



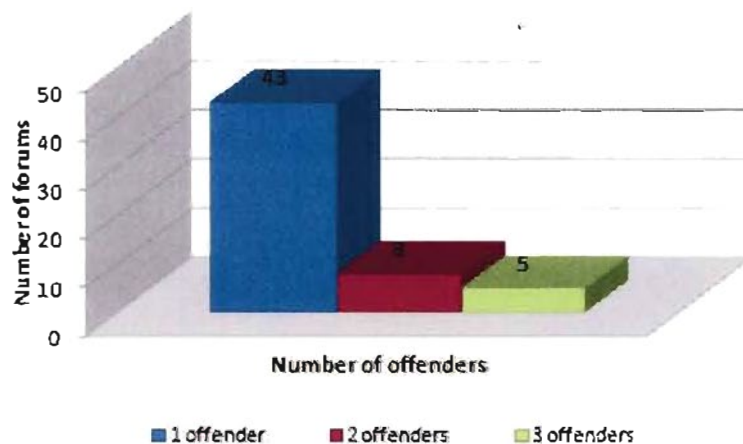
Resolution Agreements Drawn Up from both CJF and CAP



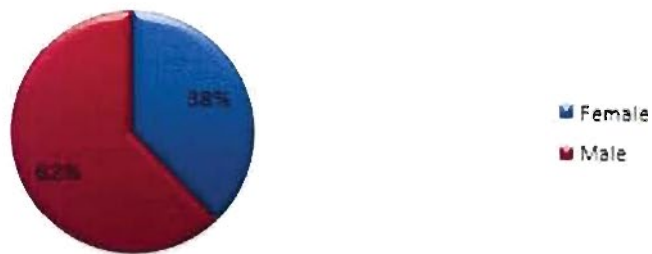
Successful Completion of Resolution Agreements in both CJF and CAP



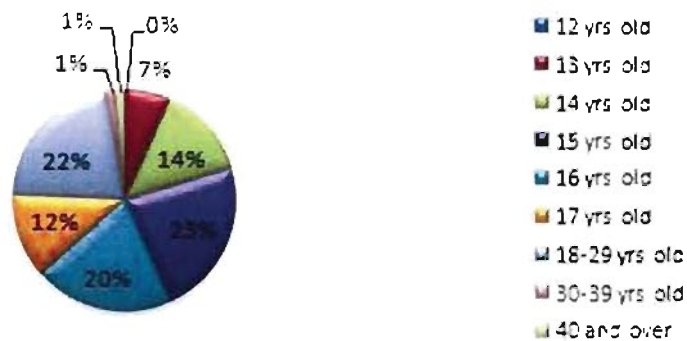
Offenders per Forum



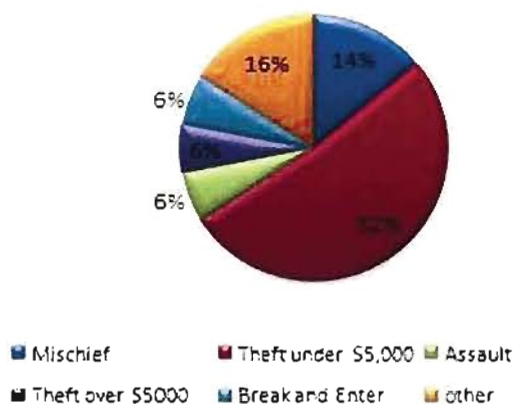
Gender of Offenders Referred



Age of Offenders Referred



Most Common Offences Referred



SECTION 2

Follow-up Evaluation

Touchstone Family Association has utilised a survey method of evaluation in order to elicit written feedback from the people who utilize the services; this includes the participants in the Restorative Justice Program. As a result of this practice we have produced a collated report of the ratings and comments provided by our consumers in this report. The survey asks a variety of questions, designed to elicit feedback regarding: role in the forum; level of satisfaction with the CJP or CAP process and if any barriers were encountered.

During this reporting period there were 56 forums and Caps that took place. Each participant is asked at the end of the process to complete a very brief survey and for the most part participants are happy to do this.

The responses to the rating-scaled questions were very positive for the staff,

volunteers and services of the RJ Program. Touchstone Family Association is committed to utilising the feedback from program participants to evaluate with the community the impact that participating in the CJF or CAP has for all involved. We are committed to continuously modifying and enhancing our programs and practices. The response from the participants is reviewed separately below.

Restorative Justice Follow-Up Survey

The results of the survey are below; it is interesting to note that on the question section of the survey respondents are identified as their role in the forum or CAP. For example a comment will be followed by the role of the participant in brackets. Below are the survey results from participants in a Community Justice Forum.

How long after the file was referred did the forum take place



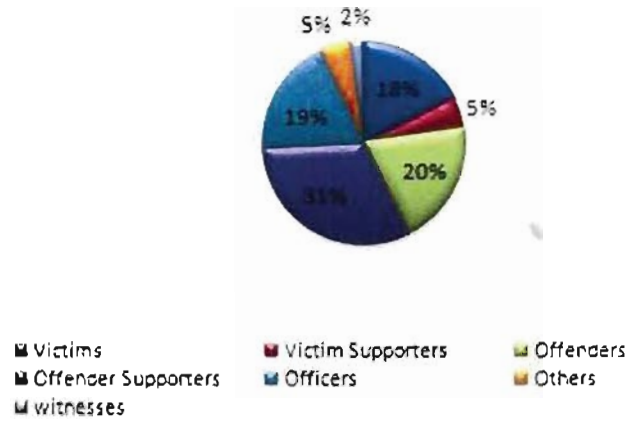
■ 5-15 working days

■ 15-30 working days

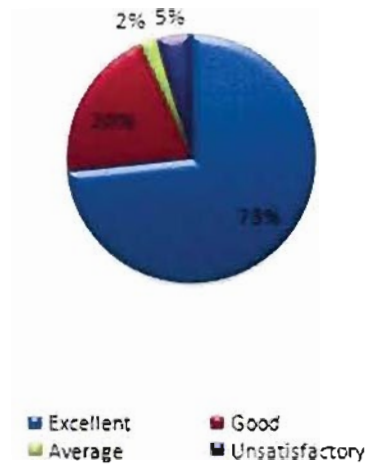
■ 30-45 working days

■ 45-60 working days

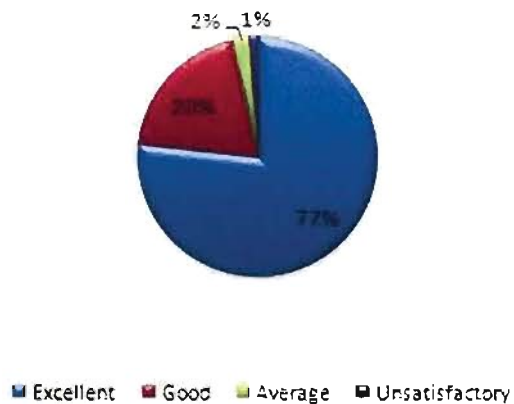
Roles of Participants in Forums



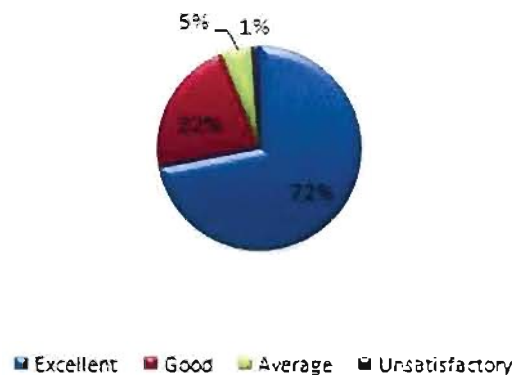
How Fair was the Community Justice Agreement



How Fair was the Community Justice Process



How was your overall experience with the Community Justice Forum



The answers below are for the 2 open ended questions we ask respondents. The statements below are from participants in a community justice forum and their role within the forum is noted in brackets after the comment.

Question 6: Did you encounter any barriers to service, which affected or interfered with your participation in the program?

| Answer options | Response Count |
|--------------------------|----------------|
| | 16 |
| Answered question | 16 |

| Respondents | |
|-------------|--|
| 1. | No it was fair and helpful.(offender) |
| 2. | Time lines (offender supporter) |
| 3. | Emotionally charged atmosphere. Parent and victim was angry from each other's action during the conduct of the investigation. (officer) |
| 4. | Yes just that he was pointing fingers and convicting us of planning this crime. (offender) |
| 5. | Not at all, very thorough, I just thank 'God' for such a program. What wonderful, non-judgmental people running this program. (offender supporter) |
| 6. | No very accessible and flexible (offender supporter) |
| 7. | No barriers that I can identify. (victim) |
| 8. | No the program was excellent and I am happy to have the privilege of participating. (offender) |
| 9. | Excellent participation by all involved. (officer) |
| 10. | None, my wife had trouble with English but the forum participants were patient and understanding. (Offender supporter) |
| 11. | No the process was clearly outlined and defined. (victim) |
| 12. | No I haven't it was a very effective process. (offender supporter) |
| 13. | I was really nervous and it was hard to say what I really wanted to say. (offender) |
| 14. | Length of time from actual incident. Not directly involved – not being the first responder. (victim) |
| 15. | No I felt as though a lot of the program was scheduled around me even though I was the harm doer in this. (offender) |
| 16. | Attitude of youth (Victim) |

Question 7: Is there anything else you would like to comment on?

| Answer options | Response Count |
|--------------------------|----------------|
| | 38 |
| Answered question | 38 |

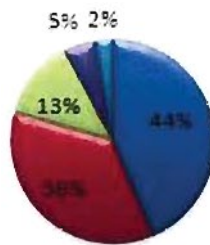
| Respondents | |
|-------------|--|
| 1. | Thanks. to the volunteers! (offender supporter) |
| 2. | Not at this time. (victim) |
| 3. | Excellent as always (officer) |
| 4. | Very good program for first time offenders. Gives them a chance to learn from their mistakes. (offender) |
| 5. | The facilitator was wonderful everything ran smoothly. (offender supporter) |
| 6. | I am glad the Restorative Justice program is an option. (victim supporter) |

| | |
|-----|---|
| 7. | Just that it was a great experience. (victim) |
| 8. | Very fair resolution (offender) |
| 9. | Great Program (offender supporter) |
| 10. | Very good alternative to Justice system (offender supporter) |
| 11. | Haroon did an excellent job. (victim) |
| 12. | Went very well. (officer) |
| 13. | Nothing really, I am very impressed with this program. (victim) |
| 14. | Apology expressed with sincerity Important to healing. (victim) |
| 15. | Very very good and helpful program. (offender supporter) |
| 16. | I am impressed with the program and hope the results are as effective. (offender supporter) |
| 17. | I highly agree and support this process, and the results it brings are fulfilling for all parties and are long lasting. (offender) |
| 18. | I am very happy that this program exists and hope that it will expand and be used on as many harm doers as possible. (offender) |
| 19. | Great Program (officer) |
| 20. | It was a good session. (officer) |
| 21. | Impact on the family. (victim) |
| 22. | Forum was very positive, (officer) |
| 23. | It was all good. (Offender supporter) |
| 24. | It was a better way of solving community problem and I highly recommend it. (Victim) |
| 25. | Very good in solving problem (Offender supporter) |
| 26. | Continue this kind of service to the community. Good job thank you very much. (offender supporter) |
| 27. | Was nice to see the RJ program in action .I think it is a great way to deter youth from the criminal system and further criminal activity. (officer) |
| 28. | This is a very fair alternative to other potential repercussions. I am very fortunate and thankful for everyone's participation and realize that it's for my benefit. (offender) |
| 29. | Well run forum which was fair and considered the perspectives of everyone involved. A good process which will be considered in the future. Overall a good resolution to the issue was established. (officer) |
| 30. | A wonderful system giving "youth" the opportunity for accountability, and making a wrong right – without having to pay for the rest of their life. Very well done! (offender supporter) |
| 31. | A great alternative to discuss openly with all the parties. Very well done. (victim) |
| 32. | We are so thankful that this opportunity was made available to our son. The meeting proved to be a way for all involved to work through a situation together and come to a resolution. Thank you to all. (Offender supporter) |
| 33. | Felt very informative and friendly way to come to agreement/deal with problem. (offender supporter) |
| 34. | No everything was discussed. (offender) |
| 35. | Great opportunity to give these youths a second chance. (officer) |
| 36. | I support this program and would recommend it continue. Our facilitators were excellent. (Offender supporter) |
| 37. | I am thankful for this program. (Offender supporter) |

| | |
|-----|--|
| 38. | Police made excellent points. (victim) |
|-----|--|

The results of the survey for the Community Accountability Panel are below.

How long after the file was referred did the CAP take place



■ 5-15 working days ■ 15-30 working days ■ 30-45 working days ■ 45-60 working days ■ 60-75 working days

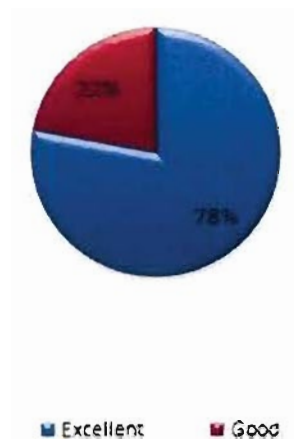
Roles of Participants in CAPS



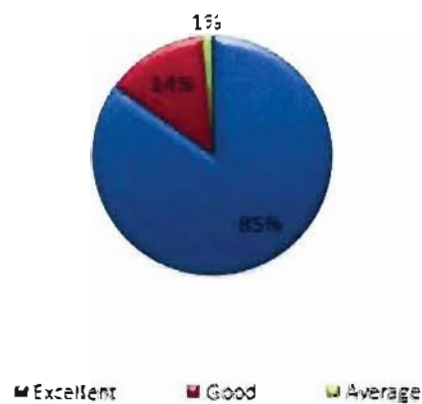
■ Offenders

■ Offender Supporters

How Fair was the Community Accountability Agreement



How Fair was the Community Accountability Panel Process



How was your overall experience with the Community Accountability Panel?



| Question 6: Did you encounter any barriers to service, which affected or interfered with your participation in the program? | |
|---|---|
| Answer options | Response Count |
| | 16 |
| Answered question | |
| | 16 |
| Respondents | |
| 1. | None (offender Supporter) |
| 2. | No everything went very well and everyone was very nice and I participated 100%. (offender) |
| 3. | No, I did not encounter any barriers to service. (offender supporter) |
| 4. | No nothing interfered in our participation. (offender) |
| 5. | The translator was good, not the best.(offender) |
| 6. | No,not at all, I was really satisfied. I felt comfortable, which was important. (offender) |
| 7. | No I did not. (offender) |
| 8. | This conference was a great opportunity for all of us to express how we Feel. (supporter) |
| 9. | No but I would have appreciated a bit more information prior to the session. (supporter) |
| 10. | No I was very comfortable with the program. And know that my son has learned from his mistake. The Touchstone Family Program will help a lot of families. Thank you so much. (offender supporter) |
| 11. | There were no barriers everything was explained clearly and in detail. (offender) |
| 12. | Nothing affected me and I would like to participate in this program. (supporter). |
| 13. | I didn't encounter any barriers to service. I found it very helpful having an interpreter. (Supporter) |
| 14. | No this is an excellent and constructive process and alternative. (Supporter) |

| | |
|-----|---|
| 15. | This is a wonderful program that should be replicated in Vancouver. Good use of resources – keep up the good job. (supporter) |
| 16. | Not having a babysitter. (offender) |

Question 7: Is there anything else you would like to comment on?

| Answer options | Response Count |
|-------------------|----------------|
| | 39 |
| Answered question | 39 |

| Respondents | |
|-------------|--|
| 1. | This is an excellent program and hope it can continue to help the community in the future. (offender supporter) |
| 2. | Very helpful and appreciated. (offender) |
| 3. | Thanks for giving me the opportunity to attend the program that can give my children a good lesson. (offender supporter) |
| 4. | No, I have learned my lesson completely. (offender) |
| 5. | This talk helped me get back on track. (offender) |
| 6. | The guy was really nice; he listened to both sides of the story which was great. (offender) |
| 7. | The conference process was good, I was able to voice out how the situation affected me and I heard my daughter's feelings, how she feels about the incident. (offender supporter) |
| 8. | This program is a good opportunity for those that know they've made a mistake and need to right the wrongs they've done. (offender) |
| 9. | Thanks for the support and guidance. (offender supporter) |
| 10. | Thank you. (offender) |
| 11. | I think it was useful to have some tough questions asked of the harm doer. We all come away, having a clearer understanding of events, very satisfied with conclusion. (offender supporter) |
| 12. | An excellent method of allowing a young offender to make amends and to understand the impact of their action. (offender supporter). |
| 13. | I just want to say thanks to everyone for their time and effort they put into our children. (supporter) |
| 14. | That I am sorry for my actions and know this will never happen again. (offender) |
| 15. | It is an excellent program. (supporter) |
| 16. | This is a great initiative (supporter) |
| 17. | I am very grateful to be referred to this program instead of being dealt with by the RCMP. (offender) |
| 18. | Thanks for the program that gives the opportunity for them to think and learn more for their good. (supporter) |
| 19. | Thank you for letting me express my feelings on this. (offender) |
| 20. | I like the fact that there is an open discussion. I also like the fact that we are trying to restore and build the child rather than being punitive in the process. (supporter) |
| 21. | Thank you for taking the time to talk to my Dad and I. Both volunteers were friendly and easy to talk to and open up too. (offender) |
| 22. | Thank you for the time spent, walking us through everything that happened; I know my son was quiet and not overly talkative, but I also know that he is the type to listen. I'm sure this process has affected in a positive way. As he always seems to pick up the messages. Thanks |

| | |
|-----|---|
| | again for you time and concern. (Offender supporter) |
| 23. | I felt comfortable and was well informed with how the program works and how it will help my child. Thank You. (Offender Supporter) |
| 24. | I appreciate having this program as an alternative to the court system. It gives the young offender a last chance to set things right. (supporter) |
| 25. | Although we are here because unfortunate circumstance, this is a great program. Thank you. (Offender supporter) |
| 26. | That I got a thorough understanding of the store that was impacted and how and who it impacts. (offender) |
| 27. | This service is an excellent opportunity for the youth and adults. (supporter) |
| 28. | This program is excellent, and it is good that everyone can benefit from it and can resolve problems through the program. (Supporter) |
| 29. | Thank you for your time. (Supporter) |
| 30. | Thank you for your time you helped a lot. (offender) |
| 31. | I think that the Richmond Restorative Justice program was very fair with this particular incident. (supporter) |
| 32. | Very open environment and understanding (Offender) |
| 33. | Just thanks for the second chance. (offender) |
| 34. | This is a very good system. Sometimes parent are left alone to talk to their kids who are in conflict with the law – already the parent is upset and frustrated and distrusts their own ability to get their kids to understand the impact of their behavior. Thank you for making it possible to talk to our kids and hear them. (Supporter) |
| 35. | Thank you for this program, which allows me to express how I feel and deal with this problem. (offender) |
| 36. | Thank you for all the people (staff) for having the opportunity to resolve family and community issues. It was a positive experience for us. (supporter) |
| 37. | I would like to thank the people of Richmond Restorative Justice Program and everybody who has been involved for presenting me with this opportunity to make amends and for being so very helpful. (offender) |
| 38. | I appreciate very much the people behind the RRJP with special commendation to the facilitators. |
| 39. | Thank you so much for talking to me about the incident and telling about the different ways I cause a huge impact on many people. This really made me feel better letting out the feelings I felt when it happened. Feels like a huge pain in my heart went away. Again than you for doing this process with me. (offender) |

Follow-up Evaluation Summary

Restorative Justice is about giving all parties involved in a conflict the opportunity to take an active role in a safe and respectful process that allows open dialogue between the victim, offender and the community. For the offenders, it is about taking responsibility and being held accountable for the harm caused. For victims, it provides an opportunity to talk about the harm caused and ask questions that may

be necessary as a part of the healing process. For communities surrounding the victim and offender, it provides an understanding of the root causes of conflict. Community involvement in restorative justice is one of the core components of the approach thus the feedback is an integral part of understanding the effectiveness of the overall restorative experience.

In regards to our follow up information eliciting feedback for general satisfaction with the RJ Program, the participant feedback indicated a high satisfaction rating. The Restorative Justice Program responds to the needs of young people and the community by repairing harm, restoring the moral bond of community and teaching responsibility and accountability to the young person. The responses are very similar to past year responses with the majority of people being very grateful for the opportunity to participate in such a program.

This is the fourth year of operation for the program as a fully funded program with dedicated appropriate resources and the sixth year of the program in the Richmond community. The Restorative Justice Program will continue to utilize feedback information to develop and improve our service delivery, and we thank all the participants for the valuable feedback provided.

The Restorative Justice Program has demonstrated a very successful twelve months of service provision. The key strengths of the program have been the collaborative working relationships developed with the community, the co-operative partnership with the Richmond RCMP and other community service providers; of great significance was in 2008 the City of Richmond demonstrated their full support of the Restorative Justice program and provided Touchstone Family Association with a three year contract establishing a core funding base. The City of Richmond continues to support this initiative and has entered into another 3 year agreement with Touchstone Family Association.

2008-2012
Strategic Plan (Summary)
Restorative Justice

Strategic Priority 1– To maintain and strengthen a balanced base of volunteers – At Touchstone we will endeavour to round out the compliment of current skill sets to create increased sustainability, and accountability. The RJ Coordinator will identify key characteristics/ qualities and will actively engage in ongoing recruitment campaigns

1. The RJ Coordinator will create and support meaningful ongoing learning opportunities (internally and externally) for volunteers.
2. The RJ Coordinator will advocate for spccific training opportunities or recognition ceremonies on behalf of the volunteers.

Strategic Priority 2 – To hold 2 Restorative Justice Facilitator training events annually for both volunteer recruitment and community education purposes.

1. To create a partnership with Volunteer Richmond in order to assist in recruitment.

Strategic Priority 3 – To provide Restorative Justice Services, which are, open, accessible and flexible, and meet the needs of the community as a whole. At Touchstone we will endeavour to ensure that the RJ program and service is guided by community need, cultural diversity and political and social necessity.

1. Continue commitment to accreditation process
2. Conduct ongoing needs assessments (internal/ external)
3. Continue to commit to community work, sector involvement and other mechanisms for stakeholder engagement

Strategic Priority 4 – To raise community awareness of the Restorative Justice Program and its role in addressing youth crime. The organization will actively seek to educate the community members such as RCMP, Big Box stores, the Richmond School District in the value of Restorative Justice as an alternative to punitive interventions to youth anti social behaviour.

1. The RJ Coordinator will actively work/advocate to promote the RJ program by attending community events and liaising with school district staff, RCMP Loss Prevention Officers (box stores).
2. To accept referrals directly from the school district and big box stores for CJs'.

Restorative Justice Statement of Income 2011

| | Jan to Mar 2011 | Apr to Jun 2011 | Jul to Sep 2011 | Oct to Dec 2011 | Total 2011 | YTD Budget | Variance |
|--------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|---------------|---------------|----------|
| Revenue | | | | | | | |
| Grant from City of Richmond | 23,750 | 23,750 | 23,750 | 23,750 | 95,000 | 95,000 | 0 |
| Expenses | | | | | | | |
| Wages and benefits | 16,019 | 15,440 | 15,440 | 14,311 | 61,210 | 60,000 | -1,210 |
| Rent | 5,695 | 5,695 | 6,210 | 6,210 | 23,810 | 25,000 | 1,190 |
| Mileage | 140 | 300 | 140 | 395 | 975 | 1,000 | 25 |
| Office supplies | 703 | 750 | 530 | 995 | 2,978 | 3,000 | 22 |
| Telephone | 230 | 300 | 200 | 326 | 1,056 | 1,000 | -56 |
| Supervision | 1,265 | 1,265 | 1,230 | 1,240 | 5,000 | 5,000 | 0 |
| | 24,052 | 23,750 | 23,750 | 23,477 | 95,029 | 95,000 | |
| Net surplus (deficit) | -302 | 0 | 0 | 273 | -29 | 0 | |

Restorative Justice budget for \$95,000 contract to cover January 1 – December 31, 2012

| | Annual | Monthly | Quarterly |
|-------------------|-----------------|----------------|-----------------|
| Wages | \$ 60,000.00 | \$ 5,000.00 | \$ 15,000.00 |
| Rent | \$ 25,000.00 | \$ 2,083.33 | \$ 6,250.00 |
| Mileage | \$ 1,000.00 | \$ 83.33 | \$ 250.00 |
| Cell phones | \$ 1,000.00 | \$ 83.33 | \$ 250.00 |
| Office expense | \$ 3,000.00 | \$ 250.00 | \$ 750.00 |
| Supervision | \$ 5,000.00 | \$ 416.67 | \$ 1,250.00 |
| | \$ 95,000.00 | \$ 7,916.67 | \$ 23,750.00 |



City of Richmond

Report to Committee

To: Community Safety Committee

Date: February 27, 2012

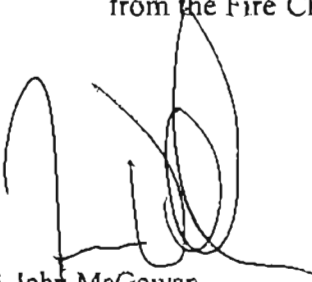
From: John McGowan
Fire Chief
Richmond Fire-Rescue

File:

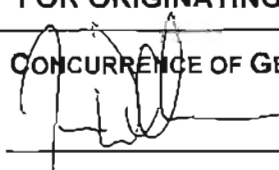
Re: The Fire-Rescue Plan 2012-2015

Staff Recommendation

1. That the *Fire-Rescue Plan: 2012-2015* (as attached to the report dated March 13, 2012, from the Fire Chief, Richmond Fire-Rescue) be endorsed


For John McGowan
Fire Chief
(604-303-2734)

Att. 1

| FOR ORIGINATING DEPARTMENT USE ONLY | | |
|--|--|--------------------------------|
| CONCURRENCE OF GENERAL MANAGER  | | |
| REVIEWED BY TAG | YES <input checked="" type="checkbox"/> | NO <input type="checkbox"/> |
| REVIEWED BY CAO | YES <input checked="" type="checkbox"/> | NO <input type="checkbox"/> |

Staff Report

Origin

Council has supported the development of a long-term business work plan for Richmond Fire-Rescue.

Findings of Fact

Richmond Fire-Rescue continuously reviews the best use of its human and financial resources while providing high levels of service in responding to the needs of the community.

The rapidly changing community, as well as the forecasted growth and increased population expectations within the community, will result in higher demands for services. The *Fire-Rescue Plan: 2012-2015* (the Plan) will serve as a framework for organizational, financial and operational decisions affecting Richmond Fire-Rescue.

Analysis

Council, City staff and the community were consulted in the preparation of the Plan and the need for future public engagement is evident. As well, the present commitment to create prevention and public safety programs that maintain a liveable city supports the philosophical direction outlined in the Plan. To ensure life safety programs and educational efforts are successful, consistent and timely, performance measures need to be developed in order to increase not only capacity but also effectiveness in delivering appropriate service to our community.

The Corporate Strategic Focus Areas have provided the framework for the creation of this business plan. Over the course of the next four years, Fire-Rescue will manage the work plan and report annually to Community Safety Committee on all status and key decision points on the initiatives in the Plan.

The review process for the preparation of the Plan highlighted the diversity of the people we serve in the community. Several key initiatives are planned to accomplish effective outreach and education programs for Fire-Rescue's services to better inform and provide enhanced communications avenues for all residents.

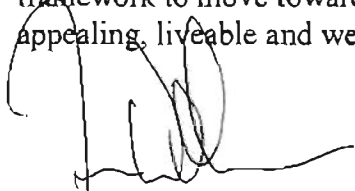
Financial Impact

None.

Conclusion

The Fire-Rescue Plan: 2012-2015 is intended to serve as a planning framework for organizational, financial and operational decisions affecting Richmond Fire-Rescue. A path is outlined within the Plan for the short, medium and long term, and provides the business plan and Council's term goals that are the cornerstone of the corporate strategic plan.

The Plan is intended to provide Council, residents, City staff, service partners and fire staff a framework to move towards achieving the City's vision of making Richmond the most appealing, liveable and well-managed community in Canada.

A handwritten signature in black ink, appearing to be 'John McGowan', written over the text of the paragraph above.

for John McGowan
Fire Chief
(604-303-2734)

JW:

The Fire-Rescue Plan 2012–2015



A Community Driven Future



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Executive Summary

Richmond Fire-Rescue is embarking in a new direction, with the objective of becoming a fire department that delivers services and programs through an approach that balances prevention, education and emergency response. This new direction is based on the belief that prevention, education and emergency response programs must be well established and integrated to have a positive impact on community safety. At the same time, Richmond Fire-Rescue acknowledges the importance of the continued delivery and advancement of its core 9-1-1 emergency Fire and Rescue response services to Richmond.

Richmond Fire-Rescue has taken the initiative to develop a plan using a consultative process that considered input from various stakeholders and is intended to serve as a planning framework for policy, organizational, capital and operational decisions affecting Richmond Fire-Rescue. A path is outlined within The Plan for the short, medium and long term time periods and provides the business plan which embraces the corporate strategic plan that was developed from Council Term Goals. In addition, research was undertaken to determine best practices from fire services across North America.

Alignment with Corporate Vision

Richmond Fire-Rescue's mission is, *"To protect and enhance the City's liveability through service excellence in prevention, education and emergency response."* This contributes to the advancement of the City of Richmond's corporate vision, *"to be the most appealing, livable and well-managed community in Canada".*

Within the City of Richmond's strategic planning framework, there are eight strategic focus areas which are intended to guide the City's work programs. To ensure alignment with the City's vision and the Corporate Strategic Focus Areas, six Richmond Fire-Rescue Targeted Outcomes were identified. The Targeted Outcomes support the Corporate Strategic Focus Areas that the Department has the opportunity to impact through prevention, education, and emergency response. The key findings indicate the focus of the plan should be on competencies for service standards and measures to gauge performance; communications, customer service, and leadership. The competencies were compared to the Corporate Strategic Focus Areas to establish alignment with the Corporate Strategic Plan.

| Corporate Strategic Focus Area | Richmond Fire-Rescue's Targeted Outcomes |
|--------------------------------|---|
| Organizational Transformation | Goal oriented, innovative, and striving to continuously improve |
| Serving the Customer | Provide high quality services to the community |
| Our People | Be prepared for the future |
| Financial Strategies | Fiscally responsible and sustainable |
| Sustainability | Decisions are made that consider the environment, economy and community |
| Safe Community | Prevention focused and responsive |

Organizational Transformation



As the provision of fire services becomes increasingly complex, it is important to be able to develop standards against which programs and services can be measured to ensure the level and type of service provided to the community is appropriate for its needs. Richmond Fire-Rescue will:

- Undertake an analysis of service deployment to determine need in terms of risk, population, demographics, and the current and predicted call volume for emergency response.
- Explore moving from level 3 to level 2 in the Fire Insurance Underwriters Ranking. Level 2 in the ranking would provide reduced fire insurance premiums to the business community and residents. The last Fire Underwriters' Survey was conducted in 1999. The City and Richmond Fire-Rescue have changed significantly since that time; therefore the ranking established in 1999 may no longer be accurate. An investigation of whether there are financial benefits as a result of a change in ranking to the community would be undertaken.
- Leverage technology to maximize prevention and public education messaging opportunities, through both electronic and traditional non-electronic media.
- Develop a planning function within Richmond Fire-Rescue to consolidate the strategic planning initiatives in the various sections of the division, and monitor and evaluate progress of the Fire Plan, and performance measures.
- Develop E-Business solutions in coordination with Information Technology to introduce electronic solutions for permits, plans and bookings. Develop electronic platforms for citizens to interact, obtain permits and submit applications.

Serving the Customer

The City's demographics illustrate a need to focus on providing customer service, communication, fire prevention and education initiatives that are targeted to various groups whether they be different in ethnicity, age or certain groups at risk.



Richmond Fire-Rescue will:

- Enhance community volunteer partnerships. This includes the desire within Richmond Fire-Rescue of having volunteer groups to help move forward in community education and outreach.
- Create a communication and outreach plan for Richmond Fire-Rescue. This Plan will identify how we can reach the community: what we do; how we do it and when; how much it costs to provide service; and how to better serve the community through service feedback.

- Build on the current public education initiatives to develop a comprehensive Public Education Plan. This includes the creation of program goals including use of resources and timeliness of delivery; and includes the introduction of a system that incorporates a complete examination cycle (monitor, evaluate, recalibrate) of the overall plan for public fire and safety program. In-depth delivery into the community through volunteers and community partnerships; and, a more inclusive delivery of fire and life safety programs by Richmond Fire-Rescue personnel.
- Develop mechanisms and processes to create a system where citizens of Richmond have open access to Richmond Fire-Rescue. This would include requests for service; reporting of hazards and customer complaints; and customer feedback on Richmond Fire-Rescue services utilizing mechanisms such as: web enhancements, and the use of social mediums like Twitter and Facebook.
- Collect feedback through fire staff face-to-face discussions at non-emergency events; community drills and inspections; course evaluations; and/or focus groups.
- Develop a Fire Prevention Service Plan to increase the delivery of fire and life safety information through the development of support materials that recognize the diversity and needs of Richmond through a more inclusive delivery of fire and life safety programs by Richmond Fire-Rescue personnel.
- Update the Fire and Life Safety Bylaw. The current bylaw requires updating to include areas such as high rise access protocols.
- Develop a Staff Resource Plan. Growth in the City, particularly the City Centre will create service delivery areas requiring training and possibly staffing for Technical Rescue, Aircraft Firefighting, Shipboard and High Rise Firefighting.
- At the same time, face to face communication will be expanded with crews at the Fire Halls interacting with their local neighbourhood.

Our People



Richmond Fire-Rescue is preparing for the future by hiring and creating leaders to address the need for an inclusive, diverse and multi-generational workforce. Although great strides have been taken over the past several years, there is always more that can be accomplished.

Richmond Fire-Rescue will:

- Develop a large training site. A partnership proposal has been endorsed by Council. The proposal addresses Fire's need for a large training site to conduct multi company exercises, a variety of other training, and an Emergency Vehicle Driver course.
- Develop a recruitment strategy which enhances diversity. This is to ensure Richmond Fire-Rescue is capable of serving our diverse community.
- Continue to pursue outreach opportunities within the community. This would include firefighter and community partnerships. Potential partnerships, as well joint recruitment programs with other jurisdictions, would be explored.
- Develop and deliver a New Recruit and Probationary Training Program. A holistic program which includes early firefighter rotation exposure to Fire Prevention Officer and other components of the fire service.

- Further enhance the critical incident stress management program. As first responders, Richmond Fire-Rescue personnel are exposed to traumatic events in the course of their work. This program ensures the appropriate training and tools are available to those that may require them.

Financial

Operating a fire service requires significant capital and operating budgets. To ensure fiscal responsibility and sustainability Richmond Fire-Rescue will:

- Diversify the long-term financial strategy. This includes planning for revenue from non-traditional sources: partnerships; seed program funding; grants; fee-for-service; the identification of strategies to pay for new services and addressing the fundamental relationship between Fire and revenue as a performance indicator.
- Introduce an automated system to link and maintain an inventory of all assets, track their management and replacement through reserves. The City recently developed a Capital Asset program to track its combined assets over \$50,000. The program identifies the average life span of the asset type with larger cost single items detailing their specific replacement date. Items contained in the Capital Asset program are not always linked to a source of replacement funding.
- Develop a sustainable funding model for vehicles and equipment. The current vehicle and equipment reserve fund is underfunded and will be depleted by 2016. The vehicle and equipment reserve for Richmond Fire-Rescue was reviewed in relation to the overall growth in the City to ensure future needs are met. Careful monitoring of these trends combined with tracking of responses and other critical measures will identify when changes should be considered.
- Conduct a Standards of Response Coverage and future deployment analysis. Richmond Fire-Rescue's service delivery performance requires analysis as a prelude to future service delivery considerations for apparatus, staffing and fire vehicle dispatch.
- Implement a telephony system. The current method of managing rostering and payroll is inefficient. Funding is in place and a new program is being identified.

Sustainability

In keeping with the Corporate Sustainability agenda, Richmond Fire-Rescue will make decisions that consider the environment, economy and community by:

- Developing relationships with the Port Authorities to ensure collaboration and cooperation for a coordinated approach to service delivery. The Port Authority, and in particular the Fraser Port site, have specific requirements with respect to the provision of fire services. To ensure these are provided in as effective a manner as possible it is important to ensure a cooperative approach to service delivery.
- Developing an environmental sustainability plan for Fire Halls. In keeping with the City's corporate focus on sustainability, new Fire Hall facilities are currently built to LEED gold standard. These facilities are well positioned to incorporate environmentally sustainable initiatives into day-to-day operations.
- Supporting the Corporate Waste Management Target through participating in ongoing solid waste management and recycling initiatives.
- Promoting the Corporate Energy Reduction goals through in-house training of staff and embracing energy reduction initiatives as well as recognizing staff for high levels of participation.

- Strategically managing the delivery of operational fuel uses through existing Public Works delivery systems to create synergies and reduce vehicle emissions and costs.

Safe Community



As part of Law & Community Safety, Richmond Fire-Rescue is committed to working in partnership with other City departments to identify needs and provide services within Richmond. Richmond Fire-Rescue will:

- Re-evaluate the Home Safe Inspection Program. This program, utilized by Richmond Fire-Rescue several years ago, has the potential to provide prevention programs to the community at the neighbourhood level. More work is required to determine the benefit of the program vs. staffing required.

- Create and implement a pilot emergency trail marker system. The number of trails and parks located within the City requires a system of directional signage. The system should be developed to be used by multiple agencies, such as Parks, Fire, Police, Community Bylaws and Ambulance.
- Develop an outreach strategy for linking fire halls to the communities they serve. In response to the community consultation regarding enhancing customer service this would involve firefighters in their local neighbourhood acting as ambassadors and soliciting input from the community, in addition to providing training and education on prevention.

The Plan provides Council, City Administration and Richmond Fire-Rescue with the framework and analysis necessary for informed, objective decision making. The Plan lays out strategies and initiatives which support the direction of becoming a prevention-focused department by embracing Council Term Goals which are the cornerstone of the established Corporate Strategic Focus areas.

As Richmond Fire-Rescue begins the plan implementation, they will regularly communicate on its progress through the appropriate senior administrative reporting channels. Through this process, any potential future needs will be identified and reported to Council.

Fire Chief's Message



As Richmond's Fire Chief I am proud of the men and women who serve our citizens with courage, skill, and integrity.

The Fire-Rescue Plan is important as it links together and advances the City's vision, Council's community safety goals and Fire-Rescue's mission. Through the implementation of strategies and actions, Richmond Fire-Rescue will move toward a new service delivery model which balances prevention, education and emergency response. The Plan focuses on advancing competencies to enhance organizational transformation, customer service, communications, our people, financial integrity and Richmond's place as a safe community which are the foundation of the Corporate Strategic Focus areas and fully supported throughout this plan.

Although the Plan contains targets designed to stretch the organization in pursuit of its mission, Richmond Fire-Rescue acknowledges the importance of the continued delivery and advancement of its core 9-1-1 emergency Fire and Rescue response services.

As Richmond Fire-Rescue moves forward with its service delivery in a complex and demanding environment, the Plan will serve the citizens of Richmond, Council, community safety stakeholders and the staff of Richmond Fire-Rescue into the future.

This Plan represents the work of many Richmond Fire-Rescue members and is a result of looking critically at values, philosophies, beliefs, service delivery, and our culture. The consultation process used allowed the development of a Plan that is well grounded and easily supported by its stakeholders.

I believe this Plan, and our continued partnership approach to community safety will ensure Richmond Fire-Rescue's position as a leader within the British Columbia Fire Service. Our desire for innovation contained within the Plan and our commitment to excellence demonstrates our aim to be a fire service leader in Canada.

A handwritten signature in blue ink, reading "John McGowan". The signature is fluid and stylized, with a long horizontal stroke extending to the right.

John McGowan
Fire Chief, Richmond

Introduction

Traditionally, fire services developed plans which focused on the identification of fire hazards and establishing the appropriate mitigation response. However, fire services have evolved considerably over the last 20 years. The concept of a fire plan in a modern day department is far more complex and robust.

There is an increased focus on prevention and education activities to improve community safety, and efficiently manage and mitigate the breadth and depth of hazards and emergency response demands. Due to the changing nature of cities there is a wider range of hazards than in the past, including medical incidents, hazardous materials, complex fire incidents, and large scale emergencies.

In response to the increasing complexity of issues facing Fire Services, the planning to address these hazards has broadened. Rather than a particular focus on emergency response, a more holistic approach to planning is required that scrutinizes every aspect of a department.

"Prevention, Preparedness, and Response are the key components of service delivery. They work on the underlying principle that safety is everyone's responsibility".¹

The Plan takes into account how the division interacts with other areas of the City organization, and considers input from external stakeholders and the public. The Fire-Rescue Plan takes into consideration the three primary responsibilities within the Department – Prevention, Education and Emergency Response, with the accompanying internal support services required.

The purpose of the Plan is to provide Council with a framework for policy, organizational, capital and operational planning decisions. The Plan is intended to provide the Department with the overall direction to be followed for the next several years identifying the Department's priority areas, and within those areas specific initiatives for the short, medium and long term.

Care was taken to ensure, that throughout its development, the Plan was in compliance with Council's plans and the City's strategic vision. The Plan is strategically aligned with the City's Corporate Strategic Focus Areas. This alignment was achieved through the identification of a targeted outcome for each Strategic Focus Area.

Finally, as Richmond Fire-Rescue is a key service provider within the Law and Community Safety Department, the Plan supports and is aligned with the department's overall planning priorities.

¹ City of Richmond website, www.richmond.ca/safety/overview.htm

Where We Are Today

This section provides an overview of the environment in which Richmond Fire-Rescue operates today, and identifies future trends with respect to the City's demographics.

This section also provides the findings and recommendations identified through the consultation process. It is an evaluation of trends, opportunities, potential risks and challenges affecting the Department, as well as an assessment of what is working well or needs improvement within the Department.

Current and Future Conditions in Richmond

The City of Richmond is situated on an island bounded by the Fraser River and Pacific Ocean, with an area of 129 square kilometres, and an estimated population of 199,141² residents in 2011. It is a diverse community with residents from 125 ethnic backgrounds. Since 1999, Richmond's population has increased by 13%. By 2021, Richmond's population is expected to reach 225,000³.

One of our significant community partners, the Vancouver International Airport (YVR) situated in the northwest corner of the City, is a major transportation hub. In 2010, YVR had 16.8 million passengers, and more than 293,000 aircraft take-offs and landings. These numbers will increase as the airport continues to expand according to its 20 year master plan "YVR: Your Airport". YVR is a significant employment centre with 23,600 employees in 2010. YVR houses large amounts of jet fuel on airport land, with a jet fuel line running east to west across the north end of Lulu Island. Canada Post is planning to construct a 700,000 square foot mail processing plant on a portion of 42 acres of land at YVR; the largest Canada Post facility in Canada. Construction of this new project is underway and is expected to be fully operational by 2014.

The Fraser Port includes mixed, port terminal and industrial park uses. Similarly, the Fraser Port sees high volumes of ship traffic and is surrounded by a number of large warehouses. Since the area has deep-sea berthing capacity, approximately 200 acres are reserved for deep-sea and coastal terminal development, with a potential for up to four berthing facilities⁴.

Although Richmond has grown and evolved into an urban centre, a significant portion of the City's land area remains agricultural and within the Provincial Agricultural Land Reserve. As such, Richmond's ability to expand the physical footprint of the developed portion of the City is confined, for the most part, to the west side of Lulu Island.

The OCP Update to 2041 is currently underway, with completion anticipated in 2012. Council has endorsed that the OCP update will emphasize moving more towards sustainability; managing growth outside the City Centre, building on the existing City building blocks (e.g., City Centre densification, ALR, single family neighbourhoods, parks, transportation, and sustainability initiatives).⁵

² BC Stats, Ministry of Labour and Citizens' Services, September 2011

³ Metro Vancouver Regional Growth Strategy Projections Population, Housing and Employment, 2006–2041, Assumptions and Methods, December 2011, p.17

⁴ Port Metro Vancouver – Consolidated Land Use Plan 2010, p.39

⁵ 2041 OCP Update – First Round of Public Consultation Findings & Next Steps Report to Committee, City of Richmond, May 27, 2010, p.3

The City Centre Area Plan will have a significant influence on the City's urban landscape. The demand for affordable housing and the number of people living in the City Centre is expected to grow over the next 10 years.⁶ Richmond Fire-Rescue will be impacted most specifically by the direction of significant growth towards the City Centre consisting of compact, higher density urban villages which are expected to result in more mid to high rise dwellings.⁷

As the City continues to grow, its population is also changing. Like the rest of Metro Vancouver the City's population is aging, with the greatest increase in the 55-64 age range. The City is also multiculturally diverse. Immigrants make up 57.4% of the City's population, the highest proportion of any municipality in Canada. The proportion of the population whose mother tongue is not English continues to increase – 58.7% in 2006⁸.

In addition to these changes, Richmond is implementing modifications to the transit infrastructure to support sustainable and alternate transportation modes. Richmond's streets are being built to reflect narrower, European style streets. Trails and paths are being developed to encourage pedestrians and cyclists. As a result of these changes Richmond is experiencing more green vehicles. Its trails, paths and streets are seeing increased pedestrian, cyclist and vehicle volumes.

Richmond has become known as the home of world class major event venues. The number of major events hosted in Richmond will increase resulting in intermittent spikes in the City's population and an increased demand for services and access to major event venues.

Richmond Fire-Rescue Responsibilities



Richmond Fire-Rescue's responsibilities with respect to current and future buildings and structures in the City are to provide fire prevention and emergency response services. These buildings and structures have an estimated total improvement value, according to the 2009 authenticated roll, of \$15 billion. Richmond Fire-Rescue protects the safety of over 199,000 Richmond residents, over 100,000 workers in 12,000 businesses, as well as the large numbers of visitors to the airport, major events or to tourist destinations in the City.

The insurance industry funds the Fire Underwriters Survey program. This program routinely examines the level of public fire protection in communities and gives recommendations for improvement. A ranking system is used with a scale of 1 to 10, one being the highest level of fire protection. This ranking takes into account many factors: water supplies and distribution; fire department operations, communications and fire safety control within the community. These rankings are used by the insurance industry to calculate premiums on commercial and residential properties. The last Fire Underwriters Survey conducted in Richmond was in 1999. At that time, Richmond moved from a Class 4 to Class 3 ranking.

6 Richmond Official Community Plan, City Centre Plan, Bylaw 7100, Schedule 2.0, September 14, 2009

7 Richmond Official Community Plan, City Centre Plan, Bylaw 7100, Schedule 2.0, September 14, 2009, p.1-1

8 City of Richmond Hot Facts, 2006 Census Profile of Richmond, revised April 14, 2008

Generally, these surveys are conducted approximately every ten years, therefore it is likely that the City can expect to undergo a Fire Underwriters Survey sometime during the course of The Plan.

Richmond Fire-Rescue provides prevention services through an inspection program, a fire investigation program, and building and fire safety plan reviews. Richmond Fire-Rescue works closely with City Building Approvals in the review of building plans to ensure all matters that affect fire and life safety are addressed. Scheduled inspections are performed to ensure residential, business and industrial establishments comply with the BC Building and Fire Codes, and Fire and Life Safety Bylaw No. 8306. Richmond Fire-Rescue is responsible to inspect approximately 10,800 of 84,000 properties within Richmond and conducts regularly scheduled inspections based on building occupancy risk level. In addition, building owners' fire safety plans are also reviewed. Richmond Fire-Rescue does not review plans for small building renovations or building plans for structures under federal jurisdiction such as YVR or Fraser Port.

The Electrical and Fire Safety Inspection program, which falls under the Property Maintenance Bylaw, and developed under the new BC Safety Standards Act legislation, provides a means for Richmond Fire-Rescue to receive information from BC Hydro on residential properties which consume excessive levels of electricity. From this information, fire safety inspections can be performed to ensure there are no safety risks.

In addition, Richmond Fire-Rescue investigates every fire incident in Richmond as required by the BC Fire Services Act and reports the cause and origin of the fire to the Office of the Fire Commissioner.

Today, community partnerships and the delivery of educational programs that focus on fire prevention and harm prevention are the focus of Richmond Fire-Rescue's education program. One-off events such as open houses are planned and executed. Specific, ongoing programs include: infant car seat, home safe, school visits and fire drills, falls prevention, meth watch and fire safety for English as a Second Language. Community partnerships are also cultivated with Richmond School District, Richmond Chamber of Commerce, Vancouver Coastal Health Authority and Safe Communities Richmond.

The City's primary public safety providers are Fire-Rescue, the RCMP, Emergency Preparedness, and Community Bylaws. They work in partnership with each other as part of Law and Community Safety, and together with City departments, local and provincial agencies to identify needs and provide services in Richmond. Richmond Fire-Rescue is also one of the three primary 9-1-1 emergency service providers (Fire, Police, Ambulance) in the City of Richmond who deliver services 24/7/365.

Currently, Richmond Fire-Rescue responds to 9-1-1 emergencies that include fires, motor vehicle incidents, medical situations, and other emergency calls as shown in the following table. Over the last three years, the level of emergency response service provided by Richmond Fire-Rescue has remained stable. The proportion of responses has remained consistent with medical calls making up approximately 51% of total alarms. The remaining calls were to address fires, hazardous materials, motor vehicle incidents, public hazard, public service and technical rescue incidents.

Richmond Fire-Rescue 9-1-1 Calls for Service

| | 2007 | 2008 | 2009 | 2010 | 2011 |
|-------------------------------|--------------|--------------|--------------|--------------|--------------|
| Emergency Medical Incidents | 4,688 | 4,187 | 4,583 | 4,709 | 4,668 |
| Fires | 491 | 458 | 538 | 451 | 399 |
| Motor Vehicle Incidents | 1,506 | 1,424 | 1,305 | 1,202 | 1,154 |
| Hazardous Materials Incidents | 129 | 125 | 116 | 106 | 108 |
| Explosions | 2 | 1 | 0 | 1 | 0 |
| Public Hazard Calls | 215 | 214 | 216 | 202 | 138 |
| Public Service Calls | 760 | 717 | 710 | 691 | 637 |
| Technical Rescue Incidents | 13 | 6 | 8 | 2 | 7 |
| Fire Alarms Ringing | 1,680 | 1,857 | 1,764 | 1,684 | 2,030 |
| Totals | 9,484 | 8,989 | 9,240 | 9,048 | 9,141 |

Operating Budget

Richmond Fire-Rescue's 2011 contractual costs for wages represent 97.12% of its annual operating budget.

Each year, Richmond Fire-Rescue explores opportunities to gain efficiencies in their operating budget for example: gas (natural and vehicle) consumption; electrical consumption; uniform purchases and maintenance of equipment.

Capital Budget

Richmond Fire-Rescue replaces its apparatus and equipment from its Equipment Replacement Reserve Fund. Replacements are based on fire industry national standards and an individual assessment of the condition of the capital asset. Buildings and Information Technology capital costs reside in other City Departments' capital budgets. The City currently contributes \$683,300 annually to the Equipment Replacement Reserve Fund. The Reserve receives interest which is allocated back into the fund.

The following table details recent and anticipated capital expenses, the annual reserve contribution and balance.

| YEAR | 2010 | 2011 | 2012 | 2013 | 2014 | 2015 | 2016 |
|-----------------------------|-----------|------------|------------|----------|----------|----------|------------|
| OPENING BALANCE | 1,152,498 | 1,712,660 | 1,166,513 | 400,743 | 732,718 | 559,413 | 363,038 |
| Annual Reserve Contribution | 683,300 | 683,300 | 683,300 | 683,300 | 683,300 | 683,300 | 683,300 |
| Purchases | -181,000 | -1,263,700 | -1,472,400 | -359,340 | -871,260 | -890,863 | -2,325,674 |
| Interest | 57,862 | 34,253 | 23,330 | 8,015 | 14,654 | 11,188 | 0 |
| BALANCE | 1,712,660 | 1,166,513 | 400,743 | 732,718 | 559,413 | 363,038 | -1,279,336 |

Fire-Rescue is currently engaged with the Finance Department to create a sustainable solution which allows the continuation with its planned replacement strategy.

Consultation Findings

The consultation process included focus groups with citizens, community partners and Richmond Fire-Rescue staff, City staff; both web and paper based surveys; and interviews with key stakeholders (Appendix II).

Through the focus groups and surveys, groups were asked to rate:

1. The importance of prevention, education and emergency response.
2. Richmond Fire-Rescue's performance in the areas of prevention, education and emergency response.
3. The importance for Richmond Fire-Rescue to:
 - a) Be goal oriented, innovative and strive to continuously improve.
 - b) Provide high quality services through partnerships with community stakeholders.
 - c) Ensure that Richmond remains a safe and desirable City.
 - d) Ensure it has a workforce to serve the City now and into the future.
 - e) Ensure it has the capacity to fulfill the needs of our customers and the division's personnel now and into the future.
4. Richmond Fire-Rescue's performance against each of the above statements.

The most important objective identified by citizens and community partners, was to *"ensure Richmond remains a safe and desirable city through an interdisciplinary approach to safety"*.

This objective was followed by *“ensuring Richmond Fire-Rescue has the capacity to fulfill the needs of customers and the division’s personnel now and into the future”*.

All groups expressed limited knowledge of Richmond Fire-Rescue’s prevention and education programs, and it was clear that emergency response is the top priority for stakeholders.

The focus groups, interviews and surveys conducted with community partner; staff consultation; and the assessment of Richmond’s changing environment highlighted a number of requirements and competencies required to enhance existing Richmond Fire-Rescue practices and the ability to respond to potential future risks. These competencies were compared to the Corporate Strategic Focus Areas. The Corporate Strategic Focus Areas that were consistent with the competencies identified were:

- Organizational Transformation
 - Service Standards & Performance Measurement
 - Communication
- Serving the Customer
- Our People

Using the Corporate Strategic Focus Areas identified above, an in depth investigation was conducted into the practices of four North American fire services (Appendix III), selected from across the continent. As well, an analysis of the programs and services currently provided by Richmond Fire-Rescue was undertaken to identify areas of competence or suggested improvement.

Consultation Recommendations

These recommendations are based on the Corporate Strategic Focus Areas and are related to the environmental scan of the changing conditions in Richmond as a community, the services Richmond Fire-Rescue provides, as well as the consultation process that was conducted including all groups.

Organizational Transformation

Service Standards and Performance Measurement

Research has shown that progressive fire-rescue departments define performance measures and service standards for their programs. Ongoing reporting and monitoring enables departments to assess their performance and identify areas for improvement. These performance measures are publicly reported on a regular basis. The frequency of reporting varies from monthly to annually and in some cases, departments report the information on their web sites in an open data format. This provides transparency and increased accountability to all stakeholders.

Performance reporting, through a Standards of Response Coverage analysis is used by other fire-rescue jurisdictions to assess future requirements. The need for updated or new equipment is impacted by city growth and the type (and height) of structures being protected. Careful monitoring of these trends combined with tracking of response time, ability to contain fires to room of origin and other critical measures would identify when changes should be considered.

The Standards of Response Coverage analysis looks at a full range of activities within a professional fire service including: training, staffing, equipment, maintenance, emergency response and prevention. The analysis reflects statistical need in terms of risk, population,

demographics, current and predicted call volume for emergency response. The analysis documents and evaluates emergency response deployment including, but not limited to, fire hall locations, shift scheduling, staffing levels, apparatus type and location, specialty teams and mutual aid considerations. A Standard of Response analysis is a critical element as it is the first step in the creation and evaluation of response coverage.

At the present time, performance measurement tracking and reporting is lacking at Richmond Fire-Rescue. This is due in part to a lack of time and resources to analyze the data and more importantly the adoption of standards and performance measures. Richmond Fire-Rescue needs to capture, track, analyze and report on the details required to support effective decision-making. This is being partially addressed in Richmond Fire-Rescue's 2012 Work Plan but further work in this area is required and supported through the following recommendation.

Organizational Transformation Recommendations:

1. That a Standards of Response analysis be undertaken on emergency fire and rescue services, and
2. That performance measures be identified and presented in a Report to Council for consideration.

Communication

Reviews of other jurisdictions have shown that many types of media are used to support a focus on recruitment, community partnerships and education. The web presence of many of these jurisdictions has increased and improved significantly. Compared to others researched, Richmond Fire-Rescue's site is not easily found or navigated. Best practices identified from the review of fire-rescue websites visited in Canada, the US and UK included:

- transparency of performance statistics (in some cases in 'real time' published on the web site pages)
- social interaction (including Facebook, YouTube, Twitter, video and news streaming)
- education for adults, youth and children (with interactive sites) – listing all programs that are delivered, with schedules
- on-line forms and downloads
- community partnerships (highlighting community events and joint activities with the fire-rescue departments)

Communication and awareness of the services offered by Richmond Fire-Rescue has been identified by Council, citizens and stakeholders as a focus area for Richmond Fire-Rescue. From the external customer's perspective, Richmond Fire-Rescue needs to develop tools to communicate the types of non-emergency services and programs that are offered and how to access those services; highlighting community events and investigating the use of social media tools.

A Communication Plan which recognizes the diversity of the people who are served by Fire-Rescue needs to identify in detail any gaps in the current forms of communication to internal stakeholders, specific demographic groups, and strategies to address these areas. Care needs to be taken to ensure communication tools and strategies are consistent with the City's Corporate Communications.

Communication Recommendation:

1. That Richmond Fire-Rescue create a non-emergency communications plan that identifies opportunities in a multi-year work plan to enhance its internal and external communication capabilities.

Serving the Customer

Over the last 3-5 years, other fire-rescue departments have used peer review, internal audits and customer satisfaction surveys to assess needs. In addition, departments have provided customers with processes to provide customer feedback and easily accessible information on their web sites.

Using the feedback from customers, fire-rescue departments tailor their programs to the needs in their community and work with community partners on defined programs that focus on extending the role of firefighter to community helper – all with the goal of preventing emergencies, reducing risk and preventing harm.

Richmond Fire-Rescue does not currently have a mechanism in place to gather community input in a standardized and consistent manner. There is however a regularly monitored email address – fire@richmond.ca, which receives between 80 and 100 emails per month. There is no link to the City's web-based feedback form, nor is there a system to track issues and facilitate action towards improved customer service.

While educational programs are delivered in the community, there is no evaluation process in place to assess the content and effectiveness of these programs.

While Richmond Fire-Rescue has developed a solid foundation in educating the community on fire and harm prevention, it needs to influence more members of the community. Programs and materials which accommodate the demographics in the City should be developed. Examples of initiatives include working with specific groups such as Richmond public schools, seniors and multicultural groups; introducing multi-lingual messaging through a variety of communication mediums and collecting/analyzing data for trend analysis.

Richmond Fire-Rescue should work with the City's social planning section and not-for-profit agencies in Richmond to identify relevant social planning issues and groups at risk. This would include Richmond Fire-Rescue's involvement in planning, program development, emergency response partnerships and preventative inspections.

Richmond Fire-Rescue should enhance its ability to identify and address issues that impact its community in a more proactive manner. Suggestions for improvement include:

- Involving firefighters in the community to not only provide prevention and education training, but also to act as ambassadors of Richmond Fire-Rescue and actively solicit community issues and concerns.
- Establishing a feedback management process that includes:
 - A tracking and reporting system to monitor feedback and improvements.
 - Customer service standards for response to community/citizen feedback, (an example of a standard would be acknowledging emails within 24 hours).
 - On-line and paper based forms to capture community/citizen feedback.
 - A defined process for addressing feedback, together with a process to action improvements.

- Creating a customer satisfaction program to identify gaps in current service delivery. This program could include:
 - A customer experience survey.
 - Community forums, with standard methods to rate performance.

Serving the Customer Recommendations:

1. That educational programs and materials which recognize and accommodate the demographics in the City be developed through community partnerships and City Hall partners.
2. That Richmond Fire-Rescue proactively identify and address trends and issues that would have a positive impact on community safety with the goal of preventing emergencies, reducing risk and preventing harm.
3. That a customer service satisfaction processes which allows for feedback, tracking and evaluation be developed.
4. That customer access to information and service be increased.

Our People



Like many other organizations, Richmond Fire-Rescue is preparing for the future by hiring and creating leaders to address the needs of a diverse and multigenerational workforce. Richmond Fire-Rescue has made great strides over the past several years in developing outreach and recruitment tools to increase its diversity.

During the Learning Interviews, the four North American Fire Services were asked to identify some of their human resource initiatives. Examples these agencies are actively pursuing and updating include:

- Mechanisms that facilitate the entry of required recruits including partnerships with college and university programs.
- Joint recruiting programs with other emergency response operations in their jurisdictions and neighbouring jurisdictions.
- Joint training programs and shared training facilities with neighbouring jurisdictions.
- Mentoring programs for identified future leaders.
- Enhancing relationships and cooperative programs with internal corporate departments such as Human Resources.

Richmond Fire-Rescue must ensure it has the capacity to provide excellent service to the community. The creation of a comprehensive recruitment and outreach strategy should include looking at demographic and generational barriers and how they might be addressed, with the potential for changes to recruitment and training practices. This strategy may lead to partnerships with other Fire-Rescue departments and universities. Joint programs with Corporate Departments and neighbouring jurisdictions should be undertaken, together with a greater involvement with community colleges and universities to support and possibly reduce the time and resources required for internal training of recruits.

Although recruiting assists in building an inclusive department, the current workforce culture must be receptive and inclusive to differences in employees and the citizens. To build on current successes, more internal training is needed. In advance of these activities, Richmond Fire-Rescue must ensure that the current organizational alignment and assignment of roles and responsibilities is appropriate to address the mission and targeted outcomes.

Richmond Fire-Rescue is developing the leadership skills of its employees. Leadership competencies that align with the City's competency framework have been developed. The competencies form a large part of the areas of evaluation in the Employee Evaluation Program. Training has been begun to build the knowledge and skills within the Leadership Competency Model. These competencies are focused on the people skills necessary to develop a more balanced firefighter and leader that has all the technical and people skills to serve the community.

Our People Recommendations:

1. That a comprehensive and inclusive recruitment and outreach strategy be developed.
2. That Richmond Fire-Rescue review its current organizational alignment and assignment of roles and responsibilities to ensure it is appropriate to address the mission and targeted outcomes.
3. That further diversity education and training be delivered and ongoing.
4. That updated job specifications, descriptions, career path coaching and evaluation be completed.
5. That Richmond Fire-Rescue work with Corporate Human Resources to address programming for leadership training and to investigate the potential for collaborating with neighbouring universities and post secondary institutions.

Our Planning Roadmap

The Fire-Rescue Plan is grounded in research and was developed through a participatory process. The steps Richmond Fire-Rescue took to develop the Plan are outlined below.

Background Research

The assessment undertaken included a review of 28 documents to identify trends, challenges or opportunities impacting Richmond Fire-Rescue (Appendix I). These documents included:

- The City's planning documents such as, the City Centre Area Plan, the Richmond Major Events Plan, the Richmond Waterfront Strategy, and work undertaken to date on the OCP to 2041.
- Plans from other authorities which reside in the City such as the Fraser Port Authority Land Use Plan and YVR's "YVR: Your Airport 2027 20-Year Master Plan".
- Documents specifically related to the delivery of fire services. These included the Dangerous Goods Spill Response Plan, the Greater Vancouver Mutual Aid Agreement, the RCMP Master Plan and the Richmond Emergency Management Plan.

Stakeholder and Staff Consultations

The AtFocus consulting group was retained to conduct the stakeholder and staff consultations. An extensive consultation process with Council, City Administration, the public, stakeholders, and staff within Richmond Fire-Rescue and other City departments was undertaken. The process included the use of public open houses, focus groups, workshops, web and paper based surveys, and individual interviews (Appendix II).

Learning Interviews

The AtFocus consulting group conducted interviews and research to identify leading practices in the fire-rescue industry. Four fire-rescue departments (Edmonton; Saskatoon, Tempe, Arizona; and Toronto) were selected from across North America and interviewed based on their size, similarity to Richmond and/or their role in the fire-rescue industry as leaders (Appendix III). The learning interviews were designed to address areas where the consultants identified a gap based on their review and understanding of Richmond Fire-Rescue and their knowledge in general regarding fire services and strategic planning.

Risk Assessment

Information collected from background research, the corporate planning framework, staff and stakeholder consultations, learning interviews and a high level comparison of Richmond Fire-Rescue's current programs to industry benchmarks was analyzed. Planning workshops were held with community partners, stakeholders, Law and Community Safety peers, emergency service providers and Richmond Fire-Rescue's senior leadership to gather input.

In 2006, an extensive environmental scan of Richmond Fire-Rescue was carried out by the Centre for Public Safety Excellence using standards established by the Commission on Fire Accreditation International. The findings from the 2006 environmental scan are consistent with the assessment undertaken in the development of this Plan.

Plan Development

The Richmond Fire-Rescue Plan was developed through a series of discussions and workshops involving the Richmond Fire-Rescue leadership team, staff and IAFF 1286 representatives. This collaborative and inclusive process was designed to share and analyze the learning interviews, the stakeholder and staff consultation, and risk assessment results. The product of these workshops was an identification of Richmond Fire-Rescue's Targeted Outcomes, prioritized strategies and action items.

Our Destination

Integrated Prevention, Education and Emergency Response Service Delivery

"The world is more complex and demanding than it was 50 years ago and the fire service needs to evolve.

In order to save more lives, reduce injuries and protect the environment more effectively a fundamental change is required."

— Tony McGuirk, Chief Fire Officer, Merseyside Fire & Rescue Service, England 2010

The goal of Richmond Fire-Rescue is to become a leader amongst Fire Departments across British Columbia. This is to be achieved through the implementation of a prevention-focused service delivery model.

In recent years the importance of fire prevention and education, and how they are integrated with emergency response in a modern Fire Department has taken on greater significance.

*"What is needed now is a system to tackle the problem before fire starts. The new emphasis must be on the prevention of fire, rather than the methods of dealing with fire after it has started. The approach should be grounded in community fire safety; the Fire Service has to engage more with the community to prevent fire."*⁹

This concept of a prevention based model is reflected in the 2041 OCP Update currently underway. Under the topic of a Safe City, one of the proposed objectives is to provide a *"framework for a safe community that incorporates a prevention focused, citizen engagement and public education model"*.¹⁰

To this end Richmond Fire-Rescue has been working towards implementing a prevention-based model of community safety. This model is based on a belief that prevention, education and emergency response programs must be well established and integrated to have a positive impact on community safety. This not only includes how Richmond Fire-Rescue functions internally, but in how this model can be applied to working on joint initiatives with Community Safety stakeholders and members of Law & Community Safety – the RCMP, Community Bylaws and Emergency Programs.

Long-Term Strategies and Action Plans

"A Master Fire Plan is a strategic blueprint for fire protection that addresses all local needs and circumstances based upon costs the community can afford. It also makes significant findings and recommendations relating to fire risks and hazards, fire protection capabilities, public education, fire risk reductions and management, community preparedness and response, and funding and fiscal measures relating to fire protection.

The benefit behind Master Fire Planning is that it allows municipalities and fire departments to provide a systematic and comprehensive approach to evaluating risk and existing capabilities within a municipality and the fire department. It also helps formulate and communicate strategic direction and highlights opportunities for optimizing service delivery, in each municipality. Because members of the public, fire departments and council

9 The Future of the Fire Service: reducing risk, saving lives, The Independent Review of the Fire Service December 2002, George Bain, Michael Lyons, Anthony Young, December 2002

10 City of Richmond Website, Proposed 2041 OCP Update Concept Staff Report, April 4, 2011

participate in the development of a Master Fire Plan it also provides an objective basis to support decision-making with respect to community fire protection and prevention services needs.”¹¹

The Plan provides Richmond Fire-Rescue and Council with the data and analysis necessary for informed, objective decision making. The Plan lays out the strategies and timelines, which can be categorized as short (1 year), medium (2-5 years) or long term (up to 10 years). Many of the short and medium term strategies are intended to establish the foundation upon which to build long term strategies. The strategies in the Richmond Fire-Rescue Plan support the goal to become a prevention-focused Department, delivering services and programs that aim to prevent or mitigate harm in the community.

11 Essentials of Municipal Fire Protection, A Decision Makers' Guide; Office of the Fire Marshal (Ontario) Version 2, 2007

The Route to Follow

Richmond Fire-Rescue's goal of becoming a leader amongst Fire Departments within BC is built on the implementation of a prevention-focused service delivery model. This goal is ambitious but achievable. The initial work of understanding the current conditions in the City and region, analyzing Richmond Fire-Rescue's existing service delivery and researching best practices in leading Fire Services across North America is complete. As a result of this foundational work, a series of focused strategies has been identified which are intended to guide Richmond Fire-Rescue's work in achieving their goal.

Targeted Outcomes and Strategies

Richmond Fire-Rescue's overarching goal is to transition to a prevention focused service delivery model, which enhances prevention and education services responsive to community needs, community safety and harm reduction, while at the same time continues to improve emergency response. Richmond Fire-Rescue acknowledges the importance of the continued delivery and advancement of its core Emergency Response services. It also recognizes that by engaging the community in prevention and education, the delivery of fire and rescue services into the future could be more sustainable.

In this section, strategies to be undertaken within each of the Targeted Outcomes are set out. These items will require further investigation and research. A more detailed business case will be developed to address the highest priority strategies with an accompanying report to Council. Should any of these items have financial implications they will be incorporated into the budget process and form part of Richmond Fire-Rescue's budget request for Council's consideration.

The strategies identified are aligned with the Corporate Strategic Focus Areas and fall under the Targeted Outcomes identified by Richmond Fire-Rescue.

Corporate Strategic Focus Area: Organizational Transformation

Targeted Outcome: Be goal oriented, innovative and strive to continuously improve

| Key Initiative | Background | Timing |
|---|---|------------|
| Explore moving from Level 3 to Level 2 in the Fire Insurance Underwriters Ranking | <p>The Fire Underwriters' Survey was conducted in 1999. The City and Richmond Fire-Rescue have changed significantly since that time. The ranking established in 1999 may not be accurate.</p> <p>This would include a review of Richmond Fire-Rescue and explain the benefits of moving to Level 2 in the ranking to potentially provide reduced fire insurance premiums to the business community and residents.</p> <p>In relation to the Fire Insurance Underwriters Ranking, investigate whether there are tangible financial benefits to the community.</p> | Long Term |
| Leverage technology | <p>Maximize prevention and public education messaging opportunities, through both electronic and traditional non-electronic media.</p> <p>Increase Fire-Rescue's reporting and data analysis capabilities.</p> | Short Term |
| Develop a planning function within Richmond Fire-Rescue | The purpose of the planning function is to consolidate the strategic planning initiatives in the various sections of the department, and monitor and evaluate progress of the Fire Plan, and performance measures. | Short Term |
| Develop E-Business solutions | In coordination with Information Technology introduce electronic solutions for permits, plans and bookings. Develop electronic platforms for citizen to interact, obtain permits and submit applications. | Short Term |

Corporate Strategic Focus Area: Serving the Customer

Targeted Outcome: Provide high quality services to the community

| Key Initiative | Background | Timing |
|--|---|-------------|
| Enhance Community Volunteer partnerships | This includes the desire within Richmond Fire-Rescue of having volunteer groups adjoined to Richmond Fire-Rescue to help move forward in community education and outreach. | Long Term |
| Create a communication and outreach plan for Richmond Fire-Rescue | This Plan will identify how Richmond Fire-Rescue can reach the community: what we do; how we do it and when; how much it costs to provide service; and how to better serve the community through service feedback. | Medium Term |
| Build on the current public education initiatives to develop a comprehensive Public Education Plan | This includes the creation of program goals including use of resources and timeliness of delivery and a system that incorporates a complete examination cycle (monitor, evaluate, recalibrate) of the overall plan for public fire and safety program. In-depth delivery into the community through volunteers and community partnerships; and, a more inclusive delivery of fire and life safety programs by Richmond Fire-Rescue personnel. | Medium Term |
| Develop mechanisms/ processes to create a system where citizens of Richmond have open access to Richmond Fire-Rescue | This would include requests for service; reporting of hazards and customer complaints; and customer feedback on Richmond Fire-Rescue services utilizing mechanisms such as: web enhancements; use of social mediums like Twitter and Facebook. The Collection of feedback through: fire staff face-to-face discussions at non-emergency events; community drills and inspections; course evaluations; and/or focus groups. | Medium Term |
| Develop a Fire Prevention Service Plan | To increase the delivery of fire and life safety information through the development of support materials that recognize the diversity and needs of Richmond and a more comprehensive delivery of fire and life safety programs by Richmond Fire-Rescue personnel. | Short Term |
| Update the Fire and Life Safety Bylaw | The current bylaw requires updating to include areas such as high rise access protocols. | Short Term |
| Develop a Resource Plan | Growth in the City, particularly the City Centre will create service delivery areas requiring training for Technical Rescue, Aircraft Firefighting, Shipboard and High Rise Firefighting. | Short Term |

Corporate Strategic Focus Area: Our People

Targeted Outcome: Be prepared for the future

| Key Initiative | Background | Timing |
|---|--|------------|
| Implement the training site for Richmond Fire-Rescue | A partnership proposal has been endorsed by Council. The proposal addresses Fire's need for a large training site to conduct multi company exercises, a variety of other training, and an Emergency Vehicle Driver course. | Short Term |
| Develop a recruitment strategy which enhances diversity | This is to ensure Richmond Fire-Rescue is reflective of the diverse community it serves. | Short Term |
| Continue to pursue outreach opportunities within the community | This would include firefighter and community partnerships. Potential partnerships would be explored, as well joint recruitment programs with other jurisdictions. | Short Term |
| Further develop and deliver a New Recruit and Probationary Training Program | A holistic program which includes early firefighter rotation exposure to Fire Prevention Officer and other components of the fire service. | Short Term |

Corporate Strategic Focus Area: Financial Strategies

Targeted Outcome: Fiscally responsible and sustainable

| Key Initiative | Background | Timing |
|--|---|-------------|
| Diversify the long-term financial strategy | This includes planning for revenue from non-traditional sources: partnerships; seed program funding; grants; fee-for-service; the identification of strategies to pay for new services and addressing the fundamental relationship between Fire and revenue as a performance indicator. | Long Term |
| Introduce an automated system to link and maintain an inventory of all assets, track their management and replacement through reserves | The City recently developed a capital asset program to track its combined assets over \$50,000. The program identifies the average life span of the asset type with larger cost single items detailing their specific replacement date. Items contained in the City's Capital Asset program are not linked to a source of replacement funding. | Medium Term |
| Develop a sustainable funding model for vehicles and equipment | The vehicle and equipment reserve for Richmond Fire-Rescue was reviewed in relation to the overall growth in the City to ensure future needs are met (report to Council, 2011). Careful monitoring of these trends combined with tracking of response time and other critical measures will identify when changes should be considered. The current vehicle and equipment reserve fund is underfunded and will be depleted by 2016. | Short Term |
| Conduct a Standards of Response Coverage and future deployment analysis | Richmond Fire-Rescue's service delivery performance requires analysis as a prelude to future service delivery considerations for apparatus, staffing and fire vehicle dispatch. | Short Term |
| Implement a telephony staffing management system | The current method of managing rostering and payroll is ineffective. Funding is in place and a new program is being identified. | Short Term |

Corporate Strategic Focus Area: Sustainability

Targeted Outcome: Decisions are made that consider the environment, economy and community

| Key Initiative | Background | Timing |
|--|--|-------------|
| Develop relationships with the Port Authorities to ensure collaboration and cooperation for a coordinated approach to service delivery | The Port Authority, and in particular the Fraser Port site, have specific requirements with respect to the provision of fire services. To ensure these are provided in as effective a manner as possible it is important to ensure a cooperative approach to service delivery. | Short Term |
| Develop an environmental sustainability plan for Fire Halls | Although most of the fire halls are built to LEEDS standards, there are additional opportunities to contribute to corporate sustainability initiatives through changed staff behaviours, operational practices in and around fire halls. | Short Term |
| Support the Corporate Energy and Emissions Strategic Program (BEAM) | Develop a process for staff education to continue and determine efficient workplace procedures to reduce energy use, emissions and renew resource uses. | Medium Term |
| Support the Corporate Waste Management Target | Continue to promote the recycling program within Fire-Rescue, and further enhance the solid waste management and green waste programs. | Short Term |
| Reduce vehicle movements | Continue to partner with City I.T. to implement technological solutions to provide virtual learning and meeting tools to reduce vehicle and staff movements. | Short Term |

Corporate Strategic Focus Area: Safe Community

Targeted Outcome: Prevention focused and responsive

| Key Initiative | Background | Timing |
|---|---|-------------|
| Re-evaluate the Home Safe Inspection Program | This program, utilized by Richmond Fire-Rescue several years ago, has the potential to provide prevention programs to the community at the neighbourhood level. More work is required to determine the benefit of the program vs. staffing required. | Short Term |
| Create and implement a pilot emergency trail/park marker system | The number of trails and parks located within the City requires a system of directional signage. The system should be developed to be used by multiple agencies, such as Parks, Fire, Police and Ambulance. | Short Term |
| Develop an outreach strategy for linking fire halls to the communities they serve | In response to the community consultation regarding enhancing customer service this would involve firefighters in their local neighbourhood acting as ambassadors and soliciting input from the community, in addition to providing training and education on prevention. | Medium Term |



Commitment to Progress

The Fire-Rescue Plan is the first step in the development of a balanced prevention, education and emergency response service delivery model. Through the development of this Plan gaps in communication, customer service, leadership development and performance measurement have been identified. Future trends such as continued growth in the City, and the development of mid to high rise buildings in the City Centre and future development at YVR and Fraser Port were researched to determine the impact on Richmond Fire-Rescue service delivery. This information was used to develop the strategies and actions which will be implemented over the next three years.

The Fire-Rescue Plan is intended to have multiple uses. The Plan will be used to reinforce the emphasis on a balanced prevention, education and emergency response service delivery model to the citizens of Richmond. The Plan will allow Richmond Fire-Rescue to educate the community on priorities, specifically prevention and education, and provide an opportunity for dialogue.

The Plan manages the demand for, and growth of Richmond Fire-Rescue's services into the future. For Council the Plan will provide a means to identify Richmond Fire-Rescue priorities and to monitor progress against those priorities.

The Plan will be used within Richmond Fire-Rescue as a management tool to educate staff on the direction the division will be going over the long term.

Many of the services and programs provided by the City Departments have some connection or overlap with one another. Just as the Plan was developed taking into consideration other department's plans, the Plan is intended to be used as a tool to provide information to other City departments about Richmond Fire-Rescue's priorities over the long term.

The Plan should not be considered as a static document. The Plan will require monitoring and evaluation on a regular basis. There are specific elements within the Plan that will require further analysis.

Communicating Performance

Richmond Fire-Rescue is committed to an open and transparent reporting on the progress made in achieving the goals of the Plan.

As a demonstration of that commitment, performance measures and targets are currently in development. The performance measures Richmond Fire-Rescue is considering are accepted current measures in the fire-rescue industry and have been adopted as guidelines by many career fire departments in Canada and the United States.

Richmond Fire-Rescue is committed to developing targets which are ambitious but still achievable. The performance data will be used to monitor progress, identify areas for improvement and plan future work. The purpose of these targets is to stretch the organization and support its transformation to an organization that achieves service excellence in prevention, education and emergency response.

Once reasonable performance measures have been identified and shared with City Administration, a report to Council providing full detail and analysis will be prepared. Subsequent to Council approval Richmond Fire-Rescue will report annually on performance to City Council's Community Safety Committee.

Finances

This Plan contains a number of recommendations, strategies and actions for Fire-Rescue to manage and implement over the next number of years. The purpose of performance measurement and data analysis is based on creating capacity in service delivery and improving the way Fire-Rescue operates within the City. The purpose is not to require increased costs, however the potential exists and any requests for funding will be included in the annual Capital and Operating budget submissions, reported through the City Corporate Administration and where required will be the subject of separate reports to Council.

Appendices

Appendix I – Documents Reviewed

All documents reviewed for the development of the *Fire-Rescue Plan* are listed below:

1. Corporate Sustainability (2007)
2. Council adopted report on the Cultural Transformation Action Plan (2006)
3. Council Term Goals (2008-2011)
4. Fire 20/20 Multicultural Health and Safety Research Project (2007)
5. Fire Department Establishment Bylaw No. 4987
6. Fire Protection and Life Safety Bylaw No. 8306
7. Fire Service Underwriters Survey Findings on Richmond (1999)
8. Fraser Port Authority Land Use Plan (2008)
9. Greater Vancouver Fire Departments Mutual Aid Agreement (1995)
10. Industrial Inquiry Commission into the B.C. Ambulance Services (Chris Trumphy 2010)
11. Law & Community Safety Strategic Plan (2008-2011)
12. Merseyside England Fire - 10 Years of Change - Strategic Plan
13. Pre-Hospital Care in BC (Peter Cameron 2007)
14. Richmond City Centre Area Plan (2009)
15. Richmond Dangerous Goods Spill Response Plan (2003)
16. Richmond Emergency Management Plan (2010)
17. Richmond Evacuation Plan (2008)
18. Richmond Fire Hall Facility Alterations Reports (2007)
19. Richmond Fire-Rescue Services (2009)
20. Richmond Fire-Rescue Strategic Plan (2007-2008)
21. Richmond Major Events Plan (2007-2012)
22. Richmond Official Community Plan and Growth Strategy (1999)
23. Richmond Sport Hosting Strategy (2010-2014)
24. Richmond Trail Strategy (2010)
25. Richmond Waterfront Strategy (2009)
26. Transforming the Fire-Rescue Services in BC (2009)
27. Vancouver International Airport (YVR) Master Plan to 2027

Appendix II – Overview of Consultation

The consultations were advertised in local newspapers, through new releases and on the City's web site. During the consultations, people were asked to share their opinion and/or rate:

- Richmond Fire-Rescue's mission and long-term goals
- Richmond Fire-Rescue's Prevention, Education and Emergency Response Programs

A number of techniques were used including focus groups, public open houses, interviews and web/paper surveys. In total, Richmond Fire-Rescue received feedback from 366 people and used this information to build the Fire-Rescue Plan.

| Group Consulted | Consultation Method | Date | No. Consulted |
|--|--|--------------------------------------|---------------|
| Council | Workshop and Interviews | March 15, 2011 | 7 |
| Citizens | Public Open Houses (8) including City Hall static display between February 10-28, 2011 | February 20-28, 2011 | 89 |
| Citizens | Web Survey/Paper | February 1, 2011 to March 10, 2011 | 51 |
| Targeted Stakeholders/ Community Partners | Web Survey | February 1, 2011 to March 10, 2011 | 44 |
| Key Stakeholders/ Community Partners | Interviews | February 14 to March 10, 2011 | 10 |
| Staff | Fire Staff Open House (2) | January 12, 2011 | 45 |
| Staff | Focus Group (2) | January 12, 2011 | 18 |
| Staff | Web Survey | January 21, 2011 to February 7, 2011 | 102 |
| IAFF 1286 Executive | Interviews | October, 2011 | 2 |
| Total No. Consulted | | | 366 |

City of Richmond Partners:

- Building Approvals
- Community Bylaws
- Community Safety Policy & Programs
- Corporate Communications
- Corporate Customer Service Team
- Corporate Safe Community Team
- Corporate Strategic Planning
- Emergency Programs

- Facilities
- Finance
- Human Resources
- Information Technology
- Policy and Social Planning
- Real Estate Services
- Recreation (Youth Programs)
- Richmond RCMP
- Sustainability Office

9-1-1 Emergency Safety Partners:

- BC Ambulance Service
- BC Hydro, Safe Use Advisor
- Canadian Coast Guard
- City of Vancouver Fire & Rescue Services
- Delta Fire & Emergency Services
- E-Comm
- Global Medical Health
- New Westminster Fire Department
- Richmond General Hospital: Chief Operating Officer, Richmond & Chief Nursing Officer & Executive Lead, Professional Practice
- Richmond Medical Health Officer, Vancouver Coastal Health
- Vancouver Coastal Health Authority: Community Engagement Office

Community Organizations:

- Cambie Community Associations
- Canadian Mental Health Association – Richmond Pathways Clubhouse
- CHIMO Crisis Services
- City Centre Community Associations
- Developmental Disabilities Association
- Hamilton Community Associations
- Insurance Corporation of British Columbia
- Justice Institute of British Columbia
- Minoru Seniors Society
- MOSAIC Multilingual Orientation Service Assoc.
- Richmond Addiction Services Society
- Richmond Centre for Disability
- Richmond Chinese Community Society
- Richmond Committee on Disability
- Richmond Community Services Advisory Committee to Council

- Richmond Intercultural Advisory Committee to Council
- Richmond Multicultural Concerns Society
- Richmond School District 38
- Richmond Society for Community Living
- Richmond Women's Resource Centre
- Richmond Youth Services Advisory Council
- Safe Communities, Richmond
- Sea Island Community Associations
- Seniors Advisory Committee to Council
- South Arm Community Associations
- SUCCESS – United Chinese Community Enrichment Services Society
- Touchstone Family Assoc. Services
- Volunteer Richmond
- West Richmond Community Associations
- WorkSafe BC

Local Intergovernmental Authorities:

- Vancouver International Airport Authority (YVR)
- Metro Vancouver Port
- Richmond Chamber of Commerce
- Steveston Harbour Authority

Appendix III – Overview of Leading Practice Fire-Rescue Departments

During late February and early March, 2011, extensive interviews were conducted with four fire-rescue departments:

- Saskatoon Fire and Protective Services
- Edmonton Fire-Rescue Services
- Toronto Fire Services
- Tempe Arizona Fire Department

The table below provides an overview of the population and geographic area of each department, as well as each department's operating budget, total staff, call volume, number of fire halls and front line apparatus.

| City | Population | Geographic Area | Operating Budget (Millions) | Staff | Call Volume | Fire Halls | Front Line Apparatus |
|-----------|------------|-----------------|-----------------------------|-------|-------------|------------|----------------------|
| Richmond | 193,255 | 129 sq km | \$27.0 | 200+ | 9,240 | 7 | 10 |
| Edmonton | 752,412 | 684 sq km | \$138.6 | 1,049 | 35,028 | 25 | 100 |
| Saskatoon | 223,200 | 144 sq km | \$32.1 | 311 | 13,769 | 10 | 16 |
| Tempe | 166,000 | 102 sq km | -- | 181 | 18,873 | 6* | 12 |
| Toronto | 5,600,000 | 7,124 sq km | \$361.3 | 3,181 | 142,014 | 82* | 179 |

*Additional fire halls are planned to be built

Appendix IV – Consultation Summary

During the consultation process, citizens, stakeholders, community partners, and Richmond Fire-Rescue staff were asked to rate the importance of each program area. Emergency response was rated most important by the staff, citizens and stakeholders/community partners. Staff and stakeholders/community partners rated prevention as the second most important program area, whereas citizens rated education second and prevention third. Education was rated third by both staff and stakeholders/community partners.

Importance Ratings (Programs)

| Program Area | Community Partners | Citizens | Staff |
|--------------------|--------------------|----------|-------|
| Prevention | 3 | 3 | 2 |
| Education | 2 | 2 | 3 |
| Emergency Response | 1 | 1 | 1 |

Both citizens and stakeholders/community partners expressed limited knowledge of Richmond Fire-Rescue's education and prevention programs and reported that ensuring Richmond remains a safe and desirable City through an interdisciplinary approach to safety was most important outcome for Richmond Fire-Rescue. However, both groups also identified the provision of high quality services through community partnerships as the second most important outcome. The importance of this outcome was reinforced by staff who rated it most important. This suggests that there is support from the staff, citizens and stakeholders/community partners to continue the cultural shift towards an integrated approach to community safety that includes education, prevention and emergency response and leverages community partnerships.

Acknowledgements

Richmond Fire-Rescue thanks Council, the citizens of Richmond, City Administration, Richmond Fire-Rescue staff, IAFF Local 1286 Executive, as well as other City departments, 9-1-1 emergency safety partners, community organizations and businesses who provided valuable input during the planning process.



City of Richmond

Report to Committee

To: Community Safety Committee

Date: February 27, 2012

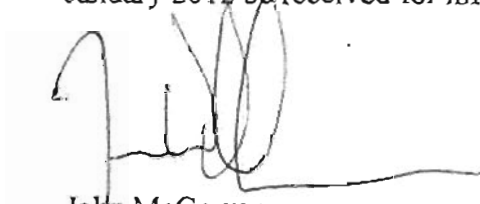
From: John McGowan
Fire Chief

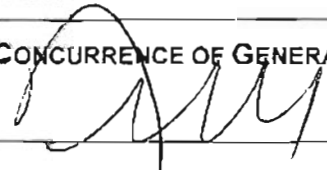
File:

Re: Richmond Fire-Rescue – January 2012 Report

Staff Recommendation

That the Fire Chief's report dated February 27, 2012 on Richmond Fire-Rescue's activities for January 2012 be received for information.


John McGowan
Fire Chief
(604-303-2734)

| | | |
|---|--|--------------------------------|
| FOR ORIGINATING DEPARTMENT USE ONLY | | |
| CONCURRENCE OF GENERAL MANAGER  | | |
| REVIEWED BY TAG | YES <input checked="" type="checkbox"/> | NO <input type="checkbox"/> |
| REVIEWED BY CAO | YES <input checked="" type="checkbox"/> | NO <input type="checkbox"/> |

Staff Report

Origin

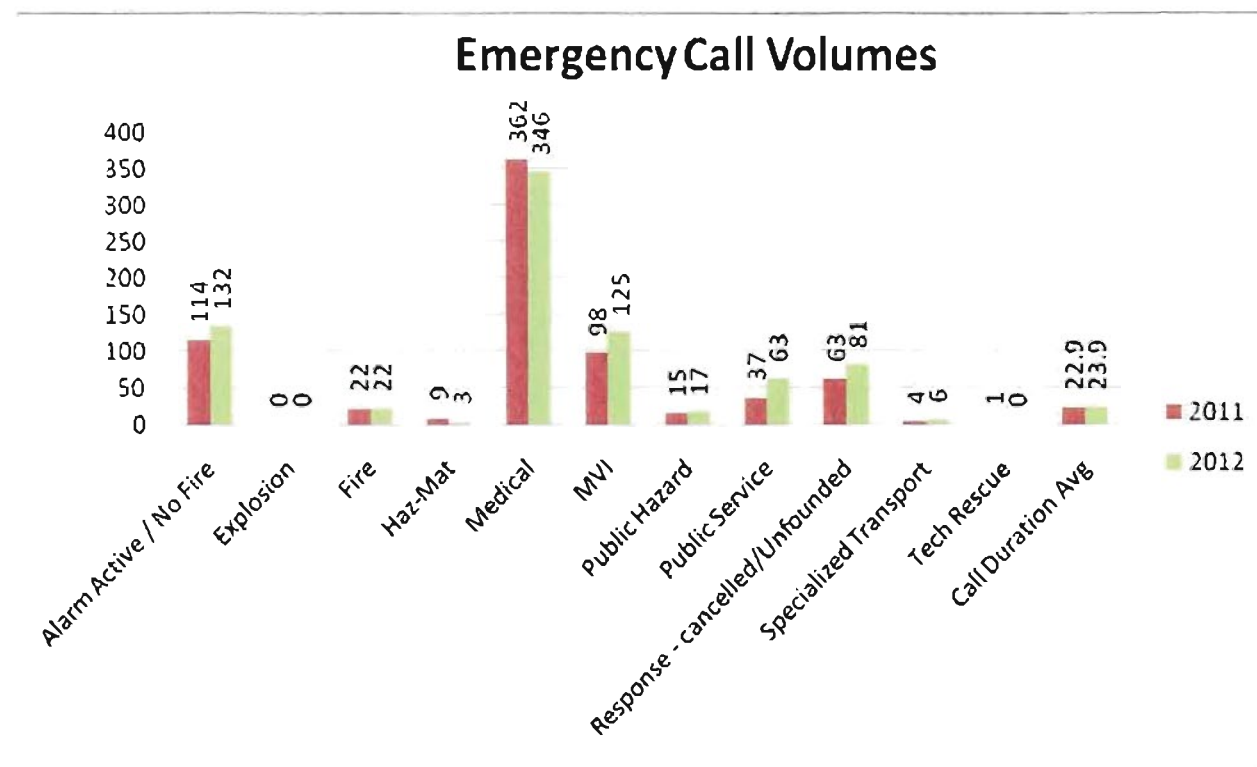
Fire-Rescue is committed to open and transparent reporting on its performance and progress. Monthly reports provide Council with current information on Richmond Fire-Rescue activities.

Analysis

Fire-Rescue's report for January 2012 is set out below.

Suppression Activity

The following is a month comparison chart on the number of incidents that have occurred for the years 2011 and 2012. For January 2012 there were a total of 795 incidents compared to 725 in 2011.



Call Type Legend:

Medical includes: cardiac arrest, emergency response, home or industrial accidents

Alarm No Fire includes: accidental, malicious, equipment malfunctions

Public Service includes: assisting public, ambulance or police, locked in/out, special events, trapped in elevator, water removal

Public Hazard includes: aircraft emergency, bomb removal standby, object removal, or power lines down

Hazardous Materials includes fuel or vapour: spills, leaks, or containment

Explosion includes ruptured: boilers, gas pipes, or water pipes

Technical Rescue includes: aircraft, confined space, high angle, or water

The month of January 2012 saw an increase in MVI incidents over the same period in 2011. The call volumes fluctuate from year to year and can be influenced by variables such as extreme weather conditions.

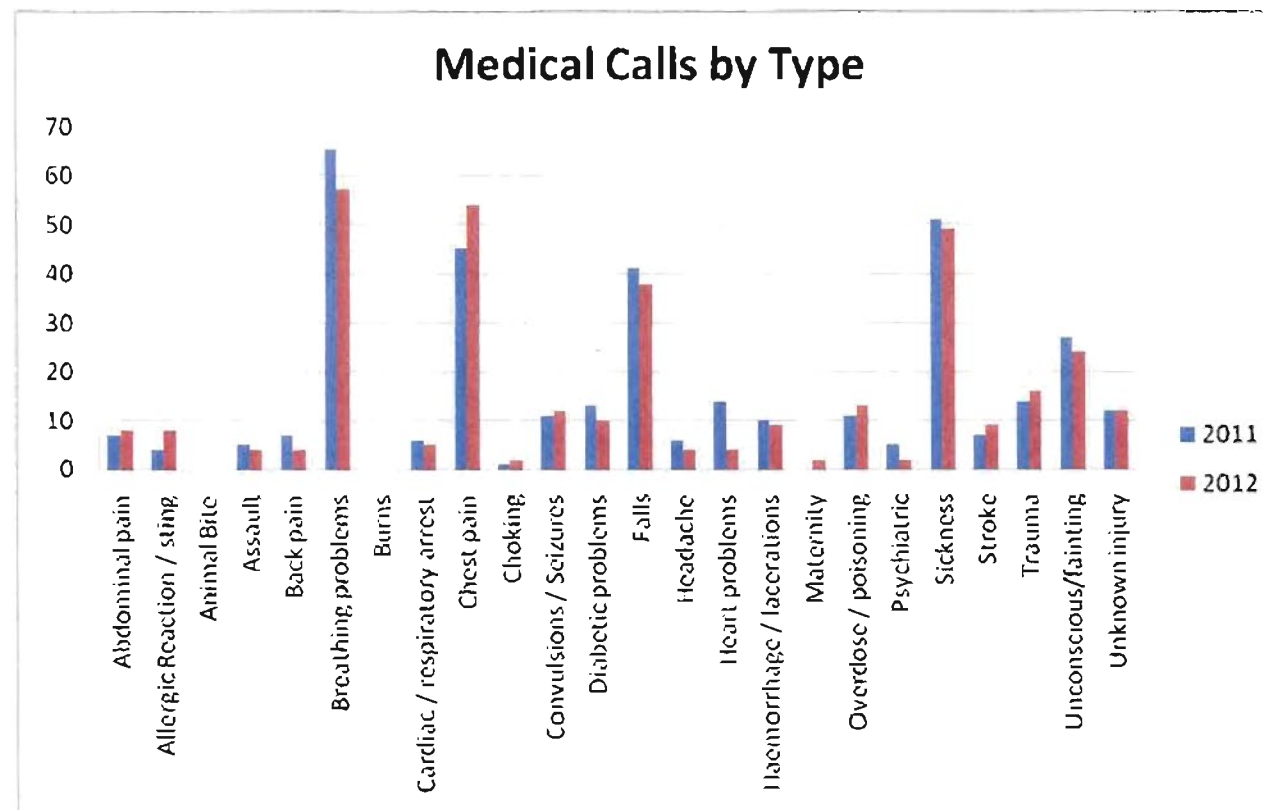
Hazmat

| Hazmat Calls By Type - January | |
|--|----------|
| HazMat Calls | Details |
| Natural Gas/Propane Leaks (small) | 2 |
| Fuel Containment | 1 |
| Misc. (empty containers to unknown powder) | 0 |
| Total | 3 |

First Responder Totals

A detailed breakdown of the medical calls for January 2011 and 2012 by sub-type is set out in the following chart and table. The medical calls make up the majority of activity for RFR which is 43.5% of total calls.

The month of January 2012 saw a decrease in medical calls over the same period in 2011. However, there were a significant increase of chest pain incidents which could be attributed to the colder weather conditions.



| Medical Calls by Type - January | | | | | |
|--|-------------|-------------|-------------------------|-------------|-------------|
| Medical | 2011 | 2012 | Medical | 2011 | 2012 |
| Abdominal pain | 7 | 8 | Falls | 41 | 38 |
| Allergic reaction / sting | 4 | 8 | Headache | 6 | 4 |
| Animal bite | 0 | 0 | Heart Problems | 14 | 4 |
| Assault | 5 | 4 | Haemorrhage/Lacerations | 10 | 9 |
| Back pain | 7 | 4 | Maternity | 0 | 2 |
| Breathing problems | 65 | 57 | Overdose/Poisoning | 11 | 13 |
| Burns | 0 | 0 | Psychiatric | 5 | 2 |
| Cardiac/ respiratory arrest | 6 | 5 | Sickness | 51 | 49 |
| Chest pain | 45 | 54 | Stroke | 7 | 9 |
| Choking | 1 | 2 | Trauma | 14 | 16 |
| Convulsions / Seizures | 11 | 12 | Unconscious / Fainting | 27 | 24 |
| Diabetic problems | 13 | 10 | Unknown Injury | 12 | 12 |
| Totals | | | | 362 | 346 |

Incidents

Notable emergency incidents, which involved RFR for January 2012, are:

Medical Events

RFR crew regularly attend to medical assignments including social issues. In January, for example, crew attended a medical call to attend an attempted suicide. Assistance was also provided to a call after an assault occurred at a robbery.

RFR crew regularly attend medicals where CPR skills are required. In January RFR crews started a new CPR protocol and experienced a patient recovering resulting in pulse being restored. RFR crew also assisted BCAS in the delivery of a baby boy.

Auto Extrication/Major Motor Vehicle Accident

During the snowy and icy conditions a serious MVI occurred on Highway 91 involving the operator of a tow truck. The operator was struck by a vehicle that lost control on the icy roads. The operator was taken to VGH trauma center where RFR crew visited and reported the operator was in good spirits.

Fires – Residential

RFR report that there were four kitchen/stove fires within the month of January. RFR crew attended a townhouse for a reported stove fire by neighbours. Crew arrived in time as fire had already starting to spread to cabinets. This incident resulted in a third degree burn. Fire Prevention is aware of these statistics and in the process of creating a program of education.

Abandoned buildings continue to be an issue for the City with a number of incidents being reported this month. One of which was an abandoned house fire on Alberta Road.

Community Response

The estimated building loss for January 2012 is \$451,950 and estimated content loss is \$32,600, for a total estimated loss of \$484,550. The total estimated value of building protected is \$28,657,250.

| Fire Calls By Type and Loss Estimates - January | | | | | |
|---|--------------------|--|--------------------------------|-------------------------------|------------------------------|
| Incident Type Breakdown | Call Volume | Estimated Value of Building Protected | Estimated Building Loss | Estimated Content Loss | Estimated Loss Totals |
| Fire – Structure Total: | 13 | | | | |
| Residential | | | | | |
| - Single-family | 5 | \$1,650,000 | \$447,000 | \$30,050 | \$477,050 |
| - Multi-family | 6 | \$14,000,000 | \$200 | \$50 | \$250 |
| Commercial/Industrial | 2 | \$13,000,000 | - | \$2,500 | \$2,500 |
| Fire – Outdoor | 8 | \$3,250 | \$750 | - | \$750 |
| Vehicle | 1 | \$4,000 | \$4,000 | - | \$4,000 |
| Totals* | 22 | \$28,657,250 | \$451,950 | \$32,600 | \$484,550 |

*The dollar losses shown in this table are preliminary estimates. They are derived from Fire's record management system and are subject to change due to delays in reporting and confirmation of actual losses from private insurance agencies (as available).

Training and Education

The training team at RFR deliver and facilitate training programs to all members of RFR in disciplines ranging from: personal protective equipment, firefighting and rescue practices to emergency vehicle operating and incident management. The training team also delivers leadership and interpersonal skills programs through in-house instructors, on-line training, and the use of external trainers. For January 2012, the following highlights are noted:

Leadership Development

Six RFR fire officer candidates completed all their qualifications and education in order to serve as officers in suppression. These new officers are fully qualified to serve in the capacity as a company officer at any time and at any Fire Hall, and some of the notable topics they learned include:

- Leadership
- Supervision
- Emergency Scene Management
- Safety

- Respectful Workplace Management
- Interpersonal Skills and Communications
- Conducting Code Based Fire inspections
- Completing post Incident Reports for Analysis and Statistics
- Instructional Techniques
- Coaching, Evaluating and Performance Management
- Fire Scene Strategy and Tactics
- Technical Rescue

Recruit Training

The recruit training and evaluation program is ongoing and the recruits and evaluators are currently in preparation for the first series of evaluations in late March.

A reviewed of the recent recruits' learning plans in support of their ongoing education as new operational staff showed that all nine are developing well and they are effective operational resources.

Fire Prevention

The total inspection statistics for January 2011 and 2012 are listed below:

| January | 2011 | 2012 |
|--|-------------|-------------|
| Fire (total) | 86 | 251 |
| Electrical Fire Safety Inspection Team (EFSIT) | 2 | 2 |
| Abandoned Properties | 2 | 5 |

The above shows the outcome of the reintroduction of Fire Suppression crew's participation in this important prevention activity of Fire and Life Safety inspections.

Fire Prevention Investigations

| Fire Investigations - January | | | |
|--|-----------|---------------------------|---------------------|
| Suspicious (No further investigation required) | 7 | Property at Risk | \$48,657,250 |
| Accidental | 11 | Property Loss | \$451,950 |
| Undetermined | 4 | Property Protected | \$48,205,300 |
| Incendiary | 0 | Contents Risk | \$18,337,000 |
| | | Contents Loss | \$32,600 |
| Total | 22 | Contents Protected | \$18,304,400 |

Fire Prevention Investigations Billable Activities

| Billable Activities (number and dollar amount) - January | | | |
|---|---|--------------|--------------------|
| False Alarms Billed | 5 | @ \$ Various | \$1,422.00 |
| Burning Permits | 4 | @ \$ 101.75 | \$325.75 |
| Fireworks Permits | 1 | @ \$ 102.00 | \$102.00 |
| Fire Safety Plans | 1 | @ \$ Various | \$105.00 |
| Vacant Premises – Cost Recovery (Apparatus) | 1 | @ \$ Various | \$710.00 |
| Electrical Safety Inspections | 2 | @ \$ 4,200 | \$8,400.00 |
| Total Dollars / Costs Recovered | | | \$11,064.75 |

Community Relations / Public Education

Richmond Fire-Rescue participated in numerous events and activities for public education this month. Some of the event attended by RFR crew and Prevention Officers were as follows:


- Pumper visits and hall tours carried out with schools and Guide, Scout and Brownie groups.
- Tree Chip event at Garry Point Park.
- YMCA family literacy and reading week where crews attended and read to children.
- 32 car seat inspections were carried out in January at No 1 Hall with the Fire and Life Safety Educator in attendance.

Financial Impact

None

Conclusion

Fire-Rescue is committed to providing Council with regular updates on its activities. The Fire Chief welcomes the opportunity to discuss Fire's activities and priorities with Community Safety Committee.


 John McGowan
 Fire Chief
 (604-303-2734)

JM:js



City of Richmond

Report to Committee

To: Community Safety Committee
From: Phyllis L. Carlyle
General Manager, Law & Community Safety
Re: Strategic Community Investment Funds

Date: February 29, 2012

File: 09-5375-00/Vol 01

Staff Recommendation

That Council authorize the CAO and the General Manager, Law and Community Safety to sign the Strategic Community Investment Funds Agreement on behalf of the City of Richmond (as outlined in the report dated February 29, 2012 from the General Manager, Law & Community Safety)

Phyllis L. Carlyle
General Manager, Law & Community Safety
(604-276-4104)

| FOR ORIGINATING DEPARTMENT USE ONLY | | | |
|-------------------------------------|---|---------------------------------------|---|
| ROUTED TO: | CONCURRENCE | CONCURRENCE OF GENERAL MANAGER | |
| Budgets | Y <input checked="" type="checkbox"/> N <input type="checkbox"/> | | |
| REVIEWED BY TAG | YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> | REVIEWED BY CAO | YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> |

Staff Report

Origin

On February 24, 2012 the City of Richmond received a communication from the Province outlining the Strategic Community Investment Funds program which provides for cities to receive annual revenue from the Traffic Fine Program. Under the proposed Strategic Community Investment Funds agreement the Province agrees to pay funds to the City in five installments as listed.

Over the past few years the City of Richmond has utilized these funds for the Restorative Justice Program, and to offset policing costs. An annual report has been submitted to the Province on how the funds have been expended.

Analysis

The Traffic Fine Revenue has been used in the past to mitigate the City's costs of public safety initiatives such the RCMP Integrated Teams, additional RCMP members for the local detachment and the Restorative Justice Program provided by Touchstone Family Services.

Past Traffic Fine Revenue grants are illustrated below:

TABLE 1

| | |
|------|-------------|
| 2004 | \$1,809,317 |
| 2005 | \$2,011,525 |
| 2006 | \$2,126,589 |
| 2007 | \$2,180,432 |
| 2008 | \$2,203,831 |
| 2009 | \$2,396,882 |
| 2010 | \$2,048,465 |
| 2011 | \$2,931,972 |

The amount for each city is determined by provincial legislation, and is reflective of the proportioned amount the City pays for policing, the annual amount received for traffic fines, and provincial policing expenditures.

The City was advised on February 24th, 2012 that the original agreement has expired and to continue receiving these funds the City is required to sign and deliver a Strategic Community Investment Funds Agreement before March 23, 2012. Under the new Strategic Community Investment Funds Agreement, the City would receive funds for 2012 through to 2014.

Payments to the City of Richmond under the proposed agreement will be:

TABLE 2

| Assured Funds | Use | Date | Amount |
|--|--|----------------|-------------|
| Traffic Fine Revenue Sharing Grants | Defray the cost of local police enforcement | March 31, 2012 | \$1,181,008 |
| | | June 30, 2012 | \$1,912,357 |
| | | March 31, 2013 | \$393,669 |
| | | June 30, 2013 | \$1,125,018 |
| | | June 30, 2014 | \$1,518,688 |
| Total 2012-2014 | | | \$6,130,740 |

Financial Impact

In the event that the City does not enter into the Strategic Community Investment Funds the City will not receive its share of the Traffic Fine Revenue funds.

Conclusion

In order to continue receiving Traffic Fine revenue funds from the Province, an agreement is required. The Strategic Community Investment Funds Agreement for 2012 through to 2014, would benefit the City through the receipt of \$6,130,740.



Anne Stevens
Senior Manager, Community Safety Policy & Programs
(604-276-4273)

AS2:as2



City of Richmond

Report to Committee

To: Community Safety Committee

Date: February 24, 2012

From: Phyllis L. Carlyle
General Manager, Law & Community Safety

File: 09-5125-01/2012-Vol 01

Re: Integrated Partnership for Regional Emergency Management (IPREM)
Earthquake Tabletop Exercise

Staff Recommendation

That the Integrated Partnership for Regional Emergency Management (IPREM) earthquake tabletop exercise report (dated February 24, 2012 from the General Manager, Law & Community Safety) be received for information.

Phyllis L. Carlyle
General Manager, Law & Community Safety
(604-276-4104)

| | | |
|-------------------------------------|--|--------------------------------|
| FOR ORIGINATING DEPARTMENT USE ONLY | | |
| CONCURRENCE OF GENERAL MANAGER | | |
| | | |
| REVIEWED BY TAG | YES <input checked="" type="checkbox"/> | NO <input type="checkbox"/> |
| REVIEWED BY CAO | YES <input checked="" type="checkbox"/> | NO <input type="checkbox"/> |

Staff Report

Origin

The Integrated Partnership for Regional Emergency Management (IPREM) is an intergovernmental entity for regional emergency management planning with a vision of “*a disaster-resilient region where all levels of government and key stakeholders work together seamlessly.*” The development of a regional concept of operations is one of their priority initiatives and their first step towards this was to look at regional priorities and decision making under the current provincial regional concept of operations in response to an earthquake scenario impacting the Metro Vancouver region.

Analysis

The current provincial concept of operations has four levels:

1. Site Level. The Incident Command System, used throughout much of British Columbia, is used to manage the response to an emergency with a single incident commander or unified command.
2. Site Support Level. When the site level requires additional support, the local authority may activate an Emergency Operations Centre (EOC) to assist in communications, providing policy guidance and providing resources.
3. Provincial Regional Coordination Level. When the site support level (EOC) requires additional support, the Provincial Regional Emergency Operations Centre (PREOC) activates to assist with providing resources, prioritizes the deployment of resources, especially critical resources, coordinates emergency response services where incidents cross local authority boundaries, and coordinates ministry response.
4. Provincial Central Coordination Level. When a PREOC activates, the Provincial Emergency Coordination Centre and the Central Coordination Group activate to provide communications and coordination support by managing the overall provincial support to the regions by seeking direction from senior provincial elected officials, obtaining authority from the minister for a declaration of a provincial emergency, if required.

There has never been a significant large scale, multi-jurisdictional emergency event in the Metro Vancouver region. Additionally, the exact process for determining regional priorities and regional decisions in the Metro Vancouver region is not contained in any document. Accordingly, IPREM hosted a tabletop earthquake exercise on Thursday February 16, 2012 to gain an understanding of the current concept of operations and its strengths and challenges.

Senior officials, emergency managers, and Fire and Police Chiefs from each of the local authorities in the Metro Vancouver region were invited to participate in discussing the response to a 7.3 M_w earthquake in the Georgia Strait, with violent to strong shaking resulting in moderate to heavy damage. Response was examined at intervals from immediately after the earthquake, to 12 hours, 48 hours and 8 days after the event and focused on:

- Communications within each City participating and across the region;
- Disaster response routes to move response resources and supplies through the region;
- Establishing priorities for restoration for critical infrastructure providers (power, gas, etc) across the region; and
- Managing disaster debris.

Staff from Emergency Management BC and IPREM sought to gain an understanding of local authority response and whether the current concept of operations structure for regional priorities and decision making would work in such a large emergency.

An IPREM subcommittee will be established to review the outcomes and recommendations from the tabletop exercise and develop a work plan to move forward on a regional concept of operations.

Financial Impact

None.

Conclusion

The General Manager, Law and Community Safety, Fire Chief, and Manager Emergency Programs attended the tabletop exercise in what will be the first step in moving forward in the development of a regional concept of operations to respond to a significant emergency event impacting the entire Metro Vancouver region. Updates will be brought forward to Council as the project moves forward. The attached IPREM bulletin provides updates on the other IPREM initiatives.



Deborah Procter
Manager, Emergency Programs
(604-244-1211)

DP:dp

att.



Message IPREM Co-Chairs

IPREM has now completed its reorganization and continues to focus on the six major priority initiatives, which are discussed more fully in this bulletin. We are particularly pleased with the support from the public sector and other stakeholders for IPREM, as evidenced in part by their active participation in the Regional Emergency Communications Strategy Validation Workshop (October 26, 2011). The Integrated Regional Concept of Operations Table Top Exercise (February 16, 2012) promises to be equally well attended and will provide further opportunities for collaboration, strengthening relationships and clarifying processes, which will assist all of us in moving towards achieving greater disaster resilience for the Metro Vancouver Region.

We are also preparing for the remaining Regional Hazard/Risk Assessment workshops, receiving feedback on the Regional Disaster Debris Management draft work plan, and are in the process of reinstating Regional Working Groups for Critical Infrastructure Assurance and the Disaster Response Routes.

The valuable contributions our stakeholders are making to support all these regional initiatives continues to be recognized and valued. As IPREM Co-Chair Lori Wanamaker adds, "the IPREM team is always looking for ways to leverage existing meetings, committees and working groups to maximize collective productivity. If you have any suggestions, please contact us".

On behalf of IPREM, we thank you for the ongoing support!



Jake Rudolph
IPREM Co-Chair
Chief Administrative Officer
City of Pitt Meadows



Lori Wanamaker, FCA
IPREM Co-Chair
Deputy Solicitor General
Ministry of Justice

IPREM Project Focus

Regional Table Top Exercise February 16, 2012

On February 16, a large group of cross sector multi disciplinary representatives from across the region will gather to look at regional priorities and decision making under the current Provincial Regional Concept of Operations. This facilitated table top exercise will use an earthquake scenario affecting the entire Metro Vancouver Region as a backdrop to identify strengths and challenges of the current model during a region wide emergency event.

Representatives will include Chief Administrative Officers, Emergency Program Coordinators, Fire, Police, Engineering, Public Works, Emergency Management BC, FortisBC, BC Hydro, Metro Vancouver, Public Safety Canada, Ministry of Transportation and Infrastructure, Ministry of Environment, Health Authorities, Translink, BC Ambulance and EComm.

IPREM Vision

A disaster-resilient region where all levels of government and key stakeholders work together seamlessly.

Inside this Issue:

| | |
|--|---|
| Integrated Regional Concept of Operations | 2 |
| Regional Emergency Communications Strategy | 2 |
| Regional Hazard/Risk Assessment | 2 |
| Disaster Response Routes | 3 |
| Critical Infrastructure Assurance | 3 |
| Regional Disaster Debris Management | 3 |
| 2011 Stanley Cup Riot Review | 4 |
| 2012 Emergency Management Events | 4 |

IPREM Projects Update

Integrated Regional Concept of Operations

Purpose:

- To utilize an integrated team of local, regional, provincial and other stakeholder agencies (including private sector) to develop an all hazard, integrated framework for coordinating regional emergencies in the Metro Vancouver Region

Project Update:

- Table Top Exercise - February 16, 2012
- Working Group will be established (March 2012) to review the outcomes and recommendations

Regional Emergency Communications Strategy

Purpose:

- To develop a strategic plan and governance framework for interoperable communications across the Lower Mainland of British Columbia. The intent of the strategic plan and governance framework is to address oversight, planning coordination, implementation and ongoing support for regional emergency communications interoperability among emergency response agencies and key stakeholders.

Project Update:

- Draft strategic plan and proposed governance model received from consultant
- Working Group has been Identified, will be brought together March 2012 and tasked with:
 - Reviewing outcomes from the validation workshops, including draft terms of reference, strategic plan and governance model
 - Developing a work plan and recommendations for additional sub-working groups after examining opportunities to leverage similar groups or committee's that are in existence

Regional Hazard/Risk Assessment

Purpose:

- To conduct a Regional Hazard Risk/Assessment based on an all hazard approach
- To establish a comprehensive understanding of potential hazards, risk priorities and existing vulnerabilities that will impact jurisdictions from across Metro Vancouver

Hazard Rating:

- Completed Workshops (November 2011) - Human Accidental and Technological
- Remaining Workshops:
 - February 29 - Human Intentional
 - March 1 - Terrorism CBRNE (Chemical, Biological, Radiological, Nuclear and Explosives)
 - March 7 - Natural (Earthquake, Landslide, Disease - Animal, Food and Health)
 - March 8 - Natural (Extreme Weather Events, Flooding, Wildfire)
 - March 28 - Initial Reporting Out of Findings and Discussion of Next Steps



IPREM Mission

To develop and deliver a coordinated seamless regional emergency management strategy supported by an integrated concept of emergency operations, strategic priorities and supporting plans.

Disaster Response Routes (DRR)

Purpose:

- Establish a DRR system comprised of an integrated multi-modal transportation network of air, rail, road and marine transportation corridors. Designated response routes leave available all other arterials for egress in the highly unlikely event that large-scale or regional evacuations are required. A few dedicated disaster response routes can:
 - Be maintained as the disaster transitions to recovery operations
 - Support the region's reception of relief supplies
 - Provide greater opportunities for regional recovery and business resumption

Project Update:

- The Regional Working Group was re-established to:
 - Review the Integrated Network for Emergency Transportation (INET) Master Project Plan and its implications for this Region
 - Develop Terms of Reference (including a proposed work plan) for approval by the IPREM Steering Committee

Critical Infrastructure Assurance

Purpose:

- The overall approach is to develop from a regional perspective, a recommended Regional Critical Infrastructure Assurance Plan for Metro Vancouver and to champion initiatives that support critical infrastructure assurance in the Region

Project Update:

- The Working Group has produced an outline for a draft one year work plan and 4 year strategy, which includes consideration of:
 - Situational Awareness to support Response and Short Term Recovery Priorities
 - Information Management Tools
 - Scoping and Definitions
 - Gap Analysis
 - Data Sharing Governance
 - Resource Requirements

Regional Disaster Debris Management

Purpose:

- To develop a regional disaster debris management model that local authorities and stakeholder agencies can support and adopt within their jurisdiction

Project Update:

- The draft work plan:
 - Proposes an ongoing debris management program
 - Recommends, based on the scope and scale of the event, the need for specific disaster debris management project(s)
- The draft is currently being reviewed by stakeholders. Their comments will be considered by the Working Group for final recommendations to the Steering Committee this spring



IPREM Working Groups

focus on specific regional initiatives with membership from local and regional authorities, responder agencies, utilities, provincial ministries, crown corporations, federal departments, private sectors and other organizations who may be involved in emergency management.

The Integrated Partnership for Regional Emergency Management (IPREM) is an intergovernmental entity working to improve emergency management with all levels of government and stakeholders across Metro Vancouver. It was established in 2009 with full support from local, regional and provincial governments.

IPREM's role is to facilitate multi-sector cooperation between private and public sector organizations involved in emergency management and public safety.



The Integrated Partnership for
Regional Emergency
Management in Metro Vancouver

www.iprem.ca
Email: info@iprem.ca

2011 Stanley Cup Riot Review

IPREM has agreed to help coordinate and support eight of the recommendations from the Independent Riot Review Report that are directly relevant to existing IPREM initiatives. They centre on Regional Hazard Risk Assessment, All-Hazard Integrated Regional Concept of Operations, and the Regional Emergency Communications Strategy.

IPREM Co-Chair, Jake Rudolph, states that "the work that IPREM has already begun dovetails with some of the recommendations produced in the recent Independent Review of the 2011 Stanley Cup riot. It is prudent to act on efficiencies by linking the work IPREM has initiated with inherently related recommendations from the Review".

It is important to note that IPREM is not involved in recommendations related to Policing Costs, Liquor Control Measures or Transportation Planning – only those related to the IPREM mandate and within the scope of pre-existing projects.

IPREM's involvement capitalizes on synergies, leverages resources, reduces duplication and creates limited additional workload. It also bolsters a higher profile amongst public safety agencies and strengthens engagement with existing and future IPREM initiatives.

2012 Emergency Management Events

March 31 – April 5

2012 Wildland Urban Interface Symposium, Kamloops, British Columbia <http://www.toic.ca>

April 9 – 11

2012 Partners in Emergency Preparedness Conference, Tacoma, Washington <https://www.cm.wsu.edu/ehome/index.php?eventid=25597&>

April 22 – 25

9th Annual International Conference on Information Systems for Crisis Response and Management, Vancouver, British Columbia <http://www.iscram2012.org>

May 5

6th Annual Emergency Social Services Association (ESSA) Conference, Prince George, British Columbia <http://www.essa.ca/conferences.html>

May 7 – 10

Disaster Forum 2012, Banff, Alberta <http://www.disasterforum.ca/events.html>

May 15 – 16

Emergency Preparedness for Industry and Commerce Council (EPICC), Vancouver, British Columbia <http://www.epicc.org>

May 15 – 17

9th Annual Pacific Northwest Border Health Alliance (PNWBHA) Cross Border Workshop Conference on Information Systems for Crisis Response and Management, Tacoma, Washington http://www.pnwbha.org/?page_id=305



City of Richmond

Report to Committee

To: Community Safety Committee

Date: February 27, 2012

From: Phyllis L. Carlyle
General Manager, Law & Community Safety

File: 12-8060-01/2011-Vol.01

Re: Community Bylaws – January 2012 Activity Report

Staff Recommendation

That the Community Bylaws Monthly Activity Report dated February 27, 2012, from the General Manager, Law & Community Safety, be received for information.

Phyllis L. Carlyle
General Manager, Law & Community Safety
(604.276.4104)

| FOR ORIGINATING DEPARTMENT USE ONLY | | | |
|-------------------------------------|---|---------------------------------------|---|
| ROUTED TO: | CONCURRENCE | CONCURRENCE OF GENERAL MANAGER | |
| Budgets | Y <input checked="" type="checkbox"/> N <input type="checkbox"/> | | |
| Engineering | Y <input checked="" type="checkbox"/> N <input type="checkbox"/> | | |
| Parks | Y <input checked="" type="checkbox"/> N <input type="checkbox"/> | | |
| REVIEWED BY TAG | YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> | REVIEWED BY CAO | YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> |

Staff Report

Origin

This monthly activity report for the Community Bylaws Division provides information on each of the following areas:

1. Parking Program
2. Property Use
3. Grease Management Program
4. Animal Control
5. Adjudication Program
6. Revenue & Expenses

Analysis

1. Parking Program

Customer Service Response

The average number of daily calls for service fielded by administration staff on parking issues for January 2012 was 41 – this includes voice messages, directly answered calls as well as emails; an increase of approximately 41.38% when compared to the number of service calls reported for the month of December 2011.

Enforcement Activity

- The number of parking violations that were either cancelled and/or changed to a warning for the month of January 2012 was 224; which represents 9.26% of the violations issued in January 2012. The following table provides a breakdown of the most common reasons for the cancellation of bylaw violation notices, pursuant to Council's Grounds for Cancellation Policy No. 1100:

| | |
|---|--------|
| Section 2.1 (a) Identity issues | 11.16% |
| Section 2.1 (c) Poor likelihood of success at adjudication | 12.50% |
| Section 2.1 (d) Contravention necessary - health related | 2.23% |
| Section 2.1 (e) Multiple violations issued for one incident | 7.14% |
| Section 2.1 (f) Not in public interest | 47.32% |
| Section 2.1 (g) Proven effort to comply | 17.86% |

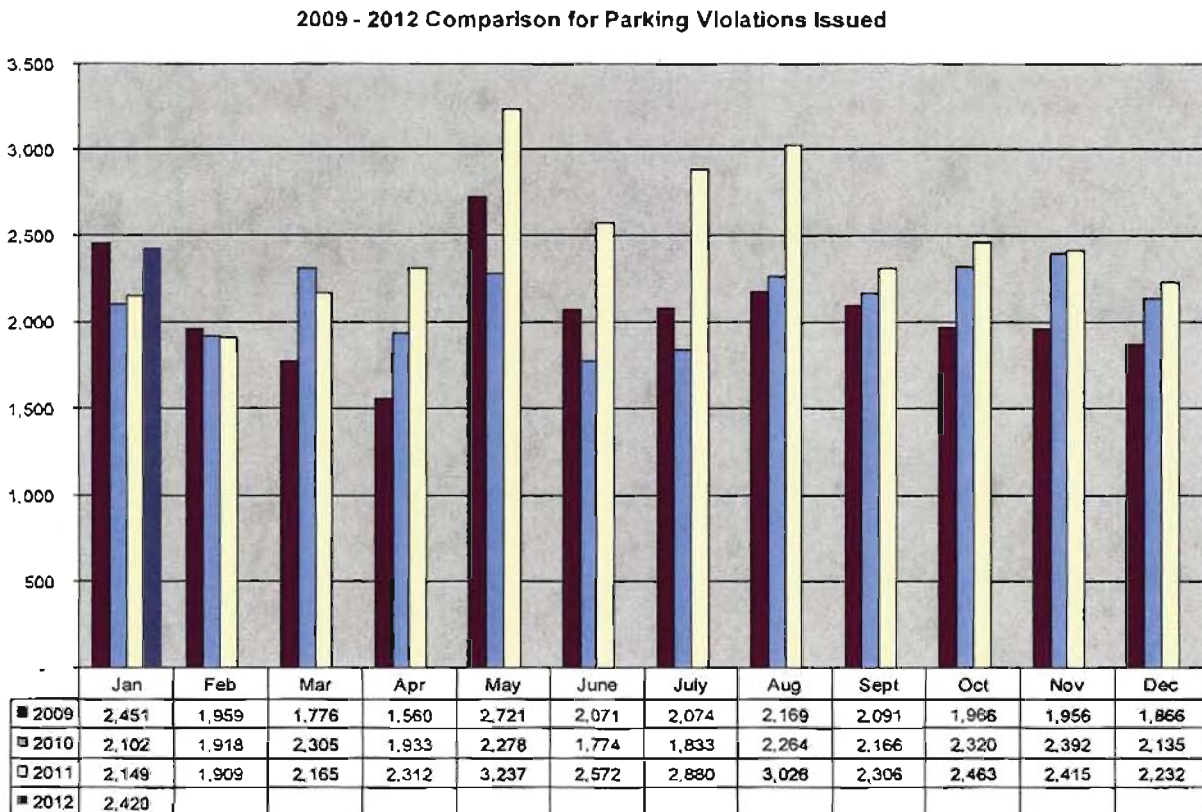
- A total of 2,420 notices of bylaw violation were issued for parking / safety & liability infractions within the City during the month of January 2012 – this reflects an increase of approximately 12.61% when compared to the number of violations issued during the month of January 2011.

Program Highlights

- Installation for the new Hollybridge parking meters is complete; popular on-street option to Richmond Oval parkade.
- Physical vault reinforcement was undertaken on several of the City's older parking meters and has proven successful in deterring vandalism.
- Two incidents of meter vandalism / revenue theft were reported during January 2012.

- Parking meters that were previously deployed at the Richmond Oval parkade have been moved to replace older, unreliable equipment at Gateway Theatre. This relocation has proven successful in reducing customer service complaints by about 90%.

Following is a month-to-month comparison chart for the number of violations that have been issued in the years 2009, 2010, 2011 and 2012:



2. Property Use

Customer Service Response

The average number of daily calls for service fielded by administration staff on property use issues for January 2012 was 11 – this includes voice messages, directly answered calls as well as emails and represents an increase of approximately 22.22% when compared to the number of daily service calls reported for the month of December 2011.

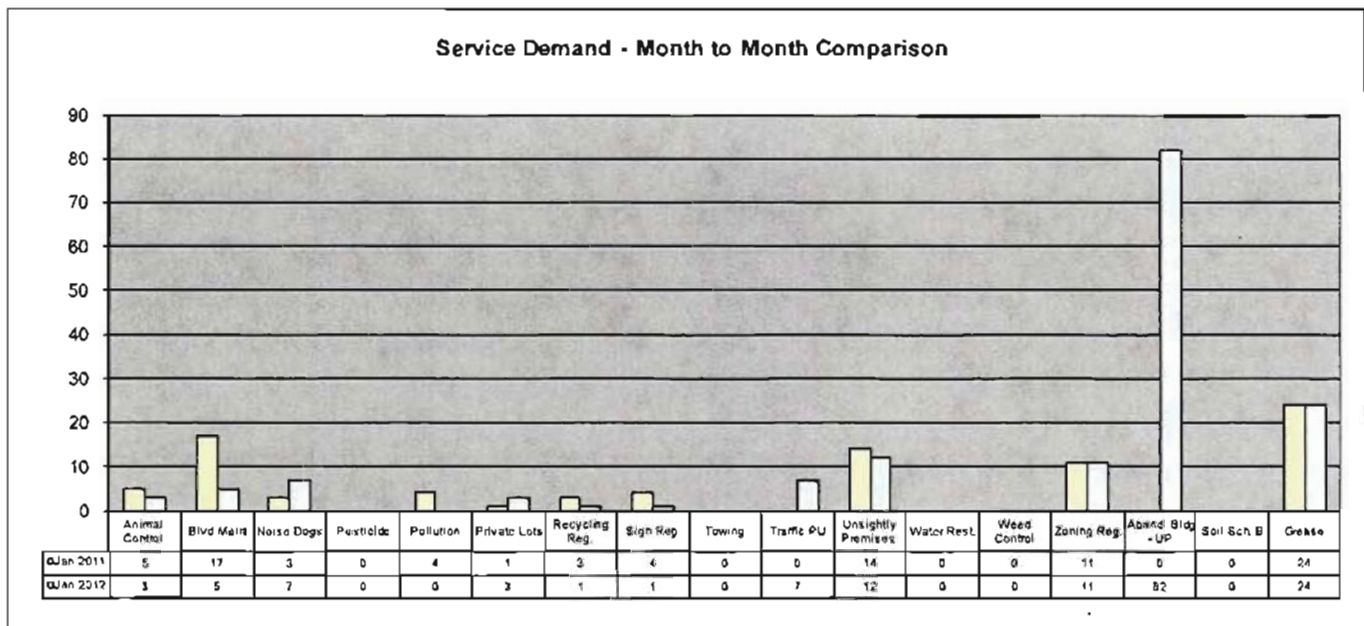
For January 2012, 156 inspection files were created and assigned for investigation and appropriate enforcement – this represents an increase of approximately 113.70% when compared to January 2011 and highlights the increased pro-active enforcement related to abandoned and vacant buildings.

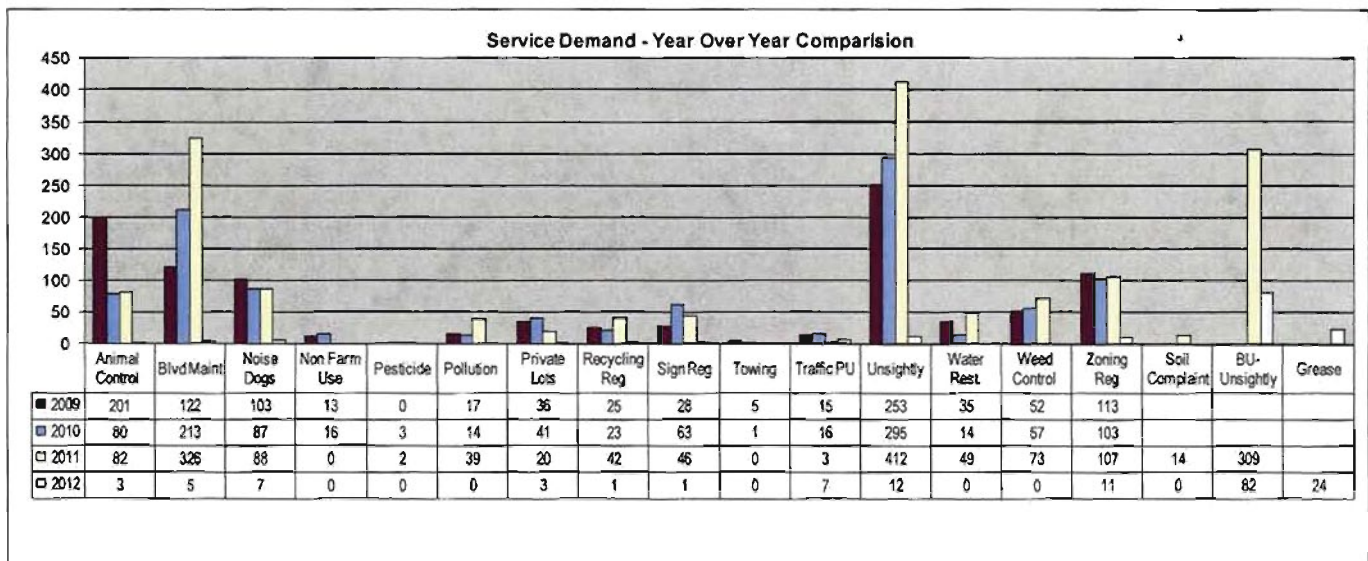
Enforcement Activity

Bylaw Liaison Property Use Officers continue to be committed to the delivery of professional by-law enforcement in a timely and effective manner. The mandate is to achieve compliance with the City's regulatory by-laws through education, mediation and, as necessary, progressive enforcement and prosecution.

- Proactive enforcement efforts continue with regard to the abandoned/vacant home joint operations program with RCMP and Richmond Fire-Rescue that began in June 2011. There were 82 abandoned/vacant home inspections conducted during the month of January 2012.
- On January 28, 2012, staff conducted a dedicated patrol for unauthorized signs. The roadways patrolled included: Moncton, Chatham, Bayview, Ferndale, Katsura, Alberta; Granville, Blundell, No. 1 Rd, No. 2 Rd, No. 3 Rd, Garden City, Steveston Hwy, Bridgeport, Westminster Hwy and Lynas Lane.
- A total of 187 illegal signs were removed from City Property as follows:
 - 1) 36 Sandwich Board Signs – Highest incidence at 45% in Katsura, Alberta, Ferndale and Granville area (between Garden City & No. 4); both the Steveston area and Bridgeport both were next at 20%.
 - 2) 19 Free Standing Signs
 - 3) 132 Pole Signs – No 3 Road had the highest number at 47% followed by No. 1 Road at 22% and Westminster Hwy at 15%.

The following charts delineate Property Use service demand by type, for January 2011 and January 2012, as well as a year-over-year running comparison:





3. Grease Management Program

The Grease Management Inspector conducted 24 regulatory visits to food sector establishments during the month of January 2012. The enforcement efforts were focused in the Lansdowne Mall working very closely with the mall management to ensure compliance and provide education and expectations to business owners. There were two violation tickets issued during the month of January for failure to provide access to the facility's grease trap.

4. Dispute Adjudication Program

There were 11 cases processed during the month of January 2012, all infractions and related fines were upheld by the independent adjudicator. The next hearing is scheduled for March 20, 2012.

5. Animal Control

- For the month of January 2012, there were 2 dog bite incidents reported.
- Staff issued 93 new dog licences during January 2012 to bring the total number of dogs licensed in Richmond for 2012 to 2716. The number of dangerous dog licenses issued or renewed in Richmond as of January 2012 is 14.

6. Revenue and Expenses

The following information is a month-to-month analysis of January 2012 Parking Program revenue from various sources compared to January 2011.

Consolidated Parking Program Revenue The total of meter, monthly permit and enforcement revenue is up approximately 4.7% over 2011. Revenues for January 2012 are \$125,125 compared to \$119,554 for the same period last year. The increase is a result of increased enforcement by our staff.

Meter Revenue is down approximately 6.6% over the same period last year. Revenue for January 2012 is \$31,256 compared to \$33,483 for 2011. Meter revenue has been affected by and

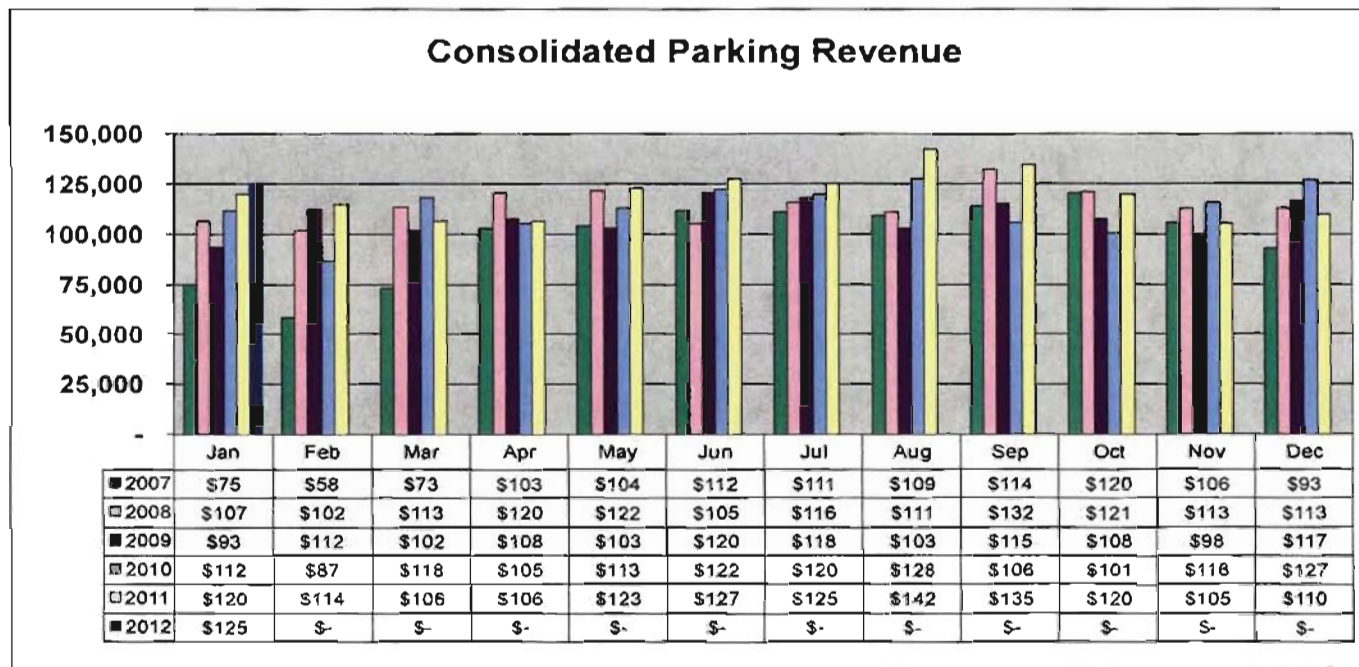
incidences of meter vandalism. The result is stolen revenue as well as missed revenue opportunities while the meters are decommissioned for repairs.

Permit Revenue is up approximately 27.1% over the same period last year. Revenue for January 2012 is \$20,440 compared to \$16,085 for 2011. This increase is a result of many individual permit holders and organizations prepaying their monthly permit fee for the year.

Enforcement Revenue is up approximately 16.0% over the same period last year. Revenue for January 2012 is \$73,429 compared to \$63,299 for 2011. This is a result of increased enforcement efforts by our staff.

Richmond Oval Parkade Management Fee Revenue: Revenue for the month of January 2011 was \$6,687. Effective December 19, 2011, Richmond Oval Corporation assumed full responsibility of the operation and management of the parkade. As a result, the City will no longer be garnering management fee revenue from this site.

The following chart provides a consolidated revenue comparison from 2007 through 2012:



Conclusion

Community Bylaw staff continue to strive to maintain the quality of life and safety of the residents of the City of Richmond through coordinated team efforts with many City departments and community partners while promoting a culture of compliance.

Wayne G. Mercer
Manager, Community Bylaws
(604.247.4601)

CT:ct



City of Richmond

Report to Committee

To: Community Safety Committee

Date: February 2, 2012

From: Rendall Nasset
Officer In Charge, Richmond RCMP Detachment

File: 09-5000-01/2010-Vol
01
(12.02)

Re: RCMP's Monthly Report – January 2012 Activities

Staff Recommendation

That the OIC's report entitled "RCMP's Monthly Report – January 2012 Activities" dated February 2, 2012, be received for information.

(Rendall Nasset) Superintendent
Officer in Charge, Richmond RCMP Detachment
(604-278-1212)

| FOR ORIGINATING DEPARTMENT USE ONLY | | |
|-------------------------------------|--|--------------------------------|
| CONCURRENCE OF GENERAL MANAGER | | |
| REVIEWED BY TAG | YES <input checked="" type="checkbox"/> | NO <input type="checkbox"/> |
| REVIEWED BY CAO | YES <input checked="" type="checkbox"/> | NO <input type="checkbox"/> |

Origin

At the request of the Community Safety Committee, the OIC will keep Council informed on matters pertaining to policing in the community and has developed a framework to provide regular reporting cycles.

Analysis

Below is the RCMP's Monthly Report – January 2012 Activities.

Noteworthy Files:

Robbery Suspect Arrested

On January 20th at approximately noon, the Detachment received a report of a robbery at the Su-Hui-Da Currency Exchange located at 5461 No 3 Road. A masked man entered the business, produced a firearm and unsuccessfully tried to gain access to the rear of the business. Police were in the area at the time of the report and observed a male that matched the description flee the business. The 36-year-old male was arrested and charged with Attempted Robbery, Wearing a Disguise With the Intent to Commit an Indictable Offence and Using an Imitation Firearm in the Commission of an Offence.

In the past 3 weeks the Detachment's Serious Crime investigators have been working on a series of armed robberies at currency exchange businesses. During the same time period investigators at Burnaby RCMP were also dealing with a string of robberies. After recognizing similarities in the offences, a joint investigation began between the two cities. Burnaby's four robberies occurred between December 30th, 2011 - January 12th, 2012 and investigators in Richmond identified five robberies that occurred between January 5th - January 20th, 2012. Together, several incidents were linked to the 36-year-old male who has subsequently been charged with 11 counts of Robbery, nine counts of Wearing a Disguise in the Commission of an Indictable Offence and seven counts of Using an Imitation Firearm in the Commission of an Indictable Offence.

Investigators from both Richmond and Burnaby RCMP have been committed to this joint investigation and the overall success is directly attributed to the cooperative information-sharing efforts of both detachments. Richmond Detachment recognizes the importance of working together with other detachments and agencies and will continue to do so in the future.

Residential Property Seized After Tenant is Convicted of Housing a Grow Operation

In March 2008, the Detachment's Marihuana Enforcement Team received information of a possible grow operation in the 12,000 block of Mellis Drive. A search warrant was executed based on this information. The warrant uncovered a sophisticated grow operation with over 800 plants at different stages of growth. The range of value at the poundage level starts from \$257,760 to \$429,600. The grow was immediately dismantled and the tenant, a 49 year old male was arrested.

Shortly after the discovery on Mellis Drive, a search of another property in the 700 block of 50th Avenue in Vancouver was conducted. Grow equipment, cash and documents linked to the address on Mellis Drive were located and this allowed officers to make an application for the residential property on Mellis Drive to be restrained under the Controlled Drugs and Substances Act. In April of 2008, a court order was in place, which allowed for approving the sale of the property in February of 2011. The surplus from the sale of the property, after payout of the mortgage and associated costs, was just over \$266,000.00.

Marihuana grow operations are a recurring problem that communities and their respective police agencies deal with in British Columbia and across Canada. Grow operations pose significant public safety issues to the neighbourhoods in which they exist. In the past, the Detachment has noticed reluctance by the general public to call police when they suspect there may be a marihuana grow operation in a neighbouring residence. The public is encouraged to report crimes to the Detachment or through Crime Stoppers.

<http://www.richmond.ca/safety/police/prevention/citizens/crimestoppers.htm>

Auxiliary Constables

For the month of January, Richmond Detachment Auxiliary Constables recorded 581 volunteer hours:

| Time Period | Community Policing Duties | Training and Administrative Duties | Patrol Ride-Along Duties | Total Hours |
|--------------------|----------------------------------|---|---------------------------------|--------------------|
| January | 154 | 141 | 286 | 581 |

Summary of Auxiliary Constable Duties for January

Auxiliary Constables have focused on Pedestrian Safety initiatives, in addition to other ongoing community policing programs. Activities have included:

- Pedestrian Safety Campaigns
- Bike and foot patrols
- Business Watch
- Lock-out Auto Crime

Additional duties included assisting regular members with:

- General Duty
- Road Safety Unit

On January 30, Auxiliary Constables received a call-out to assist regular members with a search for a missing person. Even though this was during normal working hours for most Auxiliary Constables, there were four Auxiliaries in uniform and on-duty within one hour of the call-out.

Training

Auxiliary Constable Bruce Curtiss took a 2-week leave from his employment to complete the Drug Abuse Resistance Education (DARE) course at the RCMP's Pacific Region Training Centre in Chilliwack. This Auxiliary Constable will now be assisting the Youth Section in delivering the DARE program to Richmond schools. Additionally, Auxiliary Constables have been providing ongoing support to the Training Section assisting with local training courses for regular members. <http://darebc.com/>

Community Policing

Crime Prevention Unit

The Crime Prevention Unit sent 376 residential break and enter letters to Richmond residents informing them of a recent neighbourhood break and enter, as well as suggesting that this neighbourhood start a Block Watch group. 56 residential break and enter email alerts were sent to Richmond residents to notify residents of a neighbourhood break and enter. Crime Prevention techniques were given to help prevent future break and enters. There are currently 2,961 Richmond residents that receive these mail and email alerts.

Nine (9) commercial break and enter letters were sent out to the victims, who were informed of the web page www.richmond.ca/businesswatch for security tips. 13 commercial break and enter email alerts were sent to Richmond Businesses to notify the business community of a commercial break and enter and directed them to the Crime Prevention web pages. Currently there are 488 Richmond businesses that receive the mail and email alerts.

The fourth issue of the 2011 Business Watch Newsletter (attachment 1) was emailed to registered Richmond businesses with information on commercial break and enters for the last three years with an article regarding computer scams.

Road Safety Unit

Richmond Detachment Traffic Statistics

| Name | Act | Example | Nov | Dec | Jan |
|--------------------|------------------------------|--|------------|------------|------------|
| Violation Tickets | Provincial Act Offences | Speeding | 1196 | 1005 | 1,146 |
| Notice & Orders | Equipment Violations | Broken Tail-light | 473 | 581 | 482 |
| Driving Suspension | Motor Vehicle Act | 24 hour driving prohibition for alcohol or drugs | 54 | 34 | 29 |
| Parking Offences | Municipal Bylaw | On or off the street Municipal parking offences | 17 | 22 | 28 |
| MTI's | Municipal Ticket Information | Any other Municipal Bylaw offence | 4 | 1 | 0 |

South Arm Community Police Office**Richmond Detachment Stolen Auto Recovery and Lock out Auto Crime Statistics for 2012**

| Month | # Of Stolen Auto Recovery and Lock out Auto Crime Deployments | Vehicles Viewed For Signs Of Auto Crime Only | Vehicles Scanned Through Stolen Auto Recovery (SAR)* ¹ | Vehicles Issued A Crime Prevention Notice ² | Patrol And Admin Hours |
|---------|---|--|---|--|------------------------|
| January | 10 | 1,766 | 1,138 | 628 | 46 |

Richmond Detachment Speed Watch Statistics for 2012

| Month | # Of Speed Watch Deployments | Total Vehicles Checked | Over 10 Km/h | Admin Hours For Office Duties | Number of Warning Letters Issued |
|---------|------------------------------|------------------------|--------------|-------------------------------|----------------------------------|
| January | 12 | 8,025 | 1,936 | 68 | 358 |

Richmond Detachment Distracted Drivers Statistics for 2012³

| Month | Deployments | Number of Letters Sent |
|---------|-------------|------------------------|
| January | 8 | 38 |

Volunteer Bike Patrol for 2012

| Month | Deployments | Hours |
|---------|-------------|-------|
| January | 4 | 150 |

The main objective of the Volunteer Bike Patrol is to observe and report suspicious activity, abandoned houses, grow operations, graffiti and distracted drivers. This month the volunteers started foot patrols in the downtown core and focused on the "Fail to Stop" initiative, which focuses on motorists that are failing to stop at stop signs. There were 87 "Fail to Stop" letters sent to motorists.

¹ A complete description of all categories has been previously circulated in the June Monthly Activity Report.

² Ibid

³ A complete description of all categories has been previously circulated in the June Monthly Activity Report.

Steveston Community Police Office**Volunteer Stats for January 2012**

| Speed Watch | | |
|----------------------------|------------------------|---------------------|
| Volunteer Hours 39 | 3,327 Vehicles Checked | 86 Letters Sent Out |
| Lock Out Auto Crime (LOAC) | | |
| Volunteer Hours 30 | 1,835 Vehicles Checked | 314 Notices Written |

Victim Services

In January of 2012, Victim Witness Services provided support to 46 new clients in addition to an active caseload of over 125 ongoing files. Victim Services assisted 12 crime and trauma scenes over this time period. Medical related sudden deaths and robberies dominated calls for service. Victim Services responded to a homicide and attempted suicide by providing assistance to surviving family members who are trying to cope with the trauma.

Crime Statistics

Crime Stats – see Appendix “A”.

Crime Maps – see Appendix “B”

Financial Impact

There is no financial impact associated with this report.

Conclusion

The Officer in Charge, Richmond Detachment has developed a framework and will continue to provide a monthly report to the Community Safety Committee.



Lainie Goddard
Manager, RCMP Administration
(604) 207-4767



Commercial Break and Enters for: October, November & December 2009, 2010 & 2011



| Zone | October 2009 | October 2010 | October 2011 | November 2009 | November 2010 | November 2011 | December 2009 | December 2010 | December 2011 |
|------|--------------|--------------|--------------|---------------|---------------|---------------|---------------|---------------|---------------|
| 1 | 1 | 0 | 0 | 1 | 1 | 0 | 0 | 0 | 0 |
| 2 | 4 | 3 | 0 | 2 | 5 | 2 | 7 | 0 | 3 |
| 3 | 13 | 21 | 14 | 12 | 21 | 10 | 15 | 11 | 9 |
| 4 | 26 | 17 | 13 | 16 | 4 | 2 | 16 | 6 | 2 |
| 5 | 6 | 7 | 6 | 3 | 1 | 4 | 3 | 4 | 11 |

For business security information, visit:

www.richmond.ca/businesswatch

Virus Scams....

account for 70 to 80 % of frauds reported daily to the Canadian Anti Fraud Centre. A caller claims to work for a reputable software company asks if your computer is running slowly because of a virus, offers to repair it. Never allow a 3rd party to download software or remotely access your computer as they can capture your data, bank account, and/or personal identity information.

Use an anti-virus software that you've acquired from a reputable source and keep it up to date. If someone calls claiming to be able to protect your computer from viruses, just hang up.

Report all criminal activity to the Police at 604-278-1212.

**To receive email alerts of neighbourhood commercial break and enters,
register your business name and street address at:**

RCMP_Business_Watch@richmond.ca



JANUARY 2012 STATISTICS

This chart identifies the monthly totals for all founded Criminal Code offences, excluding Traffic Criminal Code. Based on Uniform Crime Reporting (UCR) scoring, there are three categories: (1) Violent Crime, (2) Property Crime, and (3) Other Criminal Code. Within each category, particular offences are highlighted in this chart. In addition, monthly totals for Controlled Drugs and Substances Act (CDSA) offences are included.

The Average Range data is based on activity in a single month over the past 5 years. If the current monthly total for an offence is above average, it will be noted in **red**, while below-average numbers will be noted in blue.

Year-to-Date percentage increases of more than 10% are marked in **red**, while decreases of more than 10% are blue. Please note that percentage changes are inflated in categories with small numbers (e.g.: Sexual Offences).

| | CURRENT MONTH | 5-YR AVERAGE RANGE | YEAR-TO-DATE TOTALS | | |
|--|---------------|--------------------|---------------------|------------|---------------|
| | Jan-12 | January | 2011 YTD | 2012 YTD | % Change |
| VIOLENT CRIME (UCR 1000-Series Offences) | 134 | 122-154 | 112 | 134 | 19.6% |
| <i>Robbery</i> | 30 | 2-19 | 12 | 30 | 150.0% |
| <i>Assault</i> | 43 | 38-53 | 40 | 43 | 7.5% |
| <i>Assault w/ Weapon</i> | 13 | 8-18 | 12 | 13 | 8.3% |
| <i>Sexual Offences</i> | 5 | 4-9 | 7 | 5 | -28.6% |
| PROPERTY CRIME (UCR 2000-Series Offences) | 623 | 649-842 | 715 | 623 | -12.9% |
| <i>Business B&E</i> | 33 | 31-80 | 22 | 33 | 50.0% |
| <i>Residential B&E</i> | 69 | 50-91 | 101 | 69 | -31.7% |
| <i>MV Theft</i> | 17 | 29-64 | 35 | 17 | -51.4% |
| <i>Theft From MV</i> | 163 | 159-178 | 178 | 163 | -8.4% |
| <i>Theft</i> | 119 | 122-132 | 131 | 119 | -9.2% |
| <i>Shoplifting</i> | 59 | 39-62 | 51 | 59 | 15.7% |
| <i>Metal Theft</i> | 3 | 2-17 | 1 | 3 | 200.0% |
| <i>Fraud</i> | 44 | 29-61 | 48 | 44 | -8.3% |
| OTHER CRIMINAL CODE (UCR 3000-Series Offences) | 173 | 123-193 | 141 | 173 | 22.7% |
| <i>Arson - Property</i> | 2 | 4-7 | 5 | 2 | -60.0% |
| SUBTOTAL (UCR 1000- to 3000-Series) | 930 | 932-1152 | 968 | 930 | -3.9% |
| DRUGS (UCR 4000-Series Offences) | 109 | 72-95 | 82 | 109 | 32.9% |

Prepared by Richmond RCMP.

Data collected from PRIME on 2012-02-13. Published 2012-02-13.

This data is operational and subject to change. This document is not to be copied, reproduced, used in whole or part or disseminated to any other person or agency without the consent of the originator(s).

Business Break & Enters January 1st - January 31st, 2012

Appendix 'B'



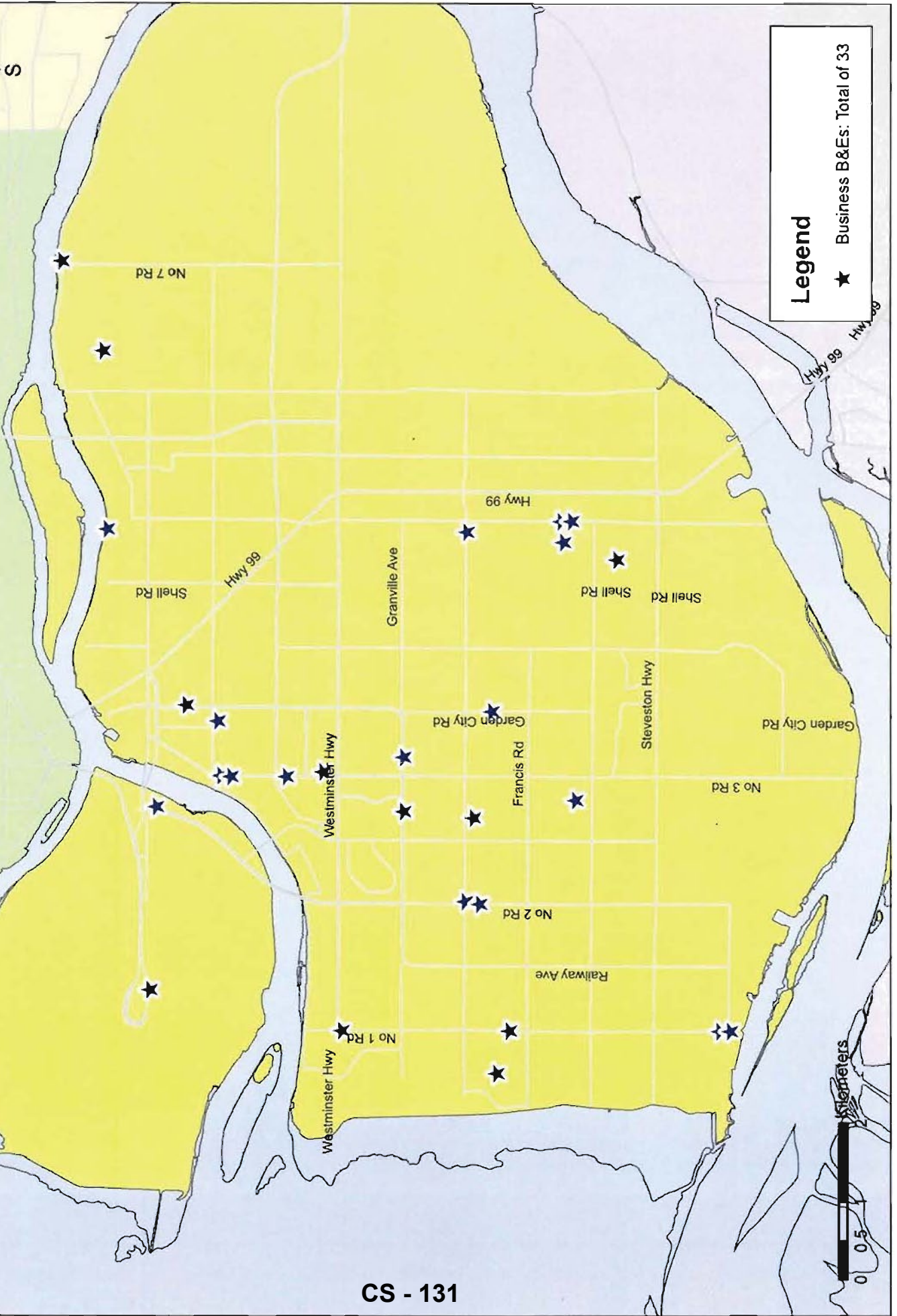
Legend

- ★ Business B&Es: Total of 33

Kilometers



CS - 131



Residential Break & Enters January 1st - January 31st, 2012

Appendix 'B'



CS - 132

No 7 Rd

Westminster Hwy

Hwy 99

Granville Ave

Shell Rd

Hwy 99

Garden City Rd

Francis Rd

Steveston Hwy

No 3 Rd

Garden City Rd

Highway Ave

No 2 Rd

No 1 Rd

Hwy 99

Legend

Residential B&Es: Total of 69

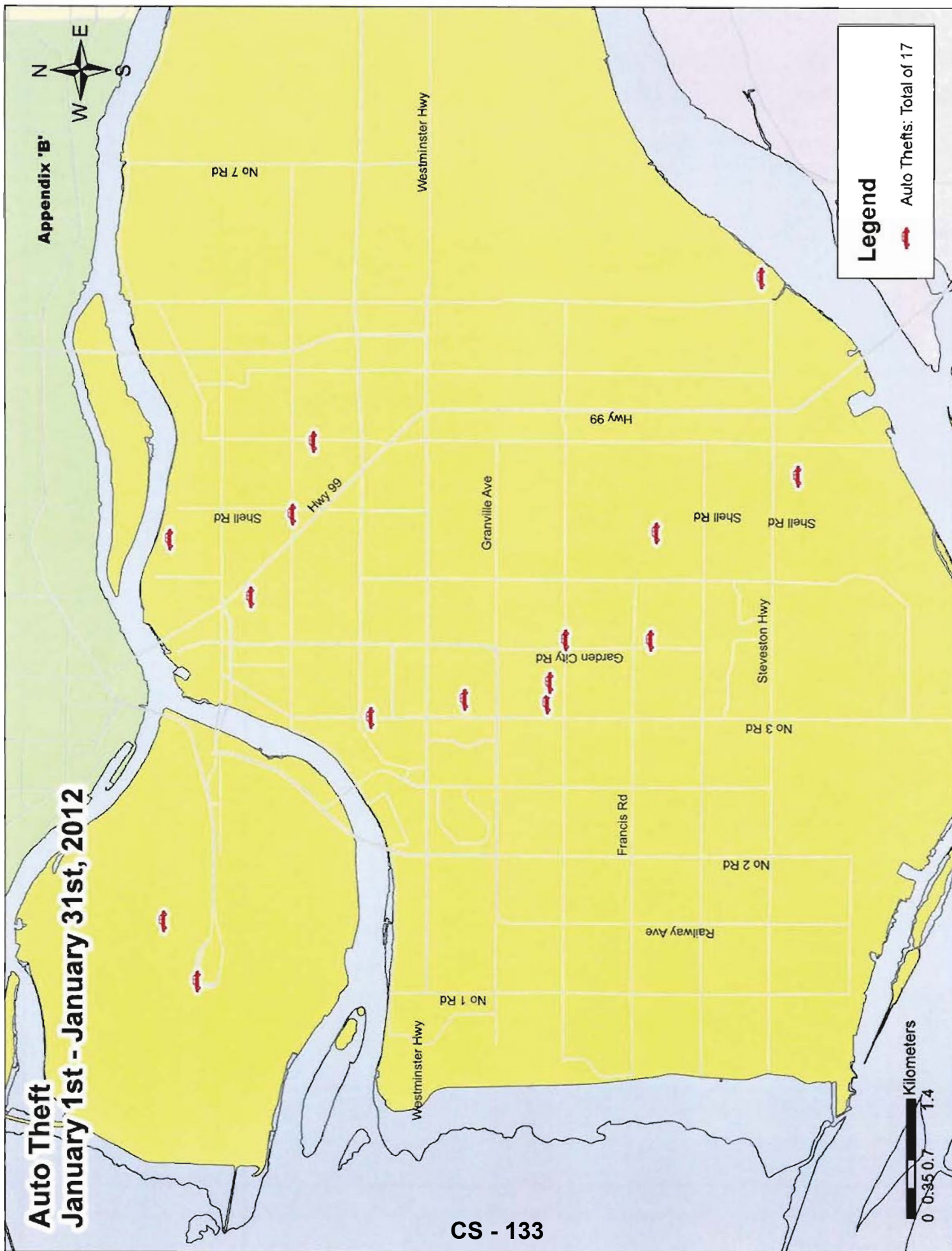
Kilometers



Auto Theft

January 1st - January 31st, 2012

Appendix 'B'

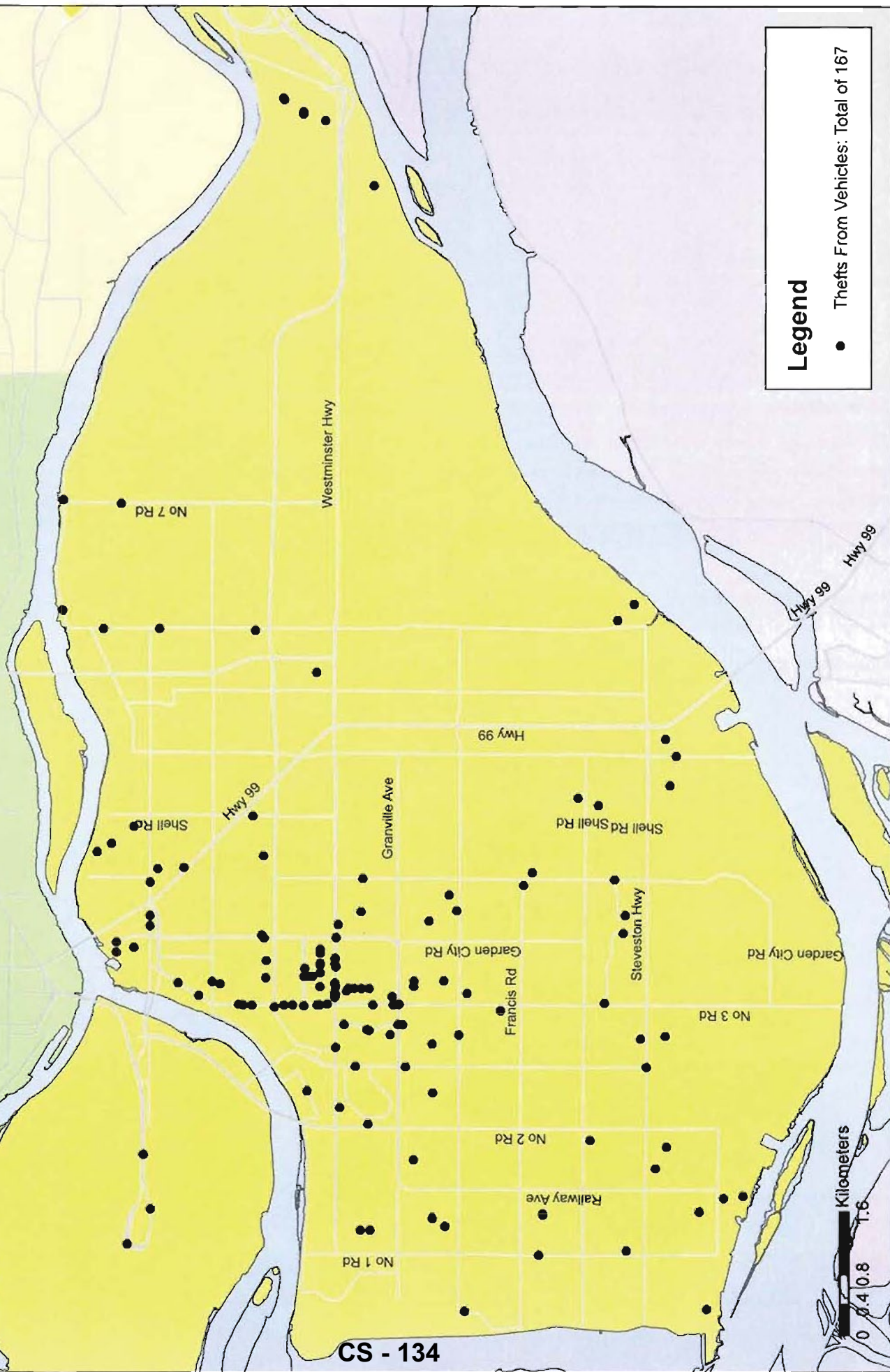


Thefts From Vehicles January 1st - January 31st, 2012

Appendix 'B'



CS - 134





General Purposes Committee

Anderson Room, City Hall
6911 No. 3 Road

Monday, March 19, 2012
4:00 p.m.

Pg. # ITEM

MINUTES

- GP-5** *Motion to adopt the minutes of the meeting of the General Purposes Committee held on Monday, March 5, 2012.*



DELEGATION

1. Gordon Hardwick, Manager, Community Affairs, BC Film Commission.

COMMUNITY SERVICES DEPARTMENT

2. **RICHMOND FILM OFFICE UPDATE AND BYLAW AMENDMENTS**
(File Ref. No. 08-4150-09-01/2012-Vol 01) (REDMS No. 3425923v6)

GP-11

See Page **GP-11** for full report

Designated Speaker: Amarjeet Rattan/Jodie Shebib

STAFF RECOMMENDATION

That:

- (1) *the Filming Regulation Bylaw No. 8708 be introduced and given first, second and third readings; and*

- (2) *the Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 8709 be introduced and given first, second and third readings.*



3. **2012 ARTS AND CULTURE GRANT PROGRAM**
(File Ref. No.) (REDMS No. 3484781)

GP-25

See Page **GP-25** for full report

Designated Speaker: Jane Fernyhough

STAFF RECOMMENDATION

That the 2012 Arts and Culture Grants be awarded for the recommended amounts, and cheques disbursed for a total of \$75,050 as per the staff report from the Director, Arts, Culture and Heritage Services, dated March 2, 2012.



CHIEF ADMINISTRATIVE OFFICE

4. **COUNCIL TERM GOALS FOR THE TERM 2011-2014**
(File Ref. No. 01-0103-65-20-02/Vol 01) (REDMS No. 3482823)

GP-107

See Page **GP-107** for full report

Designated Speaker: Lani Schultz

STAFF RECOMMENDATION

That the Council Term Goals for the 2011-2014 term of office, as outlined in the staff report dated February 28, 2012 from the Director, Corporate Planning, be approved.



PROJECT DEVELOPMENT & FACILITY MANAGEMENT
DEPARTMENT

5. **SOUTH ARM POOL PIPING REPAIRS**
(File Ref. No. 06-2050-20-PSA/Vol 01) (REDMS No. 3489639)

GP-115

See Page **GP-115** for full report

Designated Speaker: Greg Scott

STAFF RECOMMENDATION

That the estimated expenditures of \$70,000 with respect to the South Arm Pool Piping Repair project be funded from the Minor Capital Provision.

☐

ADJOURNMENT

☐



General Purposes Committee

Date: Monday, March 5, 2012

Place: Anderson Room
Richmond City Hall

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

Absent: Councillor Harold Steves

Call to Order: The Chair called the meeting to order at 4:04 p.m.

MINUTES

It was moved and seconded

That the minutes of the meeting of the General Purposes Committee held on Monday, February 20, 2012, be adopted as circulated.

CARRIED

BUSINESS & FINANCIAL SERVICES DEPARTMENT

1. **DHI PROPERTY MANAGEMENT INC., DOING BUSINESS ASRAINFLOWER RESTAURANT, 3600 NO 3 ROAD, RICHMOND BC**

(File Ref. No.: 12-8275-05/2012-Vol 01) (REDMS No. 3475478)

The Chief Licence Inspector & Risk Manager, Glenn McLaughlin, was available to answer questions.

General Purposes Committee

Monday, March 5, 2012

It was moved and seconded

That the application by DHI Property Management Inc., doing business as Rainflower Restaurant, for an amendment to add patron participation under Food Primary Liquor License No. 303143, in order to offer entertainment in the form of soft music and allowing dancing, be supported and that a letter be sent to the Liquor Control and Licensing Branch advising that:

- (1) Council supports the application as the issuance will not pose a significant impact on the community.*
- (2) Council comments on the prescribed considerations are as follows:*
 - (a) The potential for additional noise in the area if the application is approved was considered and determined that there will be little or no impact of additional noise.*
 - (b) The impact on the community if the application is approved was considered and based on no responses being received from the public notices, the licence approval would have little impact.*
 - (c) The amendment to permit patron participation under the Food Primary Licence should not change the establishment so that it is operated in a manner that is contrary to its primary purpose as there has been no history of non-compliance with the operation.*
- (3) As the operation of the establishment as a licensed establishment with entertainment, might affect residents, the City gathered the views of the community as follows:*
 - (a) Signage was posted at the subject property and three public notices were published in a local newspaper. The signage and notice provided information on the application and instructions on how community comments or concerns could be submitted.*
 - (b) Property owners and businesses within a 50-metre radius of the subject property were contacted by letter detailing the application and provided instructions on how community concerns could be submitted.*
- (4) Council's comments and recommendations respecting the views of the residents are as follows:*
 - (a) That based on the lack of response received from all public notifications, Council considers that the amendment is acceptable to the community.*

CARRIED

General Purposes Committee

Monday, March 5, 2012

PARKS & RECREATION DEPARTMENT

2. WEST CAMBIE AREA PLAN AND ALEXANDRA NEIGHBOURHOOD NATURAL PARK CONSIDERATIONS

(File Ref. No.: 06-2345-01/2012-Vol 01) (REDMS No. 3456301)

Mike Redpath, Senior Manager, Parks, accompanied by Terry Crowe, Manager, Policy Planning, noted the West Cambie Area Plan was created six years ago, and spoke about the City's success in acquiring the greenway which meets the parks and open space needs for the Alexandra neighbourhood. Mr. Redpath also noted that it was recommended that the City not acquire the 15 properties identified for parkland acquisition in the Development Cost Charges (DCC) Program.

A discussion then ensued about:

- a pending application for the proposed development of Walmart in the area;
- the feasibility of having staff provide information on the current designations of the land parcels adjacent to the residential properties on the east side of Garden City Road between Alexandra and Cambie Roads, as well as comments regarding the changes to the area since the establishment of the designations;
- retention and protection of the Environmentally Sensitive Area (ESA), and a study to assess the ESA value of the properties in the Alexandra neighbourhood;
- the importance of maintaining a connection between the Garden City Lands and Alexandra neighbourhood; and
- the public consultation process that would take place prior to any changes to the West Cambie Area Plan. It was noted that the process may take approximately four months.

It was moved and seconded

That as per the staff report dated February 15, 2012, titled "West Cambie Area Plan and Alexandra Neighbourhood Natural Park Considerations", Planning and Parks staff lead a planning process to bring forth an Area Plan amendment to remove the Area Plan Natural Park designation on 9540, 9560, 9580, 9600, 9620, 9660, 9680, 9700, 9740, 9800, 9820 Alexandra Road and 4711, 4731, 4751, 4771 No 4 Road.

The question on the motion was not called as discussion ensued about future parks needs. It was noted that the Parks and Open Space Strategy, which is currently under development, will identify all future parks needs. Also, it was noted that the main difference between option 2 and option 3, as presented in the report, was that option 3 would allow the Committee to direct staff to make the change to the West Cambie Area Plan to remove the park designation from the 15 properties.

General Purposes Committee

Monday, March 5, 2012

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

It was moved and seconded

That staff provide further information on the designation of the lots on the east side of Garden City Road between Alexandra and Cambie Roads.

The question on the motion was not called as a brief discussion ensued about the type of information that staff was being requested to provide. It was noted a memo with information on the current designations, and staff's comments pertaining to changes in the area since those designations were established, would suffice.

CARRIED

OPPOSED: Cllr. Halsey-Brandt

3. RICK HANSEN 25TH ANNIVERSARY RELAY CELEBRATION

(File Ref. No. 11-7200-01/2012-Vol 01) (REDMS No. 3470408)

Eric Stepura, Manager, Sports & Community Events, confirmed that Rick Hansen would be attending the 25th Relay Celebration event in Richmond. Discussion took place about securing sponsorship for the event, as well as media coverage by CTV, which will provide an opportunity to showcase the Richmond Olympic Oval.

It was moved and seconded

That \$40,000 from the Major Events Provisional Fund be allocated to provide funding for End of Day events on the Richmond portion of the Rick Hansen 25th Anniversary Relay Celebration.

CARRIED

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (4:37 p.m.).

CARRIED

General Purposes Committee

Monday, March 5, 2012

Certified a true and correct copy of the Minutes of the meeting of the General Purposes Committee of the Council of the City of Richmond held on Monday, March 5, 2012.

Mayor Malcolm D. Brodie
Chair

Shanan Dhaliwal
Executive Assistant
City Clerk's Office



City of Richmond

Report to Committee

To: General Purposes Committee

Date: March 13, 2012

From: Cathryn Volkering Carlile
General Manager - Community Services

File: 08-4150-09-01/2012-
Vol 01

Re: Richmond Film Office Update and Bylaw Amendments

Staff Recommendation

That:

1. The Filming Regulation Bylaw No. 8708 be introduced and given first, second and third readings; and,
2. The Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 8709 be introduced and given first, second and third readings.

Cathryn Volkering Carlile
General Manager - Community Services
(4068)

Att. 4

| FOR ORIGINATING DEPARTMENT USE ONLY | | | |
|-------------------------------------|--|-----------------------------|---|
| ROUTED TO: | CONCURRENCE | | CONCURRENCE OF GENERAL MANAGER |
| Budgets | Y <input checked="" type="checkbox"/> N <input type="checkbox"/> | | |
| Law | Y <input checked="" type="checkbox"/> N <input type="checkbox"/> | | |
| REVIEWED BY TAG | YES <input checked="" type="checkbox"/> | NO <input type="checkbox"/> | REVIEWED BY CAO |
| | | | YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> |

Staff Report

Origin

British Columbia is the fourth-largest overall film and television production centre in North America behind Los Angeles, New York and Toronto. Although recent tax credit incentive changes in Ontario and other jurisdictions have made this sector more competitive, as outlined in a recent Government of British Columbia press release, BC Film & TV Spending Up, (Attachment 1), 2011 film and television production expenditures in B.C. have increased 16% to approximately \$1.18 billion.

With a goal of attracting more production activity locally, City Council adopted a Richmond Film Strategy in 2007. This strategy committed to establishing a dedicated film office with the objective of making the City 'film friendly' through offering 'One Stop Shop Service' delivery to the film and television industry.

The purpose of this report is to provide:

1. An update on film and TV production activity in the City of Richmond; and,
2. To propose amendments to the Filming Application and Fees Bylaw No. 8172 and the Consolidated Fees Bylaw No. 8636.

Analysis

1. Update on Film and TV Activity in the City of Richmond

Since the creation of the Richmond Film Office (RFO) in 2007 there has been a steady volume of filming requests in the City. In 2011, the RFO generated over \$160,000 in service and location rental charges from production activity. Of this, approximately \$113,990 went directly to City Departments and \$51,000 to the RCMP.

In addition to City service and location rental charges, the film and TV sector also contributes significantly to the local economy. Individual productions can generate up to \$60,000 in direct local spending for each production day of activity. Based on the number of filming days in 2011, approximately up to \$500,000 of economic activity was generated in the local community.

As well, local Richmond residents who were employed in the film and TV production sector received approximately \$12 million in direct wages in 2010¹.

Richmond has become a popular location for filming and particular areas of the City, such as Steveston are in high demand. In 2011 a total of thirty-two movies, commercials and television shows (often multiple episodes) were shot in Richmond. These included high profile productions such as Mission Impossible 4, Diary of a Wimpy Kid 3, Once Upon a Time, The Secret Circle, The Killing, Fringe and Supernatural. A number of these shows filmed repeatedly in the City or stayed for an extended period for a shoot.

¹ Information provided by the BC Film Commission.

There were approximately eighty-four (84) filming days in 2011, an increase of about 20% over 2010 at sixty-eight (68) filming days in 2010. The locations for filming were varied, but included City parks, City Hall, Finn Slough and rural land in East Richmond.

The following feature films, TV Series and commercials filmed in Richmond in 2011 include:

| Feature Films | TV Series | Commercials |
|------------------------|-------------------|------------------------------|
| Mission Impossible 4 | Human Target | TR Promo Shoot |
| Diary of a Wimpy Kid 3 | Fringe | Means of Production |
| The Gay Dude | The Killing | Work Safe BC |
| Big Time Movie | Once Upon a Time | Woolite |
| Love Hua (Indian Film) | The Secret Circle | Campbell's Soup |
| Deck the Halls | Chaos | Mark's Work Wearhouse |
| Untitled Sardo Project | Psych | Kal Tire |
| Various Student films | Geek Charming | Coast Capital Savings |
| | Eureka | Hyundai Canada |
| | Supernatural | Ride to Conquer Cancer |
| | Psych Music Video | Will Minsky Lighting Project |
| | Fairly Legal | |

The most popular location in Richmond continues to be Steveston Village, due to its unique small village look and feel. There are very few locations in the lower mainland that have these attributes, and for that reason the RFO anticipates that requests for this area will increase at a steady rate. RFO staff continues to liaise with the merchants and residents in this area to ensure that the needs of the community are balanced with the production demands.

Staff regularly attend the areas of high volume filming to meet with the locals to determine how filming is affecting them, and to ensure that concerns are documented and minimised. Film Office staff meets with the Steveston Merchants Association (SMA), members of the Steveston 20/20 group and local Steveston businesses to discuss any issues of concern and work together to reap the benefits filming can have in the area. Staff have committed to ensuring an ongoing dialogue with the SMA to improve the environment for film crews and merchants alike.

A certain amount of disruption is sometimes inevitable when filming takes place, however the RFO works to ensure that the disruption is kept to a minimum, and that all productions adhere to the professional Code of Conduct, as set out by the BCFC.

A limited amount of filming was done at the Richmond Olympic Oval in 2011. Filming events at the Oval were approved only in cases where impact to members was minimised and day-to-day operations maintained. The legal agreements used by Oval Staff for filming at the facility include specific clauses that limit use of Olympic marks, including the Olympic wordmark and the Olympic Rings. City Hall and Oval staff will collaborate in the coming year to market the Oval for filming and coordinate filming activity in the area.

To remain 'film friendly', in the past twelve months, major revisions have been made to the City film agreement, including the creation of a short version for smaller filming events. This has

reduced significantly the amount of time the Law Department needs to spend on each filming agreement, making the process for filming on City property more streamlined as well as making the contract more customer friendly.

Staff are currently working to update the 2007 Richmond Film Strategy and will bring recommendations forward to Committee at a later date. This will include a comprehensive review of facility filming rates to ensure that the City remains competitive with other jurisdictions and that an inventory of City facilities and sites available for filming are updated. Staff will also be reviewing the information and updating the City's website. The review will also seek to harmonise City filming processes with the Richmond Olympic Oval. A market survey on municipal rates is attached. (Attachment 2)

In addition, staff have reviewed the City Council Policy 1000 - Filming on Location in Richmond and feel that the policy is up to date and meets the needs of the City and the film industry.

2. Proposed Amendments to the Filming Application and Fees Bylaw No. 8172 and the Consolidated Fees Bylaw No. 8636.

As part of being a 'film friendly' City, staff regularly liaise with the BCFC and the production industry as well as review best practises in other municipalities. The RFO strives to improve the bylaws and other requirements which govern film and TV production activity in the City.

The Community Affairs office at the BCFC works to keep all film stakeholders in the loop on current issues and events that impact filming activity. The BCFC provides guidance with protocols, assists location managers and municipal staff with location selection and acts as a resource to the industry. The BCFC plays an active role with each municipality in troubleshooting unique issues that may arise on location.

RFO and Law staff have conducted a review of the Filming Application and Fees Bylaw No. 8172 and the Consolidated Fees Bylaw No. 8636 and proposed changes are attached.

- Filming Regulation Bylaw No. 8708 (Attachment 3)
- Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 8709 (Attachment 4)

The majority of the proposed changes are of "housekeeping" nature, and designed to facilitate more efficient management of film production activity in the City. The changes include rescinding the current Filming Application and Fees Bylaw and replacing it with a new Filming Regulation Bylaw.

This proposed Filming Regulation Bylaw 8708 removes the rates for the use of City locations and only includes fees that are required under the Community Charter. Any city owned facility, site and/or location charges will be created as a schedule responsive to market rates. A General Manager or the Chief Administrative Officer approves rates included in each film agreement. All rates are market driven and site specific. The proposed new bylaw presents a streamlined approach with an emphasis on being able to charge specific fees for the provision of certain services.

All other fees have been moved into the Consolidated Fees Bylaw No. 8636 in accordance with current Community Charter requirements in this regard. Fees related to filming in this bylaw are subject to a 20% administration fee to offset city overhead costs.

One noteworthy change in the proposed Filming Regulation Bylaw No. 8708 is the requirement that anyone who wishes to film for commercial purposes on non-City owned property must first apply to the City for permission. Prior to these amendments only those filming on City owned or controlled property needed to apply to the City. In practise, the majority of filmmakers have already been applying to the City; however, with the recent increase in filming in Richmond it is important to formalise this.

This new requirement springs from the desire that the RFO is made aware of all filming in the City so that impacts to neighbourhoods can be managed. For example, due to the high demand for filming in Steveston, the RFO has a role in ensuring that disruption is minimized and that there are not an excessive number of film productions taking place in that location at the same time.

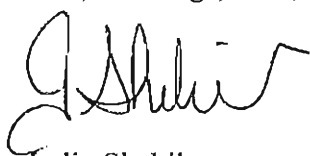
RFO staff have consulted with a range of industry location managers and BCFC staff on the proposed bylaw amendments and have received no negative feedback.

Financial Impact

The proposed application fee increase to \$200 will result in approximately \$6000 in additional cost recovery fees (based on 2011 production activity).

Conclusion

The Richmond Film Office continues to work strategically with the BC Film Commission and film and television production companies to position Richmond as a 'film friendly' community. The office offers 'one stop shop' service to the production industry, facilitating access to City land, buildings, staff, exhibits or services that may be needed for film and television production.



Jodie Shebib
Major Events and Film Liaison
Enterprise Services Unit
(604-247-4689)

| |
|---|
| Attachment 1: BC Government Press Release – BC Film & TV Spending Up |
| Attachment 2: Market Survey on Municipal Rates |
| Attachment 3: Filming Regulation Bylaw No. 8708 |
| Attachment 4: Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 8709 |

**THE BC
JOBS PLAN**

NEWS RELEASE

For Immediate Release
2012CSCD0008-000230
March 5, 2012

Ministry of Community, Sport and Cultural Development

B.C. film and TV spending up

VICTORIA – Film and television production spending in British Columbia rose by 16 per cent during 2011, Minister of Community, Sport and Cultural Development Ida Chong announced today.

BC Film Commission data shows film and television expenditures in 2011 topped \$1.188 billion, an increase of \$167 million over 2010. A total of 281 productions were undertaken in B.C. in 2011 (35 more than in 2010):

- 134 foreign productions: 58 feature films, 24 television series, 25 television projects and 27 animated series or projects.
- 147 domestic productions: 19 feature films, 45 television series, 74 television projects and nine animated series or projects.

Television series (\$504 million) and feature films (\$447 million) provided the most production activity for 2011. Other television projects and animation accounted for the remaining \$237 million.

Foreign feature film activity for 2011 increased 55 per cent over the previous year to \$430 million. Visual effects produced by B.C. studios contributed much of this growth. Domestic production spending in B.C. decreased to \$209 million in 2011 from \$244 million in 2010.

Quotes:

Ida Chong, Minister of Community, Sport and Cultural Development –

“British Columbia shines as a hub for film and TV production. The industry provides good jobs for British Columbians and helps promote B.C.’s unique identity as a great place to live, work and invest.”

“We will continue to support the success of film and TV through strategic tax credits, as well as funding for organizations that help filmmakers do business in our province.”

Peter Leitch, chair, Motion Picture Production Industry Association of British Columbia –

"B.C. has earned its reputation for excellence in film and TV production, having built an enviable infrastructure and an outstanding talent pool behind and in front of the camera. We are now competing in a dramatically shifting global environment, which presents considerable challenges, but even greater potential."

"The industry is committed to working together with government to ensure that B.C. is a world leader in screen-based entertainment production, creating new jobs and investment for future generations."

Quick Facts:

- British Columbia is the fourth-largest overall film and television production centre in North America (behind Los Angeles, New York and Toronto).
- Film and television production contribute over a billion dollars annually to the provincial economy, employing 20,000 people directly while supporting 15,000 jobs indirectly.
- Film, television and animation projects produced in British Columbia in 2011 include:
 - Twilight Saga: Breaking Dawn
 - Superman: Man of Steel
 - Elysium
 - Foreverland
 - The Grey
 - Mission Impossible: Ghost Protocol
 - Arctic Air
 - Alcatraz
 - Sanctuary S.4
 - Once Upon a Time
 - Real Housewives of Vancouver
 - Consumed
 - Bob's Burgers
 - League of Super Evil S.3
 - Thomas and Friends
- The provincial government promotes B.C.'s film industry through a film-favourable tax regime, nearly \$200 million in tax credits and funding for the BC Film Commission, BC Film + Media and regional film commissions.
- Vancouver's robust digital media sector represents a major asset that will grow increasingly important as film, TV and digital continue to converge.
- British Columbia has more than 600 digital media companies employing 16,000 people and generating \$2.3 billion in annual sales.

Learn More:

- For a closer look at how the B.C. government helps film production in the province, visit the BC Film Commission at: <http://www.bcfilmcommission.com/>
- Check out the provincial government's role in supporting artists, arts and cultural organizations through the Ministry of Community, Sport and Cultural Development at: <http://www.gov.bc.ca/cscd>
- View a backgrounder with financial details for 2011 film and television spending in B.C. at: <http://www.newsroom.gov.bc.ca/downloads/Film-Backgrounder.pdf>

Contacts: Jeff Rud
 Communications Director
 Ministry of Community, Sport
 and Cultural Development
 250 953-3677

Susan Croome
BC Film Commissioner
Ministry of Community, Sport
and Cultural Development
susanc@bcfilmcommission.com
604 660-2732

Connect with the Province of B.C. at: www.gov.bc.ca/connect

Filming Fees: City Comparisons

| City | Application Fee | Permit Fee | Filming in Parks Per Day | Filming at City Hall Per Day | Police Rate/Hr | Business Licence Fee |
|-----------------|---------------------|---|-----------------------------|------------------------------------|-------------------|----------------------|
| Burnaby | \$150 | N/A | \$740 | \$1100 | \$100 | \$125 - \$189 |
| North Vancouver | N/A | \$650-\$900 Dependant on length of shoot | \$600 | \$600 | \$90 | \$107 - \$498 |
| West Vancouver | \$500 | \$450-\$750 Dependant on length of shoot | \$1020 | \$400-\$500 | \$105 | \$142 |
| New Westminster | N/A | \$275 Flat Rate Plus \$50/each additional location | \$565 | \$5000 Interior \$1000 Exterior | \$100 | \$150 |
| Vancouver | \$100 | \$150 per location and per a day | \$832 | \$1000 | \$50 - \$136 | \$86 |
| Richmond | \$200 (proposed) | N/A | \$500-\$750 | \$2040 | \$100 | \$121 |

Description of Fees:

Application and Permit Fees are the fees charged to process the permit or application by the Film Office and/or other City departments. Some Cities charge both fees, while others have an either/or approach to recover costs. In addition to the costs in this table actual miscellaneous costs such as staff time, room rentals, labour required for a film shoot, etc are also charged to the production company.



City of Richmond

Bylaw 8708

Filming Regulation Bylaw No. 8708

The Council of the City of Richmond enacts as follows:

1. No person (other than the City) may use or affect the use of any real property located in the City of Richmond, for the purpose of **film production** for a **commercial purpose** without first applying to the City for permission.
2. A person applying to the City for permission for the purpose of **film production** as contemplated by section 1 of this bylaw, shall pay the City the application fees in the amount set from time to time in the Consolidated Fees Bylaw No. 8636.
3. No person (other than the City) may use or affect the use of real or personal property owned, held by or in the possession or control of the City, including, without limitation, lands, roads, sidewalks, boulevards, buildings, facilities, equipment, vehicles, materials and supplies, for the purpose of **film production** for a **commercial purpose** or for a **non-commercial purpose** without first applying to the City for permission.
4. If, on reviewing an application by a person under section 3, the City considers that a filming agreement is necessary or advisable, a person intending to carry out **film production** shall enter into a filming agreement with the City in relation to the proposed **film production**.
5. In addition to obligations established in and agreed to in a filming agreement with the City:
 - (a) a person applying to the City for permission for the purpose of **film production** as contemplated by section 3 of this bylaw, shall pay the City the application fees in the amount set from time to time in the Consolidated Fees Bylaw No. 8636;
 - (b) a person using the services of City employees, RCMP employees, contractors provided by the City, and equipment, vehicles, materials and supplies provided by the City, all for the purpose of **film production**, shall pay the City the costs in the amount set from time to time in the Consolidated Fees Bylaw No. 8636; and

- (c) a person using **special effects** for the purpose of **film production**, shall pay the City the costs in the amount set from time to time in the Consolidated Fees Bylaw No. 8636.
- 6. Applicable fees must be submitted to the City at least one business day prior to a person undertaking **film production**.
- 7. A person holding the position of General Manager or Chief Administrative Officer at the City is authorized to execute filming agreements on behalf of the City.
- 8. In this bylaw:

commercial purpose means any purpose for which the person can reasonably anticipate the receipt of monetary gain from the direct or indirect use of the product resulting from the **film production**;

film production means the photographing, filming, and production of a photoplay, film, motion picture, television production, or other recording, and includes preparation activities and dismantling and removal and restoration activities;

non-commercial purpose means any purpose for which the person cannot reasonably anticipate the receipt of monetary gain from the direct or indirect use of the product resulting from the **film production**; and

special effects include, but are not limited to:

- (a) fire;
 - (b) explosives;
 - (c) detonators;
 - (d) guns;
 - (e) squibs;
 - (f) bombs/mock-ups;
 - (g) gunfire;
 - (h) flash powder;
 - (i) vehicle collisions; and
 - (j) other material, equipment or activity, whether actual or simulated, that is or may reasonably be viewed as hazardous to the safety or health of human beings or to the safety or integrity of property.
- 9. This Bylaw is cited as "Filming Regulation Bylaw No. 8708".

10. Filming Application and Fees Bylaw No. 8172 is repealed.

FIRST READING

SECOND READING

THIRD READING

ADOPTED

| |
|--|
| CITY OF RICHMOND |
| APPROVED for content by originating dept. |
| 41 |
| APPROVED for legality by Solicitor |
| BDS |

MAYOR

CORPORATE OFFICER



City of Richmond

Bylaw 8709

**Consolidated Fees Bylaw No. 8636,
Amendment Bylaw No. 8709**

The Council of the City of Richmond enacts as follows:

1. The Schedule entitled "Schedule-Filming Application and Fees" of the Bylaw shall be deleted and replaced with the attached Schedule A.
2. This Bylaw is cited as "Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 8709".

FIRST READING

SECOND READING

THIRD READING

ADOPTED

MAYOR

CORPORATE OFFICER

| |
|--|
| CITY OF RICHMOND |
| APPROVED for content by originating dept. |
| <i>[Signature]</i> |
| APPROVED for legality by Solicitor |
| BDS |

**SCHEDULE A to Consolidated Fees Bylaw No. 8636,
Amendment Bylaw No. 8709**

SCHEDULE – FILMING FEES

**Filming Regulation Bylaw No. 8708
Sections 2 and 5**

A. Application Fees

Application for film production in the City of Richmond
(commercial purpose) \$200.00

Application for film production in the City of Richmond
(non-commercial purpose) \$ 50.00

B. City Employee Costs

All fees for services provided by City employees (including fire fighters) shall be charged at the hourly wage paid for the employees attending as determined by the applicable working/collective agreement or pay grid for nonunion employees plus an amount per hour per employee which equates to the employee fringe benefits and all deductions and all applicable taxes incurred by the City for each hour of service provided.

C. RCMP Costs

All fees for services provided by RCMP employees shall be charged at the hourly wage paid for the employees attending as determined by the applicable working/collective agreement or pay grid for nonunion employees plus an amount per hour per employee which equates to the employee fringe benefits and all deductions and all applicable taxes incurred by the City for each hour of service provided.

D. Contractor Costs

All fees for services provided by contractors provided by the City shall be charged at the City's actual cost of providing such services.

E. Equipment, Vehicles, Materials and Supplies Costs

All fees for equipment, vehicles, materials and supplies provided by the City shall be charged at the City's prevailing rates for providing such equipment, vehicles, materials and supplies.

F. Special Effects

Use of special effects per day \$110.00



City of Richmond

Report to Committee

To: General Purposes Committee
From: Jane Fernyhough
Director, Arts, Culture and Heritage Services
Re: 2012 Arts and Culture Grant Program

Date: March 2, 2012

File:

Staff Recommendation

That the 2012 Arts and Culture Grants be awarded for the recommended amounts, and cheques disbursed for a total of \$75,050 as per the report from the Director, Arts, Culture and Heritage Services, dated March 2, 2012.

Jane Fernyhough
for Jane Fernyhough

Director, Arts, Culture and Heritage Services

Att. 5

| FOR ORIGINATING DEPARTMENT USE ONLY | | | | | |
|-------------------------------------|--|--|-----------------------------|---|--|
| ROUTED TO: | | CONCURRENCE | | CONCURRENCE OF GENERAL MANAGER | |
| Budgets | | Y <input checked="" type="checkbox"/> N <input type="checkbox"/> | | <i>[Signature]</i> | |
| REVIEWED BY TAG | | YES <input checked="" type="checkbox"/> | NO <input type="checkbox"/> | REVIEWED BY CAO | |
| <i>[Signature]</i> | | | | YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> | |
| | | | | <i>CD.</i> | |

Staff Report

Origin

On July 25, 2011, Council approved the establishment of an interim City of Richmond Arts and Culture Grant Program. The resolution was:

That:

- (1) the City Grant Policy be adopted;*
- (2) the revised City Grant Program be implemented on an interim basis until specific guidelines are prepared for the proposed (1) Health, Social & Safety, (2) Arts, Culture and Heritage, and (3) Parks, Recreation and Community Events City Grant Programs;*
- (3) staff propose the following Casino revenue allocations to City Grant Programs be considered during the 2012 budget process:*
 - Health, Social & Safety, \$536,719;*
 - Arts, Culture and Heritage, \$100,000;*
 - Parks, Recreation and Community Events, \$96,587;*
- (4) staff report back, following implementation of the 2012 City Grant Programs and prior to implementation of the 2013 City Grant Program, regarding:*
 - stakeholder consultations regarding the new Policy and Programs, including the appropriate amounts for each category; and*
 - possible impacts of the Social Planning Strategy on the Health, Social and Safety Grant Program; and*
- (5) staff explore the development of an information technology system whereby City Grant Program applications, including Attachments, may be submitted on-line.*

At the Council meeting of February 13, 2012, the funding to support the new program was approved in the 2012 City Operating Budget.

The 2012 Arts and Culture Grant Programs supports the Council Term Goal:

ensure our development as a vibrant cultural city with well-established festivals and arts.

This report provides information pertaining to the 2012 Arts and Culture Grant Program and makes recommendations for the recipients.

Analysis

1. Development of 2012 Arts and Culture Grant Program

To facilitate the implementation of a 2012 Arts and Culture Grant program, staff prepared the following interim grant program structure, to be reviewed after the first year of implementation.

Vision: A robust arts and cultural community that showcases its talent, enterprise and diversity to our citizens and visitors, thereby contributing to the vibrancy, appeal and liveability of the city.

Goals: The City of Richmond Arts and Culture Grants Program aims to:

- strengthen the infrastructure of arts & culture organizations;
- invest in arts opportunities to create more opportunities;
- show support for the careers of local artists and encourage them to remain in the community;
- support a range of artistic and cultural activity including, but not limited to, literary, visual, media, dance, theatre, music, multi-disciplinary, inter-disciplinary and community-based arts reflecting different historic cultural traditions as well as contemporary art forms and practices; and
- support ongoing annual activity through Operating Assistance as well as one-time or time-limited initiatives through Project Assistance.

In so doing it supports the Goals of the City as adopted in the Richmond Arts Strategy (2004):

- build capacity within and support for arts & culture organizations;
- strengthen, support and enhance the artistic community; and
- increase the variety and diversity of arts & culture experiences and opportunities.

Eligibility: In keeping with best practices as well as standards set for similar programs in other cities, the Interim 2012 City of Richmond Arts and Culture Grants Program offers two types of grants – Project Assistance and Operating Assistance – to registered non-profit arts and culture organizations; specifically, the applicants must be independent organizations with a clear mandate which includes the provision of public programs and services within an arts and culture focus. Arts organizations are encouraged to collaborate or partner with other service organizations in the delivery of their projects, if applicable.

Operating Assistance Grants are provided to support the annual programming and operating activities of eligible organizations, and are awarded up to a maximum of 30% of the annual operating budget, to a maximum request of \$10,000. (**Attachment 1**)

Project Assistance Grants are provided to support organizations working on a project basis or undertaking a special initiative outside the scope of their normal operations, and are awarded up to a maximum of 50% of the total project budget, to a maximum request of \$5,000. (**Attachment 2**)

2. Notice Given and Applications Received

Notices were placed on the City Page/City Notice Board in the Richmond Review and on the City website in August and September, 2011 for the Health, Social and Safety Grants, announcing that the new Arts and Culture Grant program would be available on October 21. An email announcing the new program was sent to members of the Richmond Artists Directory (270 individual artists and arts/cultural organizations that have opted to receive information from the Cultural Development Manager throughout the year) on October 20, 2011, and a media release was issued on November 4, announcing the new program.

Both notices advised the community to visit the website for details and invited interested applicants to attend one of two introductory workshops offered on November 8 and 9, to review eligibility criteria and the application form itself. The workshops attracted 12 and 11 participants, respectively.

On the City website at both the “City Grant Program” and the “Artists’ Opportunities” pages, downloadable Guideline documents were available, as well as the Project Assistance Form. The Operating Assistance Form was emailed to applicants upon request.

For Operating Assistance, 10 applications were received and 16 were received for Project Assistance, for a total combined request of \$133,280. Tables outlining requests and recommended allocations for the 2012 Arts and Culture Grant Program are provided in **Attachment 3 and Attachment 4**. Grant Application Summary Sheets, providing key information about each application, are found in **Attachment 5**. Staff recommendations and comments are included in the Summary Sheets.

3. Application Deadline

The deadline was January 6, 2012. The City Grant Policy indicates that late applications will not be accepted, and the deadline is identified on each page of the application form to ensure that no late submissions are received. However, upon reviewing the applications received by that date, it was evident that a number of key organizations had missed the opportunity to apply either because they misunderstood the eligibility parameters or found the deadline – which landed very soon after the holidays – not tenable. For this reason, on January 10, an extended deadline of February 3, 2012, was announced via media release and email with updates to the City website. No late applications were accepted after this date.

4. Application Review Process

As per the direction of Council, an Adjudication Panel made up of City staff reviewed the applications. They evaluated the applications on three key areas: Merit, Organizational Capacity and Impact (described in the Application Guidelines, **Attachments 1 and 2**). As per best practices in similar granting programs, for each application, these three key areas were assigned a numerical ranking to create a total numeric score out of 50. At the Adjudication Meeting, the combined scores of all four members of the Adjudication Panel were distilled to an average score to determine a funding recommendation:

| | | |
|----------|-------|--|
| Low | 1-20 | No funding |
| Med/Low | 21-30 | Possible funding at a small contribution or no funding |
| Medium | 31-40 | Fund at a modest contribution |
| High/Med | 40-45 | Fund at a high contribution |
| High | 46-50 | Fund up to request level if possible |

The Grant Application Summary Sheets, found in **Attachment 5**, indicate the average score of each applicant.

5. Reasons for Partial or No Funding

The majority of applications are recommended for funding. Principal reasons for not recommending funding are: (1) the applicant is recommended for Operating Assistance (or already receives the equivalent of operating funds from the City) and has also applied for funding of a Project that is not recognized as distinct enough from the scope of normal operations to be eligible for additional funding, and (2) the application is ineligible under the criteria listed in the Guidelines.

Most applications were recommended for partial funding and seven of the 26 were recommended for full funding. As per the adjudication scoring system described above, recommendations were made based on each application's average score.

6. Notes on Eligibility

The criteria for both Project Assistance and Operating Assistance require that the applicant be a registered non-profit society; however, at least one of the applicants had received previous City funding without this status. Given this is a new program and a precedent had been set, staff elected to accept applications from organizations without a Society Number – namely, the Richmond Artists Guild and Richmond Potters Club – with the understanding that they will become a non-profit society within the year, in order to be eligible in future.

Both the Richmond Potters Club and BC Children's Art and Literacy Society applied for Operating Assistance but were deemed ineligible due to the criteria that applicants must have "recently received City Grant funding." The Richmond Potters Club is, however, recommended for funding based on their Project Assistance application. Although the BC Children's Art and Literacy Society had not also applied for Project Assistance, staff moved their application to this program for their principal project, the Children's Arts Festival, in order to be able to support it. Assuming both organizations successfully complete their projects, they will be eligible for Operating Assistance funding in future years.

7. 2012 Arts and Culture Grant Program Information

The establishment of a grant program specific to Richmond Arts and Culture is a landmark advance in the development of the local arts and culture sector. As such, the program is understood as not only a new source of funding for the applicants — who range from long-standing professional institutions to fledgling groups of enthusiastic amateur artisans — but an

unprecedented opportunity for capacity building, including those who have limited or no previous experience writing grant applications.

Indeed, the process of grant writing itself is an important part of an arts and culture business practice that requires some opportunity for trial and error. Staff consider this grant program to be a valuable professional development opportunity for less-experienced members of the arts and culture community to gain skills and confidence in their business practice, with this inaugural program to be a learning/foundation year.

An evaluation of the 2012 Arts and Culture Grant program will be conducted and a report brought back to Council before the implementation of the 2013 program.

Financial Impact

The 2012 Arts and Culture Grant Program has a proposed budget of \$100,000. The 2012 allocations itemized in **Attachments 3 and 4** are recommended.

| | |
|----------------------|-----------------|
| Operating Assistance | \$45,300 |
| Project Assistance | <u>\$29,750</u> |
| Total | <u>\$75,050</u> |
| Remaining | \$24,950 |

As per the adjudication scoring system described above, recommendations were made based on each application's average score. While the combined recommended grant figures total under the \$100,000 budgeted, this is expected to change as the number and quality of applications is expected to increase and improve in future years.

It is recommended that the remaining funds be earmarked to invest in additional arts and culture programming opportunities that support local artists as may arise in the course of the year, subject to Council approval.

Conclusion

The 2012 Arts and Culture Grant Program is a vital contribution to the quality of life in Richmond by supporting community organizations whose programs and activities constitute essential components of a vibrant and liveable community. Staff recommend that the 2012 Arts and Culture Grants be allocated as proposed for the benefit of Richmond residents.

A report evaluating the Interim 2012 Arts and Culture Grant Program will be forwarded to Council before commencing the 2013 grant program process.


Liesl G. Jauk
Manager, Community Cultural Development
(604-204-8672)

LJ:ljl

City of Richmond Arts and Culture Grants Program 2012 Operating Assistance Guidelines



The City of Richmond allocates grant funding for arts and cultural organizations that provide programming and activities for the benefit of Richmond residents.

The City's support acknowledges that the work of these organizations contributes to Richmond's quality of life, identity and economy and is extended to recipients who demonstrate vision, accountability and spirit of community service in their operations.

These guidelines incorporate recognized best practices and are designed to ensure accountability for use of public funds; **read through carefully before you make an application.**

If this is your first time making an application to the City of Richmond, or if you require further assistance, we encourage you contact:

Liesl Jauk, Cultural Development Manager
TEL 604-204-8672 E-MAIL ljauk@richmond.ca

Grant Information and other information about our programs and services are available on the City website at www.richmond.ca/artists.

Arts and Culture Grants Program Objectives and Description

The Arts and Culture Grants program is intended to support a range of artistic and cultural activity including literary, visual, media, dance, theatre, music, multi-disciplinary, inter-disciplinary, and community-based arts, reflecting different cultural traditions as well as contemporary art forms and practices.

The program provides grants to support organizational capacity through Operating Assistance as well as one-time or time-limited initiatives through Project Assistance. Organizations receiving Operating Assistance may also apply for one Project grant within the same calendar year in which they receive operating funding. Organizations already receiving City funding that represents the equivalent of operating funds are not eligible for Operating Assistance. They are eligible for Project Assistance funding if their project is outside the scope of their normal operations.

Operating Grants are provided to support the annual programming and operating activities of eligible organizations. All grants are reviewed on a yearly basis and are not to be viewed by applicants as an on-going source of funding.

Application Forms

New applicants are encouraged to read through the Guidelines first to obtain a general understanding of the program and then contact the Cultural Development Manager (contact info above) to discuss your proposal, confirm your eligibility and request an application form. If eligible, staff will forward you the appropriate application forms and guidelines electronically.

- The application form is available as fillable pdf or Word doc upon request.
- Information should be typewritten. Handwritten forms will not be accepted.
- Applications must be received on or before the submission date. Late applications will not be accepted.
- Answer all the questions on the form concisely, and include all requested supporting materials.
- Use the provided checklist to ensure that your application is complete.
- Budget information should be provided only in the requested format.

Operating Assistance Eligibility Criteria

- Operating Assistance is for established organizations that have an ongoing presence in Richmond and a track record of quality public programs and services. Applicant must be based in Richmond, registered as a non-profit society in good standing with the Province of BC, having been established legally and in operation for at least 2 years prior to the application deadline and have recently received City Grant funding and successfully completed the projects.
- Applicants must be based and active in Richmond and provide programming and services that are open to the public and publicized citywide.
- Applicants must be an independent organization with a clear mandate, which includes the provision of public programs and services with an arts and culture focus. Applicant must produce or present work primarily with and/or by local artists/performers/artisans (amateur and/or professional); activities may include some artists who are not Richmond residents.
- All principal professional artists should be compensated for their participation commensurate with industry standards. For more information about these standards, please refer to the following organizations:
 - American Federation of Musicians: www.afm.org
 - Canadian Actors Equity Association: www.caea.com
 - Canadian League of Composers: www.clc-lcc.ca
 - Canadian Alliance of Dance Artists: www.cadadance.org
 - Professional Writers Association of Canada: www.pwac.ca
 - Canadian Artists Representation/Le front des artistes canadiens/CARFAC: www.carfac.ca
- Applicants should have stable administration and artistic leadership, directed by recognized arts/culture professionals and/or experienced volunteers.
- Applicants must operate year-round in a fiscally responsible manner.
- Applicants must have other revenue sources for their activity that may include self-generated revenue (ticket sales, concession, memberships), funding from other levels of government (provincial, federal) and private sector support (fundraising, foundations, sponsorship, cash and in-kind donations).
- Applicants must provide independently prepared financial statements for the most recently completed fiscal year.
- Operating grants are awarded up to a maximum of 30% of the annual operating budget, to a maximum request of \$10,000.

Ineligible Organizations

- Organizations which do not meet eligibility criteria and requirements
- Activity that is not artistic or cultural
- Other City of Richmond departments or branches
- Social Service, Religious, Political or Sports organizations
- Clubs

Ineligible Activities

- Fundraisers
- Deficit reduction
- Activity outside of Richmond
- Activity which was started prior to the application deadline
- Capital projects
- Start-up costs
- Seed money for projects or events
- Showcases or recitals for schools/organizations with an educational mandate

Multiple Applications for Operating and Project Grants

Organizations receiving Operating grants may also apply for one Project grant within the same calendar year in which they receive operating funding. Organizations that already receive the equivalent of operating funds from the City of Richmond are ineligible for Operating grants; however, they are eligible for project funding if the project is outside the scope of normal operations.

Assessment Criteria

There are three key areas of evaluation that are weighted equally: merit, organizational competence and community impact. The organization's recent activities as well as proposed ones are taken into consideration when assessing an application.

Programming/Merit

- Quality of the organization's creation, production, presentation, dissemination and service activities (strength of intention, effectiveness of how it is put into practice, degree to which it enhances or develops a form, practice or process and impact on the creative personnel involved)
- Clear articulation of mandate/vision and degree to which the activity supports their organization's mandate/vision
- Distinctiveness of the organization's activities in relation to comparable activities in Richmond. Does it provide unique opportunities for artists, other arts organizations and the public?

Organizational Capacity

- Evidence of clear mandate, competent administration, functional board and an appropriate administrative and governance structure
- Evidence of financial stability and accountability as demonstrated through prior financial performance, achievable and balanced budgets, and financial management practices and plans
- Evidence of planning in place to support the proposal and/or ongoing organizational capacity (as per realistic schedules, timelines, planning practices, etc.)

Impact

- Level of public access to the work, activities or services
- Evidence of growing interest and attendance
- Level of engagement with other arts organizations, artists and community groups from all of Richmond's communities
- Evidence of promotional and/or outreach strategies in place to encourage wide public participation, awareness and engagement
- Demonstrated support from the community as evidenced through partnerships, collaborations, sponsorship support, in-kind support, volunteers, etc.

Assessment and Awarding of Grants

Applications are received and assigned to a City staff person to undertake a preliminary check to ensure a) the proposal meets eligibility and b) there is no missing or unclear information. The applicant will be contacted if there is any missing or unclear information and/or the application needs further discussion, either in person or by phone. The applicant is given a deadline to submit any requests for revised or missing information.

Complete applications are assessed by an Assessment Committee made up of City staff. A report on the Assessment Committee recommendations is written and submitted to City Council for their consideration and approval.

Council will make the final grant decisions, at its sole discretion, based on the program goals, criteria, policies, requirements and a review of City staff recommendations.

Council may:

- Approve a funding application:
 - in total, with or without conditions (i.e., subject to a mid-year review)
 - in part, with or without conditions
- Ask for more information
- Issue dollars in phases with conditions
- Deny an application

Council has final approving authority.

Funds will be dispersed as soon as possible after Council approval. The objective is to have all funds disbursed within 60 days of approval.

Grants are awarded on an annual basis. Applicants must re-apply each year. Continued funding is not guaranteed.

Conditions of Assistance

Please note that if your organization receives a City Grant, the following conditions will apply:

- Grant funds must be applied to current expenses, not used to reduce or eliminate accumulated deficits. Activities cannot be funded retroactively
- The Society will make every effort to secure funding from other sources as indicated in its application. It will keep proper books of accounts for all receipts and expenditures relating to its activities and, upon the City's request, make available for inspection by the City or its auditors all records and books of accounts
- If there are any changes in the organization's activities as presented in this application, Arts, Culture and Heritage Services Division must be notified in writing of such changes immediately. In the event that the grant funds are not used for the organization's activities as described in the application, they are to be repaid to the City in full. If the activities are completed without requiring the full use of the City funds, the remaining City funds are also to be returned to the City
- The City of Richmond requires organizations receiving a City grant to appropriately acknowledge the City's support in all their information materials, including publications and programs related to funded activities (i.e. brochures, posters, advertisements, websites, advertisements, signs, etc.). Such recognition must be commensurate with that given to other funding agencies. If the logos of other funders are used in an acknowledgement, the City should be similarly represented. Acknowledgement is provided by using the City of Richmond logo in accordance with prescribed standards. City of Richmond logo files and usage standards will be provided to successful applicants. Failure to acknowledge the City's support may result in the inability of an organization to obtain grant support in future years
- Receipt of a grant does not guarantee funding in the following fiscal year
- Successful applicants will provide year-end reports in a prescribed format to the City of Richmond Arts, Culture and Heritage Services Division. Receipt of these reports is a pre-condition for consideration of an organization's future grant applications

Use of Funds

The following guidelines and limitations are designed to meet best practices and to ensure accountability for use of public funds:

- It is expected that applicants will combine the Operating Assistance support they receive with other sources of revenue and financial investment (grants, donations, earned revenues) as well as in-kind support and contributions
- Operating grants are provided to support the annual programming expenses and annual operating costs of the Society
- Eligible use of Operating Assistance funds include, but are not exclusively limited to:
 - Fees and related expenses for artists, musicians, programming staff, cultural workers

- Volunteer expenses (recruiting, training, support, etc.)
- Production expenses (installation of artwork, equipment rental, costumes, sound, lights, etc.)
- Marketing, community outreach and promotional expenses
- Operating overheads (insurance coverage, rent, etc.)
- Ineligible uses of Operating Assistance support include but are not exclusively restricted to:
 - Deficit reduction
 - Capital expenditures (i.e. construction, property renovations, equipment purchase, software, etc.)
 - Organizations that forecast a deficit budget are not eligible for support

Confidentiality

All documents submitted by Applicants to the City of Richmond become the property of the City. The City will make every effort to maintain the confidentiality of each application and the information contained within except to the extent necessary to communicate information to staff and peer members of the Assessment Committee for the purpose of evaluation and analysis, as well as to Council for the recommendation report. The City will not release any of this information to the public except as required under the Province of British Columbia Freedom of Information and Protection of Privacy Act or other legal disclosure process.

City of Richmond Arts and Culture Grants Program 2012 Project Assistance Guidelines



The City of Richmond allocates grant funding for arts and cultural organizations that provide programming and activities for the benefit of Richmond residents.

This support acknowledges that the work of these organizations contributes to Richmond's quality of life, identity and economy and is extended to recipients who demonstrate vision, accountability and spirit of community service in their operations.

These guidelines incorporate recognized best practices and are designed to ensure accountability for use of public funds; **read through carefully before you make an application.**

If this is your first time making an application to the City of Richmond, or if you require further assistance, we encourage you to speak with or meet with a staff member of Arts, Culture and Heritage Services to ensure that your proposal is eligible and to ask any questions that may assist you in putting together an application.

Liesl Jauk, Cultural Development Manager
TEL 604-204-8672 E-MAIL ljauk@richmond.ca

This information and other information on our programs and services are available on the City website at www.richmond.ca/artists.

Arts & Culture Grants Program Objectives and Description

The Arts & Culture Grants program is intended to support a range of artistic and cultural activity including literary, visual, media, dance, theatre, music, multi-disciplinary, inter-disciplinary and community-based arts, reflecting different historic cultural traditions as well as contemporary art forms and practices.

The program provides grants to support organizational capacity through Operating Assistance as well as one-time or time-limited initiatives through Project Assistance. Organizations receiving Operating grants may also apply for one Project grant within the same calendar year in which they receive operating funding. Organizations already receiving City funding that represents the equivalent of operating funds are not eligible for Operating Assistance. They are, however, eligible for Project Assistance if their project is outside the scope of their normal operations.

Organizations meeting Project Assistance eligibility criteria (please see below) may make multiple applications for Project Assistance.

Application Forms

New applicants are encouraged to read through the Guidelines first to obtain a general understanding of the program and then contact staff at Arts, Culture and Heritage Services to discuss your proposal, confirm your eligibility and request an application form.

- The application form is available as a fillable PDF and Word file online at www.richmond.ca/artists
- Information should be typed in. Handwritten forms will not be accepted.
- Applications must be received on or before the submission date. Late applications will not be accepted.
- Answer all the questions on the form concisely, and include all requested supporting materials.
- Use the provided checklist to ensure that your application is complete.
- Budget information should be provided only in the requested format.

Project Assistance Eligibility Criteria

- Project Assistance is available for new and/or developing arts and culture organizations, or arts and culture organizations working on a project basis or undertaking a special one-time initiative.
- Applicants must be registered as a non-profit society in good standing within the Province of BC, having been legally established and in operation for at least 6 months at the time of application deadline.
- Applicants must be active in Richmond and may be based outside of Richmond so long as their project takes place in Richmond, serves the Richmond community and employs Richmond artists (program may include some artists that are not local). For example, an art installation in Richmond organized by a Vancouver-based arts organization that employs Richmond artists and involves community engagement with Richmond residents would be eligible, but a concert in Richmond presented by a Burnaby-based organization would not be eligible.
- Programming and services must be accessible to the public and publicized citywide.
- Applicants must be independent organizations with clear mandates that include the provision of public programs and services with an arts and culture focus.
- All principal professional artists should be compensated for their participation commensurate with industry standards. For more information about these standards, please refer to the following organizations:
 - American Federation of Musicians: www.afm.org
 - Canadian Actors Equity Association: www.caea.com
 - Canadian League of Composers: www.clc-lcc.ca
 - Canadian Alliance of Dance Artists: www.cadadance.org
 - Professional Writers Association of Canada: www.pwac.ca
 - Canadian Artists Representation/Le front des artistes canadiens/CARFAC: www.carfac.ca
- Applicants should have stable administration and artistic leadership, directed by recognized arts/culture professionals and/or experienced volunteers.
- Applicants must have other revenue sources for their activity that may include self-generated or earned revenue (ticket sales, concession, memberships), funding from other levels of government (provincial, federal) and private sector support (fundraising, foundations, sponsorship, cash and in-kind donations).
- Applicants must provide independently prepared financial statements for the most recently completed fiscal year: an un-audited statement endorsed by two signing officers (with balance sheet and income statement, at minimum), review engagement or audit.
- Project grant funds may be requested for up to 50% of the total cost of the project, to a maximum of \$5,000.

Examples of Eligible Activity

- The development of arts and cultural activity that reflects cultural traditions or contemporary artistic practices that will result in some form of dissemination or presentation to a broad public audience. Public dissemination may include exhibitions, performance, publications, presentations, video, film, new media, radio, or web-based initiatives (not the development of organizational/program websites.)
- Collaborative and creative initiatives between professional artists and community members that will result in some form of public presentation and which clearly express community interests and issues and demonstrate a strong collaborative process.
- Special requests for audio recordings, publications, film, video or web-based unique initiatives (for operating applicants, this must be outside of regular operations.)
- Artistic Residencies that facilitate learning, development and cultural exchange between professional artists and qualified host organizations. See Artistic Residencies, below.

Ineligible Organizations

- Organizations which do not meet eligibility criteria and requirements
- Activity that is not artistic or cultural
- Other City of Richmond departments or branches
- Social Service, Political, Religious or Sports organizations
- Clubs

Ineligible Activities

- Core-training, in-class or curriculum-based training, conferences, mentorships
- Bursaries or scholarships
- Contests or competitions
- Fundraisers
- Deficit reduction
- Activity outside of Richmond
- Activity which has started prior to the application deadline
- Capital projects
- Delivery of services and resources by Service Organizations

Individual artists cannot apply on their own but may make an application in partnership with a qualifying organization for artistic or skill development through an **Artistic Residency**:

Artistic Residencies

Artistic Residencies facilitate learning, development and cultural exchange opportunities between professional artists, qualified host organizations, and/or the community.

- Residency candidates must be Richmond-based professional artists. The City's definition of a professional artist is one that has:
 - completed basic training (university or college graduation or the equivalent in specialized training, such as two or three years of self-directed study or apprenticeships);
 - is recognized as such by peers; and
 - is committed to devoting time to artistic activity, if financially feasible.
- Applications may be made by a non-profit organization to either:
 - host a residency, or
 - sponsor a Richmond-based artist to be hosted by another organization (which may or may not be a non-profit but where the residency supports the program objectives and the Artist's residency objectives.)
- Applicants may apply to host consecutive residencies in the second year; however, priority will be given to new applicants each year. An applicant may sponsor more than one artist at a time within the same project.
- The organization must demonstrate the capacity to host or sponsor a residency and must meet the General Eligibility criteria.
- There must be clear artistic development objectives for both the artist and host organization.
- The residency should provide opportunities for development and creation of the artist's work and if possible, some form of presentation of the artist's work either in progress or at completion.
- There should be some public engagement component of the work during the residency that would offer learning opportunities for the artist, related staff, the arts and cultural community and/or the general public.
- The residency and work created therein must be in addition to the regular activities of the Host organization.
- The grant is applicable to project costs: artist fees, materials, presentation costs and project administration costs born by the host organization.

Artistic Residencies (cont'd)

A Residency Agreement should address the points below (4 pages max, min 11 pt font):

- Artist Letter of Intent demonstrating the residency objectives and how it will further the development of the artist or artistic practice
- Organization Letter of Intent indicating the residency objectives
- A work plan (including timelines, activities, milestone dates, etc.)
- Financial obligations of both parties
- How the project will be evaluated
- A contingency plan (addressing potential changes, conflict or non-compliance)
- Signatures of all parties involved agreeing to the terms
- Budget of revenues and expenses

Assessment Criteria

There are three key areas of evaluation that are weighted equally: merit, organizational competence and community impact. The organization's recent activities as well as proposed ones are taken into consideration when assessing an application.

Programming/Merit

- Quality of the organization's creation, production, presentation, dissemination and service activities (strength of intention, effectiveness of how it is put into practice, degree to which it enhances or develops a form, practice or process and impact on the creative personnel involved)
- Clear articulation of mandate/vision and degree to which the activity supports the mandate/vision
- Distinctiveness of the organization's activities in relation to comparable activities in Richmond. Does it provide unique opportunities for artists, other arts organizations and the public?

Organizational Capacity

- Evidence of clear mandate, competent administration, functional board and an appropriate administrative and governance structure
- Evidence of financial stability and accountability as demonstrated through prior financial performance, achievable and balanced budgets, and financial management practices and plans
- Evidence of planning in place to support the proposal and/or ongoing organizational capacity (as per realistic schedules, timelines, planning practices, etc.)

Impact

- Level of public access to the work, activities or services
- Evidence of growing interest and attendance
- Level of engagement with other arts organizations, artists and community groups from all of Richmond's communities
- Evidence of promotional and/or outreach strategies in place to encourage wide public participation, awareness and engagement
- Demonstrated support from the community as evidenced through partnerships, collaborations, sponsorship support, in-kind support, volunteers, etc.

Assessment and Awarding of Grants

Applications are received and assigned to a City staff person to undertake a preliminary check to ensure a) the proposal meets eligibility and b) there is no missing or unclear information. The applicant will be contacted if there is any missing or unclear information and/or the application needs further discussion, either in person or by phone. The applicant is given a deadline to submit any requests for revised or missing information.

Complete applications are assessed by an Assessment Committee made up of City staff. A report on the Assessment Committee recommendations is written and submitted to City Council for their consideration and approval.

Council will make the final grant decisions, at its sole discretion, based on the program goals, criteria, policies, requirements and a review of City staff recommendations.

Council may:

- Approve a funding application:
 - In total, with or without conditions (i.e., subject to a mid-year review)
 - in part, with or without conditions
- Ask for more information
- Issue dollars in phases with conditions
- Deny an application

Council has final approving authority.

Funds will be dispersed as soon as possible after Council approval. The objective is to have all funds disbursed within 60 days of approval.

Grants are awarded on an annual basis. Applicants must re-apply each year. Continued funding is not guaranteed.

Conditions of Assistance

Please note that if your organization receives a civic grant, the following conditions will apply:

- Grant funds must be applied to current expenses, not used to reduce or eliminate accumulated deficits. Activities cannot be funded retroactively
- The Society will make every effort to secure funding from other sources as indicated in its application. It will keep proper books of accounts for all receipts and expenditures relating to its activities and, upon the City's request, make available for inspection by the City or its auditors all records and books of accounts
- If there are any changes in the organization's activities as presented in this application, Arts, Culture and Heritage Services Division must be notified in writing of such changes immediately. In the event that the grant funds are not used for the organization's activities as described in the application, they are to be repaid to the City in full. If the activities are completed without requiring the full use of the City funds, the remaining City funds are also to be returned to the City
- The City of Richmond requires organizations receiving a civic grant to appropriately acknowledge the City's support in all their information materials, including publications and programs related to funded activities (i.e., brochures, posters, advertisements, websites, advertisements, signs, etc.). Such recognition must be commensurate with that given to other funding agencies. If the logos of other funders are used in an acknowledgement, the City should be similarly represented. Acknowledgement is provided by using the City of Richmond logo in accordance with prescribed standards. City of Richmond logo files and usage standards will be provided to successful applicants. Failure to acknowledge the City's support may result in the inability of an organization to obtain grant support in future years

Conditions of Assistance (cont'd)

- Receipt of a grant does not guarantee funding in the following fiscal year
- Successful applicants will provide year-end reports in a prescribed format to the City of Richmond Arts, Culture and Heritage Services Division. Receipt of these reports is a pre-condition for consideration of an organization's future grant applications

Confidentiality

All documents submitted by Applicants to the City of Richmond become the property of the City. The City will make every effort to maintain the confidentiality of each application and the information contained within except to the extent necessary to communicate information to staff and peer members of the Assessment Committee for the purpose of evaluation and analysis, as well as to Council for recommendation report. The City will not release any of this information to the public except as required under the Province of British Columbia Freedom of Information and Protection of Privacy Act or other legal disclosure process.

2012 Arts and Culture Grants - Recommendations

ATTACHMENT 3

OPERATING ASSISTANCE

| Name of Organization | Most Recent City Grant | 2012 Request | 2012 Recom | Comments | Page |
|--|------------------------|--------------|------------|--|------|
| BC Children's Arts and Literacy Centre | n/a | 10,000 | 0 | Due to eligibility criteria requiring that the applicant have received previous City Grant funding in order to receive Operating Assistance, this application is ineligible. The applicant is being recommended for Project Assistance for this year. | 1 |
| Cinevolution Media Arts Society | \$2,335 (2011) | 10,000 | 10,000 | Full grant request recommended for this society behind a growing international festival (Your Kontinent) and a wide range of year-round professional programming that reaches diverse audiences and successfully collaborates with other artists and supporters. In future, the applicant is urged to be more attentive to their budget, be mindful of over-extending themselves with so many activities and continue to ensure that they have local artists in their programming. | 3 |
| Pacific Plano Society | \$508 (2011) | 1,500 | 1,500 | Pacific Plano Society fosters emerging artists to international standards. Operating Assistance support at the full requested amount is recommended. | 5 |
| Richmond Community Band Society | \$1,000 (2010) | 3,600 | 3,000 | Operating Assistance recommended in support of this long-standing musical group as it has a high public profile, regularly performing at major events in Richmond and has demonstrated intergenerational community outreach to seniors centres and elementary schools. The applicant is encouraged to further grow its operations. | 7 |
| Richmond Community Orchestra & Chorus Assoc. | \$1,015 (2011) | 10,000 | 9,000 | Operating Assistance funding recommended for this well-established arts organization, noting its strong emphasis on mentorship, healthy self-awareness of future challenges and solid history. | 9 |
| Richmond Music School Society | \$914 (2011) | 10,000 | 8,500 | Operating Assistance funding recommended as the applicant plays a vital role in Richmond, providing music education for all income levels with high calibre results. The RMS also provides opportunities for the public to hear classical music. | 11 |
| Richmond Potters Club | n/a | 3,500 | 0 | Due to eligibility criteria requiring that the applicant have received previous City Grant funding in order to receive Operating Assistance, this application is ineligible. The applicant is being recommended for Project Assistance for this year. | 13 |
| Richmond Youth Choral Society | \$1,000 (2011) | 9,000 | 9,000 | Operating Assistance funding to the full amount requested is recommended. The applicant demonstrates an inclusive approach to music education that not only builds talents and skills, but self-worth and other developmental needs. Moreover, the society has a clear and realistic self-awareness and recognition of a need to do long-term strategic planning. | 15 |

| Name of Organization | Most Recent City Grant | 2012 Request | 2012 Recom | Comments | Page |
|--|------------------------|---------------|---------------|--|------|
| Textile Arts Guild of Richmond Society | \$1,015 (2011) | 4,300 | 4,300 | Operating Assistance funding to the full request is recommended. TAGOR has demonstrated successful partnerships with like-minded organizations, has an active community outreach program, and presented an accurate budget. In future, the applicant is encouraged to place more emphasis on advancing textile arts as an art form. | 17 |
| The Community Arts Council | \$2,030 (2011) | 9,100 | 0 | Operating Assistance is not recommended for this applicant. While it is recognized that the society provides valuable opportunities for local artists to display their art in public settings -- and has demonstrated an eagerness to work with partners and engage in community outreach -- its accumulated deficit in excess of \$60,000 indicates that it is not sustainable and is, therefore, not suitable for funding. | 19 |
| OPERATING ASSISTANCE SUBTOTAL | | 71,000 | 45,300 | | |

2012 Arts and Culture Grants - Recommendations

PROJECT ASSISTANCE

ATTACHMENT 4

| Name of Organization | Most Recent City Grant | 2012 Request | 2012 Recom | Comments | Page |
|--|---------------------------------|--------------|------------|--|------|
| Cinevolution Media Arts Society: Your Kontinent: Richmond International Film & Media Arts Festival 2012 | \$2,335 (2011) | 5,000 | 0 | Project Assistance is not recommended for this applicant because it is recommended for Operating Assistance instead. The proposed Project is not recognized as distinct enough from the scope of normal operations to be eligible for additional funding. | 21 |
| Richmond Printmakers Co-op Sponsored by Cinevolution Media Society | \$2,335 (2011) for Cinevolution | 5,000 | 2,500 | Project Assistance is recommended. An innovative pilot partnership of Cinevolution Media Arts Society and the newly formed Richmond Printmaker's Co-op will offer accessible and collaborative hands-on opportunities in an intercultural context. In future, the Richmond Printmaker's Co-op is encouraged to apply independently as a non-profit society and ensure that they have a plan to make themselves sustainable. The recommended Project Assistance funding is directed to this particular Project, and not to Cinevolution administration. | 23 |
| Britannia Heritage Shipyard Society: MERRILLEE II Restoration Project | n/a | 5,000 | 850 | According to the Project Assistance guidelines, restoration of a boat is ineligible. However, there is a component of the Project that qualifies: new partnerships with local photographers and video artists to document the process. Project Assistance funding is recommended for this component of the project only. | 25 |
| Gateway Theatre Society: (1) The Brds - Fall 2012 development workshop | 4,060 (2011) | 5,000 | 3,800 | This workshop is above typical production development and has a strong focus on supporting emerging artists with the majority of the budget going directly to artists. For this reason, Project Assistance is recommended. | 27 |
| Gateway Theatre Society: (2) Web Video Documentation | 4,060 (2011) | 5,000 | 0 | With existing City funding for Operations for the Gateway Theatre, this proposed Project is not recognized as distinct enough from the scope of normal operations to be eligible for additional funding. | 29 |
| Gateway Theatre Society: (3) SceneFirst 2012 | 4,060 (2011) | 5,000 | 0 | With existing City funding for Operations for the Gateway Theatre, this proposed Project is not recognized as distinct enough from the scope of normal operations to be eligible for additional funding. | 31 |
| Gulf of Georgia Cannery Society: Music at the Cannery | 1,015 (2011) | 2,000 | 2,000 | Project Assistance to the full requested amount is recommended for this Project which animates public space, is free and accessible, reflects the maritime cultural identity of the area, engages local artists and demonstrates solid partnerships with like-minded organizations. In future, the applicant is encouraged to increase the artist compensation to meet industry standards. | 33 |
| Richmond Art Gallery Association: Chinese Community Outreach Program | \$2030 (2011) | 5,000 | 5,000 | Project Assistance at the full request is recommended for this educational and proactive Project that will connect with hard-to-reach communities and builds relationships with recent immigrants. There are other confirmed financial partners and, while the Richmond Art Gallery already receives City support that represents the equivalent of Operating Assistance, this Project falls outside of normal operations. | 35 |

| Name of Organization | Most Recent City Grant | 2012 Request | 2012 Recom | Comments | Page |
|--|------------------------|--|------------|--|------|
| Richmond Artists Guild: Fraser River Art Festival | \$750 (2010) | 2000* *max eligibility \$1000 (50% of \$2000 Project budget) | 750 | Project Assistance is recommended in support of this event which provides an accessible, free opportunity for the public to engage directly with artists. This event would benefit from more diverse programming, additional funding partnerships and community outreach. For future applications, the applicant is encouraged to provide a consistent and clear budget with a funding request that is no more than 50% of the total projected budget (for the project) and become a not-for-profit society. | 37 |
| Richmond Potters Club: Potters Club Workshop | n/a | 1500* *max eligibility \$1000 (50% of \$2000 Project budget) | 800 | Project Assistance is recommended for this long-standing hub to promote and develop ceramic arts, and which offers opportunities for a diverse group of pottery enthusiasts. The applicant also applied for Operating Assistance but was ineligible for funding as eligibility criteria require that applicants have recently received City Grant funding. For this year, Project Assistance is recommended with the recognition that this is a transition year for the applicant who will be eligible for Operating Assistance funding in future years. The applicant is encouraged to increase community outreach and public programming (outside of classes) beyond their membership, provide a detailed budget with a funding request that is no more than 50% of the total projected budget, demonstrate more varied forms of revenue, and register as a not-for-profit in order to be eligible for future funding. | 39 |
| Richmond Museum Society: Imaginary Enclave, Doors Open | n/a | 5,000 | 3,500 | Project Assistance funding is recommended for this unique and creative Project with a diverse range of artists showcased as a distinct programmed event within Doors Open, which is otherwise part of the Richmond Museum's normal operations. The recommended funding is to be directed specifically to Imaginary Enclave artists and production expenses. For future applications, the applicant is encouraged to provide a Project budget that is separate from the overall Doors Open budget. | 41 |
| Textile Arts Guild of Richmond Society: (1) Community Club Sewing Projects | \$1,015 (2011) | 3,930 | 0 | This applicant is recommended for Operating Assistance and this proposed Project is not recognized as distinct enough from the scope of normal operations to be eligible for additional funding. | 43 |
| Textile Arts Guild of Richmond Society: (2) Quick Carling Quilt YouTube Video | \$1,015 (2011) | 350 | 350 | Project Assistance funding is recommended to support this forward-thinking proposal to work with emerging young videographers to create a youtube video. In future, the applicant is encouraged to consider administrative costs in the Project budget. | 45 |
| The Richmond Singers: Sound Recording 'Favorites' CD | \$500 (2004) | 2,500 | 1,500 | Project Assistance funding is recommended for Richmond Singers to produce a recording, recognizing this as an important step in the group's evolution. The applicant is encouraged to pursue further community outreach beyond CD's; for example, have music be available digitally, and in future budgets, include revenue beyond projected sales. | 47 |
| Theatre Conspiracy: Extraction | n/a | 5,000 | 0 | The Project is considered ineligible because it is proposed by a Vancouver-based organization and will not involve Richmond-based artists. | 49 |

| Name of Organization | Most Recent City 2012 | | 2012 | Comments | Page |
|--|-----------------------|---------------|---------------|--|------|
| | Grant | Request | Recom | | |
| World Poetry Reading Series Society: World Poetry Richmond Canada and International Festival | n/a | 5,000 | 4,000 | Project Assistance funding is recommended for this second annual poetry festival by a new society that engages new immigrants creatively, and attracts a diversity of participants and arts practice including music and dance. In future, the applicant is encouraged to diversify its revenue base and provide more clarity in the budget. | 51 |
| BC Children's Art and Literacy Centre: Children's Arts Festival | n/a | | 4,700 | This applicant applied for Operating Assistance funding but is ineligible as criteria require that applicants have recently received City Grant funding. However, the main project of this society, the Children's Arts Festival, is a well-attended event with high community impact and quality programming, produced with strong community and creative partnerships. Project Assistance funding is recommended for this year. The applicant will be eligible for Operating Assistance funding in future years. In future, the applicant is encouraged to provide more clarification in their budget. | 53 |
| PROJECT ASSISTANCE SUBTOTAL | | 58,780 | 29,750 | | |

| | | |
|--------------------------------------|----------------|---------------|
| PROJECT ASSISTANCE SUBTOTAL | 62,280 | 29,750 |
| OPERATING ASSISTANCE SUBTOTAL | 71,000 | 45,300 |
| COMBINED TOTAL | 133,280 | 75,050 |
| TOTAL AVAILABLE | | 100,000 |
| Balance Remaining | | 24,950 |



**City of
Richmond**

2012 Arts and Culture Grant Program

OPERATING ASSISTANCE Application Summary Sheet

| | |
|----------------------------------|---|
| Organization | BC Children's Art and Literacy Centre |
| Mission/Mandate | To lead, develop, house and promote programs that engage British Columbian children, youth and adults in the enjoyment of art for its own sake as well as a means of enhancing literacy and learning. |
| Organizational Background | Registered incorporated non-profit society – September 2006; Just over 6000 children participated in the making of the book "the House that Max Built" which will launch on June 7 at the Richmond Cultural Centre; 120 children worked with Stigman Puppets to create their masterpieces; 700 children registered in our Drama and Literacy Projects; Provided cartooning classes to 60 underprivileged children; Launched our concept publicly with our partners on June 7 with approx 500 people in attendance; Presented workshops this year to 120 teachers bringing them practical and easy to implement ideas from drama and visual arts all with a focus on literacy; Pro-Day for teachers Oct 24, 2008 at Gateway Theatre – workshops and Keynote speakers focused on the everyday teacher who needs help incorporating the arts into their everyday classroom life; Sept 2008 we launched our formal programming for teachers and students; Feb 2009 launched our first Children's Art Festival (sold out); March 2010 art workshops and professional development given to Blair elementary; Drumming workshops given to Gilmore Elementary-400 students for a week; April 2010 second Children's Art Festival (sold out); Feb 2011 third Children's Art Festival with addition of a public day (sold out); 2011 nominated for Richmond Arts Award (Education); 2011 nominated and finalist Richmond Arts Award (Volunteerism); Planning committee for our 2012 Children's Art festival 5 days total (sold out); Plans underway for 2012 Children's Art Festival; We are in the process of obtaining title sponsors and partners to expand our endeavour. |

| | | | |
|-------------------------------|---|---------------------------|-----|
| Grant Request | \$10,000 | Previous City Grant | n/a |
| BUDGET | Most Recent Completed Year | Proposed for Current Year | |
| Total Revenue | 15,367 | 152,090 | |
| Total Expenses | 1,085 | 152,090 | |
| Annual Surplus (Deficit) | 14,282 | 0 | |
| Accumulated Surplus (Deficit) | | | |
| Other Sources of Revenue | Earned: \$13,000 Fundraising: \$75,750 Canadian Heritage: \$53,340 (pending) | | |
| Adjudication Score (Average) | 0.0 | Recommended Grant | \$0 |
| Comments | Due to eligibility criteria requiring that the applicant have received previous City Grant funding in order to receive Operating Assistance, this application is ineligible. The applicant is being recommended for Project Assistance for this year. | | |



| | |
|----------------------------------|---|
| Organization | Cinevolution Media Arts Society |
| Mission/Mandate | <p>Our mandate is to organize activities related to film, video, animation and digital media, including exhibitions, festivals, workshops, public forum, and production, to stimulate innovative and progressive ideas, to foster a deeper appreciation of different cultures and art forms, to encourage the new residents' engagement and involvement with local cultural activity, and to enhance cultural exchange between Canada and the world.</p> |
| Organizational Background | <p>Founded in 2007, Cinevolution Media Arts Society has rapidly grown into its role as a leading promoter of film and new media arts in Richmond. In 2011, it gained recognition as a finalist for the Cultural Leadership Award on the 2011 Richmond Arts Awards.</p> <p>For the past four years, we have organized many activities related to film, video, animation, and digital media, including exhibitions, festivals, workshops, public forum, and commissions of original art works.</p> <p>Key highlights include: 1) Successfully produced 4 editions of an international film & media arts festival in Richmond: New Asia Film festival 2008-2010 and Your Kontinent Festival 2011. The Richmond Review has chosen the YK Festival as one of the top 10 Richmond Arts stories of 2011. 2) Highly successful youth film outreach Initiative: Dream Project (2010-2011) 9 films completed and a big multimedia video mapping show was held at the Olympic Oval at the 2011 Richmond Winter Art's Festival. 3) Successfully produced the My Richmond Story: the first community digital storytelling project in Richmond (2011) 4) Successfully organized the first Richmond Film Appreciation Month seminar with the Richmond Public Library in July 2011. 5) Successfully organized the first Get Animated! National Film Board animation event in Richmond. 6) Collaborating with the R2R International Film Festival for youth, successfully co-produced a filmmaking workshop targeting new immigrant youth and aboriginal youth in Aug 2011. 7) Collaborating with the David Lam Centre of SFU, successfully co-produced 3 editions of the DocuAsia in Metro Vancouver. 8) Since 2008, organized over 30 public screenings in Richmond. 9) In Feb 2009, organized the first public screening and community forum on gang violence prevention in Metro Vancouver. 10) In Aug 2009, organized the first multimedia/multicultural outdoor eco-event in Richmond.</p> |

| | | | |
|-------------------------------|--|---------------------------|--------------|
| Grant Request | \$10,000 | Previous City Grant | 2,335 (2011) |
| BUDGET | Most Recent Completed Year | Proposed for Current Year | |
| Total Revenue | 55,371 | 107,944 | |
| Total Expenses | 54,772 | 107,944 | |
| Annual Surplus (Deficit) | 599 | 0 | |
| Accumulated Surplus (Deficit) | 667 | | |
| Other Sources of Revenue | Earned: \$4,800 Fundraising: \$110,350 BC Arts Council: \$10,000 Canada Council/DCH: \$22,000 BC Job Creation: \$23,244 | | |
| Adjudication Score (Average) | 46.0 | Recommended Grant | \$10,000 |
| Comments | Full grant request recommended for this society behind a growing international festival (Your Kontinent) and a wide range of year-round professional programming that reaches diverse audiences and successfully collaborates with other artists and supporters. In future, the applicant is urged to be more attentive to their budget, be mindful of over-extending themselves with so many activities and continue to ensure that they have local artists in their programming. | | |



City of Richmond

2012 Arts and Culture Grant Program

OPERATING ASSISTANCE Application Summary Sheet

| | |
|----------------------------------|---|
| Organization | Pacific Piano Society |
| Mission/Mandate | The Society promotes musical excellence, increases performance opportunities for talented young pianists, promotes interest in the study of music and advances knowledge and appreciation of piano music. |
| Organizational Background | <p>The Pacific Piano Competition originated in 1993 as a component of Gateway Theatre's Multi-cultural Audience Development program. The first competition was held in 1995 and then annually until 2004 when it became a biannual event.</p> <p>In conjunction with the competition, the Society also presents Masterclasses, winners' recitals and recitals by established musicians. The competition has grown in size, status and scope in the past 14 years. Gifted competitors from around the world come together for one week to be adjudicated by acclaimed professional pianists. The Pacific Piano Competition has welcomed competitors from Ukraine, Germany, Austria, Japan, Hong Kong, USA as well as our Canadian musicians. Past adjudicators of this prestigious event have included James Barbagallo, Wu Han, Janina Fialkowska, Marc-Andre Hamelin, Angela Cheng, Clyde Mitchell (conductor), Stephane Lemelin, Gwen Beamish, Bernadene Blaha, Janet Scott-Hoyt, Ronald Turini, Francine Kay, Jaques Despres, Evelyne brancart, Henri Brassard, Gustavo Romero, Karen Shaw, Robin McCabe, Alvin Chow, Marcella Crudeli and Richard Raymond.</p> <p>In order to administer its events more effectively, the Pacific Piano Competition incorporated under the Society Act in 2004 and acquired a charitable group number from Revenue Canada. The Pacific Piano Competition changed its name to Pacific Piano Society in 2007 to reflect the broader scope of its mandates. The Pacific Piano Society is a satellite company of the Gateway Theatre.</p> |

| | | | |
|-------------------------------|--|---------------------------|------------|
| Grant Request | \$1,500 | Previous City Grant | 508 (2011) |
| BUDGET | Most Recent Completed Year | Proposed for Current Year | |
| Total Revenue | 19,614 | 14,700 | |
| Total Expenses | 22,879 | 14,700 | |
| Annual Surplus (Deficit) | (3,265) | 0 | |
| Accumulated Surplus (Deficit) | 1,138 | | |
| Other Sources of Revenue | Earned: \$7,700 Fundraising: \$5,500 | | |
| Adjudication Score (Average) | 40.0 | Recommended Grant | \$1,500 |
| Comments | Pacific Piano Society fosters emerging artists to international standards. Operating Assistance support at the full requested amount is recommended. | | |



City of Richmond

2012 Arts and Culture Grant Program

OPERATING ASSISTANCE Application Summary Sheet

| | |
|----------------------------------|--|
| Organization | Richmond Community Band Society |
| Mission/Mandate | Our mandate is to provide live musical concerts for the public, mostly in Richmond, promote music in schools via joint concerts and to provide an outlet for the musical aspirations of our members. |
| Organizational Background | <p>Our Band was started in 1973 by Richmond's Branch 5 of the Royal Canadian legion. In 1976 it become independent of the Legion and was incorporated as the J/H Thompson Band Society. Still later (1996) it was renamed as the Lulu Island Music society and even still later (2003) as the Richmond Community Band Society. Throughout these name changes it has been the same musical group.</p> <p>Rehearsals are held every Monday evening in the Murdoch Centre of Brighthouse United Church from 8 to 10 pm. Our conductor is Bob Mullett, a local professional musician.</p> <p>Our role in Richmond is to rehearse and thereby hone the musical skills of our members, many of whom are senior residents in Richmond. These regularly include the Remembrance Day ceremonies at the City Hall, the July 1st Salmon Queen parade in Steveston, the Ladner Bandfest and an annual concert at the Gateway Theatre.; we have been doing the latter for 26 consecutive years.</p> <p>We also perform at seniors residences, seniors centres, at shopping malls, at the Steveston Cannery, in Richmond schools, and in the summer, outdoor concerts in parks in Richmond. In the rather distant past, our Band was invited to join in the ceremonies celebrating the 50th anniversary of the liberation of the Netherlands by Canadian Armed Forces. A few years earlier the Band made a tour of England and Scotland.</p> |

| | | | |
|-------------------------------|--|---------------------------|--------------|
| Grant Request | \$3,600 | Previous City Grant | 1,000 (2010) |
| BUDGET | Most Recent Completed Year | Proposed for Current Year | |
| Total Revenue | 10,077 | 12,850 | |
| Total Expenses | 11,382 | 12,515 | |
| Annual Surplus (Deficit) | (1,304) | 335 | |
| Accumulated Surplus (Deficit) | (2,807) | | |
| Other Sources of Revenue | Earned: \$3,500 Fundraising: \$5,750 | | |
| Adjudication Score (Average) | 39.0 | Recommended Grant | \$3,000 |
| Comments | Operating Assistance recommended in support of this long-standing musical group as it has a high public profile, regularly performing at major events in Richmond and has demonstrated intergenerational community outreach to seniors centres and elementary schools. The applicant is encouraged to further grow its operations. | | |



City of Richmond

2012 Arts and Culture Grant Program

OPERATING ASSISTANCE Application Summary Sheet

| | |
|----------------------------------|--|
| Organization | Richmond Community Orchestra & Chorus Association |
| Mission/Mandate | To be leaders in music education and training for musicians in the Richmond community and to make exemplary contributions to the rich cultural scene of Richmond. |
| Organizational Background | <p>In 1986 a small group of Richmond musicians came together to make music for their community. The impetus came from local music teacher, George Austin, who approached Richmond Leisure Services with the ideas for a local orchestra and chorus. The result was the establishment of the Richmond Community Orchestra and Chorus Association with an orchestra and a chorus under one administration.</p> <p>The two groups rehearse and perform both separately and together, and present up to six formal concerts per year. The Chorus has had only two conductors since its inaugural year: Len Lythgoe and currently Brigid Coult. Orchestra conductors have included Peter Rohloff, Charles Willett, Wallace Leung, Lorraine Grescoe and Chris Robertson. James Malmberge is the current conductor.</p> <p>Special performances have included singing at the opening of the new International Terminal at Vancouver Airport, performances on the Main Stage and at the Captain's Ball of the Tall Ships festival in August 2002. In March 2006, the Chorus sang in New York's famed Carnegie Hall under the baton of BC composer Imant Raminsh, as he conducted his "Missa Brevis" and "Magnificant". In October 2009 the Chorus sang with the Xiamen Philharmonic Orchestra (under the direction of Zheng Xiaoying) at the River Rock Theatre, and in February 2010, had the privilege of singing the official Olympic Torch Anthem as part of the Torch Ceremony at Richmond's "O Zone".</p> <p>The orchestra in particular is working to encourage and mentor young local musicians and provide them with performance opportunities.</p> |

| | | | |
|-------------------------------|--|---------------------------|--------------|
| Grant Request | \$10,000 | Previous City Grant | 1,015 (2011) |
| BUDGET | Most Recent Completed Year | Proposed for Current Year | |
| Total Revenue | 85,662 | 85,030 | |
| Total Expenses | 75,825 | 85,030 | |
| Annual Surplus (Deficit) | 9,837 | 0 | |
| Accumulated Surplus (Deficit) | 18,831 | | |
| Other Sources of Revenue | Earned: \$44,330 Fundraising: \$30,700 | | |
| Adjudication Score (Average) | 42.3 | Recommended Grant | \$9,000 |
| Comments | Operating Assistance funding recommended for this well-established arts organization, noting its strong emphasis on mentorship, healthy self-awareness of future challenges and solid history. | | |



**City of
Richmond**

2012 Arts and Culture Grant Program

**OPERATING ASSISTANCE
Application Summary Sheet**

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|----------------------------------|---|
| Organization | Richmond Music School Society |
| Mission/Mandate | To act as a centre for Richmond music lovers of all ages through direct musical participation, in depth listening or active learning. |
| Organizational Background | The Richmond Music School is operated by the Richmond Music School Society which was incorporated as a non-profit society in Feb 1980, and registered with the Provincial Government in Feb 1980. It has been in continuous operation since then, growing from a student body of 30 to the present 440 students. The school offers private lessons in most instruments and voice as well as violin classes, all areas of theory classes, guitar ensembles and children's choirs. There are over 25 teachers employed at the school, 18 apprentice teachers, a part-time principal, a full-time administrative assistant and a part-time bookkeeper. Over 500 public performances are presented by students and faculty in Richmond and metro Vancouver. |

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| Grant Request | \$10,000 | Previous City Grant | 914 (2011) |
| BUDGET | Most Recent Completed Year | Proposed for Current Year | |
| Total Revenue | 493,198 | 501,200 | |
| Total Expenses | 457,757 | 501,200 | |
| Annual Surplus (Deficit) | 35,441 | 0 | |
| Accumulated Surplus (Deficit) | 2220 | | |
| Other Sources of Revenue | Earned: \$487,200 Fundraising:\$5,000 | | |
| Adjudication Score (Average) | 41.3 | Recommended Grant | \$8,500 |
| Comments | Operating Assistance funding recommended as the applicant plays a vital role in Richmond, providing music education for all income levels with high calibre results. The RMS also provides opportunities for the public to hear classical music. | | |



City of Richmond

2012 Arts and Culture Grant Program

OPERATING ASSISTANCE Application Summary Sheet

| | |
|----------------------------------|---|
| Organization | Richmond Potters Club |
| Mission/Mandate | The Richmond Potters Club strives to maintain a well-equipped studio environment for ceramic artists, to provide adult ceramic classes, and to share our knowledge within our community at local events. |
| Organizational Background | <p>The Richmond Potters Club began on March 16, 1969. From the beginning, the Richmond Potters Club arranged classes, held workshops, put out a newsletter and took part in displays and shows. The pottery club continues to be an active participating art group in the city of Richmond. The Club owns and maintains studio equipment including 2 kilns and 10 electric pottery wheels.</p> <p>Club members hire teachers and offer 5 adult classes in each of 3 terms. Each set of classes runs for 9 weeks. Club members volunteer their time for Club administration duties, class and membership registration, ordering chemicals, mixing glazes, loading and unloading kilns, maintaining equipment as well as a myriad of other duties required to run a pottery studio.</p> <p>Members use the studio approximately 23 hours per week doing club work as well as working on their own pottery projects. Members also participate in community activities such as Doors Open, Winterfest, London Farm Art Show, Richmond Maritime festival where we demonstrate our craft.</p> |

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|-------------------------------|---|---------------------------|-----|
| Grant Request | \$3,500 | Previous City Grant | n/a |
| BUDGET | Most Recent Completed Year | Proposed for Current Year | |
| Total Revenue | 38,528 | 36,357 | |
| Total Expenses | 34,678 | 36,357 | |
| Annual Surplus (Deficit) | 3,849 | 0 | |
| Accumulated Surplus (Deficit) | | | |
| Other Sources of Revenue | Earned: \$36,357 | | |
| Adjudication Score (Average) | 35.0 | Recommended Grant | \$0 |
| Comments | Due to eligibility criteria requiring that the applicant have received previous City Grant funding in order to receive Operating Assistance, this application is ineligible. The applicant is being recommended for Project Assistance for this year. | | |



City of Richmond

2012 Arts and Culture Grant Program

OPERATING ASSISTANCE Application Summary Sheet

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|----------------------------------|---|
| Organization | Richmond Youth Choral Society |
| Mission/Mandate | To provide children in the City of Richmond an excellent choral music education and prestigious performance opportunities. Our desire is to enrich their lives and nurture them to become proud community contributors and builders in our city's multicultural atmosphere. |
| Organizational Background | <p>In 2000, a choir of 75 elementary school voices from across our city formed under the direction of 3 Richmond teachers, Lorraine Jarvis, Catherine Ludwig and Lyn Wilkinson. This choir was formed to sing at the BC Music Educators Conference. These teachers continued at Richmond School District Choir (Richmond Elementary Honour Choir) for 2 years. With school district cutbacks, Lorraine, Catherine and parents created the Richmond Youth Choral Society in 2002.</p> <p>Memberships began with 45 singers. By October 2003, a Secondary Choir was added at the request of Elementary Choir graduates. Concerts were arranged to feature the skills of the RYHC singers at many community and charitable events. By 2009-2010 season of the RYHC, the choirs were recognized as a premiere group within our city.</p> <p>Performance highlights include: 2010 Olympic Performances (4); Emperor and Empress of Japan; Philharmonic Orchestra from our sister city, Xiamen, China; World senior Badminton Championships; Vancouver Symphony Orchestra; Richmond Community Chorus and Orchestra; and Richmond Singers. Current invitations include: Vancouver Youth Symphony Orchestra; Vancouver Peace Choir; and Richmond Sings.</p> <p>Parents, the Board of Directors, and members of the community continue to volunteer to make this choir successful.</p> |

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| Grant Request | \$9,000 | Previous City Grant | 1,000 (2011) |
| BUDGET | Most Recent Completed Year | Proposed for Current Year | |
| Total Revenue | 23,585 | 41,140 | |
| Total Expenses | 23,895 | 41,689 | |
| Annual Surplus (Deficit) | (309) | -451 | |
| Accumulated Surplus (Deficit) | 4353 | | |
| Other Sources of Revenue | Earned: 23,090 Fundraising: \$6,050 BC Gaming: \$3,000 (pending) | | |
| Adjudication Score (Average) | 46.0 | Recommended Grant | \$9,000 |
| Comments | Operating Assistance funding to the full amount requested is recommended. The applicant demonstrates an inclusive approach to music education that not only builds talents and skills, but self-worth and other developmental needs. Moreover, the society has a clear and realistic self-awareness and recognition of a need to do long-term strategic planning. | | |



City of Richmond

2012 Arts and Culture Grant Program

OPERATING ASSISTANCE Application Summary Sheet

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|----------------------------------|---|
| Organization | Textile Arts Guild of Richmond Society |
| Mission/Mandate | 1) Advancing textile arts creation by our members 2) Producing items requested by community organizations, and 3) Maintaining an environment that provides friendship and support to our guild members. |
| Organizational Background | <p>TAGOR began in 1975. From 1975 to 1988 our guild focused on educational workshops and speakers as many products, tools and machines were changing at this time. TAGOR offered eight major public exhibitions either by ourselves or in user group shows. Community projects in these years included quilts to mark Richmond's 1979 Centennial Quilt and Expo '86.</p> <p>The early 1990's saw us based in several locations while the new Cultural Centre was being built. Specialized lighting and electrical outlets in the studio were purchased by TAGOR when the new Cultural Centre opened in 1993. As the focus of the Richmond Art Gallery shifted from local arts groups to a national and international base, our costs for mounting shows rose dramatically. Still, we hosted exhibitions in 2000, 2002, 2006 and 2008.</p> <p>From 2000 to 2010, TAGOR members wanted to do more community work and began actively searching for local organizations to help. We were given rent-free days by the Arts Centre to support this work. We created a special Millennium Quilt in 2000 and created quilts auctioned to support the Canadian Breast Cancer Foundation in 2005-06.</p> <p>In 2009, we became a non-profit society. In December 2010, the TAGOR website was launched. Also in December 2010, TAGOR won the Constellation Award from the Richmond Volunteer Bureau. We have seen many changes - some we couldn't control, but most have been in response to our members and community needs. We see change as a growth opportunity, and look forward to working with Arts Centre staff and the public well into the future.</p> |

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| Grant Request | \$4,300 | Previous City Grant | 1,015 (2011) |
| BUDGET | Most Recent Completed Year | Proposed for Current Year | |
| Total Revenue | 10,403 | 14,200 | |
| Total Expenses | 10,870 | 14,200 | |
| Annual Surplus (Deficit) | (467) | 0 | |
| Accumulated Surplus (Deficit) | 1,509 | | |
| Other Sources of Revenue | Earned: \$1,200 Fundraising: \$5,100 | | |
| Adjudication Score (Average) | 44.8 | Recommended Grant | \$4,300 |
| Comments | Operating Assistance funding to the full request is recommended. TAGOR has demonstrated successful partnerships with like-minded organizations, has an active community outreach program, and presented an accurate budget. In future, the applicant is encouraged to place more emphasis on advancing textile arts as an art form. | | |



City of Richmond

2012 Arts and Culture Grant Program

OPERATING ASSISTANCE Application Summary Sheet

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|----------------------------------|--|
| Organization | The Community Arts Council |
| Mission/Mandate | To support the arts, artists, and artisans in Richmond in a variety of ways, including exhibitions, education, promotions and as advocates. |
| Organizational Background | <p>As a federally and provincially registered charity since 1970 in pursuit of our mission and mandate, we have had many accomplishments. A few of these include: being instrumental in raising funds to help build both the current Cultural Centre and Gateway Theatre.</p> <p>As the primary arts group in the 1980-90 period we distributed thousands of dollars in grants and support to art groups and organizations. Held numerous workshops, classes, events and exhibitions and as the main arts organization in Richmond for many years, paved the way for others to come forward. Operated an Artisans Galleria for local artists to display and sell their work and where numerous exhibitions and events were held.</p> <p>All events/exhibitions are offered free to the public as a way to encourage participation in the arts by the community and to strengthen partnerships between businesses and the arts, while welcoming all cultures and disciplines.</p> <p>We were the first to offer a full exhibition in a gallery setting, of work created by the artists involved in the arts program of the Richmond Society for Community Living. Following this, they were recognized as true artists and their work is now shown in many areas including City Hall. We have had many "firsts" in Richmond and are always trying to "think outside the box" for ways to engage and connect groups, artists and the community in the development and appreciation for the arts.</p> |

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| Grant Request | \$9,100 | Previous City Grant | 2,030 (2011) |
| BUDGET | Most Recent Completed Year | Proposed for Current Year | |
| Total Revenue | 93,556 | 39,735 | |
| Total Expenses | 105,439 | 39,735 | |
| Annual Surplus (Deficit) | (\$22,244) | 0 | |
| Accumulated Surplus (Deficit) | (61,837) | | |
| Other Sources of Revenue | Earned: \$1,200 Fundraising: \$19,935 BC Arts Council: \$9,500 (pending) | | |
| Adjudication Score (Average) | 29 | Recommended Grant | 0 |
| Comments | Operating Assistance is not recommended for this applicant. While it is recognized that the society provides valuable opportunities for local artists to display their art in public settings -- and has demonstrated an eagerness to work with partners and engage in community outreach -- its accumulated deficit in excess of \$60,000 indicates that it is not sustainable and is, therefore, not suitable for funding. | | |



City of
Richmond

2012 Arts and Culture Grant Program

PROJECT ASSISTANCE
Application Summary Sheet

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| Organization | Cinevolution Media Arts Society |
| Project Title | Your Kontinent: Richmond International Film & Media Arts Festival 2012 |
| Project Summary | As the only film festival in Richmond, this project is a community celebration of international films and media arts. The Festival will exhibit a spectrum of films and multi-media art works from both Canada and around the world, invite renowned filmmakers and artists to participate, and public forums and community workshops will be offered. |
| Date of Project | July 18-22, 2012 |
| Mission/Mandate | Our mission is: to promote innovative creation and critical discourse through film, video, animation, and new media art works, to bring new ways of thinking and expression into cross-culture communication, and to foster exchange and collaboration among filmmakers and media artists in Canada and around the world. |
| Organizational Background | Founded In 2007, Cinevolution Media Arts Society has rapidly grown into its role as a leading promoter of film and new media arts in Richmond. In 2011, it gained recognition as a finalist for the Cultural Leadership Award in the 2011 Richmond Arts Awards. For the past four years, we have organized many activities related to film, video, animation, and digital media, including exhibitions, festivals, workshops, public forum, and commissions of original art works. The annual international film festival is our signature event, and a total of 4 editions have been held successfully: New Asia Film Festival (2008-2010) and Your Kontinent festival (2011). The Richmond Review has chosen the YK Festival as one of the top 10 Richmond arts stories of 2011. |

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| Grant Request | \$5,000 | Previous City Grant | 2,335 (2011) |
| BUDGET | Most Recent Completed Year | Proposed for Project | |
| Total Revenue | 55,371 | 69,944 | |
| Total Expenses | 54,772 | 69,944 | |
| Annual Surplus (Deficit) | 599 | 0 | |
| Accumulated Surplus (Deficit) | 667 | | |
| Society Operating Budget for current year | 96,744 | | |
| Other Sources of Revenue for this Project | Earned: 2,800 Fundraising: 19,400 BC Arts Council: \$7500 BC Job Creation: \$23,244 Canada Council: \$12,000 | | |
| Adjudication Score (Average) | 0.0 | Recommended Grant | \$0 |
| Comments | Project Assistance is not recommended for this applicant because it is recommended for Operating Assistance Instead. The proposed Project is not recognized as distinct enough from the scope of normal operations to be eligible for additional funding. | | |



City of
Richmond

2012 Arts and Culture Grant Program

PROJECT ASSISTANCE
Application Summary Sheet

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| Organization | Richmond Printmakers Co-op Sponsored by Cinevolution Media Society |
| Project Title | Richmond Printmakers Co-op |
| Project Summary | The Richmond Printmakers' Co-Op offers an inclusive and collaborative studio environment for artists and community members wishing to explore the field of print media and multimedia experimentation. We will supplement studio activities with workshops from guest artists, collaborations with local organizations, and community outreach. The project culminates at the end of the year with a group exhibition. |
| Date of Project | Mar 1-Dec 31, 2012 |
| Mission/Mandate | Mission: To promote innovative creation and critical discourse through new digital media art works and multidisciplinary artistic creation; To bring new ways of thinking and expression into cross-culture communication; To encourage the expression and cultural engagement of recent immigrants; To enhance exchange and collaboration amongst artists in Canada and around the world. Mandate: To organize community-based festivals and activities related to new digital media arts and multidisciplinary art forms; To produce and commission originally conceived art works; To provide multilingual public educational programs, such as workshops, seminars, etc.; To enhance the collaboration between artists of diverse disciplines and cultures; To initiate international cultural exchange projects. |
| Organizational Background | Founded in 2007, Cinevolution Media Arts Society has rapidly grown into its role as a leading promoter of film and new media arts in Richmond. In 2011, it gained recognition as a finalist for the Cultural Leadership Award on the 2011 Richmond Arts Awards. For the past four years, we have organized many activities related to film, video, animation, and digital media, including exhibitions, festivals, workshops, public forum, and commissions of original art works. Cinevolution is the only professional Arts Resident group in the Media Lab. Your Kontinent Festival, our signature international film event was chosen by the Richmond Review as one of the top 10 art stories in 2011. Highlights of our past achievements are: 1) Successfully produced 4 editions of an international film & media arts festival (2008-2011) 2) First youth film outreach program: Dream Project (2010-2011) 3) First Richmond digital storytelling project, My Richmond Story (2011) 4) First Richmond Film Appreciation Month (2011) 5) Get Animated! First National Film Board animation festival (2011) 6) Three editions of the DocuAsia Forum (2009-2011). |

| | | | |
|---|--|----------------------|-------------------------------|
| Grant Request | \$5,000 | Previous City Grant | 2,335 (2011) for Cinevolution |
| BUDGET | Most Recent Completed Year | Proposed for Project | |
| Total Revenue | 55,371 | 30,635 | |
| Total Expenses | 54,772 | 30,635 | |
| Annual Surplus (Deficit) | 599 | 0 | |
| Accumulated Surplus (Deficit) | 667 | | |
| Society Operating Budget for current year | 96,744 (for Cinevolution) | | |
| Other Sources of Revenue for this Project | Earned: \$3,500 Fundraising: \$22,135 | | |
| Adjudication Score (Average) | 39.5 | Recommended Grant | \$2,500 |
| Comments | Project Assistance is recommended. An innovative pilot partnership of Cinevolution Media Arts Society and the newly formed Richmond Printmaker's Co-op will offer accessible and collaborative hands-on opportunities in an intercultural context. In future, the Richmond Printmaker's Co-op is encouraged to apply independently as a non-profit society and ensure that they have a plan to make themselves sustainable. The recommended Project Assistance funding is directed to this particular Project, and not to Cinevolution administration. | | |



City of Richmond

2012 Arts and Culture Grant Program

PROJECT ASSISTANCE Application Summary Sheet

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|----------------------------------|--|
| Organization | Britannia Heritage Shipyard Society |
| Project Title | MERRILLEE II Restoration Project |
| Project Summary | Merrilee II, a 1950's pleasure craft typical of the era, is being restored in order that she become a tourist draw at Britannia. Master craftsmen will be engaged to work with volunteers from the community. The outcome is an added tourist draw and volunteers will have increased craftsmen skills. The project will be documented through photographs and video for an on-site exhibit and website enhancement. |
| Date of Project | Jan 1-Dec 31, 2012 |
| Mission/Mandate | The purpose of the Society is to preserve history. This will include establishing a working heritage shipyard site in Steveston; raising funds for, and participating in the operation of such a site; collecting artifacts, photographs and documents; participating in the restoration, preservation and repair of heritage buildings, vessels and associated elements of Steveston's history. Internal functions of the Society will include education, research and promoting the general understanding and enjoyment of Canada's West Coast boat building history in an open, accessible park-like setting. |
| Organizational Background | Britannia Heritage Shipyard Society was established in 1991. The operation of the Society is to be chiefly carried out in the community of Steveston, in the City of Richmond. A Board of Nine Directors; Chairperson, Vice-Chairperson, Secretary, Treasurer, and five additional directors oversee the Society affairs and receive no remuneration from the Society. |

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| Grant Request | \$5,000 | Previous City Grant | n/a |
| BUDGET | Most Recent Completed Year | Proposed for Project | |
| Total Revenue | 71,040 | 20,750 | |
| Total Expenses | 43,573 | 20,750 | |
| Annual Surplus (Deficit) | 27,466 | 0 | |
| Accumulated Surplus (Deficit) | | | |
| Society Operating Budget for current year | 27,600 | | |
| Other Sources of Revenue for this Project | Earned: \$5,500 Fundraising: \$15,750 | | |
| Adjudication Score (Average) | 24.8 | Recommended Grant | \$850 |
| Comments | According to the Project Assistance guidelines, restoration of a boat is ineligible. However, there is a component of the Project that qualifies: new partnerships with local photographers and video artists to document the process. Project Assistance funding is recommended for this component of the project only. | | |



City of Richmond

2012 Arts and Culture Grant Program

PROJECT ASSISTANCE Application Summary Sheet

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|----------------------------------|---|
| Organization | Gateway Theatre Society |
| Project Title | (1) The Birds - Fall 2012 development workshop |
| Project Summary | For The Birds development workshop, we are producing a special workshop focused on bringing elements together. We will be working to integrate puppets, design and music into the script which allows the writer and artistic team to truly understand the theatrical possibilities! We share our findings with an audience to engage our community by seeking out feedback for the artists involved. |
| Date of Project | Fall 2012 |
| Mission/Mandate | Gateway Theatre is a welcoming and inclusive regional theatre for Richmond and its surrounding communities. Encouraging participation and cultural diversity, we strive for excellence and leadership in the development and production of live professional theatre and programs that connect the community. Our core values are leadership, quality, inclusiveness and respect. These values dictate working relationships and decision-making. We aim to provide a professional theatre company, an academy for the performing arts and rental opportunities for artists groups. Support for these activities come from box office, grants, sponsorships, and other earned revenues. |
| Organizational Background | The Richmond Gateway Theatre Society was incorporated in 1982 to serve the people of Richmond by offering arts to their community. In 2000, the Board hired Simon Johnston to restructure the administration and to create a professional theatre company. In the past decade, the Main Stage has included co-productions with companies such as the Arts Club Theatre, MTC, WCT, Firehall Arts Centre, Theatre One, The Belfry and the Citadel Theatres. Similar work has been accomplished at the Academy that has grown from two summer classes to fifteen year round, after-school classes taught by professional theatre artists. The activities of the professional Theatre Company and the Academy take up one third of the calendar year. the remaining time is open to artist groups who wish to rent the facility for a variety of performing arts events. Revenues from these rentals are used to support the other two core programs. |

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|---|--|----------------------|--------------|
| Grant Request | \$5,000 | Previous City Grant | 4,060 (2011) |
| BUDGET | Most Recent Completed Year | Proposed for Project | |
| Total Revenue | 2,382,740 | 10,000 | |
| Total Expenses | 2,378,920 | 10,000 | |
| Annual Surplus (Deficit) | 3,820 | 0 | |
| Accumulated Surplus (Deficit) | (26,870) | | |
| Society Operating Budget for current year | 1,235,918 | | |
| Other Sources of Revenue for this Project | Earned: \$300 Fundraising: \$4,700 | | |
| Adjudication Score (Average) | 37.8 | Recommended Grant | \$3,800 |
| Comments | This workshop is above typical production development and has a strong focus on supporting emerging artists with the majority of the budget going directly to artists. For this reason, Project Assistance is recommended. | | |



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|----------------------------------|---|
| Organization | Gateway Theatre Society |
| Project Title | (2) Web Video Documentation |
| Project Summary | We intend to create new original video content for the Gateway Theatre website. Our video will include information about all Gateway programming from mainstage shows to studio shows to educational programs to theatre rental opportunities. We want to communicate with our potential audiences and supporters about the breadth of activity happening at the Gateway and how they can get involved! |
| Date of Project | Feb - Oct 2012 |
| Mission/Mandate | Gateway Theatre is a welcoming and inclusive regional theatre for Richmond and its surrounding communities. Encouraging participation and cultural diversity, we strive for excellence and leadership in the development and production of live professional theatre and programs that connect the community. Our core values are leadership, quality, inclusiveness and respect. These values dictate working relationships and decision-making. We aim to provide a professional theatre company, an academy for the performing arts and rental opportunities for artists groups. Support for these activities come from box office, grants, sponsorships, and other earned revenues. |
| Organizational Background | The Richmond Gateway Theatre Society was incorporated in 1982 to serve the people of Richmond by offering arts to their community. In 2000, the Board hired Simon Johnston to restructure the administration and to create a professional theatre company. In the past decade, the Main Stage has included co-productions with companies such as the Arts Club Theatre, MTC, WCT, Firehall Arts Centre, Theatre One, The Belfry and the Citadel Theatres. Similar work has been accomplished at the Academy that has grown from two summer classes to fifteen year round, after-school classes taught by professional theatre artists. The activities of the professional Theatre Company and the Academy take up one third of the calendar year. the remaining time is open to artist groups who wish to rent the facility for a variety of performing arts events. Revenues from these rentals are used to support the other two core programs. |

| | | | |
|---|--|----------------------|--------------|
| Grant Request | \$5,000 | Previous City Grant | 4,060 (2011) |
| BUDGET | Most Recent Completed Year | Proposed for Project | |
| Total Revenue | 2,382,740 | 10,000 | |
| Total Expenses | 2,378,920 | 10,000 | |
| Annual Surplus (Deficit) | 3,820 | 0 | |
| Accumulated Surplus (Deficit) | (26,870) | | |
| Society Operating Budget for current year | 1,235,918 | | |
| Other Sources of Revenue for this Project | Earned: \$5,000 | | |
| Adjudication Score (Average) | 0.0 | Recommended Grant | \$0 |
| Comments | With existing City funding for Operations for the Gateway Theatre, this proposed Project is not recognized as distinct enough from the scope of normal operations to be eligible for additional funding. | | |



City of Richmond

2012 Arts and Culture Grant Program

PROJECT ASSISTANCE Application Summary Sheet

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| Organization | Gateway Theatre Society |
| Project Title | (3) SceneFirst 2012 |
| Project Summary | For SceneFirst 2012, we are producing workshops for three to four plays. These works feature diverse cultural perspectives and are intended to appeal to our diverse community of Richmond residents. We share the scripts with audiences over several nights and engage our community by seeking out feedback for the artists involved. |
| Date of Project | Jan-Jun 2012 |
| Mission/Mandate | Gateway Theatre is a welcoming and inclusive regional theatre for Richmond and its surrounding communities. Encouraging participation and cultural diversity, we strive for excellence and leadership in the development and production of live professional theatre and programs that connect the community. Our core values are leadership, quality, inclusiveness and respect. These values dictate working relationships and decision-making. We aim to provide a professional theatre company, an academy for the performing arts and rental opportunities for artists groups. Support for these activities come from box office, grants, sponsorships, and other earned revenues. |
| Organizational Background | The Richmond Gateway Theatre Society was incorporated in 1982 to serve the people of Richmond by offering arts to their community. In 2000, the Board hired Simon Johnston to restructure the administration and to create a professional theatre company. In the past decade, the Main Stage has included co-productions with companies such as the Arts Club Theatre, MTC, WCT, Firehall Arts Centre, Theatre One, The Belfry and the Citadel Theatres. Similar work has been accomplished at the Academy that has grown from two summer classes to fifteen year round, after-school classes taught by professional theatre artists. The activities of the professional Theatre Company and the Academy take up one third of the calendar year, the remaining time is open to artist groups who wish to rent the facility for a variety of performing arts events. Revenues from these rentals are used to support the other two core programs. |

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|---|--|----------------------|--------------|
| Grant Request | \$5,000 | Previous City Grant | 4,060 (2011) |
| BUDGET | Most Recent Completed Year | Proposed for Project | |
| Total Revenue | 2,382,740 | 10,171 | |
| Total Expenses | 2,378,920 | 10,171 | |
| Annual Surplus (Deficit) | 3,820 | 0 | |
| Accumulated Surplus (Deficit) | (26,870) | | |
| Society Operating Budget for current year | 1,235,918 | | |
| Other Sources of Revenue for this Project | Earned: \$5,000 Fundraising: \$1,500 | | |
| Adjudication Score (Average) | 0.0 | Recommended Grant | \$0 |
| Comments | With existing City funding for Operations for the Gateway Theatre, this proposed Project is not recognized as distinct enough from the scope of normal operations to be eligible for additional funding. | | |



City of Richmond

2012 Arts and Culture Grant Program

PROJECT ASSISTANCE Application Summary Sheet

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|----------------------------------|---|
| Organization | Gulf of Georgia Cannery Society |
| Project Title | Music at the Cannery |
| Project Summary | This grant will be used to help fund Music at the Cannery - a series of nine free concerts on the Gulf of Georgia Cannery's Tank Deck. The concerts will be held every Friday evening throughout July and August 2012. |
| Date of Project | Jul-Aug 2012 |
| Mission/Mandate | The Society's mandate is to preserve and promote the history of Canada's West Coast fishing industry. As a community based organization, our mission also extends to offering programs and special events that contribute to the cultural life of the City of Richmond, promote community engagement, volunteerism and diversity. |
| Organizational Background | <p>Established in 1986, the Gulf of Georgia Cannery Society is an independent, non-profit society and registered charity responsible for the operation of the Gulf of Georgia Cannery National Historic Site. After the Gulf of Georgia Cannery ceased operations, the local community lobbied various levels of government to preserve the Cannery due to its significant contribution to Canadian history.</p> <p>In 1979, it was purchased by the federal government and transferred to Parks Canada. Development of the site began in the early 1990s and the first phase opened to the public in 1994. The site is now fully restored. In 2012, 48,484 people visited the Gulf of Georgia Cannery. Key exhibits include a functioning salmon canning line that presents both the social and technological history of the canning industry, a herring reduction plant and a flexible exhibit space.</p> <p>The Cannery offers a wide range of interactive school programs designed to complement the social studies and science curricula for students in grades K-7 and for ESL programs. This year, over 4,000 students visited the Cannery to participate in our educational programs.</p> <p>The Cannery also offers a variety of programs and special events for the general public including guided tours, drop-in children's activities, Music at the Cannery, Strolling through Steveston (a walking tour of the village of Steveston), Fishing the West Coast (an annual photography contest and exhibition), Haunted Cannery tours, Christmas programs and the Steveston Farmers and Artisans Market. Many of these programs are delivered in partnership with other local organizations.</p> |

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| Grant Request | \$2,000 | Previous City Grant | 1,015 (2011) |
| BUDGET | Most Recent Completed Year | Proposed for Project | |
| Total Revenue | 787,632 | 8,500 | |
| Total Expenses | 727,456 | 8,500 | |
| Annual Surplus (Deficit) | 60,176 | 0 | |
| Accumulated Surplus (Deficit) | 52227 | | |
| Society Operating Budget for current year | 900,000 | | |
| Other Sources of Revenue for this Project | Earned: \$5,000 Fundraising: \$1,500 | | |
| Adjudication Score (Average) | 46.0 | Recommended Grant | \$2,000 |
| Comments | Project Assistance to the full requested amount is recommended for this Project which animates public space, is free and accessible, reflects the maritime cultural identity of the area, engages local artists and demonstrates solid partnerships with like-minded organizations. In future, the applicant is encouraged to increase the artist compensation to meet industry standards. | | |



**City of
Richmond**

2012 Arts and Culture Grant Program

**PROJECT ASSISTANCE
Application Summary Sheet**

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|----------------------------------|---|
| Organization | Richmond Art Gallery Association |
| Project Title | Chinese Community Outreach Program |
| Project Summary | A series of social and educational events appealing to the Chinese newcomer community, creating opportunities to learn more about Canadian art and culture. Funding will cover programming and advertising expenses. |
| Date of Project | Apr-Nov 2012 |
| Mission/Mandate | The Richmond Art Gallery is mandated to exhibit, preserve, and promote visual art, and support visual artists in the public presentation of their work. We believe our role is to promote dialogue between artists and between diverse communities on ideas and issues that challenge and stimulate our audience. Through exhibitions, publications, educational programming, collections and significant partnerships, the Richmond Art Gallery provides opportunities for the enrichment of life in Richmond while serving and contributing to the contemporary art community in Canada. |
| Organizational Background | <p>The Richmond Art Gallery began as a volunteer organization in 1970s exhibiting in the corridors of the old Richmond Art Centre. The Gallery moved to a small exhibition space in 1980 and continued to develop through community involvement until moving to its permanent home in the Richmond Cultural Centre in 1992. In 2005, the Gallery celebrated its 25th anniversary. In 2012, the curatorial program broadened to include national and international art. That year also saw the Gallery receive a Richmond Arts Award for Arts Leadership, and host a Cultural Olympiad exhibition, Arthur Renwick, "Mask".</p> <p>The Richmond Art Gallery is a dynamic and vital community organization, well respected regionally and nationally for its quality programming and publications, and for its excellence in art education. In addition to our exhibition program, we regularly organize artist talks, workshops, panels and demonstrations. Our art lounge is supplied with books and art activities related to our exhibitions, and gallery-produced artist interviews. Our popular school art program serves over 110 regional schools and our Family Sunday program serves over 2,500 parents and children annually.</p> |

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|---|---|----------------------|--------------|
| Grant Request | \$5,000 | Previous City Grant | 2,030 (2011) |
| BUDGET | Most Recent Completed Year | Proposed for Project | |
| Total Revenue | 227,529 | 27,450 | |
| Total Expenses | 206,040 | 27,450 | |
| Annual Surplus (Deficit) | 21,489 | 0 | |
| Accumulated Surplus (Deficit) | (4,675) | | |
| Society Operating Budget for current year | 161,000 | | |
| Other Sources of Revenue for this Project | Fundraising (G&F Financial Sponsorship): \$10,000 BC Arts Council: \$12,450 | | |
| Adjudication Score (Average) | 47.7 | Recommended Grant | \$5,000 |
| Comments | Project Assistance at the full request is recommended for this educational and proactive Project that will connect with hard-to-reach communitites and bullds relationships with recent immigrants. There are other confirmed financial partners and, while the Richmond Art Gallery already receives City support that represents the equivalent of Operating Assistance, this Project falls outside of normal operations. | | |



City of
Richmond

2012 Arts and Culture Grant Program

PROJECT ASSISTANCE
Application Summary Sheet

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|----------------------------------|--|
| Organization | Richmond Artists Guild |
| Project Title | Fraser River Art Festival |
| Project Summary | A one day festival held on the second Sunday of July at London Farms Heritage site. (Outdoor event). Free admission and open to all. Original artwork, pottery, ceramic sculpting, jewelry for sale, childrens' activities, painting or drawing, music all day, refreshments. Demonstrations by professional artists using a live model. |
| Date of Project | Jul 8, 2012 |
| Mission/Mandate | To encourage local artists to meet together to improve their skills and increase their general knowledge of visual art. |
| Organizational Background | <p>The Richmond Artists Guild was founded in 1955, at that time a group of artists were gathering in each other's homes to exchange ideas, critique artwork and increase their knowledge of art. The principal objective of the guild is to "promote and encourage art in all forms, especially in painting, and to encourage all art interests in the community". Membership is open to anyone in the Lower Mainland of BC with an interest in the visual arts. An annual fee of \$40 is applied.</p> <p>The Richmond Artists Guild supports local activities such as Winterfest, Doors Open, the Maritime Festival, the Olympics, Cultural Days and the Grand Prix of Art Steveston, as well as hosting the Fraser River Festival of Art. Guild members have donated paintings for permanent display in Richmond Hospital and Richmond Hospice. Members have supported fundraisers and charitable events such as Gateway Theatre's Cocktail party, Richmond Hospital Foundation's fundraiser Cork and Canvas, and many other community causes.</p> |

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| Grant Request | \$2,000 | Previous City Grant | 750 (2010) |
| BUDGET | Most Recent Completed Year | Proposed for Project | |
| Total Revenue | 4,289 | 2,100 | |
| Total Expenses | 5,264 | 2,200 | |
| Annual Surplus (Deficit) | (975) | -100 | |
| Accumulated Surplus (Deficit) | | | |
| Society Operating Budget for current year | 2,500 | | |
| Other Sources of Revenue for this Project | Earned: \$600 | | |
| Adjudication Score (Average) | 31.3 | Recommended Grant | \$750 |
| Comments | Project Assistance is recommended in support of this event which provides an accessible, free opportunity for the public to engage directly with artists. This event would benefit from more diverse programming, additional funding partnerships and community outreach. For future applications, the applicant is encouraged to provide a consistent and clear budget with a funding request that is no more than 50% of the total projected budget (for the project) and become a not-for-profit society. | | |



| | |
|----------------------------------|--|
| Organization | Richmond Potters Club |
| Project Title | Potters Club Workshop |
| Project Summary | A weekend workshop in the Richmond Arts Club pottery studio with a well known potter providing slide show, wheel and/or handbuilding demonstration, instruction, critique, etc for pottery club members. If space available, it may be offered to other potters or adult students as well. |
| Date of Project | Sep 14-16, 2012 |
| Mission/Mandate | The Richmond Potters Club is a group of local potters who work together to promote and develop ceramic arts in their own community. We strive to share our knowledge and love of our Art within our community. |
| Organizational Background | <p>The Richmond Potters Club had its first organizational meeting in March 16, 1969. From the beginning, the Richmond Potters Club arranged classes, held workshops, put out a newsletter and took part in displays and shows. The pottery club continues to be an active participating art group in the City of Richmond.</p> <p>The Club owns and maintains studio equipment including 2 kilns and 10 electric pottery wheels. Club members hire teachers and offer 5 adult classees in each of 3 terms. Each set of classes runs for 9 weeks. Club members volunteer their time for Club administration duties, class and membership registration, ordering chemicals, mixing glazes, loading and unloading kilns, maintaining equipment as well as a myriad of other duties required to run a pottery studio.</p> <p>Members use the studio approximately 23 hours per week doing club work as well as working on their own pottery projects. Members also participate in community activities such as Doors Open, Winterfest, London Farm Art Show, Richmond Maritime festival where we demonstrate our craft. In the past we offered a scholarship to a Richmond student pursuing ceramic art but in recent years financial constraints have restricted our ability to continue this practice.</p> |

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|---|--|----------------------|-------|
| Grant Request | \$1,500 | Previous City Grant | n/a |
| BUDGET | Most Recent Completed Year | Proposed for Project | |
| Total Revenue | 38,528 | 2,000 | |
| Total Expenses | 34,678 | 2,000 | |
| Annual Surplus (Deficit) | 3,849 | 0 | |
| Accumulated Surplus (Deficit) | | | |
| Society Operating Budget for current year | 36,357 | | |
| Other Sources of Revenue for this Project | Earned: \$500 | | |
| Adjudication Score (Average) | 23.3 | Recommended Grant | \$800 |
| Comments | Project Assistance is recommended for this long-standing hub to promote and develop ceramic arts, and which offers opportunities for a diverse group of pottery enthusiasts. The applicant also applied for Operating Assistance but was ineligible for funding as eligibility criteria require that applicants have recently received City Grant funding. For this year, Project Assistance is recommended with the recognition that this is a transition year for the applicant who will be eligible for Operating Assistance funding in future years. The applicant is encouraged to increase community outreach and public programming (outside of classes) beyond their membership, provide a detailed budget, demonstrate more varied forms of revenue, and register as a not-for-profit in order to be eligible for future funding. | | |



City of Richmond

2012 Arts and Culture Grant Program

PROJECT ASSISTANCE Application Summary Sheet

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| Organization | Richmond Museum Society |
| Project Title | Imaginary Enclave, Doors Open |
| Project Summary | The Imaginary Enclave in a unique gala event that marks Richmond's celebration of Asian Heritage Month and Doors Open Richmond 2012. Modelled after the innovative HIVE 3 Cultural Olympiad production in Vancouver, this is the Richmond Cultural Centre's 2nd annual collaborative event that provides a unique artistic experience throughout its multi-agency facility, that showcases a multi-disciplinary approach to artistic performance. |
| Date of Project | May 5, 2012 |
| Mission/Mandate | The Richmond Museum Society is committed to celebrating Richmond's past, present and future; and in so doing, involving and engaging the entire community. Its mission is to "make the history of Richmond relevant, engaging and accessible." Part of its mandate is to provide educational programs for all ages which increase public awareness and appreciation for Richmond's history. As well, RMS participates in and serves as a community resource for culture and heritage projects. RMS also strives to develop and maintain a community museum that collects, documents, researches, preserves, exhibits and interprets objects of cultural and historical significance to the development and history of Richmond. |
| Organizational Background | <p>Since the establishment of the Richmond Museum Society (RMS) in 1961, RMS has undergone enormous growth and change. What started as a group of concerned citizens collecting local historical artefacts, was soon endorsed by Council as an Historical and Mesuem Advisory Committee to gather, preserve and make available for public view, items of cultural and historical interest relating to Richmond. By 1999, the RMS was registered as a non-profit society, and established the goal of developing and maintaining a community museum tied to Richmond's development and history.</p> <p>Under a partnership model with the City of Richmond, the RMS manages an artefact collection, and provides both public and school programming and temporary exhibitions within the Richmond Cultural Centre and at Richmond City Hall. RMS is able to increase public awareness and appreciation for Richmond's history. RMS has developed the outreach capacity to participate in and serve as a community resource for culture and heritage projects.</p> <p>A significant purpose of the Society is to ensure a coordinated approach to preserving and documenting the heritage of Richmond. Today, its Board consists of 4 City appointees, 5 members at-large, a Youth Now representative and representatives from various heritage and community organizations including Steveston Historical Society, the Farmers Institute, London Heritage Farm Society, the Gulf of Georgia Cannery Society and Britannia Heritage Shipyard Society.</p> |

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|---|---|--------------------------------|---------|
| Grant Request | \$5,000 | Previous City Grant | n/a |
| BUDGET | Most Recent Completed Year | Proposed for Project | |
| Total Revenue | 92,840 | 87,900 (for all of Doors Open) | |
| Total Expenses | 58,971 | 87,900 | |
| Annual Surplus (Deficit) | 33,858 | 0 | |
| Accumulated Surplus (Deficit) | | | |
| Society Operating Budget for current year | 83,450 | | |
| Other Sources of Revenue for this Project | Earned: \$1,500 Fundraising: \$62,900 BCAH: \$12,000 | | |
| Adjudication Score (Average) | 43.3 | Recommended Grant | \$3,500 |
| Comments | Project Assistance funding is recommended for this unique and creative Project with a diverse range of artists showcased as a distinct programmed event within Doors Open, which is otherwise part of the Richmond Museum's normal operations. The recommended funding is to be directed specifically to Imaginary Enclave artists and production expenses. For future applications, the applicant is encouraged to provide a Project budget that is separate from the overall Doors Open budget. | | |



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|----------------------------------|---|
| Organization | Textile Arts Guild of Richmond Society |
| Project Title | (1) Community Club Sewing Projects |
| Project Summary | We actively partner with community organizations to support a more livable Richmond. Hundreds of items are created to welcome immigrant families, comfort those with health challenges, support low income families, brighten the lives of our elders and more. Who would think that scraps of fabric and fibre could do so much? Our members do -- their time and talent has been a commitment to the City since 1975. |
| Date of Project | Sep 2012-Jun 2013 |
| Mission/Mandate | Our mandate is to 1) Provide education in the domain of textile arts to our members, 2) To produce items as requested by community organizations to meet the needs of their clients, and 3) Maintain an environment that provides friendship and support to our guild members. |
| Organizational Background | <p>The Guild, established in 1975, resides in the Fabric Arts Room (FAR), Richmond Arts Centre. The specialized lighting and electrical outlets in the FAR were purchased by the Guild members to meet our sewing needs when the new Cultural Centre was built. One storage cupboard houses our library, all donated fabric, equipment and supplies necessary to complete our community sewing projects and stores them until delivery.</p> <p>We spend six hours a week with about 20 members dedicating our efforts and resources to meet the requests of our community partners: Lion's Manor and Pinegrove Place Complex Care Homes, the Public Health Nurses, Family Place, Volunteer Richmond Christmas Fund, the Birthing Centre and Cancer Care Clinic at Richmond Hospital, and Rotary Hospice House. We produce these items using the fabric and yarns donated by Richmond residents and our own members.</p> <p>City of Richmond Grant money, cash donations from our members and cash donations from the Sharing Table at our General Meetings allow us to purchase fabrics and yarns for specific projects. Our completed projects are then returned to our community partners to be distributed as necessary. Besides our charity work, we support and encourage our members' creativity through meetings with guest speakers, special events, workshops and open sessions where members gather to work on individual projects in a friendly and supportive group setting. Having fun while we work is a requirement.</p> |

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|---|--|----------------------|--------------|
| Grant Request | \$3,930 | Previous City Grant | 1,015 (2011) |
| BUDGET | Most Recent Completed Year | Proposed for Project | |
| Total Revenue | 10,403 | 7,810 | |
| Total Expenses | 10,870 | 7,770 | |
| Annual Surplus (Deficit) | (467) | 40 | |
| Accumulated Surplus (Deficit) | 1,509 | | |
| Society Operating Budget for current year | 10,508 | | |
| Other Sources of Revenue for this Project | Fundraising: \$4,000 | | |
| Adjudication Score (Average) | 0.0 | Recommended Grant | \$0 |
| Comments | This applicant is recommended for Operating Assistance and this proposed Project is not recognized as distinct enough from the scope of normal operations to be eligible for additional funding. | | |



**City of
Richmond**

2012 Arts and Culture Grant Program

**PROJECT ASSISTANCE
Application Summary Sheet**

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| Organization | Textile Arts Guild of Richmond Society |
| Project Title | (2) Quick Caring Quilt YouTube Video |
| Project Summary | Members of the Textile Arts Guild of Richmond (TAGOR) will show their expertise in co-operatively making a Quick Caring Quilt in a 2 to 3 min video which is planned and executed in partnership with the Richmond Media Lab and the Richmond Youth Media Program. This video will be uploaded to YouTube and promoted to quilt guilds, service organizations and local residents as a fast way to make a supportive gift for someone with a health challenge. |
| Date of Project | Apr-Dec 2012 |
| Mission/Mandate | The Textile Arts Guild of Richmond (TAGOR) currently fulfills its mandate by: 1) Advancing textile arts creation by offering our members educational and inspiring services such as guest speakers, demonstrations, workshops, library and archive resources. We publicize and encourage members to enter shows and exhibitions. We offer demonstrations of our craft and hands-on learning experiences several times a year at events for the public (e.g. Culture Days). 2) Producing quilts, book bags, knitted items etc., as requested by our community partner organizations. We also actively seek out new organizations with connections to Richmond that can benefit from our donations. 3) Maintaining an environment that provides friendship and support to our guild members into the future. |
| Organizational Background | <p>TAGOR began in 1975. From 1975 to 1988 our guild focused on educational workshops and speakers as many products, tools and machines were changing at this time. TAGOR offered eight major public exhibitions either by ourselves or in user group shows. Community projects in these years included quilts to mark Richmond's 1979 Centennial Quilt and Expo '86. The early 1990's saw us based in several locations while the new Cultural Centre was being built. Specialized lighting and electrical outlets in the studio were purchased by TAGOR when the new Cultural Centre opened in 1993.</p> <p>As the focus of the Richmond Art Gallery shifted from local arts groups to a national and international base, our costs for mounting shows rose dramatically. Still, we hosted exhibitions in 2000, 2002, 2006 and 2008. From 2000 to 2010, TAGOR members wanted to do more community work and began actively searching for local organizations to help. We were given rent-free days by the Arts Centre to support this work. We created a special Millennium Quilt in 2000 and created quilts auctioned to support the Canadian Breast Cancer Foundation in 2005-06. In 2009, we became a non-profit society. In December 2010, the TAGOR website was launched. Also in December 2010, TAGOR won the Constellation Award from the Richmond Volunteer Bureau. We have seen many changes - some we couldn't control, but most have been in response to our members and community needs. We see change as a growth opportunity, and look forward to working with Arts Centre staff and the public well into the future.</p> |

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| Grant Request | \$350 | Previous City Grant | 1,015 (2011) |
| BUDGET | Most Recent Completed Year | Proposed for Project | |
| Total Revenue | 10,403 | 700 | |
| Total Expenses | 10,870 | 700 | |
| Annual Surplus (Deficit) | (467) | 0 | |
| Accumulated Surplus (Deficit) | 1,509 | | |
| Society Operating Budget for current year | 10,508 | | |
| Other Sources of Revenue for this Project | Fundraising: \$350 | | |
| Adjudication Score (Average) | 43.0 | Recommended Grant | \$350 |
| Comments | Project Assistance funding is recommended to support this forward-thinking proposal to work with emerging young videographers to create a youtube video. In future, the applicant is encouraged to consider administrative costs in the Project budget. | | |



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| Organization | The Richmond Singers |
| Project Title | Sound Recording 'Favorites' CD |
| Project Summary | Sound recording of a CD to be entitled 'Favourites' by the Richmond Singers. The project is to be held over 3 days (not consecutively) at Broadmoor Baptist Church in Richmond. The music will consist of some of our favourite songs in repertoire, including 'And My Heart Soars' a poem that was written by Chief Dan George and arranged for the Richmond Singers by a local artist. |
| Date of Project | Jan-May 2012 |
| Mission/Mandate | The Richmond Singers is a 55-voice women's choir and began performances in 1971. For the past 40 years this group has been directly involved in offering their musical gifts to the community. The purpose of the Society is to "sing, in harmony, a variety of music for the enjoyment of the members, as well as to give public and private performances for the listening pleasure of others". |
| Organizational Background | <p>The Richmond Singers is an adult ladies choir with 55 active members and 3 associates who have provided a choral presence in the community for over 40 years. The choir produces two major concerts per season often featuring local guest performers, children's choirs and accompanists. We are fortunate to have a faithful audience at our major concerts and we are also available upon request to sing at various events organized by the City of Richmond, charities, special functions and fundraisers.</p> <p>Our 15-member Richmond Singers Ensemble "sing out" over 25 performances during the season at senior facilities, hospitals and daytime events, receiving little or no remuneration. They perform an interactive program that is very well received by the seniors and many places request them several times a year.</p> <p>We are the longest standing community choir in Richmond. We hold auditions in September and again in January if necessary. Membership to the choir is based on space availability and auditions are based on the ability to sing, read music and to blend your voice within our choir. Our members range in age from 20's-70+. We sing a wide variety of music from classical, jazz, spiritual to modern.</p> |

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| Grant Request | \$2,500 | Previous City Grant | 500 (2004) |
| BUDGET | Most Recent Completed Year | Proposed for Project | |
| Total Revenue | 47,506 | 7,000 | |
| Total Expenses | 41,437 | 7,000 | |
| Annual Surplus (Deficit) | 6,668 | 0 | |
| Accumulated Surplus (Deficit) | | | |
| Society Operating Budget for current year | 31,745 | | |
| Other Sources of Revenue for this Project | Earned: \$4,500 | | |
| Adjudication Score (Average) | 39.3 | Recommended Grant | \$1,500 |
| Comments | Project Assistance funding is recommended for Richmond Singers to produce a recording, recognizing this as an important step in the group's evolution. The applicant is encouraged to pursue further community outreach beyond CD's; for example, have music be available digitally, and in future budgets, include revenue beyond projected sales. | | |



**City of
Richmond**

2012 Arts and Culture Grant Program

**PROJECT ASSISTANCE
Application Summary Sheet**

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| Organization | Theatre Conspiracy |
| Project Title | Extraction |
| Project Summary | Extraction is a bilingual documentary theatre show based on the biographies of non-actor performers from Beijing, Vancouver and Ft. McMurray, all of whom will have at least a working knowledge of both English and Mandarin. Their stories of transition from their native country to new life abroad serve to intimately illuminate highly charged debates about tar sands development, Chinese investment in Ft. McMurray, and Canada/China relations. |
| Date of Project | Jul 18-21, 2012 |
| Mission/Mandate | Theatre Conspiracy taps the crosscurrents of international culture, society and politics to create, interpret, translate and curate theatre shows that speak beyond borders. Conspiracy explores internationalism theatrically by: Creating original work that explores international themes; Interpreting work by international playwrights; reaching beyond the English-speaking world with projects involving contemporary world drama in translation; and curating and producing events where local, national and international artists cross-pollinate. |
| Organizational Background | <p>Theatre Conspiracy was incorporated in 1995 and is a registered charity. Tim Carlson became artistic producer in 2008, with James Foy and Quinn Harris (GasHeart Theatre) joining as artistic associates in 2008. Jeremy Waller joined as artist-in-residence in 2011. Conspiracy has produced 19 mainstage plays, 14 of which were Canadian or World premieres, 8 of which were created and developed by the company, including 4 collective creations. The work has drawn 24 Jessie Richardson nominations over the years, including 4 for best production and won 8 awards in total.</p> <p>In 2012, we will be co-producing the third edition of Club PuSh International Performing Arts Festival. The Company is an active member of Progress Lab, having collaborated on HIVE, HIVE 2, and HIVE 3 as a part of the Cultural Olympiad in 2012. Theatre Conspiracy was a founding member of the See Seven subscription series and also co-produces work in association with such organizations as the PuSh International Performing Arts Festival, the Vancouver East Cultural Centre and Rumble Productions. Mentoring and offering residences to emerging artists and administrators will be an increasingly important aspect of Conspiracy activity in the coming years as we share 15 years of production experience and continue to build unique opportunities for theatre artists.</p> |

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| Grant Request | \$5,000 | Previous City Grant | n/a |
| BUDGET | Most Recent Completed Year | Proposed for Project | |
| Total Revenue | 216,622 | 19,000 | |
| Total Expenses | 206,446 | 19,000 | |
| Annual Surplus (Deficit) | 10,176 | 0 | |
| Accumulated Surplus (Deficit) | 323 | | |
| Society Operating Budget for current year | 228,700 | | |
| Other Sources of Revenue for this Project | Earned: \$1,500 Fundraising: \$1,000 BC Innovations: \$1,500 Canada Council: \$10,000 | | |
| Adjudication Score (Average) | 0.0 | Recommended Grant | \$0 |
| Comments | The Project is considered ineligible because it is proposed by a Vancouver-based organization and will not involve Richmond-based artists. | | |



City of Richmond

2012 Arts and Culture Grant Program

PROJECT ASSISTANCE Application Summary Sheet

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|----------------------------------|---|
| Organization | World Poetry Reading Series Society |
| Project Title | World Poetry Richmond Canada and International Festival |
| Project Summary | The 2nd World Poetry Richmond Festival brings together international poets and diverse local poetry groups. There will be a First Nations welcome, dignitaries, music at the grand opening on May 25th and the main program on May 26th with selected poets presenting poetry, books or papers. There will be a Peace Panel to discuss the theme of World Peace. Local poetry groups will also be featured, welcoming international and Canadian poets. |
| Date of Project | May 25-26, 2012 |
| Mission/Mandate | World Poetry was created by Ariadne Sawyer and Alejandro Mujica-Olea and has been in existence for over 12 years, beginning with the goal to provide a much needed venue where diverse, multi-lingual poets, writers, and those in other artistic disciplines could perform in English and in their language of origin in an atmosphere of respect and enrichment. World Poetry's foundation is built on the need to provide respect, honour, support, peace and love for all through the arts and education. World Poetry seeks to empower and educate young and old, creators at all levels, those just starting out and those who may have published books. To create venues where participants can share their work in a safe environment they develop the skills and confidence to share their work with the Canadian public. We have strong First Nations and Canadian components as well as poets and writers from 64 different countries. |
| Organizational Background | <p>World poetry and the City of Richmond have presented numerous life celebrations among them Li Bai, E. Pauline Johnson, William Blake and Tagore. In 2011, we had our first World Poetry International Festival with poets from various countries and local poetry groups performing. We also had dance, music and a CD launch plus a youth panel and talks from India on the history of poetry in India and from Canada on the history of Canadian poetry.</p> <p>We have partnered with many groups including Asian Heritage Month, The Aboriginal Writers Collective West Coast, The Richmond Writers, Rice Paper Magazine, Asian Writers Workshop and others to present the best possible program for the public and visiting cultural tourists. World Poetry Richmond has a strong connection with the City of Richmond, the Cultural Centre, the Richmond Public Library and the volunteers from Richmond.</p> <p>We believe strongly in diversity and welcome all ages and races, providing a safe and comfortable venue for those whose voices may not be heard. We hope to have a monthly venue with workshops, rotating hosts and a home in Richmond for the World Poetry Youth Team, with a number of youth poets from Richmond, ranging in age from 10 to 23. During our years in Richmond, we have involved a number of Richmond poets who now travel to other areas to read their poetry.</p> |

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| Grant Request | \$5,000 | Previous City Grant | n/a |
| BUDGET | Most Recent Completed Year | Proposed for Project | |
| Total Revenue | 408 | 12,065 | |
| Total Expenses | 817 | 12,065 | |
| Annual Surplus (Deficit) | 422 | 0 | |
| Accumulated Surplus (Deficit) | | | |
| Society Operating Budget for current year | 6,000 | | |
| Other Sources of Revenue for this Project | Fundraising: \$7,065 | | |
| Adjudication Score (Average) | 42.0 | Recommended Grant | \$4,000 |
| Comments | Project Assistance funding is recommended for this second annual poetry festival by a new society that engages new immigrants creatively, and attracts a diversity of participants and arts practice including music and dance. In future, the applicant is encouraged to diversify its revenue base and provide more clarity in the budget. | | |



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|----------------------------------|---|
| Organization | BC Children's Art and Literacy Centre |
| Project Title | Children's Arts Festival |
| Project Summary | Children's Arts Festival at Richmond Cultural Centre where children create art with the instruction of professional artists. |
| Date of Project | Feb 14-18, 2012 |
| Mission/Mandate | To lead, develop, house and promote programs that engage British Columbian children, youth and adults in the enjoyment of art for its own sake as well as a means of enhancing literacy and learning. |
| Organizational Background | Registered incorporated non-profit society – September 2006; Just over 6000 children participated in the making of the book "the House that Max Built" which will launch on June 7 at the Richmond Cultural Centre; 120 children worked with Stigman Puppets to create their masterpieces; 700 children registered in our Drama and Literacy Projects; Provided cartooning classes to 60 underprivileged children; Launched our concept publicly with our partners on June 7 with approx 500 people in attendance; Presented workshops this year to 120 teachers bringing them practical and easy to implement ideas from drama and visual arts all with a focus on literacy; Pro-Day for teachers Oct 24, 2008 at Gateway Theatre – workshops and Keynote speakers focused on the everyday teacher who needs help incorporating the arts into their everyday classroom life; Sept 2008 we launched our formal programming for teachers and students; Feb 2009 launched our first Children's Art Festival (sold out); March 2010 art workshops and professional development given to Blair elementary; Drumming workshops given to Gilmore Elementary-400 students for a week; April 2010 second Children's Art Festival (sold out); Feb 2011 third Children's Art Festival with addition of a public day (sold out); 2011 nominated for Richmond Arts Award (Education); 2011 nominated and finalist Richmond Arts Award (Volunteerism); Planning committee for our 2012 Children's Art festival 5 days total (sold out); Plans underway for 2012 Children's Art Festival; We are in the process of obtaining title sponsors and partners to expand our endeavour. |

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|---|--|----------------------------|---------|
| Grant Request | \$10,000 | Previous City Grant | n/a |
| BUDGET | Most Recent Completed Year | Proposed for Project | |
| Total Revenue | 15,367 | (152,090 Operating budget) | |
| Total Expenses | 1,085 | | |
| Annual Surplus (Deficit) | 14,282 | | |
| Accumulated Surplus (Deficit) | | | |
| Society Operating Budget for current year | 152,090 | | |
| Other Sources of Revenue for this Project | Earned: \$13,000 Fundraising: \$75,750 Canadian Heritage: \$53,340 (pending) | | |
| Adjudication Score (Average) | 43.8 | Recommended Grant | \$4,700 |
| Comments | This applicant applied for Operating Assistance funding but is ineligible as criteria require that applicants have recently received City Grant funding. However, the main project of this society, the Children's Arts Festival, is a well-attended event with high community impact and quality programming, produced with strong community and creative partnerships. Project Assistance funding is recommended for this year. The applicant will be eligible for Operating Assistance funding in future years. In future, the applicant is encouraged to provide more clarification in their budget. | | |

2012 Arts and Culture Grants - Recommendations

ATTACHMENT 3

OPERATING ASSISTANCE

| Name of Organization | Most Recent City Grant | 2012 Request | 2012 Recom | Comments | Page |
|--|------------------------|--------------|------------|--|------|
| BC Children's Arts and Literacy Centre | n/a | 10,000 | 0 | Due to eligibility criteria requiring that the applicant have received previous City Grant funding in order to receive Operating Assistance, this application is ineligible. The applicant is being recommended for Project Assistance for this year. | 1 |
| Cinevolution Media Arts Society | \$2,335 (2011) | 10,000 | 10,000 | Full grant request recommended for this society behind a growing international festival (Your Kontinent) and a wide range of year-round professional programming that reaches diverse audiences and successfully collaborates with other artists and supporters. In future, the applicant is urged to be more attentive to their budget, be mindful of over-extending themselves with so many activities and continue to ensure that they have local artists in their programming. | 3 |
| Pacific Piano Society | \$508 (2011) | 1,500 | 1,500 | Pacific Piano Society fosters emerging artists to international standards. Operating Assistance support at the full requested amount is recommended. | 5 |
| Richmond Community Band Society | \$1,000 (2010) | 3,600 | 3,000 | Operating Assistance recommended in support of this long-standing musical group as it has a high public profile, regularly performing at major events in Richmond and has demonstrated intergenerational community outreach to seniors centres and elementary schools. The applicant is encouraged to further grow its operations. | 7 |
| Richmond Community Orchestra & Chorus Assoc. | \$1,015 (2011) | 10,000 | 9,000 | Operating Assistance funding recommended for this well-established arts organization, noting its strong emphasis on mentorship, healthy self-awareness of future challenges and solid history. | 9 |
| Richmond Music School Society | \$914 (2011) | 10,000 | 8,500 | Operating Assistance funding recommended as the applicant plays a vital role in Richmond, providing music education for all income levels with high calibre results. The RMS also provides opportunities for the public to hear classical music. | 11 |
| Richmond Potters Club | n/a | 3,500 | 0 | Due to eligibility criteria requiring that the applicant have received previous City Grant funding in order to receive Operating Assistance, this application is ineligible. The applicant is being recommended for Project Assistance for this year. | 13 |
| Richmond Youth Choral Society | \$1,000 (2011) | 9,000 | 9,000 | Operating Assistance funding to the full amount requested is recommended. The applicant demonstrates an inclusive approach to music education that not only builds talents and skills, but self-worth and other developmental needs. Moreover, the society has a clear and realistic self-awareness and recognition of a need to do long-term strategic planning. | 15 |

| Name of Organization | Most Recent City Grant | 2012 Request | 2012 Recom | Comments | Page |
|--|------------------------|--------------|------------|--|------|
| Textile Arts Guild of Richmond Society | \$1,015 (2011) | 4,300 | 4,300 | Operating Assistance funding to the full request is recommended. TAGOR has demonstrated successful partnerships with like-minded organizations, has an active community outreach program, and presented an accurate budget. In future, the applicant is encouraged to place more emphasis on advancing textile arts as an art form. | 17 |
| The Community Arts Council | \$2,030 (2011) | 9,100 | 0 | Operating Assistance is not recommended for this applicant. While it is recognized that the society provides valuable opportunities for local artists to display their art in public settings -- and has demonstrated an eagerness to work with partners and engage in community outreach -- its accumulated deficit in excess of \$60,000 indicates that it is not sustainable and is, therefore, not suitable for funding. | 19 |
| OPERATING ASSISTANCE SUBTOTAL | | 71,000 | 45,300 | | |

2012 Arts and Culture Grants - Recommendations

PROJECT ASSISTANCE

ATTACHMENT 4

| Name of Organization | Most Recent City Grant | 2012 Request | 2012 Recom | Comments | Page |
|--|---------------------------------|--------------|------------|--|------|
| Cinevolution Media Arts Society: Your Kontinent: Richmond International Film & Media Arts Festival 2012 | \$2,335 (2011) | 5,000 | 0 | Project Assistance is not recommended for this applicant because it is recommended for Operating Assistance instead. The proposed Project is not recognized as distinct enough from the scope of normal operations to be eligible for additional funding. | 21 |
| Richmond Printmakers Co-op Sponsored by Cinevolution Media Society | \$2,335 (2011) for Cinevolution | 5,000 | 2,500 | Project Assistance is recommended. An innovative pilot partnership of Cinevolution Media Arts Society and the newly formed Richmond Printmaker's Co-op will offer accessible and collaborative hands-on opportunities in an intercultural context. In future, the Richmond Printmaker's Co-op is encouraged to apply independently as a non-profit society and ensure that they have a plan to make themselves sustainable. The recommended Project Assistance funding is directed to this particular Project, and not to Cinevolution administration. | 23 |
| Britannia Heritage Shipyard Society: MERRILLEE II Restoration Project | n/a | 5,000 | 850 | According to the Project Assistance guidelines, restoration of a boat is ineligible. However, there is a component of the Project that qualifies: new partnerships with local photographers and video artists to document the process. Project Assistance funding is recommended for this component of the project only. | 25 |
| Gateway Theatre Society: (1) The Birds - Fall 2012 development workshop | 4,060 (2011) | 5,000 | 3,800 | This workshop is above typical production development and has a strong focus on supporting emerging artists with the majority of the budget going directly to artists. For this reason, Project Assistance is recommended. | 27 |
| Gateway Theatre Society: (2) Web Video Documentation | 4,060 (2011) | 5,000 | 0 | With existing City funding for Operations for the Gateway Theatre, this proposed Project is not recognized as distinct enough from the scope of normal operations to be eligible for additional funding. | 29 |
| Gateway Theatre Society: (3) SceneFirst 2012 | 4,060 (2011) | 5,000 | 0 | With existing City funding for Operations for the Gateway Theatre, this proposed Project is not recognized as distinct enough from the scope of normal operations to be eligible for additional funding. | 31 |
| Gulf of Georgia Cannery Society: Music at the Cannery | 1,015 (2011) | 2,000 | 2,000 | Project Assistance to the full requested amount is recommended for this Project which animates public space, is free and accessible, reflects the maritime cultural identity of the area, engages local artists and demonstrates solid partnerships with like-minded organizations. In future, the applicant is encouraged to increase the artist compensation to meet industry standards. | 33 |
| Richmond Art Gallery Association: Chinese Community Outreach Program | \$2030 (2011) | 5,000 | 5,000 | Project Assistance at the full request is recommended for this educational and proactive Project that will connect with hard-to-reach communities and builds relationships with recent immigrants. There are other confirmed financial partners and, while the Richmond Art Gallery already receives City support that represents the equivalent of Operating Assistance, this Project falls outside of normal operations. | 35 |

| Name of Organization | Most Recent City Grant | 2012 Request | 2012 Recom | Comments | Page |
|--|------------------------|---|------------|--|------|
| Richmond Artists Guild: Fraser River Art Festival | \$750 (2010) | 2000* *max eligibility \$1000 (50% of \$2000 Project budget) | 750 | Project Assistance is recommended in support of this event which provides an accessible, free opportunity for the public to engage directly with artists. This event would benefit from more diverse programming, additional funding partnerships and community outreach. For future applications, the applicant is encouraged to provide a consistent and clear budget with a funding request that is no more than 50% of the total projected budget (for the project) and become a not-for-profit society. | 37 |
| Richmond Potters Club: Potters Club Workshop | n/a | 1500* *max eligibility \$1000 (50% of \$2000 Project budget) | 800 | Project Assistance is recommended for this long-standing hub to promote and develop ceramic arts, and which offers opportunities for a diverse group of pottery enthusiasts. The applicant also applied for Operating Assistance but was ineligible for funding as eligibility criteria require that applicants have recently received City Grant funding. For this year, Project Assistance is recommended with the recognition that this is a transition year for the applicant who will be eligible for Operating Assistance funding in future years. The applicant is encouraged to increase community outreach and public programming (outside of classes) beyond their membership, provide a detailed budget with a funding request that is no more than 50% of the total projected budget, demonstrate more varied forms of revenue, and register as a not-for-profit in order to be eligible for future funding. | 39 |
| Richmond Museum Society: Imaginary Enclave, Doors Open | n/a | 5,000 | 3,500 | Project Assistance funding is recommended for this unique and creative Project with a diverse range of artists showcased as a distinct programmed event within Doors Open, which is otherwise part of the Richmond Museum's normal operations. The recommended funding is to be directed specifically to Imaginary Enclave artists and production expenses. For future applications, the applicant is encouraged to provide a Project budget that is separate from the overall Doors Open budget. | 41 |
| Textile Arts Guild of Richmond Society: (1) Community Club Sewing Projects | \$1,015 (2011) | 3,930 | 0 | This applicant is recommended for Operating Assistance and this proposed Project is not recognized as distinct enough from the scope of normal operations to be eligible for additional funding. | 43 |
| Textile Arts Guild of Richmond Society: (2) Quick Carling Quilt YouTube Video | \$1,015 (2011) | 350 | 350 | Project Assistance funding is recommended to support this forward-thinking proposal to work with emerging young videographers to create a youtube video. In future, the applicant is encouraged to consider administrative costs in the Project budget. | 45 |
| The Richmond Singers: Sound Recording 'Favorites' CD | \$500 (2004) | 2,500 | 1,500 | Project Assistance funding is recommended for Richmond Singers to produce a recording, recognizing this as an important step in the group's evolution. The applicant is encouraged to pursue further community outreach beyond CD's; for example, have music be available digitally, and in future budgets, include revenue beyond projected sales. | 47 |
| Theatre Conspiracy: Extraction | n/a | 5,000 | 0 | The Project is considered Ineligible because it is proposed by a Vancouver-based organization and will not involve Richmond-based artists. | 49 |

| Name of Organization | Most Recent City 2012 Grant | 2012 Request | 2012 Recom | Comments | Page |
|--|--------------------------------|-----------------|---------------|--|------|
| World Poetry Reading Series Society: World Poetry Richmond Canada and International Festival | n/a | 5,000 | 4,000 | Project Assistance funding is recommended for this second annual poetry festival by a new society that engages new immigrants creatively, and attracts a diversity of participants and arts practice including music and dance. In future, the applicant is encouraged to diversify its revenue base and provide more clarity in the budget. | 51 |
| BC Children's Art and Literacy Centre: Children's Arts Festival | n/a | | 4,700 | This applicant applied for Operating Assistance funding but is ineligible as criteria require that applicants have recently received City Grant funding. However, the main project of this society, the Children's Arts Festival, is a well-attended event with high community impact and quality programming, produced with strong community and creative partnerships. Project Assistance funding is recommended for this year. The applicant will be eligible for Operating Assistance funding in future years. In future, the applicant is encouraged to provide more clarification in their budget. | 53 |
| PROJECT ASSISTANCE SUBTOTAL | | 58,780 | 29,750 | | |

| | | |
|--------------------------------------|----------------|----------------|
| PROJECT ASSISTANCE SUBTOTAL | 62,280 | 29,750 |
| OPERATING ASSISTANCE SUBTOTAL | 71,000 | 45,300 |
| COMBINED TOTAL | 133,280 | 0 |
| TOTAL AVAILABLE | | 100,000 |
| Balance Remaining | | 18,950 |



City of Richmond

Report to Committee

To: General Purposes Committee

Date: February 28, 2012

From: Lani Schultz
Director, Corporate Planning

File: 01-0103-65-20-02/Vol 01

Re: Council Term Goals for the Term 2011-2014

Staff Recommendation

That the Council Term Goals for the 2011-2014 term of office, as outlined in the staff report dated February 28, 2012 from the Director, Corporate Planning, be approved.

Lani Schultz
Director, Corporate Planning
(604-276-4286)

FOR ORIGINATING DEPARTMENT USE ONLY

ROUTED TO:

CONCURRENCE

REVIEWED BY TAG

YES

NO

| | |
|---|--|
| Intergovernmental Relations & Protocol Unit | Y <input checked="" type="checkbox"/> N <input type="checkbox"/> |
| Budgets | Y <input checked="" type="checkbox"/> N <input type="checkbox"/> |
| Arts, Culture & Heritage | Y <input checked="" type="checkbox"/> N <input type="checkbox"/> |
| Community Social Services | Y <input checked="" type="checkbox"/> N <input type="checkbox"/> |
| Economic Development | Y <input checked="" type="checkbox"/> N <input type="checkbox"/> |
| Sustainability | Y <input checked="" type="checkbox"/> N <input type="checkbox"/> |
| Engineering | Y <input checked="" type="checkbox"/> N <input type="checkbox"/> |
| Law & Community Safety Administration | Y <input checked="" type="checkbox"/> N <input type="checkbox"/> |
| Parks and Recreation | Y <input checked="" type="checkbox"/> N <input type="checkbox"/> |
| Development Applications | Y <input checked="" type="checkbox"/> N <input type="checkbox"/> |
| Transportation | Y <input checked="" type="checkbox"/> N <input type="checkbox"/> |
| Project Development | Y <input checked="" type="checkbox"/> N <input type="checkbox"/> |

REVIEWED BY CAO

YES

NO

Staff Report

Origin

At the beginning of each new term of Council, a term goal setting process is undertaken to help Council fulfil its governance role and achieve a successful term of office. This process is an integral part of City operations, helping to ensure a productive workforce focused on Council's priorities and making the most effective use of public resources. By articulating Council's common goals and priorities for the next three years, this process helps provide clear corporate direction and guides the alignment of City work programs and resources to achieve these goals. These goals also provide a sound framework for evaluating and monitoring the organization's progress towards achieving its vision during this term.

The purpose of this report is to seek the approval of a set of Term Goals for the 2011-2014 term of Council.

Analysis

To determine Council goals, a review of organizational, community, regional and global trends/issues were carried out. As well, confidential input was gathered from individual Council members regarding their priorities for a successful term of office. This information was compiled, summarized and analyzed, resulting in the emergence of several common high priority areas, including (in alphabetical order):

1. Community Safety
2. Community Social Services
3. Economic Development
4. Facility Development
5. Financial Management
6. Intergovernmental Relations
7. Managing Growth and Development
8. Sustainability

Within each of the above focus areas, three-year goals and priorities were identified for consideration for Council term goals, to help guide City work programs and ensure a successful term of office. A summary of these goals follows.

1. Community Safety

Council Discussion:

As in past years, Council considers community safety an important area of focus. While Council is generally happy with the emphasis currently placed on community safety through City operations, the costs and sustainability of community safety services were high priorities issues. Enhancing the community's sense of safety was also viewed as important to maintaining a healthy, livable community. Council's desire is to ensure that public safety services, measures, service delivery

models, and resources are effectively targeted to the City's specific needs and priorities. The following goals and priorities were identified for this term of office:

- 1.1. Completion of the upgrade program for Richmond Fire-Rescue Firehalls.
- 1.2. A successful conclusion to the RCMP contract renewal process that includes affordable services and officers that are committed to the Richmond community and its own unique needs.
- 1.3. Continued progress in the cultural transformation of the Richmond Fire Department.
- 1.4. A strategic review of the City's community policing needs, including community policing needs of the City Centre.
- 1.5. Improved perception of Community Safety by the community.

2. Community Social Services

Council Discussion:

Council is very mindful of the significant demographic changes occurring in the Richmond community. Particular concerns for Council include the aging population and the adequacy of our services for this sector; increasing pressures to respond to legitimate social issues which are largely outside of the City's prescribed mandate; strategies for youth services and people with disabilities; service and funding expectations from non-profit agencies and senior levels of government with respect to social services; the City's role and strategy with respect to providing space for non-profits; the need for a clear role, along with related strategies and policies, for social services (and the effective communication of these); affordable housing; cultural diversity; and new public amenity space that keeps pace with the rate of growth. The following goals and priorities were identified for this area for this term of office:

- 2.1. Completion of the development and implementation of a clear social services strategy for the City that articulates the City's role, priorities and policies, as well as ensures these are effectively communicated to the public in order to appropriately target resources and help manage expectations.
- 2.2. Completion of an update the Older Adults Service Plan to address the growing needs of older adults in the community, including services and facilities for active older adults, the development of a volunteer base to serve the older adult population, as well as to provide opportunities for volunteering for this population.
- 2.3. Clarification of the City's role with respect to providing or facilitating the securing of space for non-profit groups.
- 2.4. Initiation of a strategic discussion and ongoing dialogue with the City's MLAs and MPs to ensure better representation of Richmond's needs in Victoria and Ottawa for social services issues and the related effects of downloading.
- 2.5. Development of clear policies around the City's role in social services and the grant processes, and corresponding clear communications with the public on these roles and policies.
- 2.6. Development of a clearer definition of affordable housing priorities and subsequent utilization of affordable housing funding.
- 2.7. Development of an updated youth strategy to address the needs and to build on the assets of youth in the community.

3. Economic Development

Council Discussion:

Council members are very cognizant of the role that economic development plays in the City's financial sustainability and economic well being. They recognize the desirable job/worker ratio that Richmond currently enjoys, the value of having YVR as an economic development driver in the City, and the fortuitous location that Richmond enjoys relative to the airport, the border and Vancouver. Areas where Council would like to see increased emphasis in the economic development initiatives of the City include a more proactive approach to economic development, a stronger focus on tourism, more representative community engagement, and business attraction and retention. The following economic development goals and priorities were identified for this term of office:

- 3.1. Increase the emphasis on economic development activities in the City.
- 3.2. Foster a collaborative economic development culture within the City where the City and businesses are working together to build on and seize opportunities in a faster, more efficient manner, with critical mass.
- 3.3. Ensure the Richmond Economic Advisory Committee provides for integration of the mandates from Sister City, tourism, the Chamber of Commerce, and the Asian business community.
- 3.4. Update the City's economic development strategy, ensuring sport hosting and events are a part of it. As part of this initiative, ensure the updated strategy is proactive and clear on what kind of City we aspire to be, and what kind of businesses we want to attract and retain.
- 3.5. Develop a conceptual framework for tourism in Richmond that broadens the current focus and the City's role, and work with Tourism Richmond to implement.
- 3.6. Develop an integrated strategy for the Steveston Waterfront that blends business and public interests in a manner that allows for continued sustainable development in this area.
- 3.7. Develop a waterfront destination museum as an important element for tourism in the City and the region.
- 3.8. Develop a "stay-cation" appeal for the City and region.
- 3.9. Build on the filming opportunities in the City.
- 3.10. Collaborate on economic development initiatives with YVR and Port Metro.
- 3.11. Increase the focus on business retention.

4. Facility Development

Council Discussion:

Council members have a strong desire to ensure the provision of quality public facilities and amenities that keep pace with the rate of growth in Richmond. Members of Council are very aware that there are existing facility needs that are important to address, in addition to the provision of new growth related facilities. The timing and order of provision of these facilities are important considerations for Council members. While a number of priority facility projects were identified including the provision of a new older adults centre, construction of the remaining firehalls, a new aquatic facility or facilities, and a museum, Council also identified the need for an updated comprehensive facility plan to address both present and future needs. The updated plan should include an analysis of existing facilities, the identification of required new facilities, and the recommended timing, financial strategies and public process for implementing the plan. Given the current low interest rate environment, Council members are open to considering financial strategies that include strategic borrowing opportunities to help with

the pace of facility development. The following priorities were identified related to facility development for this term of office:

- 4.1. Development and implementation of a comprehensive facility development plan for current and future needs that:
 - preserves the replacement of the remaining firehalls (#1 and 3), Minoru Older Adults Activity Centre, and Minoru Aquatic Centre as high priorities
 - includes the provision of a waterfront museum
 - responds to the demographic needs of the City (families, older adults, increasing cultural diversity)
 - responds to the City Centre facility needs to address the growing population, including location considerations as the City Centre population begins to shift northward towards the water
 - outlines an effective public process
 - identifies strategic financial and location strategies

5. Financial Management

Council Discussion:

Council views sound financial management as core to everything the community expects from the City and would like to see the City maintain its current emphasis in this area. Balancing the funding requirements associated with growth, urbanization, aging infrastructure, rising external costs including senior government downloading, and increasing expectations from taxpayers is a complex task. If Richmond is to remain in good financial and economic health over the long term, sound and innovative financial policies and initiatives will be required to guide sustainable City financing. Council recognizes that we are in unique economic times and has identified a number of strategic opportunities, including low borrowing costs, and imminent retirement of City debt for the No. 2 Road Bridge and Terra Nova. Council has also identified the need for a sound facility and infrastructure program (to respond to both growth and replacement needs) and believes a land strategy is an important part of the long term financial wellness of the City. Goals and priorities for the Financial Management focus area include:

- 5.1. Develop a strategic borrowing plan that takes advantage of the current low interest rates and results in significant long term financial benefits for the City.
- 5.2. Develop an aggressive land acquisition plan that is both strategic and meets the long term land needs of the City.
- 5.3. Update the Long Term Financial Management Strategy (LTFMS) to ensure relevancy and representation of needs relative to growth, aging infrastructure, changing demographics, and other City strategies.
- 5.4. Ensure the Business taxation levels are not a deterrent to businesses locating and staying in Richmond.
- 5.5. Continue to vigorously pursue joint funding opportunities between ourselves and federal and provincial governments for capital projects.

6. Intergovernmental Relations

Council Discussion:

Council views the intergovernmental relations focus area as critical to the City's operations and aspirations. Given downloading by senior levels of government and changing agendas/legislation of governments in general; growth and changes at YVR; grant funding opportunities; a potential upcoming change in provincial government leadership and; a myriad of intergovernmental issues such as transit and community safety, Council has expressed a desire to place greater emphasis on intergovernmental relations. Specifically, Council has identified the following goals and priorities:

- 6.1. Strengthen our presence in Victoria and Ottawa, building stronger personal relationships, particularly at the staff level, in order to be a recognizable face and to be ready to seize funding and other opportunities as they arise.
- 6.2. Develop closer working relationships with Richmond MLAs and MPs so that Richmond's needs are better represented and opportunities can be developed and acted upon.
- 6.3. Develop an enhanced and more effective working relationship with YVR.
- 6.4. Work with Port Metro to promote the development and build out of the Eco-Waste Industrial site, to reduce the need for industrial use farmland.

7. Managing Growth and Development

Council Discussion:

While growth in many cities has slowed during the current economic downturn, Richmond has continued to grow rapidly. While growth is occurring according to the approved OCP and area plans, Council is sensitive to community perception of the rate at which growth is occurring in the City. To this end, Council would like increased emphasis on managing the perception about too much growth. Other areas of concern for Council related to managing growth and development include: the need to ensure our facilities and services are keeping up with the growth, especially in the City Centre; plans for the Garden City Lands; neighbourhood preservation; affordability of housing for future generations; and transit. Council also expressed an interest in streamlining the development process, as well as reviewing the adequacy of developers' contributions towards affordable housing, public art and public amenities. Specific goals and priorities emerging for the growth and development area included:

- 7.1. Increase the emphasis on communications and other efforts to better manage the public's perception of too much growth.
- 7.2. Develop a plan to ensure the provision of public facilities and services keeps up with the rate of growth and changing demographics of the community (families, older adults, increasing cultural diversity), particularly in the City Centre.
- 7.3. Review the adequacy of developers' contributions towards affordable housing, public art and public amenities.
- 7.4. Commence planning for the eventual use of the Garden City Lands.
- 7.5. Ensure the timely implementation of TransLink's Richmond Area Transit Plan.

8. Sustainability

Council Discussion:

Council likes the current emphasis on sustainability and feels strongly that the City must continue to pursue the targets and measures outlined in the City's sustainability program. This program focuses on a number of key areas including: a Climate Prepared City; Sustainable Resource Use; Green Built and Natural Environment; Mobility; Local Agriculture and Food; Sustainable Business; Leadership in Municipal Practices; Vibrant Communities; and Inclusive, Safe and Accessible Communities. In particular, Council is cognizant that with the onset of climate change, related challenges such as agricultural viability, food security and aging infrastructure need proactive strategies to be addressed. Specific sustainability related goals and priorities for this term of office include:

- 8.1. Continued implementation and significant progress towards achieving the City's Sustainability Framework, and associated targets.
- 8.2. Continue to advocate for a coordinated regional approach to enhance local food security for Richmond and the region through policy development and initiatives such as community farms.

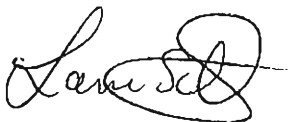
Financial Impact

There is no financial impact to this report. Any actions requiring funding or resources related to Council goals will be brought forward as part of the normal approval process.

Conclusion

This report seeks Council's endorsement of a set of Council Term Goals to help guide the City's work program during this term of office. These goals have been developed based on an analysis of community, regional and global trends and issues, and individual input from Council members. Once approved by Council, these goals will form the basis for updating the City's Corporate Plan and its Strategic Management Program, in order to focus organizational efforts accordingly.

It is intended that these goals and priority areas be reviewed on a regular basis throughout the year to monitor progress, with a full review annually to make revisions as needed. In order for organizational success to occur, it is important that there exists both corporate focus and flexibility in light of changing community, organizational and political priorities.



Lani Schultz
Director, Corporate Planning
(604-276-4286)

SLS:sls



City of Richmond

Report to Committee

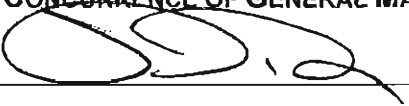
To: General Purposes Committee
From: Greg Scott, P. Eng., LEED A.P.
Director, Project Development
Re: South Arm Pool Piping Repair

Date: March 9, 2012
File: 06-2050-20-PSA/Vol
01

Staff Recommendation

That the estimated expenditures of \$70,000 with respect to the South Arm Pool Piping Repair project be funded from the Minor Capital Provision.

Whitehead per
Greg Scott, P. Eng., LEED A.P.
Director, Project Development
(604-276-4372)

| FOR ORIGINATING DEPARTMENT USE ONLY | | | |
|-------------------------------------|---|--|---|
| ROUTED TO: | CONCURRENCE | CONCURRENCE OF GENERAL MANAGER | |
| Budgets | Y <input checked="" type="checkbox"/> N <input type="checkbox"/> |  | |
| Recreation | Y <input checked="" type="checkbox"/> N <input type="checkbox"/> | | |
| REVIEWED BY TAG | YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> | REVIEWED BY CAO | YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> |

Staff Report

Origin

South Arm Pool is a 40 year old outdoor pool that operates from June through August. Last summer, the mechanical systems had difficulty maintaining pool temperature and staff determined the pool was losing approximately 3,500 gallons of water per day. Without interrupting pool operations, limited inspections and repairs were completed. The repairs reduced the water loss to 2,700 gallons per day and based on the inspection, it was thought that the replacement of the expansion joints, repairs to pipes outside of the pool basin and replacing the valves in the water slide pit would stop the water loss. The cost of these repairs was estimated to be \$85,000 and Council approved the work as part of the 2012 Capital Plan.

The pool was emptied in early March 2012 and a thorough investigation was completed. All pipes have been tested for collapse and was determined that the pipes requiring repairs are located under the concrete pool basin. The repair work is far more extensive than previously thought as well as more difficult to access which results in higher repair costs.

Analysis

The most recent investigation identified repairs required to stop the water loss. The revised scope of work includes:

1. Replace all pipes that return water from the filter system to the pool,
2. Replace 100M of expansion joint material,
3. Replace deck drain pipes that have been damaged by shrubs (roots) that surround the pool.
4. Reinstate concrete, fibreglass and gelcoat finish.
5. Remove shrubs and replace with sod.

Schedule:

In order to have the pool ready for public use June 9, 2012, the work must commence no later than April 2, 2012.

Financial Impact

The initial scope of work was estimated at \$85,000. The quote for the revised scope of work is \$155,000, an increase of \$70,000. Given the 2012 Infrastructure Replacement Program funds are fully allocated, staff propose that \$70,000 be funded from the Minor Capital Provision.

Conclusion

The repairs to the South Arm Pool identified in this report need to be underway by April 2, 2012 if the pool is to open as scheduled. Utilizing funds from the Minor Capital Provision is the most timely way of addressing the funding issue.



Janet M. Whitehead
Senior Project Manager
(604-233-3312)

JW:jw



Planning Committee

**Anderson Room, City Hall
6911 No. 3 Road**

**Tuesday, March 20, 2012
4:00 p.m.**

Pg. # ITEM

MINUTES

PLN-7 *Motion to adopt the minutes of the meeting of the Planning Committee held on Tuesday, March 6, 2012.*



NEXT COMMITTEE MEETING DATE

Tuesday, April 3, 2012, (tentative date) at 4:00 p.m. in the Anderson Room

COMMUNITY SERVICES DEPARTMENT

1. **HOUSING AGREEMENT (6951 ELMBRIDGE WAY) BYLAW NO. 8691- TO SECURE AFFORDABLE HOUSING UNITS LOCATED IN 6951 ELMBRIDGE WAY**
(File Ref. No. 12-8060-20-8691) (REDMS No. 3316108)

PLN-15

See Page **PLN-15** for full report

Designated Speaker: Dena Kae Beno

STAFF RECOMMENDATION

That Housing Agreement (6951 Elmbridge Way) Bylaw No. 8691 be introduced and given first reading to permit the City, after adoption, to enter into an amended Housing Agreement with 6951 Elmbridge Way Ltd., in connection with the property identified in Housing Agreement (6951 Elmbridge Way) Bylaw No. 8691, all in accordance with section 905 of the Local Government Act.



PLANNING & DEVELOPMENT DEPARTMENT

2. **APPLICATION BY YING YI ZHANG FOR REZONING AT 10231 AND 10251 RUSKIN ROAD FROM SINGLE DETACHED (RS1/E) TO SINGLE DETACHED (RS2/B)**

(File Ref. No. 12-8060-20-8871, **RZ 11-591786**) (REDMS No. 3481202)

PLN-41

See Page **PLN-41** for full report

Designated Speaker: Brian J. Jackson

STAFF RECOMMENDATION

That Bylaw No. 8871, for the rezoning of 10231 and 10251 Ruskin Road from “Single Detached (RS1/E)” to “Single Detached (RS2/B)”, be introduced and given first reading.



3. **APPLICATION BY ZHAO XD ARCHITECT LTD. FOR REZONING AT 8540 AND 8560 JONES ROAD FROM SINGLE DETACHED (RS1/E) TO HIGH DENSITY TOWNHOUSE (RTH1)**

(File Ref. No. 12-8060-20-8872, **RZ 11-593412**) (REDMS No. 3478339)

PLN-57

See Page **PLN-57** for full report

Designated Speaker: Brian J. Jackson

STAFF RECOMMENDATION

That Bylaw No. 8872, for the rezoning of 8540 and 8560 Jones Road from “Single Detached (RS1/E)” to “High Density Townhouse (RTH1)”, be introduced and given first reading.



4. **APPLICATION BY AM-PRI CONSTRUCTION LTD. FOR REZONING AT 9100, 9120 AND 9140 NO. 3 ROAD FROM SINGLE DETACHED (RS1/E) TO LOW DENSITY TOWNHOUSES (RTL4)**
(File Ref. No. 12-8060-20-8873, **RZ 11-577561**) (REDMS No. 3478950)

PLN-77

See Page **PLN-77** for full report

Designated Speaker: Brian J. Jackson

STAFF RECOMMENDATION

That Bylaw No. 8873, for the rezoning of 9100, 9120 and 9140 No. 3 Road from “Single Detached (RS1/E)” to “Low Density Townhouses (RTL4)”, be introduced and given first reading.



5. **APPLICATION BY CENTRO TERRAWEST DEVELOPMENT LTD. FOR REZONING AT 6011 AND 6031 NO. 1 ROAD FROM LOCAL COMMERCIAL (CL) AND SINGLE DETACHED (RS1/F) TO COMMERCIAL MIXED USE (ZMU21) – TERRA NOVA**
(File Ref. No. 12-8060-20-8874/8875, **RZ 11-586705**) (REDMS No. 3476638)

PLN-101

See Page **PLN-101** for full report

Designated Speaker: Brian J. Jackson

STAFF RECOMMENDATION

- (1) *That Official Community Plan Amendment Bylaw No. 8874, to redesignate 6011 and 6031 No. 1 Road from "Residential (Single-Family) " to "Mixed-Use" in Schedule 2.2B of Official Community Plan Bylaw No. 7100 (Terra Nova Sub-Area Plan), be introduced and given first reading.*
- (2) *That Bylaw No. 8874, having been considered in conjunction with:*
 - (a) *The City’s Financial Plan and Capital Program; and*
 - (b) *The Greater Vancouver Regional District Solid Waste and Liquid Waste Management Plans;**is hereby deemed to be consistent with said program and plans, in accordance with Section 882(3)(a) of the Local Government Act.*
- (3) *That Bylaw No. 8874, having been considered in accordance with OCP Bylaw Preparation Consultation Policy 5043, is hereby deemed not to require further consultation.*

- (4) *That Bylaw No. 8875, to:*
- (a) *Create “Commercial Mixed-Use (ZMU21) – Terra Nova”;*
 - (b) *Amend Section 5.15.1 (Affordable Housing) to include the “ZMU21” zone and the density bonusing sum of “\$4.00”; and*
 - (c) *Rezone 6011 and 6031 No. 1 Road from “Local Commercial (CL)” and “Single Detached (RS1/F)” to “Commercial Mixed-Use (ZMU21) – Terra Nova”, be introduced and given first reading.*



6. **APPLICATION BY PAUL CHEUNG (LIONS COMMUNICATIONS INC.) FOR A TEMPORARY COMMERCIAL USE PERMIT AT 12631 VULCAN WAY FOR 2012, 2013 AND 2014**

(File Ref. No.; TU 12-600784; REDMS No. 3487216)

PLN-137

See Page PLN-137 for full report

Designated Speaker: Brian J. Jackson

STAFF RECOMMENDATION

- (1) *That the application of Paul Cheung (Lions Communications Inc.) for a Temporary Commercial Use Permit at 12631 Vulcan Way be considered at Public Hearing to be held on April 16, 2012 at 7:00 pm in the Council Chambers of Richmond City Hall, and that the following recommendation be forwarded to that meeting for consideration:*

“That a Temporary Commercial Use Permit be issued to Paul Cheung (Lions Communications Inc.) for the property at 12631 Vulcan Way for the purposes of permitting an evening night market event between May 11, 2012 to September 16, 2012 (inclusive), May 10, 2013 to September 8, 2013 (inclusive) and May 9, 2014 to September 14, 2014 (inclusive) subject to the fulfillment of all terms, conditions and requirements outlined in the Temporary Commercial Use Permit and attached Schedules.”

- (2) *That the Public Hearing notification area include all properties within the area bounded by River Road to the north, No. 5 Road to the west, Bridgeport Road to the south and Knight Street to the east.*



7. **MANAGER’S REPORT**

Pg. #

ITEM

ADJOURNMENT



Planning Committee Agenda – Tuesday, March 20, 2012

| Pg. # | ITEM |
|-------|------|
|-------|------|



Planning Committee

Date: Tuesday, March 6, 2012

Place: Anderson Room
Richmond City Hall

Present: Councillor Bill McNulty, Chair
Councillor Evelina Halsey-Brandt, Vice-Chair
Councillor Chak Au
Councillor Linda Barnes
Councillor Harold Steves
Mayor Malcolm Brodie

Also Present: Councillor Derek Dang
Councillor Ken Johnston
Councillor Linda McPhail (present via teleconferencing)

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

MINUTES

It was moved and seconded

That the minutes of the meeting of the Planning Committee held on Tuesday, February 21, 2012, be adopted as circulated.

CARRIED

NEXT COMMITTEE MEETING DATE

Tuesday, March 20, 2012, (tentative date) at 4:00 p.m. in the Anderson Room

It was agreed that an additional item would be added to the Agenda as Item 1A. (please see Page 8)

PLANNING & DEVELOPMENT DEPARTMENT

1. **APPLICATION BY FIREWORK PRODUCTIONS LTD. FOR A TEMPORARY COMMERCIAL USE PERMIT AT 8351 RIVER ROAD AND DUCK ISLAND (LOT 87 SECTION 21 BLOCK 5 NORTH RANGE 6 WEST PLAN 34592) FOR 2012, 2013 AND 2014**
(File Ref. No. TU 11-595782) (REDMS No. 3485054/3468443)

Committee discussed the application for a Temporary Commercial Permit at River Road and Duck Island, by Raymond Cheung, Firework Productions, to operate a seasonal night market event Fridays to Sundays, from May to October, for 2012, 2013 and 2014.

It was noted that since the February 21, 2012 meeting of the Planning Committee, during which the Temporary Commercial Permit application was discussed then referred back for further examination of (i) traffic issues, (ii) traffic management, and (iii) parking issues as they related to the proposed night market, the proponent and staff had responded to the Committee referral and were presenting (i) new information, and (ii) analysis to Committee for consideration.

In response to queries, Victor Wei, Director of Transportation, advised that:

- the traffic consultant, R.F. Binnie & Associates Ltd. (Binnie), that the proponent hired to prepare a traffic and parking assessment for the event is well known to City staff; and
- recent projects Binnie has undertaken for the City include the 'scramble intersection' in Steveston, at the corner of No. 1 Road and Moncton Street, as well as the City's bus lane study;

Discussion ensued among Committee, Raymond Cheung, Fireworks Productions, Jonathan Ho, Traffic Engineer, Binnie, and Douglas Smith, ATC Traffic Management Ltd., and in particular on:

- ATC Traffic Management is tasked with carrying out the traffic and parking plans for the proposed night market;
- whether the proposed night market would reimburse River Rock Casino if the proposed night market's traffic and parking plans negatively impacted the casino's revenue;
- 100% of the proposed night market's 1,505 off-street parking stalls are free of charge, thereby (i) removing the requirement for pay booths to be situated at any location within the even parking areas, (ii) decreasing the possibility of queuing lengths for the vehicles on the site, and (iii) minimizing queuing on No. 3 Road;

Planning Committee

Tuesday, March 6, 2012

- discussions among the proponent, Binnie and City staff resulted in traffic and parking strategies that adequately address concerns regarding traffic flow, potential bottlenecks on City streets surrounding the subject site, and parking issues;
- trained Traffic Control Personnel (TCP) provided by ATC Traffic Management, stationed at intersections to direct traffic, will maintain constant radio communication to relay information between intersections, and, under severe conditions at the intersection of No. 3 Road and Bridgeport Road, a member of the Richmond detachment of the RCMP may override the existing signal.

Howard Blank, Vice-President, Great Canadian Gaming Corporation addressed Committee. Mr. Blank applauded the proponent for the steps taken to address the concerns he outlined at the February 21, 2012 meeting of the Planning Committee and then stated the following concerns with the application and the newly designed traffic and parking strategies:

- he knows that the presence of the proposed night market will have a negative effect on the casino, and he was not certain that the proponent knew the true detriment the proposed night market would have on the casino;
- he surmised that from 8,000 to 20,000 vehicles would make their way to the proposed night market, and wondered if these numbers were similar to those experienced at the Oval, during the 2010 Winter Olympics;
- he questioned whether the TCPs provided by the traffic management company were able to speak Cantonese and/or Mandarin;
- he queried how the proponent could prevent visitors to the proposed night market from saying they were destined for the casino, when they were not intent on going to the casino;
- he remarked that the casino's parkades feature a hard surface, and are safe and well-lit, while the proponent's parking sites have a sand surface;
- he noted that night market visitors might use Great Canadian Way to access the market, but that the casino's main access to the casino facility was the Great Canadian Way; and
- he wondered whether casino guests would be stuck in traffic on weekends, as they made an effort to get to the casino for theatre shows and 'staycations'.

Mr. Blank then asked for the following assurances:

- that the proponent has secured the additional site at the northwest corner of Bridgeport Road and No. 3 Road of Bridgeport Road needed to accommodate the contingency parking lot;

Planning Committee

Tuesday, March 6, 2012

- bilingual signage pointing drivers away from Great Canadian Way, to the other main access arteries that would feed the proposed night market;
- flexibility on the part of Firework Productions when they liaise with the casino; and
- that those people parking in the casino's parkades are going to the casino and not to the proposed night market.

The Chair posed Mr. Blank's questions, and reiterated Mr. Blank's request for assurances, to Mr. Cheung, Mr. Ho and Mr. Smith, and received the following advice:

- some, but not all, of the TCPs are bi- or multi-lingual;
- an agreement has been signed to secure the contingency parking lot at the northwest corner of Bridgeport Road and No. 3 Road;
- there will be adequate signage to point drivers away from the Great Canadian Way access to alternative access routes on their way to the proposed night market;
- one TCP working for the proponent would be stationed outside the casino's parkade; and
- on busy nights, such as those nights when the casino has a show featured in its theatre space, the proponent would station more TCPs in order to help out the casino.

Further discussion ensued among Committee, Mr. Cheung, Mr. Ho and Mr. Smith, and the following advice was provided:

- Firework Productions will undertake a thorough public relations campaign using multiple media outlets, to encourage visitors to the proposed night market to use public transit, especially the Canada Line, to access the market;
- Mr. Cheung is the primary liaison for communications with the casino, and his staff members are also authorized to communicate with the casino, to ensure no miscommunication takes place;
- with regard to the proponent's plans to provide signage to area residents that identify their vehicles so they will not be ticketed, the proponent is in discussion with City bylaw staff; and
- on busy weekend nights TCPs would clear any bottlenecks, and would take action to speed up the parking process.

In response to a Committee query, Mr. Wei advised that area residents and their parking habits would not be impacted by the proposed night market, as has been demonstrated in the case of the Vulcan Way night market.

Planning Committee

Tuesday, March 6, 2012

Mr. Wei added that a 20% contingency fund, in addition to the yearly operation bond amount required for the night market event, can be utilized to implement additional traffic control and monitoring and roadway improvements, if deemed necessary by City Transportation staff, in consultation with impacted stakeholders in the area.

Further discussion ensued among Committee, Mr. Cheung, Mr. Ho and Mr. Smith, and especially with regard to:

- a concern that the proponent is asking the City to take a risk, and this risk could mean a reduction in casino funding, and it follows that such a reduction would impact taxpayers;
- a concern that in an “only if needed” scenario, the member of the Richmond RCMP who would be called to override a traffic signal, would be diverted from other RCMP duties;
- the proponent’s willingness to ‘tweak’ the traffic and parking strategies on an as-needed basis;
- the importance of the first month of operation of the proposed night market in discerning how the traffic and parking strategies are working;
- the traffic management strategies have been designed to be responsive to many scenarios;
- the number of TCPs is flexible, with the option of adding more should the situation dictate more personnel, and they are trained to see not just the traffic at hand, but what traffic is coming;
- parking attendants will have communication tools, a backup plan is in place to alleviate queuing at the parking lots’ access points, and the overflow parking site has been secured;
- how the proponent’s traffic management plan can dissuade drivers from passing by the casino on their way to the proposed night market’s parking sites;
- the difference in acreage between the proponent’s past night market site and the proposed subject site; the proposed number of retail stalls and proposed number of food court stalls; and
- the proponent’s plans to dispatch staff to clean up night market litter that may be found in the surrounding area.

(Councillor Derek Dang left the meeting at 4:50 p.m. and did not return until 5:15 p.m.)

Planning Committee

Tuesday, March 6, 2012

It was moved and seconded

- (1) *That the application of Firework Productions Ltd. for a Temporary Commercial Use Permit for property at 8351 River Road and Duck Island be considered at Public Hearing to be held on March 19, 2012 at 7:00 pm in the Council Chambers of Richmond City Hall, and that the following recommendation be forwarded to that meeting for consideration:*

“That a Temporary Commercial Use Permit be issued to Firework Productions Ltd. for the property at 8351 River Road and Duck Island for the purposes of permitting an evening night market event between May 18, 2012 to October 8, 2012 (inclusive), May 17, 2013 to October 14, 2013 (inclusive) and May 16, 2014 to October 13, 2014 (inclusive) subject to the fulfillment of all terms, conditions and requirements outlined in the Temporary Commercial Use Permit and attached Schedules.”

- (2) *That the Public Hearing notification area include all properties to the north of Bridgeport Road and west of Great Canadian Way as shown in Attachment 4 to the original staff report dated February 9, 2012 from the Director of Development.*

The question on the motion was not called as further discussion ensued, and especially on:

- what the night market brings to Richmond, whether the night market is an asset to Richmond, and the benefits of the night market to Richmond;
- whether the proponent is willing to cancel the 2013 and 2014 night markets if the proposed 2012 night market proves problematic;
- the subject site is earmarked for development in the future, as part of the City's 'entertainment district', and the night market would provide an opportunity to work on traffic pattern issues before any permanent structures, such as hotels, go up on the subject site; and
- the proponent's willingness to work with the casino on traffic circulation issues.

At the conclusion of the discussion the following **motion** was introduced:

It was moved and seconded

That a Temporary Commercial Use Permit be issued to Firework Productions Ltd. for the property at 8351 River Road and Duck Island for the purpose of permitting an evening night market event between May 18, 2012 to October 8, 2012 (inclusive) subject to the fulfillment of all terms, conditions and requirements outlined in the Temporary Commercial Use Permit and attached Schedules.

Planning Committee

Tuesday, March 6, 2012

The question on the motion was not called as further discussion took place.

In response to a query, Brian J. Jackson, Director of Development, advised that if the applicant does not fulfill all terms, conditions and requirements outlined in the Temporary Commercial Use Permit and the attached Schedules, Council could revoke the Temporary Commercial Use Permit. He added that if the applicant was fulfilling all terms, conditions and requirements, it would be difficult for Council to revoke the permit.

There was general acknowledgement and agreement that the proposed night market would probably be successful.

A comment was made that the anticipated success of the event would be the reason for (i) potential effects on the casino's operation, and (ii) potential traffic and parking issues in the area, and that a one-year permit was the way to address any issues that may arise.

A brief discussion ensued regarding the idea of a one-year versus a three-year permit.

At the conclusion of the discussion the question on the motion was called and it was **DEFEATED** with Mayor Brodie and Councillors Au, Barnes and McNulty **OPPOSED**.

It was moved and seconded

- (1) *That the application of Firework Productions Ltd. for a Temporary Commercial Use Permit for property at 8351 River Road and Duck Island be considered at Public Hearing to be held on March 19, 2012 at 7:00 pm in the Council Chambers of Richmond City Hall, and that the following recommendation be forwarded to that meeting for consideration:*

"That a Temporary Commercial Use Permit be issued to Firework Productions Ltd. for the property at 8351 River Road and Duck Island for the purposes of permitting an evening night market event between May 18, 2012 to October 8, 2012 (inclusive), May 17, 2013 to October 14, 2013 (inclusive) and May 16, 2014 to October 13, 2014 (inclusive) subject to the fulfillment of all terms, conditions and requirements outlined in the Temporary Commercial Use Permit and attached Schedules."

- (2) *That the Public Hearing notification area include all properties to the north of Bridgeport Road and west of Great Canadian Way as shown in Attachment 4 to the original staff report dated February 9, 2012 from the Director of Development.*

CARRIED

OPPOSED: Cllr. Evelina Halsey-Brandt

Cllr. Harold Steves

Planning Committee
Tuesday, March 6, 2012

The meeting was recessed at 5:19 p.m.

The meeting was reconvened at 5:28 p.m. with Cllr. Derek Dang present.

1A. APPLICATION BY AJIT THALIWAL FOR REZONING AT 6688 LIVINGSTONE PLACE FROM SINGLE DETACHED (RS1/E) TO SINGLE DETACHED (RS2/A)

(File Ref. No. 12-8060-20-8870, RZ 11-596352) (REDMS No. 3468937)

It was moved and seconded

That Bylaw No.8870, for the rezoning of 6688 Livingstone Place from "Single Detached (RS1/E)" to "Single Detached (RS2/A)", be introduced and given first reading.

CARRIED

2. MANAGER'S REPORT

No manager's reports were given.

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 Planning Committee of the Council of the City of Richmond held on Tuesday, March 26, 2012.

Councillor Bill McNulty
Chair

Sheila Johnston
Committee Clerk



City of Richmond

Report to Committee

To: Planning Committee

Date: February 29, 2012

From: Cathryn Volkering Carlile
General Manager

File: 08-4057-05/2012

Re: Housing Agreement (6951 Elmbridge Way) Bylaw No. 8691- to Secure Affordable Housing Units located in 6951 Elmbridge Way

Staff Recommendation

1. That Housing Agreement (6951 Elmbridge Way) Bylaw No. 8691 be introduced and given first reading to permit the City, after adoption, to enter into an amended Housing Agreement with 6951 Elmbridge Way Ltd., in connection with the property identified in Housing Agreement (6951 Elmbridge Way) Bylaw No. 8691, all in accordance with section 905 of the *Local Government Act*.

Cathy Volkering Carlile
General Manager, Community Services
(604-276-4068)

Att. 3

| FOR ORIGINATING DEPARTMENT USE ONLY | | | |
|-------------------------------------|---|---------------------------------------|---|
| ROUTED TO: | CONCURRENCE | CONCURRENCE OF GENERAL MANAGER | |
| Law | Y <input checked="" type="checkbox"/> N <input type="checkbox"/> | | |
| Development Applications | Y <input checked="" type="checkbox"/> N <input type="checkbox"/> | | |
| Budgets | Y <input checked="" type="checkbox"/> N <input type="checkbox"/> | | |
| REVIEWED BY TAG | YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> | REVIEWED BY CAO | YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> |

Origin

The purpose of this report is to obtain first reading of Housing Agreement (6951 Elmbridge Way) Bylaw No. 8691 (**Attachment 1**). After first reading and all required notice is given, the bylaw shall go to public hearing, at which point consideration will be given to second and third reading of the Bylaw.

On July 12, 2010, Housing Agreement (6951 Elmbridge Way) Bylaw 8620 was adopted by Council to permit the City to enter into a Housing Agreement with 6951 Elmbridge Way Ltd., to secure 20 low end market rental units at 6951 Elmbridge Way, as part of Rezoning Application No. 07-380222 and associated Zoning & Development Bylaw No. 8604 and 8605.

On October 25, 2010, Council adopted the recommended changes to the City's Affordable Housing Strategy, whereby:

1. The City's maximum income thresholds and rent rates for low end market rental units would be adjusted to align with Core Need Income Threshold values and/or other applicable data released from Canada Mortgage and Housing Corporation (CMHC) to reflect current market and affordability trend data.
2. The annual income threshold and maximum permitted rent for affordable housing would be adjusted by staff once every calendar year.
3. The effective date for the adjustment would be applied to all Housing Agreements brought forward after the date of Council approval.

Developers expressed concern that the adjusted rates and thresholds would not apply to existing Housing Agreements executed prior to October 25, 2010. Council, in turn, requested staff to contact developers with previous approved Housing Agreements to:

1. Inform them that the adjusted income and rent values would apply to the Housing Agreements prior to October 25, 2010.
2. Provide them with an opportunity to apply for an adjustment to the income and rent values in their Housing Agreements.

Section 905(4) of the *Local Government Act* provides that a Housing Agreement may only be amended by bylaw.

On February 13, 2012, Council adopted the 2012 income threshold and affordable rent rates, based on staff's review of Housing Income Limit values determined by the annual Canada Mortgage and Housing Corporation market rental survey. The adjustment will become effective immediately following the adoption by Council.

Future adjustments to the income threshold and maximum permitted rent rates will be based on staff's review of updated Housing Income Limits and/or other applicable data produced by CMHC in years when it is released.

The adjusted Affordable Housing Strategy total household annual income and maximum monthly rent limits are:

| | <u>Bachelor</u> | <u>1 Bedroom</u> | <u>2 Bedroom</u> | <u>3 Bedroom</u> |
|-------------------------------|------------------------|-------------------------|-------------------------|-------------------------|
| Total Household Annual Income | \$33,500 or less | \$37,000 or less | \$45,500 or less | \$55,000 or less |
| Maximum Monthly Rent | \$837 | \$925 | \$1,137 | \$1,375 |

Analysis

The existing Housing Agreement restricts annual household income and rents in perpetuity for the 20 units, with the provision for an adjustment of the maximum annual household income and rental rates on an annual basis to ensure that the affordability terms established by the City remain in effect.

The property owner has since applied for its existing Housing Agreement to be reviewed for a rate adjustment which staff have completed. The table below compares the maximum total household income and monthly rent values in the existing Housing Agreement to the proposed, amended Housing Agreement (**Attachment 2**) for the 20 affordable low end market rent units:

| Unit Type | Maximum Monthly Rent | | Maximum Household Annual Income | |
|----------------------|-----------------------------------|--|-----------------------------------|---|
| | <i>Existing Housing Agreement</i> | <i>Amended Housing Agreement -(Rates Align with CMHC 2012 Housing Income Limits)</i> | <i>Existing Housing Agreement</i> | <i>Amended Housing Agreement-(Rates align with CMHC 2012 Housing Income Limits)</i> |
| 16 one-bedroom units | \$650 | \$925 | \$30,500 | \$37,000 or less |
| 4 two-bedroom units | \$770 | \$1,137 | \$36,000 | \$45,500 or less |

Staff have conducted the requested review and are proposing rate adjustments for the 6951 Elmbridge Way Ltd. development situated at 6951 Elmbridge Way in accordance with Council's October 25, 2010 direction and February 13, 2012 amended rates. The amended Housing Agreement shall also contain additional updated terms and conditions consistent with current housing agreements being approved by the City.

After adoption of Housing Agreement Bylaw No. 8691, the City will be able to enter into an amended Housing Agreement with 6951 Elmbridge Way Ltd. reflecting the October 25, 2010 and February 13, 2012 changes to the City's Affordable Housing Strategy in connection with securing 20 affordable units at the subject development.

A public hearing will be required, with normal notification to all residents within 50 metres from the property line (**Attachment 3**).

This report and bylaw are consistent with Council's adopted term goal:

Improve the effectiveness of the delivery of social services in the City through the development and implementation of a Social and Community Services Strategy that includes increased social housing, implementation of the campus of care concept and an emergency shelter for women.

Financial Impact

Administration of this Housing Agreement will be covered by existing City resources.

Conclusion

In accordance with the *Local Government Act* (Section 905), adoption of Housing Agreement (6951 Elmbridge Way) Bylaw No. 8691 is required to permit the City to enter into an updated Housing Agreement to reflect October 25, 2010 and February 13, 2012 changes to the City's Affordable Housing Strategy.

It is thus recommended that first reading be given to Housing Agreement (6951 Elmbridge Way) Bylaw No. 8691.



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

| | | |
|--------------|-------------------|----------------|
| Attachment 1 | Bylaw No. 8691 | Doc # 3316393 |
| Attachment 2 | Housing Agreement | Doc # 314338v5 |
| Attachment 3 | Property Map | Doc # 3477715 |



City of
Richmond

Bylaw 8691

Housing Agreement (6951 Elmbridge Way) Bylaw No. 8691

The Council of the City of Richmond enacts as follows:

1. The Mayor and City Clerk for the City of Richmond are authorized to execute and deliver a housing agreement, substantially in the form set out as Schedule A to this Bylaw, with the owner of the land legally described as:

PID: 028-324-030 Lot A Section 6 Block 4 North Range 6 West NWD Plan
BCP 45903

2. This Bylaw may be cited as "**Housing Agreement (6951 Elmbridge Way) Bylaw No. 8691**".

FIRST READING

SECOND READING

THIRD READING

ADOPTED

MAYOR

CORPORATE OFFICER



Schedule A

To Housing Agreement (6951 Elmbridge Way) Bylaw No. 8691

HOUSING AGREEMENT BETWEEN 6951 ELMBRIDGE WAY LTD. AND CITY OF
RICHMOND IN RELATION TO 6951 ELMBRIDGE WAY

HOUSING AGREEMENT
(Section 905 *Local Government Act*)

THIS AGREEMENT is dated for reference the 12th day of March, 2012.

BETWEEN:

6951 ELMBRIDGE WAY LTD. (Inc. No. 0597673),
a company duly incorporated under the laws of the Province of British
Columbia and having its registered office at Suite 300 – 550 Robson
Street, Vancouver, BC V6B 2B7

(the “Owner” as more fully defined in section 1.1 of this
Agreement)

AND:

CITY OF RICHMOND,
a municipal corporation pursuant to the *Local Government Act* and
having its offices at 6911 No. 3 Road, Richmond, British
Columbia, V6Y 2C1

(the “City” as more fully defined in section 1.1 of this Agreement)

WHEREAS:

- A. Section 905 of the *Local Government Act* permits the City to enter into and, by legal notation on title, note on title to lands, housing agreements which may include, without limitation, conditions in respect to the form of tenure of housing units, availability of housing units to classes of persons, administration of housing units and rent which may be charged for housing units;
- B. The Owner is the owner of the Lands (as hereinafter defined); and
- C. The Owner and the City wish to enter into this Agreement (as herein defined) to provide for affordable housing on the terms and conditions set out in this Agreement,

In consideration of \$10.00 and other good and valuable consideration (the receipt and sufficiency of which is acknowledged by both parties), and in consideration of the promises exchanged below, the Owner and the City covenant and agree as follows:

ARTICLE 1 DEFINITIONS AND INTERPRETATION

1.1 In this Agreement the following words have the following meanings:

- (a) **"Affordable Housing Unit"** means a Dwelling Unit or Dwelling Units designated as such in accordance with a building permit and/or development permit issued by the City and/or, if applicable, in accordance with any rezoning consideration applicable to the development on the Lands and includes, without limiting the generality of the foregoing, the Dwelling Unit charged by this Agreement;
- (b) **"Agreement"** means this agreement together with all schedules, attachments and priority agreements attached hereto;
- (c) **"City"** means the City of Richmond;
- (d) **"CPI"** means the All-Items Consumer Price Index for Vancouver, B.C. published from time to time by Statistics Canada, or its successor in function;
- (e) **"Daily Amount"** means \$100.00 per day as of January 1, 2009 adjusted annually thereafter by adding thereto an amount calculated by multiplying \$100.00 by the percentage change in the CPI since January 1, 2009, to January 1 of the year that a written notice is delivered to the Owner by the City pursuant to section 6.1 of this Agreement. In the absence of obvious error or mistake, any calculation by the City of the Daily Amount in any particular year shall be final and conclusive;
- (f) **"Dwelling Unit"** means a residential dwelling unit or units located or to be located on the Lands whether those dwelling units are lots, strata lots or parcels, or parts or portions thereof, and includes single family detached dwellings, duplexes, townhouses, auxiliary residential dwelling units, rental apartments and strata lots in a building strata plan and includes, where the context permits, an Affordable Housing Unit;
- (g) **"Eligible Tenant"** means a Family having a cumulative annual income of:
 - (i) in respect to a bachelor unit, \$33,500 or less;
 - (ii) in respect to a one bedroom unit, \$37,000 or less;
 - (iii) in respect to a two bedroom unit, \$45,500 or less; or
 - (iv) in respect to a three or more bedroom unit, \$55,000 or less

provided that, commencing July 1, 2012, the annual incomes set-out above shall, in each year thereafter, be adjusted, plus or minus, by adding or subtracting therefrom, as the case may be, an amount calculated that is equal to the Core Need Income Threshold data and/or other applicable data produced by Canada Mortgage Housing Corporation in the years when such data is released. In the event that, in applying the values set-out above, the rental increase is at any time greater than the rental increase permitted by the *Residential Tenancy Act*, then the increase will be reduced to the maximum amount permitted by the *Residential Tenancy Act*. In the absence of obvious error or mistake, any calculation by the City of an Eligible Tenant's permitted income in any particular year shall be final and conclusive;

- (h) **"Family"** means:
 - (i) a person;
 - (ii) two or more persons related by blood, marriage or adoption; or
 - (iii) a group of not more than 6 persons who are not related by blood, marriage or adoption
- (i) **"Housing Covenant"** means the agreements, covenants and charges granted by the Owner to the City (which includes covenants pursuant to section 219 of the *Land Title Act*) charging the Lands registered on ____ day of _____, 201_, under number _____;
- (j) **"Interpretation Act"** means the *Interpretation Act*, R.S.B.C. 1996, Chapter 238, together with all amendments thereto and replacements thereof;
- (k) **"Land Title Act"** means the *Land Title Act*, R.S.B.C. 1996, Chapter 250, together with all amendments thereto and replacements thereof;
- (l) **"Lands"** means the following lands and premises situate in the City of Richmond and, including a building or a portion of a building, into which said land is Subdivided:

 PID: 028-324-030
 Lot A Section 6 Block 4 North Range 6 West New Westminster District Plan BCP45903
- (m) **"Local Government Act"** means the *Local Government Act*, R.S.B.C. 1996, Chapter 323, together with all amendments thereto and replacements thereof;
- (n) **"LTO"** means the New Westminster Land Title Office or its successor;
- (o) **"Owner"** means the party described on page 1 of this Agreement as the Owner and any subsequent owner of the Lands or of any part into which the Lands are

Subdivided, and includes any person who is a registered owner in fee simple of an Affordable Housing Unit from time to time;

(p) **"Permitted Rent"** means no greater than:

- (i) \$837.00 a month for a bachelor unit;
- (ii) \$925.00 a month for a one bedroom unit;
- (iii) \$1,137.00 a month for a two bedroom unit; and
- (iv) \$1,375.00 a month for a three (or more) bedroom unit,

provided that, commencing July 1, 2012, the rents set-out above shall, in each year thereafter, be adjusted, plus or minus, by adding or subtracting therefrom, as the case may be, an amount calculated that is equal to the Core Need Income Threshold data and/or other applicable data produced by Canada Mortgage Housing Corporation in the years when such data is released. In the event that, in applying the values set-out above, the rental increase is at any time greater than the rental increase permitted by the *Residential Tenancy Act*, then the increase will be reduced to the maximum amount permitted by the *Residential Tenancy Act*. In the absence of obvious error or mistake, any calculation by the City of the Permitted Rent in any particular year shall be final and conclusive;

(q) **"Real Estate Development Marketing Act"** means the *Real Estate Development Marketing Act*, S.B.C. 2004, Chapter 41, together with all amendments thereto and replacements thereof;

(r) **"Residential Tenancy Act"** means the *Residential Tenancy Act*, S.B.C. 2002, Chapter 78, together with all amendments thereto and replacements thereof;

(s) **"Strata Property Act"** means the *Strata Property Act* S.B.C. 1998, Chapter 43, together with all amendments thereto and replacements thereof;

(t) **"Subdivide"** means to divide, apportion, consolidate or subdivide the Lands, or the ownership or right to possession or occupation of the Lands into two or more lots, strata lots, parcels, parts, portions or shares, whether by plan, descriptive words or otherwise, under the *Land Title Act*, the *Strata Property Act*, or otherwise, and includes the creation, conversion, organization or development of "cooperative interests" or "shared interest in land" as defined in the *Real Estate Development Marketing Act*;

(u) **"Tenancy Agreement"** means a tenancy agreement, lease, license or other agreement granting rights to occupy an Affordable Housing Unit; and

(v) **"Tenant"** means an occupant of an Affordable Housing Unit by way of a Tenancy Agreement.

1.2 In this Agreement:

- (a) reference to the singular includes a reference to the plural, and *vice versa*, unless the context requires otherwise;
- (b) article and section headings have been inserted for ease of reference only and are not to be used in interpreting this Agreement;
- (c) if a word or expression is defined in this Agreement, other parts of speech and grammatical forms of the same word or expression have corresponding meanings;
- (d) reference to any enactment includes any regulations, orders or directives made under the authority of that enactment;
- (e) reference to any enactment is a reference to that enactment as consolidated, revised, amended, re-enacted or replaced, unless otherwise expressly provided;
- (f) the provisions of section 25 of the *Interpretation Act* with respect to the calculation of time apply;
- (g) time is of the essence;
- (h) all provisions are to be interpreted as always speaking;
- (i) reference to a "party" is a reference to a party to this Agreement and to that party's respective successors, assigns, trustees, administrators and receivers. Wherever the context so requires, reference to a "party" also includes an Eligible Tenant, agent, officer and invitee of the party;
- (j) reference to a "day", "month", "quarter" or "year" is a reference to a calendar day, calendar month, calendar quarter or calendar year, as the case may be, unless otherwise expressly provided; and
- (k) where the word "including" is followed by a list, the contents of the list are not intended to circumscribe the generality of the expression preceding the word "including".

ARTICLE 2 USE AND OCCUPANCY OF AFFORDABLE HOUSING UNITS

- 2.1 The Owner agrees that each Affordable Housing Unit may only be used as a permanent residence occupied by one Eligible Tenant. An Affordable Housing Unit must not be occupied by the Owner, the Owner's family members (unless the Owner's family members qualify as Eligible Tenants), or any tenant or guest of the Owner, other than an Eligible Tenant.
- 2.2 Within 30 days after receiving notice from the City, the Owner must, in respect of each Affordable Housing Unit, provide to the City a statutory declaration, substantially in the

form (with, in the City Solicitor's discretion, such further amendments or additions as deemed necessary) attached as Appendix A, sworn by the Owner, containing all of the information required to complete the statutory declaration. The City may request such statutory declaration in respect to each Affordable Housing Unit no more than once in any calendar year; provided, however, notwithstanding that the Owner may have already provided such statutory declaration in the particular calendar year, the City may request and the Owner shall provide to the City such further statutory declarations as requested by the City in respect to an Affordable Housing Unit if, in the City's absolute determination, the City believes that the Owner is in breach of any of its obligations under this Agreement.

- 2.3 The Owner hereby irrevocably authorizes the City to make such inquiries as it considers necessary in order to confirm that the Owner is complying with this Agreement.

ARTICLE 3

DISPOSITION AND ACQUISITION OF AFFORDABLE HOUSING UNITS

- 3.1 The Owner will not permit an Affordable Housing Unit Tenancy Agreement to be subleased or assigned.
- 3.2 If this Housing Agreement encumbers more than one Affordable Housing Unit, then the Owner may not, without the prior written consent of the City Solicitor, sell or transfer less than five (5) Affordable Housing Units in a single or related series of transactions with the result that when the purchaser or transferee of the Affordable Housing Units becomes the owner, the purchaser or transferee will be the legal and beneficial owner of not less than five (5) Affordable Housing Units.
- 3.3 The Owner must not rent, lease, license or otherwise permit occupancy of any Affordable Housing Unit except to an Eligible Tenant and except in accordance with the following additional conditions:
- (a) the Affordable Housing Unit will be used or occupied only pursuant to a Tenancy Agreement;
 - (b) the monthly rent payable for the Affordable Housing Unit will not exceed the Permitted Rent applicable to that class of Affordable Housing Unit;
 - (c) the Owner will not require the Tenant or any permitted occupant to pay any strata fees, strata property contingency reserve fees or any extra charges or fees for use of any common property, limited common property, or other common areas, facilities or amenities, or for sanitary sewer, storm sewer, water, other utilities, property or similar tax; provided, however, if the Affordable Housing Unit is a strata unit and the following costs are not part of strata or similar fees, an Owner may charge the Tenant the Owner's cost, if any, of providing cablevision, telephone, other telecommunications, gas, or electricity fees, charges or rates;
 - (d) the Owner will attach a copy of this Agreement to every Tenancy Agreement;

- (e) the Owner will include in the Tenancy Agreement a clause requiring the Tenant and each permitted occupant of the Affordable Housing Unit to comply with this Agreement;
- (f) the Owner will include in the Tenancy Agreement a clause entitling the Owner to terminate the Tenancy Agreement if:
 - (i) an Affordable Housing Unit is occupied by a person or persons other than an Eligible Tenant;
 - (ii) the annual income of an Eligible Tenant rises above the applicable maximum amount specified in section 1.1(g) of this Agreement;
 - (iii) the Affordable Housing Unit is occupied by more than the number of people the City's building inspector determines can reside in the Affordable Housing Unit given the number and size of bedrooms in the Affordable Housing Unit and in light of any relevant standards set by the City in any bylaws of the City;
 - (iv) the Affordable Housing Unit remains vacant for three consecutive months or longer, notwithstanding the timely payment of rent; and/or
 - (v) the Tenant subleases the Affordable Housing Unit or assigns the Tenancy Agreement in whole or in part,

and in the case of each breach, the Owner hereby agrees with the City to forthwith provide to the Tenant a notice of termination. Except for section 3.3(f)(ii) of this Agreement [*Termination of Tenancy Agreement if Annual Income of Tenant rises above amount prescribed in section 1.1(g) of this Agreement*], the notice of termination shall provide that the termination of the tenancy shall be effective 30 days following the date of the notice of termination. In respect to section 3.3(f)(ii) of this Agreement, termination shall be effective on the day that is six (6) months following the date that the Owner provided the notice of termination to the Tenant;

- (g) the Tenancy Agreement will identify all occupants of the Affordable Housing Unit and will stipulate that anyone not identified in the Tenancy Agreement will be prohibited from residing at the Affordable Housing Unit for more than 30 consecutive days or more than 45 days total in any calendar year; and
- (h) the Owner will forthwith deliver a certified true copy of the Tenancy Agreement to the City upon demand.

3.4 If the Owner has terminated the Tenancy Agreement, then the Owner shall use best efforts to cause the Tenant and all other persons that may be in occupation of the Affordable Housing Unit to vacate the Affordable Housing Unit on or before the effective date of termination.

ARTICLE 4 DEMOLITION OF AFFORDABLE HOUSING UNIT

- 4.1 The Owner will not demolish an Affordable Housing Unit unless:
- (a) the Owner has obtained the written opinion of a professional engineer or architect who is at arm's length to the Owner that it is no longer reasonable or practical to repair or replace any structural component of the Affordable Housing Unit, and the Owner has delivered to the City a copy of the engineer's or architect's report; or
 - (b) the Affordable Housing Unit is damaged or destroyed, to the extent of 40% or more of its value above its foundations, as determined by the City in its sole discretion,

and, in each case, a demolition permit for the Affordable Housing Unit has been issued by the City and the Affordable Housing Unit has been demolished under that permit.

Following demolition, the Owner will use and occupy any replacement Dwelling Unit in compliance with this Agreement and the Housing Covenant both of which will apply to any replacement Dwelling Unit to the same extent and in the same manner as those agreements apply to the original Dwelling Unit, and the Dwelling Unit must be approved by the City as an Affordable Housing Unit in accordance with this Agreement.

ARTICLE 5 STRATA CORPORATION BYLAWS

- 5.1 This Agreement will be binding upon all strata corporations created upon the strata title Subdivision of the Lands or any Subdivided parcel of the Lands.
- 5.2 Any strata corporation bylaw which prevents, restricts or abridges the right to use the Affordable Housing Units as rental accommodation will have no force and effect.
- 5.3 No strata corporation shall pass any bylaws preventing, restricting or abridging the use of the Affordable Housing Units as rental accommodation.
- 5.4 No strata corporation shall pass any bylaw or approve any levies which would result in only the Owner or the Tenant or any other permitted occupant of an Affordable Housing Unit (and not include all the owners, tenants, or any other permitted occupants of all the strata lots in the applicable strata plan which are not Affordable Housing Units) paying any extra charges or fees for the use of any common property, limited common property or other common areas, facilities, or amenities of the strata corporation.
- 5.5 The strata corporation shall not pass any bylaw or make any rule which would restrict the Owner or the Tenant or any other permitted occupant of an Affordable Housing Unit from using and enjoying any common property, limited common property or other common areas, facilities or amenities of the strata corporation except on the same basis that governs

the use and enjoyment of any common property, limited common property or other common areas, facilities or amenities of the strata corporation by all the owners, tenants, or any other permitted occupants of all the strata lots in the applicable strata plan which are not Affordable Housing Units.

ARTICLE 6 DEFAULT AND REMEDIES

- 6.1 The Owner agrees that, in addition to any other remedies available to the City under this Agreement or the Housing Covenant or at law or in equity, if an Affordable Housing Unit is used or occupied in breach of this Agreement or rented at a rate in excess of the Permitted Rent or the Owner is otherwise in breach of any of its obligations under this Agreement or the Housing Covenant, the Owner will pay the Daily Amount to the City for every day that the breach continues after forty-five (45) days written notice from the City to the Owner stating the particulars of the breach. For greater certainty, the City is not entitled to give written notice with respect to any breach of the Agreement until any applicable cure period, if any, has expired. The Daily Amount is due and payable five (5) business days following receipt by the Owner of an invoice from the City for the same.
- 6.2 The Owner acknowledges and agrees that a default by the Owner of any of its promises, covenants, representations or warranties set-out in the Housing Covenant shall also constitute a default under this Agreement.

ARTICLE 7 MISCELLANEOUS

7.1 Housing Agreement

The Owner acknowledges and agrees that:

- (a) this Agreement includes a housing agreement entered into under section 905 of the *Local Government Act*;
- (b) where an Affordable Housing Unit is a separate legal parcel the City may file notice of this Agreement in the LTO against the title to the Affordable Housing Unit and, in the case of a strata corporation, may note this Agreement on the common property sheet; and
- (c) where the Lands have not yet been Subdivided to create the separate parcels to be charged by this Agreement, the City may file a notice of this Agreement in the LTO against the title to the Lands. If this Agreement is filed in the LTO as a notice under section 905 of the *Local Government Act* prior to the Lands having been Subdivided, and it is the intention that this Agreement is, once separate legal parcels are created and/or the Lands are subdivided, to charge and secure only the legal parcels or Subdivided Lands which contain the Affordable Housing Units, then the City Solicitor shall be entitled, without further City Council approval, authorization or bylaw, to partially discharge this Agreement accordingly. The

Owner acknowledges and agrees that notwithstanding a partial discharge of this Agreement, this Agreement shall be and remain in full force and effect and, but for the partial discharge, otherwise unamended. Further, the Owner acknowledges and agrees that in the event that the Affordable Housing Unit is in a strata corporation, this Agreement shall remain noted on the strata corporation's common property sheet.

7.2 Modification

Subject to section 7.1 of this Agreement, this Agreement may be modified or amended from time to time, by consent of the Owner and a bylaw duly passed by the Council of the City and thereafter if it is signed by the City and the Owner.

7.3 Management

The Owner covenants and agrees that it will furnish good and efficient management of the Affordable Housing Units and will permit representatives of the City to inspect the Affordable Housing Units at any reasonable time, subject to the notice provisions in the *Residential Tenancy Act*. The Owner further covenants and agrees that it will maintain the Affordable Housing Units in a good state of repair and fit for habitation and will comply with all laws, including health and safety standards applicable to the Lands. Notwithstanding the foregoing, the Owner acknowledges and agrees that the City, in its absolute discretion, may require the Owner, at the Owner's expense, to hire a person or company with the skill and expertise to manage the Affordable Housing Units.

7.4 Indemnity

The Owner will indemnify and save harmless the City and each of its elected officials, officers, directors, and agents, and their heirs, executors, administrators, personal representatives, successors and assigns, from and against all claims, demands, actions, loss, damage, costs and liabilities, which all or any of them will or may be liable for or suffer or incur or be put to by reason of or arising out of:

- (a) any negligent act or omission of the Owner, or its officers, directors, agents, contractors or other persons for whom at law the Owner is responsible relating to this Agreement;
- (b) the construction, maintenance, repair, ownership, lease, license, operation, management or financing of the Lands or any Affordable Housing Unit or the enforcement of any Tenancy Agreement; and/or
- (c) without limitation, any legal or equitable wrong on the part of the Owner or any breach of this Agreement by the Owner.

7.5 Release

The Owner hereby releases and forever discharges the City and each of its elected officials, officers, directors, and agents, and its and their heirs, executors, administrators,

personal representatives, successors and assigns, from and against all claims, demands, damages, actions, or causes of action by reason of or arising out of or which would or could not occur but for the:

- (a) construction, maintenance, repair, ownership, lease, license, operation or management of the Lands or any Affordable Housing Unit under this Agreement; and/or
- (b) the exercise by the City of any of its rights under this Agreement or an enactment.

7.6 Survival

The obligations of the Owner set out in this Agreement will survive termination or discharge of this Agreement.

7.7 Priority

The Owner will do everything necessary, at the Owner's expense, to ensure that this Agreement, if required by the City Solicitor, will be noted against title to the Lands in priority to all financial charges and encumbrances which may have been registered or are pending registration against title to the Lands save and except those specifically approved in advance in writing by the City Solicitor or in favour of the City, and that a notice under section 905(5) of the *Local Government Act* will be filed on the title to the Lands.

7.8 City's Powers Unaffected

This Agreement does not:

- (a) affect or limit the discretion, rights, duties or powers of the City under any enactment or at common law, including in relation to the use or subdivision of the Lands;
- (b) impose on the City any legal duty or obligation, including any duty of care or contractual or other legal duty or obligation, to enforce this Agreement;
- (c) affect or limit any enactment relating to the use or subdivision of the Lands; or
- (d) relieve the Owner from complying with any enactment, including in relation to the use or subdivision of the Lands.

7.9 Agreement for Benefit of City Only

The Owner and the City agree that:

- (a) this Agreement is entered into only for the benefit of the City;
- (b) this Agreement is not intended to protect the interests of the Owner, any Tenant, or any future owner, lessee, occupier or user of the Lands or the building or any portion thereof, including any Affordable Housing Unit; and

- (c) the City may at any time execute a release and discharge of this Agreement, without liability to anyone for doing so, and without obtaining the consent of the Owner.

7.10 No Public Law Duty

Where the City is required or permitted by this Agreement to form an opinion, exercise a discretion, express satisfaction, make a determination or give its consent, the Owner agrees that the City is under no public law duty of fairness or natural justice in that regard and agrees that the City may do any of those things in the same manner as if it were a private party and not a public body.

7.11 Notice

Any notice required to be served or given to a party herein pursuant to this Agreement will be sufficiently served or given if delivered, to the postal address of the Owner set out in the records at the LTO, and in the case of the City addressed:

To: Clerk, City of Richmond
6911 No. 3 Road
Richmond, BC V6Y 2C1

And to: City Solicitor
City of Richmond
6911 No. 3 Road
Richmond, BC V6Y 2C1

or to the most recent postal address provided in a written notice given by each of the parties to the other. Any notice which is delivered is to be considered to have been given on the first day after it is dispatched for delivery.

7.12 Enuring Effect

This Agreement will extend to and be binding upon and enure to the benefit of the parties hereto and their respective successors and permitted assigns.

7.13 Severability

If any provision of this Agreement is found to be invalid or unenforceable, such provision or any part thereof will be severed from this Agreement and the resultant remainder of this Agreement will remain in full force and effect.

7.14 Waiver

All remedies of the City will be cumulative and may be exercised by the City in any order or concurrently in case of any breach and each remedy may be exercised any number of times with respect to each breach. Waiver of or delay in the City exercising

any or all remedies will not prevent the later exercise of any remedy for the same breach or any similar or different breach.

7.15 Sole Agreement

This Agreement, and any documents signed by the Owners contemplated by this Agreement (including, without limitation, the Housing Covenant), represent the whole agreement between the City and the Owner respecting the use and occupation of the Affordable Housing Units, and there are no warranties, representations, conditions or collateral agreements made by the City except as set forth in this Agreement. In the event of any conflict between this Agreement and the Housing Covenant, this Agreement shall, to the extent necessary to resolve such conflict, prevail.

7.16 Further Assurance

Upon request by the City the Owner will forthwith do such acts and execute such documents as may be reasonably necessary in the opinion of the City to give effect to this Agreement.

7.17 Covenant Runs with the Lands

This Agreement burdens and runs with the Lands and every parcel into which it is Subdivided in perpetuity. All of the covenants and agreements contained in this Agreement are made by the Owner for itself, its personal administrators, successors and assigns, and all persons who after the date of this Agreement, acquire an interest in the Lands.

7.18 Equitable Remedies

The Owner acknowledges and agrees that damages would be an inadequate remedy for the City for any breach of this Agreement and that the public interest strongly favours specific performance, injunctive relief (mandatory or otherwise), or other equitable relief, as the only adequate remedy for a default under this Agreement.

7.19 No Joint Venture

Nothing in this Agreement will constitute the Owner as the agent, joint venturer, or partner of the City or give the Owner any authority to bind the City in any way.

7.20 Applicable Law

Unless the context otherwise requires, the laws of British Columbia (including, without limitation, the *Residential Tenancy Act*) will apply to this Agreement and all statutes referred to herein are enactments of the Province of British Columbia.

7.21 Deed and Contract

By executing and delivering this Agreement the Owner intends to create both a contract and a deed executed and delivered under seal.

7.22 Joint and Several

If the Owner is comprised of more than one person, firm or body corporate, then the covenants, agreements and obligations of the Owner shall be joint and several.

7.23 Limitation on Owner's Obligations

The Owner is only liable for breaches of this Agreement that occur while the Owner is the registered owner of the Lands provided however that notwithstanding that the Owner is no longer the registered owner of the Lands, the Owner will remain liable for breaches of this Agreement that occurred while the Owner was the registered owner of the Lands.

IN WITNESS WHEREOF the parties hereto have executed this Agreement as of the day and year first above written.

6951 ELMBRIDGE WAY LTD.,
by its authorized signatory(ies):

Per: _____
Name:

Per: _____
Name:

| |
|--|
| CITY OF RICHMOND |
| APPROVED for content by originating dept. |
| APPROVED for legality by Solicitor |
| DATE OF COUNCIL APPROVAL |

CITY OF RICHMOND

by its authorized signatory(ies):

Per: _____
Malcolm D. Brodie, Mayor

Per: _____
David Weber, Corporate Officer

Appendix A to Housing Agreement

STATUTORY DECLARATION

| | | |
|------------------------------|---|------------------------|
| CANADA |) | IN THE MATTER OF A |
| |) | HOUSING AGREEMENT WITH |
| PROVINCE OF BRITISH COLUMBIA |) | THE CITY OF RICHMOND |
| |) | ("Housing Agreement") |

TO WIT:

I, _____ of _____, British Columbia, do solemnly declare that:

1. I am the owner or authorized signatory of the owner of _____ (the "Affordable Housing Unit"), and make this declaration to the best of my personal knowledge.
2. This declaration is made pursuant to the Housing Agreement in respect of the Affordable Housing Unit.
3. For the period from _____ to _____ the Affordable Housing Unit was occupied only by the Eligible Tenants (as defined in the Housing Agreement) whose names and current addresses and whose employer's names and current addresses appear below:

[Names, addresses and phone numbers of Eligible Tenants and their employer(s)]

4. The rent charged each month for the Affordable Housing Unit is as follows:
 - (a) the monthly rent on the date 365 days before this date of this statutory declaration: \$_____ per month;
 - (b) the rent on the date of this statutory declaration: \$_____; and
 - (c) the proposed or actual rent that will be payable on the date that is 90 days after the date of this statutory declaration: \$_____.
5. I acknowledge and agree to comply with the Owner's obligations under the Housing Agreement, and other charges in favour of the City noted or registered in the Land Title Office against the land on which the Affordable Housing Unit is situated and confirm that the Owner has complied with the Owner's obligations under the Housing Agreement.

6. I make this solemn declaration, conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and pursuant to the *Canada Evidence Act*.

DECLARED BEFORE ME at the City of _____)
 _____, in the Province of British)
 Columbia, this _____ day of)
 _____, 20____.)

 A Commissioner for Taking Affidavits in the)
 Province of British Columbia)

 DECLARANT

PRIORITY AGREEMENT

In respect to a Housing Agreement (the "Housing Agreement") made pursuant to section 905 of the *Local Government Act* between the City of Richmond and **6951 Elmbridge Way Ltd.** (the "Owner") in respect to the lands and premises legally known and described as:

PID: 028-324-030

Lot A Section 6 Block 4 North Range 6 West New Westminster District Plan BCP45903

(the "Lands")

THE BANK OF NOVA SCOTIA (the "Chargeholder") is the holder of a Mortgage and Assignment of Rents encumbering the Lands which Mortgage and Assignment of Rents were registered in the Lower Mainland LTO under numbers BB1330619 and BB1330620, respectively ("the Bank Charges").

The Chargeholder, being the holder of the Bank Charges, by signing below, in consideration of the payment of Ten Dollars (\$10.00) and other good and valuable consideration (the receipt and sufficiency of which is hereby acknowledged and agreed to by the Chargeholder), hereby consents to the granting of the covenants in the Housing Agreement by the Owner and hereby covenants that the Housing Agreement shall bind the Bank Charges in the Lands and shall rank in priority upon the Lands over the Bank Charges as if the Housing Agreement had been signed, sealed and delivered and noted on title to the Lands prior to the Bank Charges and prior to the advance of any monies pursuant to the Bank Charges. The grant of priority is irrevocable, unqualified and without reservation or limitation.

THE BANK OF NOVA SCOTIA

by its authorized signatory(ies):

Per: _____
Name:

Per: _____
Name:

PRIORITY AGREEMENT

In respect to a Housing Agreement (the "Housing Agreement") made pursuant to section 905 of the *Local Government Act* between the City of Richmond and **6951 Elmbridge Way Ltd.** (the "Owner") in respect to the lands and premises legally known and described as:

PID: 028-324-030

Lot A Section 6 Block 4 North Range 6 West New Westminster District Plan BCP45903

(the "Lands")

AVIVA INSURANCE COMPANY OF CANADA (the "Chargeholder") is the holder of a Mortgage and Assignment of Rents encumbering the Lands which Mortgage and Assignment of Rents were registered in the Lower Mainland LTO under numbers BB1330621 and BB1330622, respectively ("the Bank Charges").

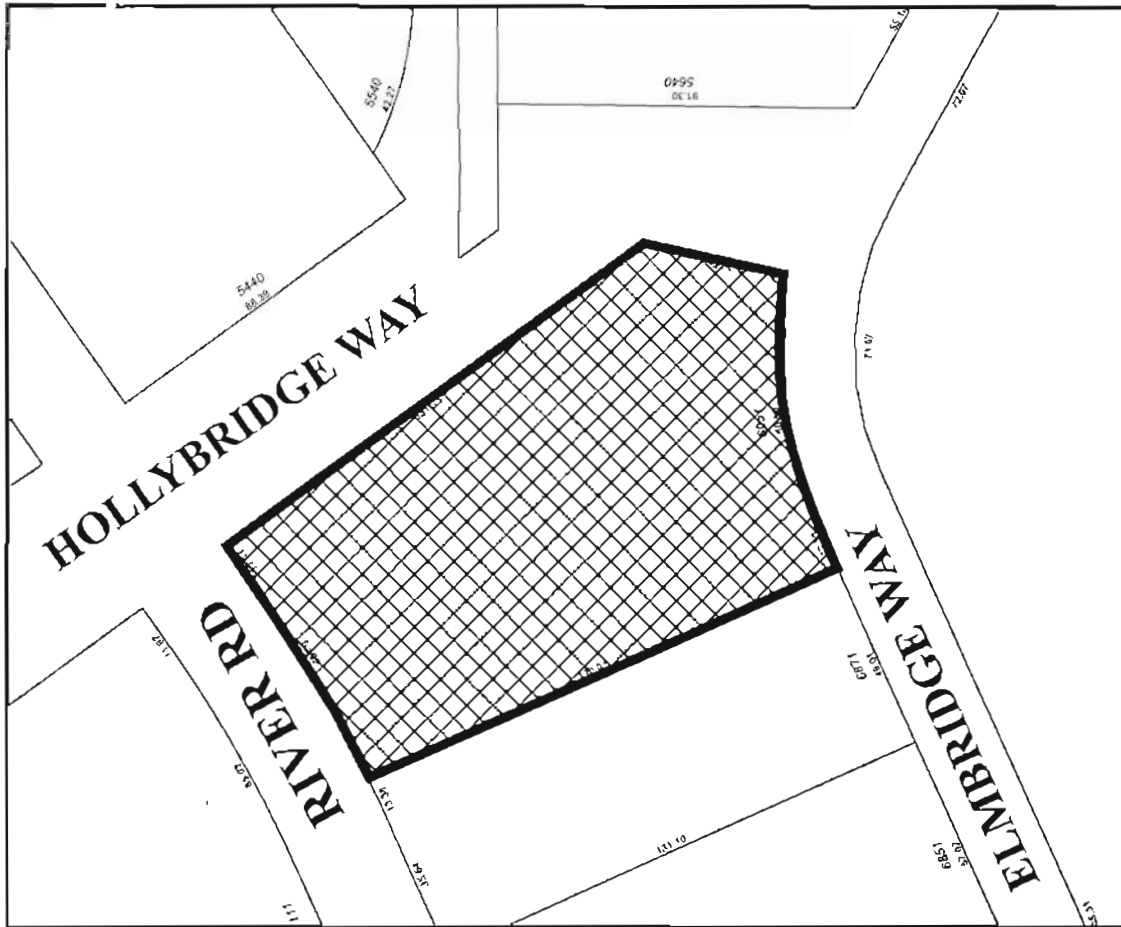
The Chargeholder, being the holder of the Bank Charges, by signing below, in consideration of the payment of Ten Dollars (\$10.00) and other good and valuable consideration (the receipt and sufficiency of which is hereby acknowledged and agreed to by the Chargeholder), hereby consents to the granting of the covenants in the Housing Agreement by the Owner and hereby covenants that the Housing Agreement shall bind the Bank Charges in the Lands and shall rank in priority upon the Lands over the Bank Charges as if the Housing Agreement had been signed, sealed and delivered and noted on title to the Lands prior to the Bank Charges and prior to the advance of any monies pursuant to the Bank Charges. The grant of priority is irrevocable, unqualified and without reservation or limitation.

AVIVA INSURANCE COMPANY OF CANADA

by its authorized signatory(ies):

Per: _____
Name:

Per: _____
Name:

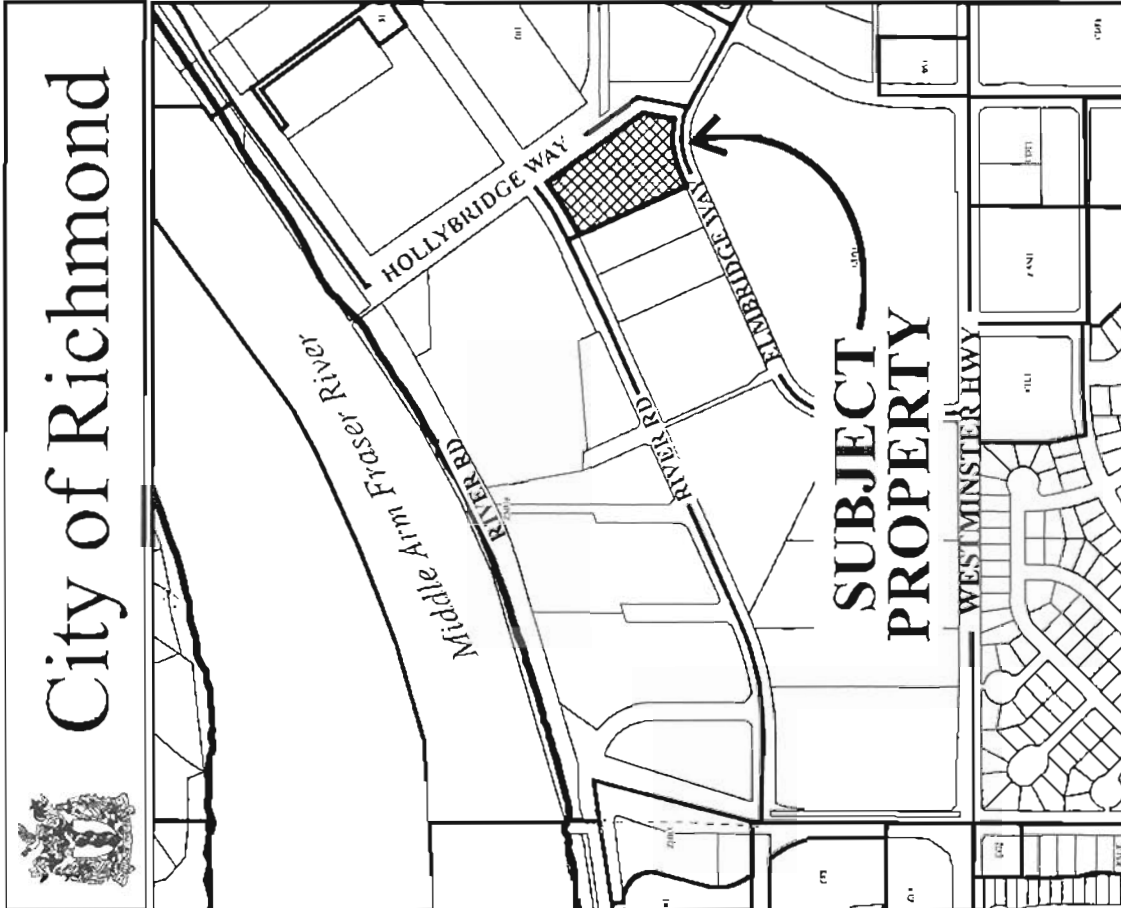


Original Date: 08/16/11

Revision Date:

Note: Dimensions are in METERS

6951 Elmbriage Way



City of Richmond

**SUBJECT
PROPERTY**



City of Richmond
Planning and Development Department

Report to Committee

To: Planning Committee **Date:** February 24, 2012
From: Brian J. Jackson, MCIP **File:** RZ 11-591786
Director of Development
Re: **Application by Ying Yi Zhang for Rezoning at 10231 and 10251 Ruskin Road
from Single Detached (RS1/E) to Single Detached (RS2/B)**

Staff Recommendation

1. That Bylaw No. 8871, for the rezoning of 10231 and 10251 Ruskin Road from "Single Detached (RS1/E)" to "Single Detached (RS2/B)", be introduced and given first reading.

Brian J. Jackson, MCIP
Director of Development

EL:blg
Att.

| FOR ORIGINATING DEPARTMENT USE ONLY | | |
|-------------------------------------|--|---------------------------------------|
| ROUTED TO: | CONCURRENCE | CONCURRENCE OF GENERAL MANAGER |
| Affordable Housing | Y <input checked="" type="checkbox"/> N <input type="checkbox"/> | <i>Acting</i> |

Staff Report

Origin

Ying Yi Zhang has applied to the City of Richmond for permission to rezone 10231 and 10251 Ruskin Road (**Attachment 1**) from Single Detached (RS1/E) to Single Detached (RS2/B) in order to permit the property to be subdivided into three (3) single family lots (**Attachment 2**).

Findings of Fact

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

Surrounding Development

To the north: Existing single-family lots zoned Single Detached (RS1/E);

To the east: Across Ruskin Road, recently developed single-family lots zoned Single Detached (RS2/B);

To the south: Existing single-family lots zoned Single Detached (RS1/E); and

To the west: Newer single-family dwellings on lots zoned Single Detached (RS1/E) fronting Leonard Road.

Related Policies & Studies

Lot Size Policy 5469

The subject property is located within the Single-Family Lot Size Policy No. 5469 (adopted by Council February 19, 2001) (**Attachment 4**). This Policy permits rezoning and subdivision of lots within the policy area in accordance with "Single Detached (RS2/B)" (minimum 12 m wide and 360 m² in area). This redevelopment proposal would enable the development site to be subdivided into three (3) lots, each approximately 13.4 m (442 ft.) wide and 491 m² (5,285 ft²) in area.

Affordable Housing

The Richmond Affordable Housing Strategy requires a suite on at least 50% of new lots, or a cash-in-lieu contribution of \$1.00 per square foot of total building area toward the Affordable Housing Reserve Fund for single-family rezoning applications.

The applicant is proposing to provide a legal secondary suite on two (2) of the three (3) future lots at the subject site. To ensure that the secondary suites are built to the satisfaction of the City in accordance with the Strategy, the applicant is required to enter into a legal agreement registered on Title, stating that no final Building Permit inspection is to 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. This legal agreement is a condition of rezoning. This agreement will be discharged from Title on the one (1) lot where the secondary suites are not required by the Affordable Housing Strategy after the requirements are satisfied, at the initiation of the applicant.

Should the applicants change their mind about the affordable housing option selected, a voluntary contribution to the City's Affordable Housing Reserve Fund in-lieu of providing the secondary suite will be accepted. In this case, the voluntary contribution would be required to be submitted prior to final adoption of the rezoning bylaw, and would be based on \$1.00 per square foot of total building area of the single detached developments (i.e. \$8,507).

Floodplain Management Implementation Strategy

The applicant is required to comply with the Flood Plain Designation and Protection Bylaw (No. 8204). In accordance with the Flood Management Strategy, a Flood Indemnity Restrictive Covenant specifying the minimum flood construction level is required prior to rezoning bylaw adoption.

Public Input

There have been no concerns expressed by the public about the development proposal in response to the placement of the rezoning sign on the property.

Staff Comments

Tree Preservation

A Tree Survey and a Certified Arborist's report were submitted in support of the application; seven (7) trees and two (2) hedgerows were identified and assessed:

- five (5) bylaw-sized tree and one (1) hedgerow on the subject property; and
- two (2) bylaw-sized trees and one (1) hedgerow on the City boulevard in front of the site.

The City's Tree Preservation Coordinator reviewed the Arborist's Report and concurs with the arborist's recommendations to remove four (4) bylaw-sized trees onsite. The 90 cm caliper Black Pine tree (tag #41) displays an "unnatural" lean at the base of the tree (no basal flare is visible at the south side of the tree in the direction of the lean). In addition, 50% of the trees critical root zone is located within the allowable building footprint (the building depth would need to be reduced by a minimum 30% in order to protect this tree). Due to the lean and the close proximity of the tree to the building, this tree should be removed and replaced.

Three (3) trees identified as tree tag #36 (65cm cal Birch), #37 (50cm cal Cherry) and #40 (33cm cal Crab Apple) have all been historically topped and as a result have developed decay pockets and weakly attached secondary branch growth that is prone to failure. These three (3) trees are not good candidates for retention and should be removed and replaced.

Based on the 2:1 tree replacement ratio goal stated in the Official Community Plan (OCP), the size requirements for replacement tree in the Tree Protection Bylaw No. 8057, and the City's Tree Preservation Coordinator recommendations, a total of eight (8) replacement trees with the following minimum calliper sizes are required:

| # Trees to be removed | dbh | # trees to be replaced | Min. calliper of deciduous tree | or | Min. height of coniferous tree |
|-----------------------|----------|------------------------|---------------------------------|----|--------------------------------|
| 1 | 31-40 cm | 2 | 8 cm | | 4.0 m |
| 1 | 41-50 cm | 2 | 9 cm | | 5.0 m |
| 2 | 60 cm + | 4 | 11 cm | | 6.0 m |

To ensure that the replacement trees are planted and maintained, the applicant is required to submit a Landscaping Security to the City in the amount of \$4,000 (\$500/tree) prior to final adoption of the rezoning bylaw.

The applicant has agreed to retain a 30 cm caliper Holly tree (tag #42) along the west property line and a hedgerow along the north property line. A Tree Retention Plan is attached (**Attachment 5**). Tree protection fencing must be installed to City standards prior to demolition of the existing dwelling on the subject site, and must remain in place until construction and landscaping on the future lots is completed. As a condition to rezoning, the applicant is required to submit a proof of contract with a Certified Arborist to monitor all works to be done near or within all tree protection zones.

Parks Operations staff have agreed to the proposed removal of two (2) bylaw-sized trees along Ruskin Road. Both trees have been severely topped for overhead hydro lines and now have poor structure as a result. A cash compensation for the street tree removal in the amount of \$2,600 is determined. The hedgerow along Ruskin Road will be protected.

Site Servicing

Prior to final adoption of the rezoning, the developer is required to enter into a standard Servicing Agreement for the design and construction of frontage improvements from Ryan Road to the north property line of 10231 Ruskin Road. The improvements to include, but not limited to: storm sewer, curb and gutter, pavement widening (based on 8.5 m road width), 1.5 m concrete sidewalk at the west property line of Ruskin Road, grass and treed boulevard (trees at 9 m spacing), and street lighting.

At future Subdivision stage, the developer will be required to pay Development Cost Charges (City and GVS & DD), School Site Acquisition Charge, and Address Assignment Fee, as well as to provide underground hydro, telephone and cable service connections for each lot.

At future Building Permit stage, the developer will be required to pay a Late Comer Fee (Storm Sewer) including 8% annual interest since August 27, 2004, as benefiting properties.

Analysis

Development Potential of Adjacent Properties

Property to the North

Based on the existing lot geometry, none of the six (6) properties to the north of the subject site (10111 to 10211 Ruskin Road) has development potential on its own. Land assembly of a minimum of two (2) lots is required to rezone and subdivide to create additional lots (i.e. 2 RS1/E lots into 3 RS2/B lots).

Property to the South

The width of the adjacent property to the south at 8311 Ryan Road is approximately 20.1 m wide, which is approximately 3.9 m short to create for two (2) RS2/B lots fronting Ryan Road or approximately 5.9 m short to create for two (2) RS2/B lots fronting Ruskin Road. Given the existing lot geometry, 8311 Ryan Road has no development potential on its own.

Proposed Development

This is a relatively straight-forward redevelopment proposal. This development proposal is consistent with Lot Size Policy 5469 and is located within an established residential neighbourhood that has a strong presence of small lots zoned Single Detached (RS1/B), created from larger lots. Since there is no development potential at 8311 Ryan Road, frontage improvement across the Ruskin Road frontage of 8311 Ryan Road is secured as part of this rezoning application to achieve a consistent street design along Ruskin Road. The list of rezoning conditions is included as **Attachment 6**, which has been agreed to by the applicant (signed acceptance on file). On this basis, staff support the application.

Financial Impact or Economic Impact

None.

Conclusion

This rezoning application is to permit subdivision of two (2) larger lots into three (3) smaller lots (approximately 13.4 m wide). This rezoning application complies with all applicable land use designations and policies contained within the Official Community Plan (OCP). The list of rezoning conditions is included as **Attachment 6**, which has been agreed to by the applicant (signed acceptance on file). On this basis, staff recommends support of the application.



Edwin Lee
Planning Technician – Design
(604-276-4121)

EL:blg

Attachments:

- Attachment 1: Location Map
- Attachment 2: Proposed Subdivision Plan
- Attachment 3: Development Application Data Sheet
- Attachment 4: Lot Size Policy 5469
- Attachment 5: Tree Retention Plan
- Attachment 6: Rezoning Considerations



PROPOSED REZONING



PLN - 46

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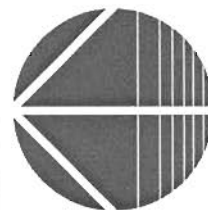
ATTACHMENT 1

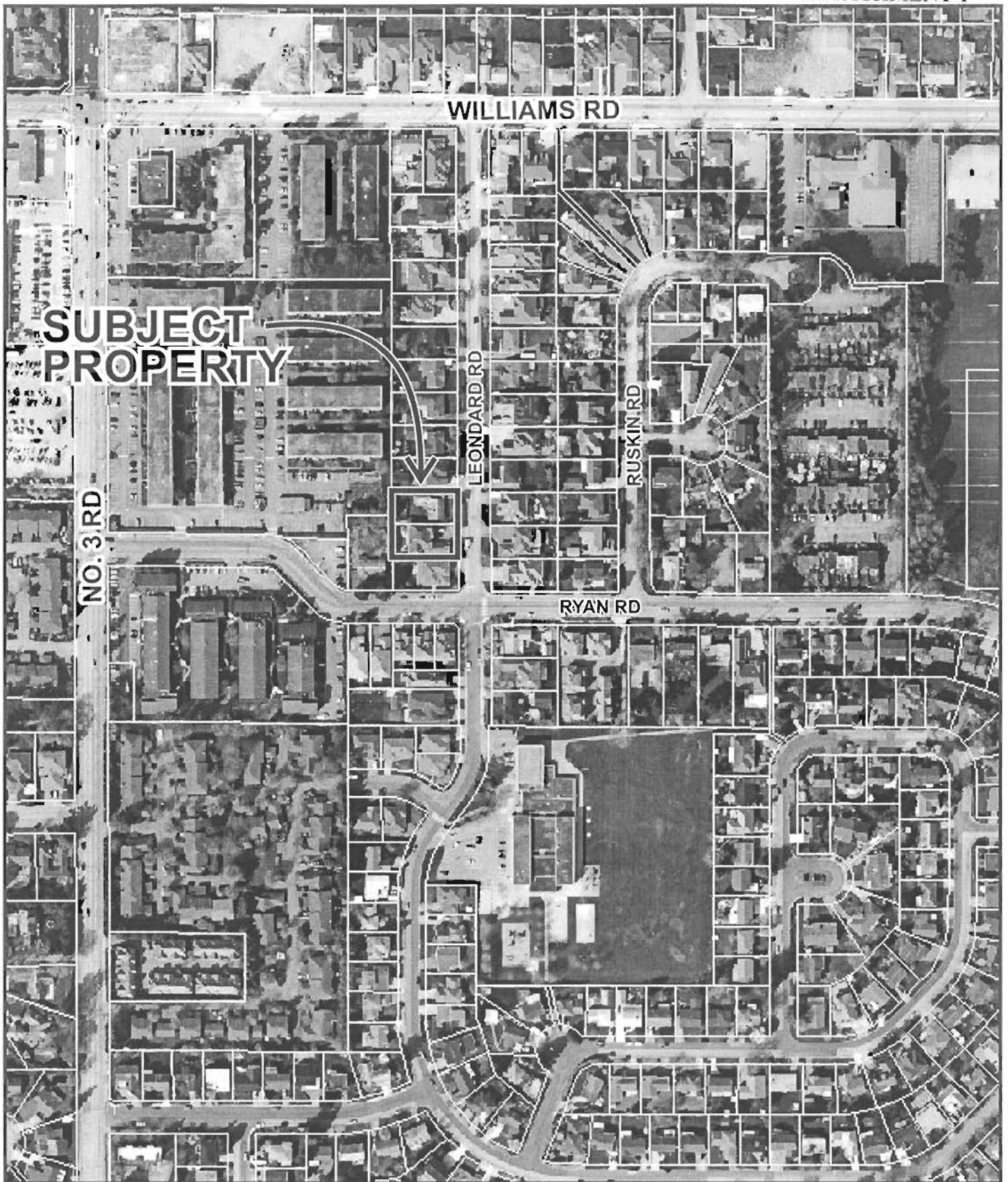
Original Date: 11/01/11

Revision Date:

Note: Dimensions are in METRES

RZ 11-591786





RZ 11-591786

PLN - 47

Original Date: 11/02/11

Amended Date:

Note: Dimensions are in METRES

**TOPOGRAPHIC SURVEY AND PROPOSED SUBDIVISION OF LOTS 18 AND 19
BOTH OF SECTION 33 BLOCK 4 NORTH RANGE 6 WEST
NEW WESTMINSTER DISTRICT PLAN 18353**

#10231 RUSKIN ROAD, (LOT 18)
RICHMOND, B.C.
P.I.D 010-379-801

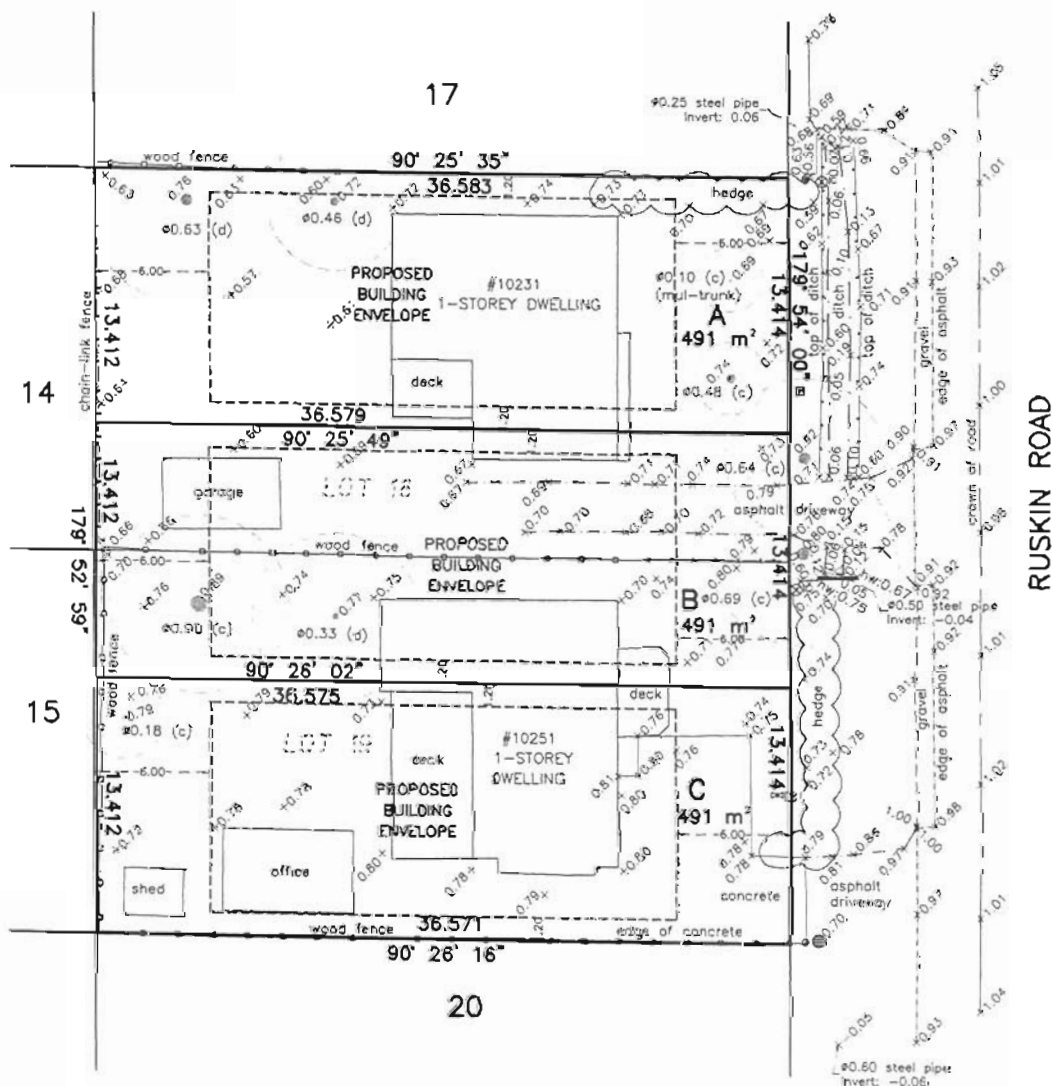
#10251 RUSKIN ROAD, (LOT 19)
RICHMOND, B.C.
P.I.D 003-554-988



SCALE: 1:250

0 5 10 20

ALL DISTANCES ARE IN METRES AND DECIMALS
THEREOF UNLESS OTHERWISE INDICATED



© copyright:

J. C. Tam and Associates
Canada and B.C. Land Surveyor
r15 - 8833 Odlin Crescent
Richmond, B.C. V6X 3Z7
Telephone: 214-8928
Fax: 214-8929
E-mail: office@jctam.com
Website: www.jctam.com
Job No: 4592
FB-188 P124-r26
Drawn By: TH

LEGEND:

- (b) denotes coniferous
- (d) denotes deciduous
- denotes power pole
- denotes round catch basin
- ⊗ denotes inspection chamber
- ⊠ denotes water meter
- ⊞ denotes water valve
- ⊞ denotes headwall

NOTE:

Elevations shown are based on City of Richmond HPN Benchmark network.
Benchmark: HPN #204.
Control Monument 02H2452
Located at In grassy area @ SW corner
No.3 Road & Steveston Highway
Elevation = 1.559 metres

CERTIFIED CORRECT:
LCT DIMENSION ACCORDING TO
FIELD SURVEY

Johnson C. Tam
JOHNSON C. TAM, B.C.L.S.

AUGUST 31st, 2011

DWG No. 4592--TOPO

PLN - 48



City of Richmond

6911 No. 3 Road
Richmond, BC V6Y 2C1
www.richmond.ca
604-276-4000

Development Application Data Sheet

RZ 11-591786

Attachment 3

Address: 10231 and 10251 Ruskin Road

Applicant: Ying Yi Zhang

Planning Area(s): Broadmoor

| | Existing | Proposed |
|------------------------------|--|---|
| Owner: | Ying Y. Zhang | No change |
| Site Size (m ²): | 1470 m ² (15,823 ft ²) | approximately 490 m ² (5,274 ft ²) |
| Land Uses: | Two (2) single-family residential dwellings | Three (3) single-family residential dwellings |
| OCP Designation: | Generalized Land Use Map – Neighbourhood Residential | No change |
| Area Plan Designation: | N/A | No change |
| 702 Policy Designation: | Single Detached (RS2/B) | No change |
| Zoning: | Single Detached (RS1/E) | Single Detached (RS2/B) |
| Number of Units: | Two (2) | Three (3) |
| Other Designations: | N/A | No change |

| On Future Subdivided Lots | Bylaw Requirement | Proposed | Variance |
|--|--------------------|--------------------|----------------|
| Floor Area Ratio: | Max. 0.55 | Max. 0.55 | none permitted |
| Lot Coverage – Building: | Max. 45% | Max. 45% | none |
| Lot Coverage – Buildings, structures, and non-porous | Max. 70% | Max. 70% | none |
| Lot Coverage – Landscaping | Min. 25% | Min. 25% | none |
| Setback – Front & Rear Yards (m): | 6 m Min. | 6 m Min. | none |
| Setback – Side Yards (m): | Min. 1.2 m | 1.2 m Min. | none |
| Height (m): | Max. 2.5 storeys | 2.5 storeys Max. | none |
| Lot Size (min. dimensions): | 360 m ² | 490 m ² | none |

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

**City of Richmond****Policy Manual**

Page 1 of 2

Adopted by Council: February 19, 2001

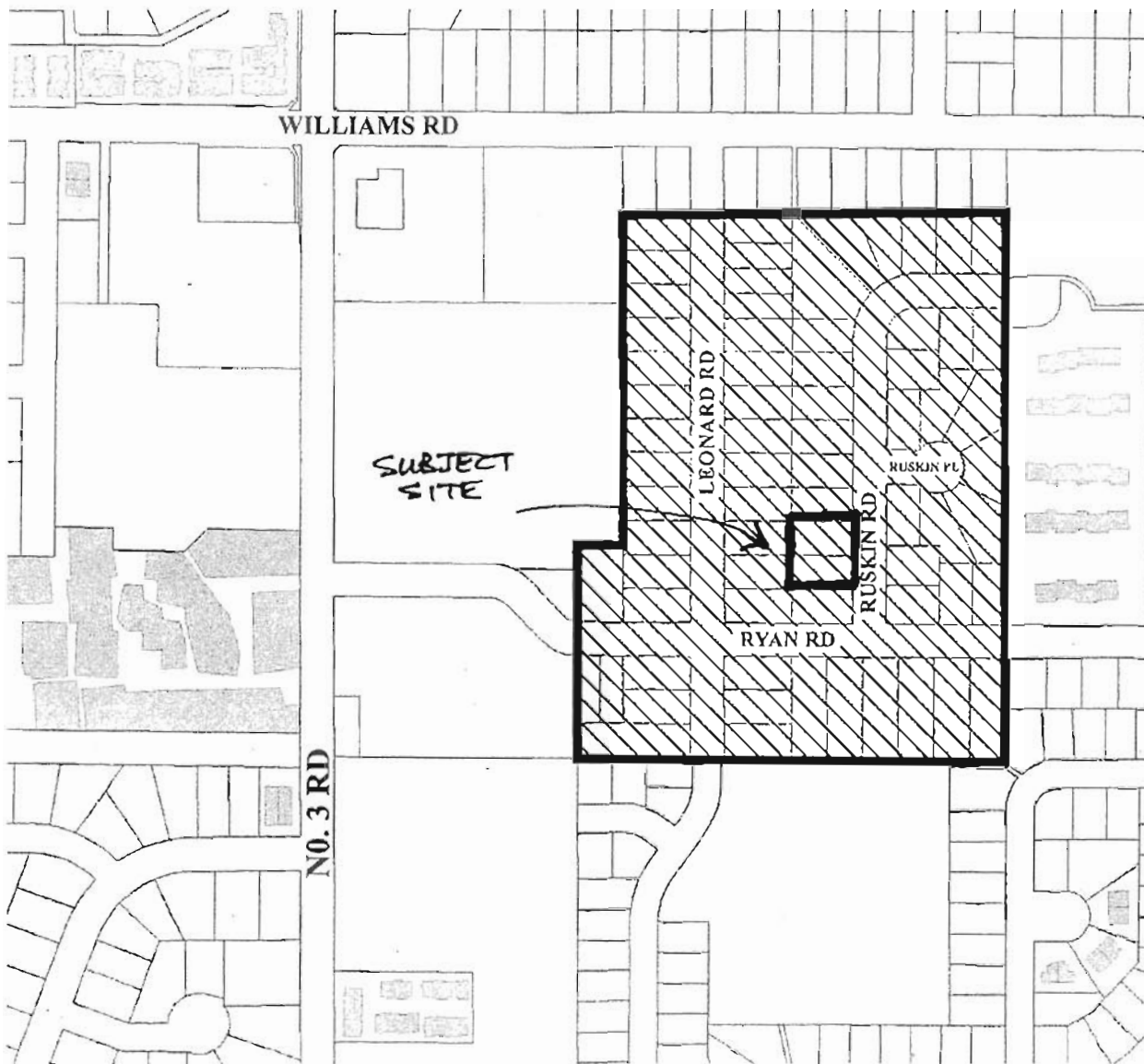
POLICY 5469


File Ref: 4045-00

SINGLE-FAMILY LOT SIZE POLICY IN QUARTER SECTION 33-4-6**POLICY 5469:**

The following policy establishes lot sizes in a portion of Section 33-4-6, for the properties generally located along **Ryan Road, Leonard Road, Ruskin Road and Ruskin Place**, as shown on the attached map:

That properties along Ryan Road, Leonard Road, Ruskin Road and Ruskin Place (in a portion of section 33-4-6) as shown on the attached map, be permitted to subdivide in accordance with the provisions of Single-Family Housing District, Subdivision Area B (R1/B) as per the Zoning and Development Bylaw 5300 and that this policy be used to determine the disposition of future rezoning applications in this area for a period of not less than five years, except as per the amending procedures in the Zoning and Development Bylaw 5300.



 Subdivision permitted as per R1/B



POLICY 5469
SECTION 33,4-6

Adopted Date: 02/19/01

Amended Date:

Rezoning Considerations

10231 and 10251 Ruskin Road RZ 11-591786

Prior to final adoption of Zoning Amendment Bylaw 8871, the developer is required to complete the following:

1. Registration of a legal agreement on Title to ensure that no final Building Permit inspection is granted until a secondary suite is constructed on two (2) of the three (3) future lots, to the satisfaction of the City in accordance with the BC Building Code and the City's Zoning Bylaw.

Note: Should the applicant change their mind about the Affordable Housing option selected prior to final adoption of the Rezoning Bylaw, the City will accept a voluntary contribution of \$1.00 per buildable square foot of the single-family developments (i.e. \$8,507) to the City's Affordable Housing Reserve Fund in-lieu of registering the legal agreement on Title to secure a secondary suite.

2. Registration of a flood indemnity covenant on Title.
3. Submission of a Landscaping Security to the City of Richmond in the amount of \$4,000 (\$500/tree) for the planting and maintenance of eight (8) replacement trees with the following minimum sizes:

| No. of Replacement Trees | Minimum Caliper of Deciduous Tree | or | Minimum Height of Coniferous Trees |
|--------------------------|-----------------------------------|----|------------------------------------|
| 2 | 8 cm | | 4.0 m |
| 2 | 9 cm | | 5.0 m |
| 4 | 11 cm | | 6.0 m |

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

4. 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 and hedgerows to be retained onsite and on the City boulevard in front of the site. 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.
5. City acceptance of the developer's offer to voluntarily contribute \$2,600 to Parks Division's Tree Compensation Fund for the removal of two Douglas Firs trees located on the city boulevard in front of the site.

Note: Developer/contractor must contact the Parks Division (604-244-1208 ext. 1342) four (4) business days prior to the removal to allow proper signage to be posted. All costs of removal and compensation are the responsibility borne by the applicant.

6. Enter into a standard Servicing Agreement* for the design and construction of frontage improvements from Ryan Road to the north property line of 10231 Ruskin Road. The improvements to include, but not limited to: storm sewer, curb and gutter, pavement widening (based on 8.5 m road width), 1.5 m concrete sidewalk at the west property line of Ruskin Road, grass and treed boulevard (trees at 9 m spacing), and street lighting.

Note: Design to include water, storm and sanitary service connections for each lot. Developer to provide underground hydro, telephone and cable service connections for each lot.

At future subdivision stage, the developer will be required to:

1. Payment of Development Cost Charges (City and GVS & DD), School Site Acquisition Charge, and Address Assignment Fee.
2. Agree to provide underground hydro, telephone and cable service connections for each lot.

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

1. Payment of Late Comer Fee (Storm Sewer) including 8% annual interest since August 27, 2004, as benefiting properties.
2. Installation of appropriate tree protection fencing around all trees to be retained as part of the development prior to any construction activities, including building demolition, occurring on-site.
3. Submission of a Construction Parking and Traffic Management Plan to the Transportation Division. Management Plan shall include location for parking for services, deliveries, workers, loading, application for any lane closures, and proper construction traffic controls as per Traffic Control Manual for works on Roadways (by Ministry of Transportation) and MMCD Traffic Regulation Section 01570.

Note:

- * This requires a separate application.

[Signed original on file]

Signed

Date



Richmond Zoning Bylaw 8500
Amendment Bylaw 8871 (RZ 11-591786)
10231 AND 10251 RUSKIN 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. 010-379-801

Lot 18 Section 33 Block 4 North Range 6 West New Westminster District Plan 18353

P.I.D. 003-554-988

Lot 19 Section 33 Block 4 North Range 6 West New Westminster District Plan 18353

2. This Bylaw may be cited as "**Richmond Zoning Bylaw 8500, Amendment Bylaw 8871**".

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

OTHER REQUIREMENTS SATISFIED

ADOPTED

| |
|--|
| CITY OF RICHMOND |
| APPROVED by  |
| APPROVED by Director or Solicitor  |

MAYOR

CORPORATE OFFICER



City of Richmond
Planning and Development Department

Report to Committee

To: Planning Committee **Date:** February 24, 2012
From: Brian J. Jackson, MCIP **File:** RZ 11-593412
Director of Development
Re: Application by Zhao XD Architect Ltd. for Rezoning at 8540 and
8560 Jones Road from Single Detached (RS1/E) to High Density Townhouse
(RTH1)

Staff Recommendation

That Bylaw No. 8872, for the rezoning of 8540 and 8560 Jones Road from "Single Detached (RS1/E)" to "High Density Townhouse (RTH1)", be introduced and given first reading.

Brian J. Jackson, MCIP
Director of Development

EL:blg
Att.

| FOR ORIGINATING DEPARTMENT USE ONLY | | |
|-------------------------------------|--|---------------------------------------|
| ROUTED TO: | CONCURRENCE | CONCURRENCE OF GENERAL MANAGER |
| Affordable Housing | Y <input checked="" type="checkbox"/> N <input type="checkbox"/> | <i>Acting</i> |

Staff Report

Origin

Zhao XD Architect Ltd. has applied to the City of Richmond for permission to rezone 8540 and 8560 Jones Road (**Attachment 1**) from Single Detached (RS1/E) to High Density Townhouse (RTH1) in order to permit the development of 12 three-storey townhouse units. A preliminary site plan and building elevations are contained in **Attachment 2**.

Findings of Fact

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

Surrounding Development

- To the north: Across Jones Road, a small townhouse complex, zoned Town Housing (ZT14) – St. Albans Sub-Area (City Centre); a single-family home, zoned Single Detached (RS1/E), with development potential for a small townhouse complex; and an in-stream 23-unit three-storey townhouse proposal at 7500, 7520, 7540, 7560 St. Albans Road (DP 11-585139). The application to rezone the site to High Density Townhouses (RTH4) was given third reading on June 20, 2011;
- To the east/south: Four-storey condominiums (three-storeys over parking), zoned Medium Density Low Rise Apartments (RAM1); and
- To the west: A multiple-family development (three-storey townhouses) zoned Medium Density Low Rise Apartments (RAM1).

Related Policies & Studies

City Centre Area Plan

The subject property is located within the City Centre Area, Schedule 2.10 of the Official Community Plan (OCP). The site is within “Sub-Area B.1: Mixed-Use – Low-Rise Residential & Limited Commercial”, which is intended primarily for grade-oriented housing or equivalent in the form of higher-density townhouses (with common parking structures) or lower-density conventional and stacked townhouses (with individual garages). The preliminary design of the proposal complies with the Sub-Area B.1 Guidelines in terms of land use, density, and overall neighbourhood character. Further consideration of the Development Guidelines will take place at the Development Permit stage of the process.

St. Albans Sub Area Plan

The proposed development is generally consistent with the Multi-Family Low-Rise land use designation in the St. Albans Sub-Area Plan (Schedule 2.10A), which envisions three-storey apartments, townhouses, two-family, or single-family dwellings (**Attachment 4**). The proposal for 12 three-storey townhouse units fits well within the emerging multi-family development pattern.

Floodplain Management Implementation Strategy

The applicant is required to comply with the Flood Plain Designation and Protection Bylaw (No. 8204). The site is located within an area where the minimum habitable elevation is 2.9 m geodetic; however, there are provisions to permit habitable space, provided it is located a minimum of 0.3 m above the highest level of the crown of any road that is adjacent to the parcel.

Affordable Housing Strategy

The applicant proposes to make cash contribution to the affordable housing reserve fund in accordance to the City's Affordable Housing Strategy. As the proposal is for townhouses, the applicant is making a cash contribution of \$2.00 per buildable square foot as per the Strategy, making the payable contribution amount of \$27,160.00.

Public Art

The applicant has agreed to provide a voluntary contribution in the amount of \$0.75 per square foot of developable area for the development to the City's Public Art fund. The amount of the contribution would be \$10,185.00.

Public Input

There have been no concerns expressed by the public about the development proposal in response to the placement of the rezoning sign on the property.

Staff Comments

Tree Retention and Replacement

A Tree Survey and a Certified Arborist's report were submitted in support of the application; nine (9) trees were identified and assessed:

- Five (5) bylaw-sized trees on the adjacent property to the east at 8600 Jones Road;
- Two (2) bylaw-sized trees and three (3) undersized trees on the adjacent property to the west at 8500 Jones Road; and
- A 41cm calliper Western Red Cedar tree and a hedgerow comprised of 14 trees located on the City boulevard.

There are no trees on site. All trees located on the adjacent properties along the common property lines will be protected as per the Arborist's recommendations. Tree protection fencing on-site around the driplines of all trees to be retained will be required prior to any construction activities, including building demolition, occurring on-site. A Tree Protection Plan is attached (**Attachment 5**). Staff will work with the applicant on the site layout and building design at the Development Permit stage to ensure tree protection. A proof of contract with a Certified Arborist for supervision of on-site works conducted close to all protected trees will be required at the Development Permit stage.

Parks Operations staff have determined that the Western Red Cedar and the hedgerow on the City boulevard in front of the subject site have been previously topped for hydro line clearance due to an overhead three-phase hydro line. Staff have agreed to the removal of these trees based on the tree condition and the required frontage improvement works (including new sidewalk at property line) along Jones Road. A cash compensation for the street tree removal in the amount of \$3,250 has been determined.

Site Servicing & Frontage Improvements

Prior to final adoption, the applicant is required to contribute \$10,000 towards the upgrades of the crosswalk at St. Albans and Jones Roads.

As a condition of rezoning, the applicant is required to enter into a standard Servicing Agreement for the design and construction of the following items:

- Upgrades of the existing 450 mm diameter storm sewer along the frontage of the site to 600 mm from existing manhole STMH 4584 to the west property line of 8540 Jones Road;
- Removal of the existing sidewalk and installation of a new 1.50 m sidewalk at the property line;
- Creation of a 2.50 m grass and treed boulevard in the area between the new sidewalk and the existing curb (tree species to be 7 cm caliper Kwanzan Cherry); and
- Replacement of the existing street light ducts and possibly adjustment of power and streetlight poles along the frontage to avoid conflict with the new sidewalk.

Note: due to the required storm upgrades, existing power pole, streetlight pole, Telus and Shaw crossings may need to be relocated or removed.

Indoor Amenity Space

The applicant is proposing a contribution in-lieu of on-site indoor amenity space in the amount of \$12,000 as per the Official Community Plan (OCP) and Council policy.

Outdoor Amenity Space

Outdoor amenity space will be provided on-site and is adequately sized based on Official Community Plan (OCP) guidelines. The design of the children's play area and landscape details will be reviewed as part of the Development Permit application.

Analysis

The proposal to develop townhouses is consistent with the objectives of the City Centre Area Plan – Sub-Area B.1 and the St. Albans Sub Area Plan in terms of land use, character, and density. The site plan identifies the unit location and configuration of the internal drive aisle, as well as the location of the outdoor amenity space for the complex.

The proposed development is generally consistent with the Development Permit Guidelines for multiple-family projects contained in the Official Community Plan (OCP). The proposed height, siting and orientation of the buildings respect the massing of the existing multi-family developments. The unit design includes a layout to accommodate conversion for universal access. The Development Permit application will provide more information and detail regarding the form and character of the proposal in addition to the landscaping and design of the outdoor amenity area. Building massing and conditions of adjacency will be further reviewed at the Development Permit stage.

Requested Variances

The proposed development is generally consistent with the Development Permit Guidelines for multiple-family projects contained in the Official Community Plan (OCP). Based on the review of current site plan for the project, a variance to allow for a total of 24 tandem parking spaces in all of the townhouse units is being requested.

Based on the City Centre location the bylaw requirement is for 17 residential parking spaces. By permitting the tandem arrangement, the applicant is able to provide seven (7) extra parking spaces on site (by turning all of the seven (7) single car garages and five (5) double car garages into 12 tandem garages). Tandem parking arrangement is generally supported on its reduction on pavement area on site and facilitation of a more flexible site layout. Tandem garages are provided in all units at the adjacent townhouse development to the west. On-street parking is available on both sides of Jones Road and St. Albans Road. A restrictive covenant to prohibit the conversion of the garage area into habitable space is required prior to final adoption.

Design Review and Future Development Permit Considerations

Guidelines for the issuance of Development Permits for multiple-family projects are contained in Schedule 1 of Bylaw 7100 (Section 9.0 Development Permit Guidelines) and in Schedule 2.10 – City Centre Area Plan (Section 3). The rezoning conditions will not be considered satisfied until a Development Permit application is processed to a satisfactory level. In association with the Development Permit, the following issues are to be further examined:

- Building form and architectural character;
- Location and design of the convertible unit and other accessibility features;
- Landscaping design and enhancement of the outdoor amenity area to maximize use; and
- Opportunities to maximize permeable surface areas and articulate hard surface treatment.

Financial Impact or Economic Impact

None.

Conclusion

The proposal to develop townhouses is consistent with the objectives of the City Centre Area Plan – Sub-Area B.1 in terms of land use, character, and density. Overall, the project is attractive and a good fit with the neighbourhood. Further review of the project design will be required to ensure a high quality project, and will be completed as part of the future Development Permit process. On this basis, staff recommend that the proposed rezoning be approved.



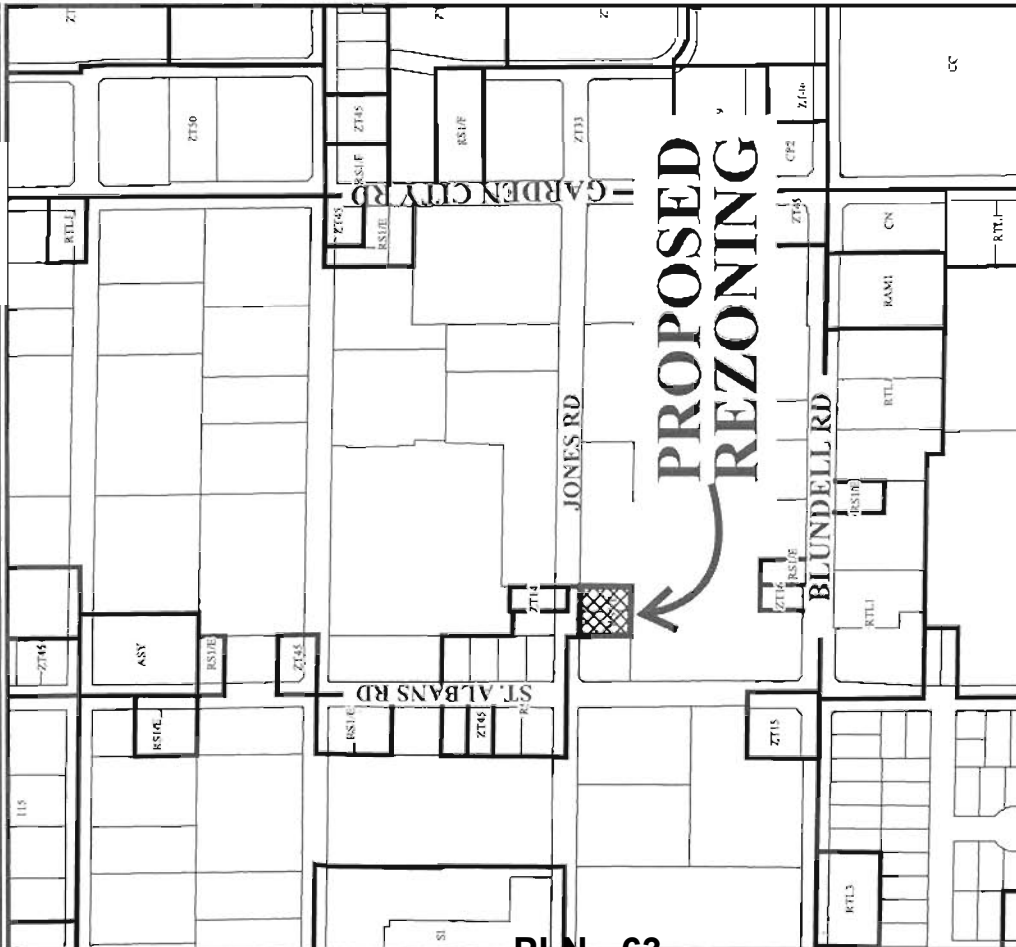
Edwin Lee
Planning Technician – Design
(604-276-4121)

EL:blg

- Attachment 1: Location Map
- Attachment 2: Conceptual Development Plans
- Attachment 3: Development Application Data Sheet
- Attachment 4: St. Albans Sub-Area Plan
- Attachment 5: Tree Protection Plan
- Attachment 6: Rezoning Considerations Concurrence

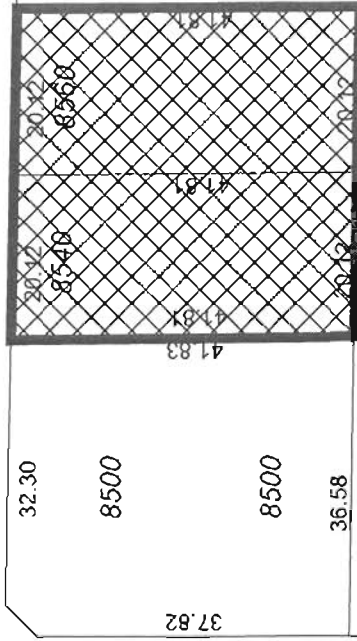
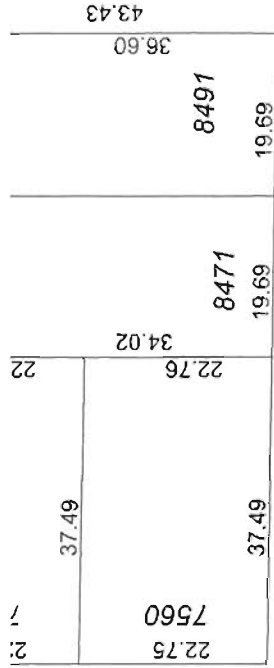


PROPOSED REZONING



ST. ALBANS RD

JONES RD



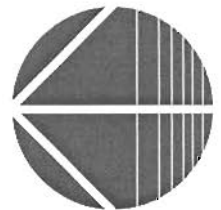
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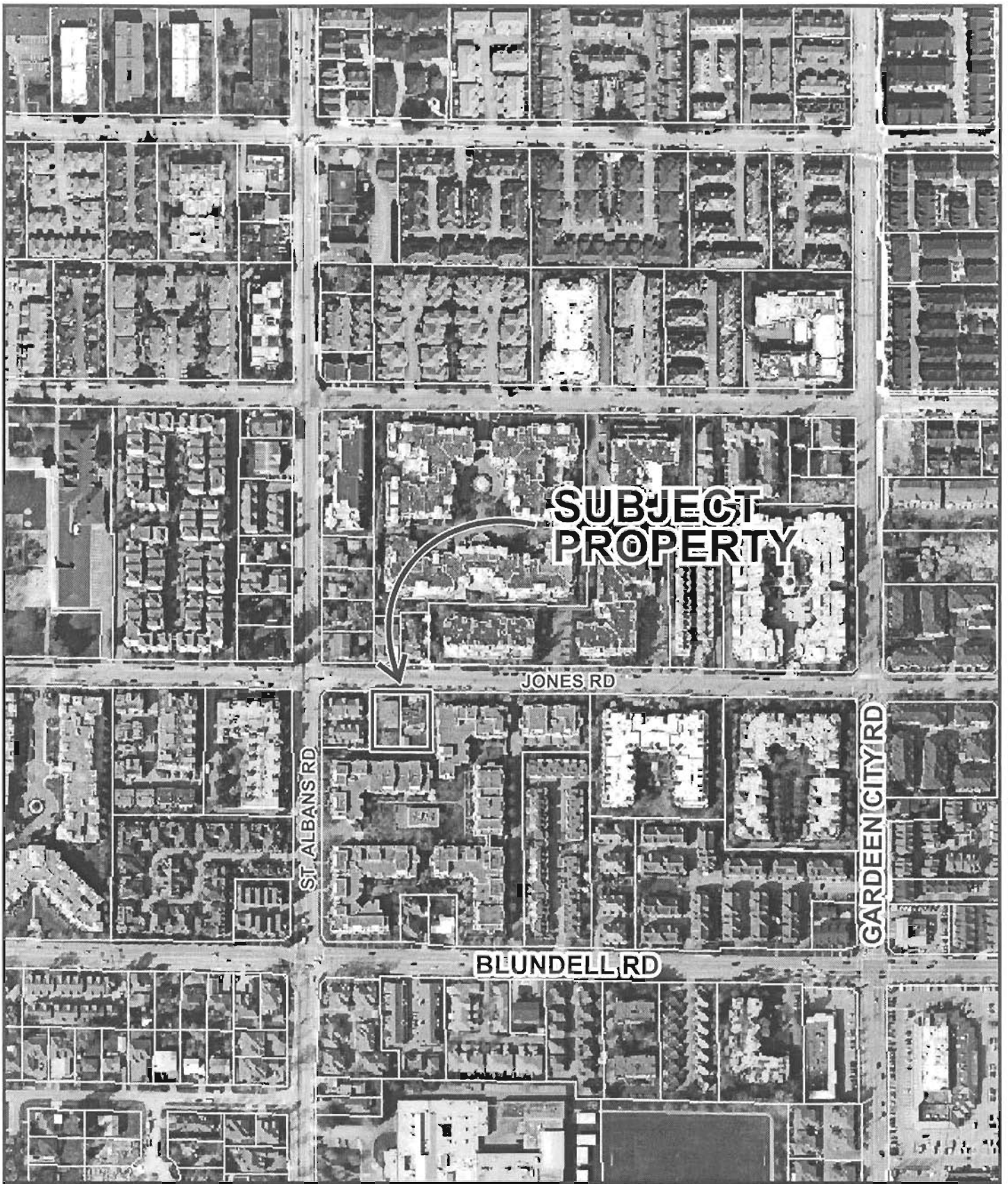
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Revision Date:

Note: Dimensions are in METRES

RZ 11-593412





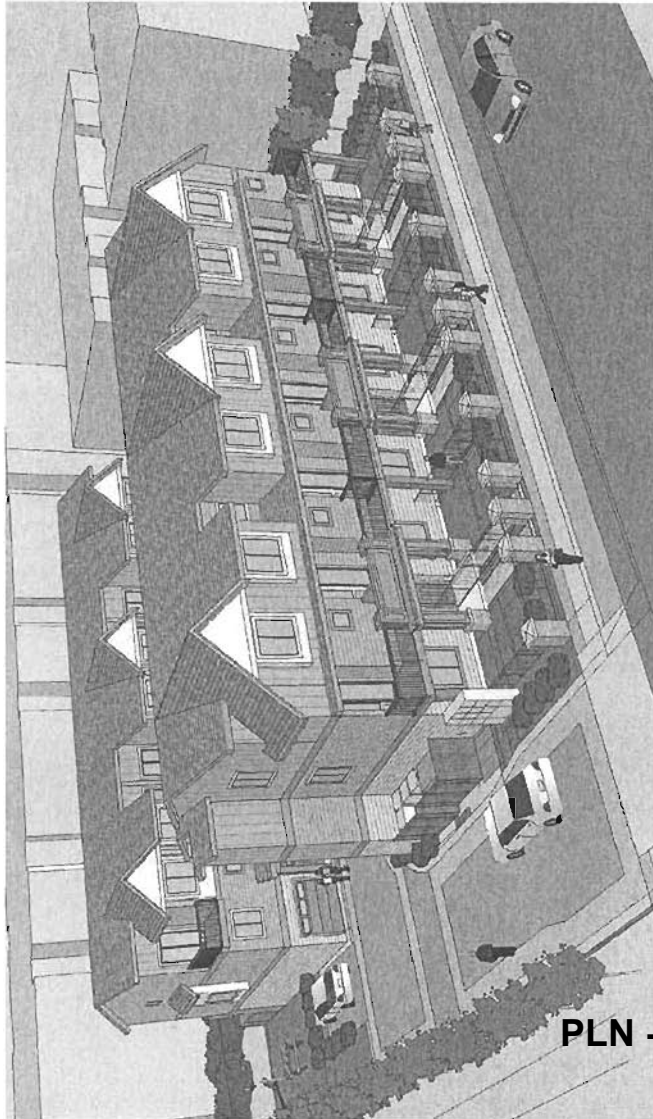
RZ 11-593412

PLN - 64

Original Date: 11/14/11

Amended Date:

Note: Dimensions are in METRES



12-UNIT TOWNHOUSE DEVELOPMENT
8540-60 JONES ROAD, RICHMOND, BC

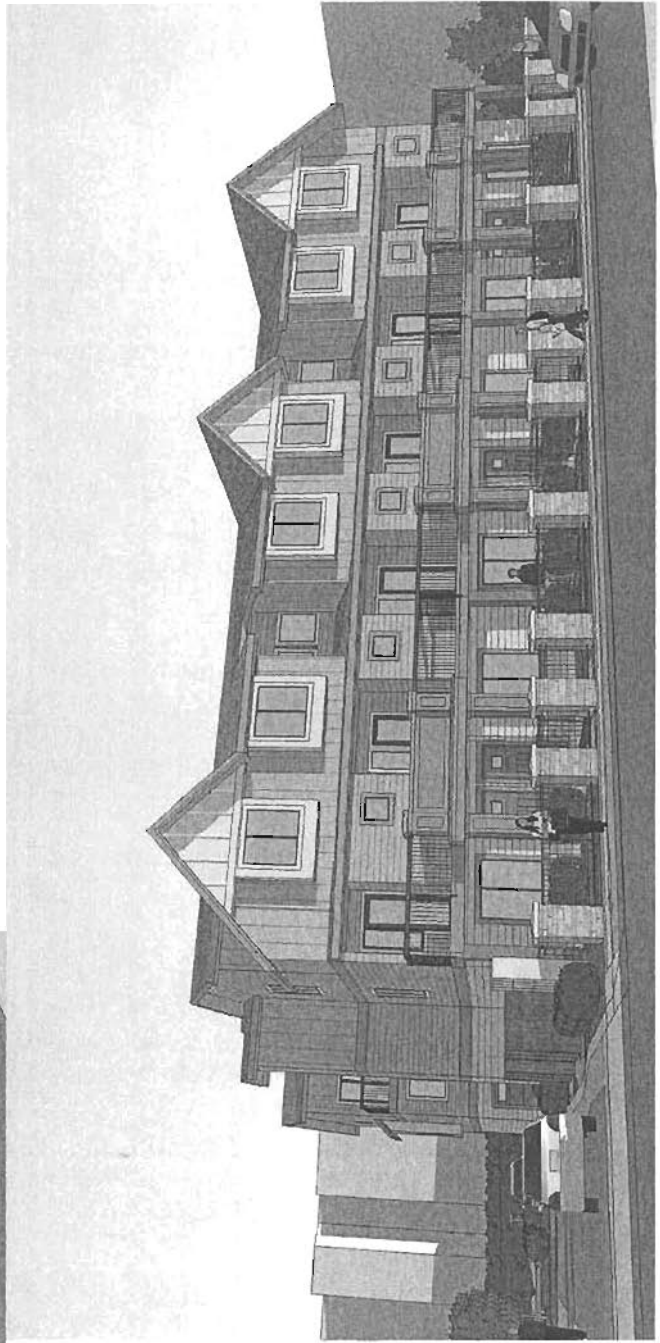
PLN - 65

PURPLE STONE PROPERTIES
& MANAGEMENT LTD



ZHAO XD ARCHITECT LTD.

www.zhaoarch.com tel 604 275-8882



ATTACHMENT 2



ZHAO XD
ARCHITECT
LTD.

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Fax: (604) 269-1238
Email: info@zhaoxd.com
Web: zhaoxd.com

11/20/2018 REVISION

11/20/2018 REVISION

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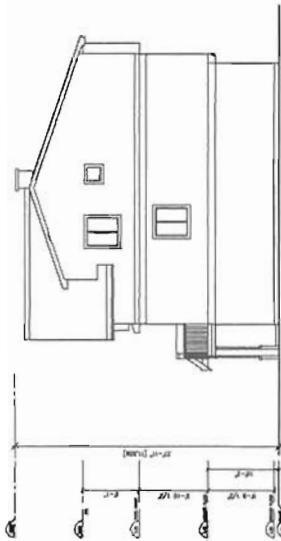
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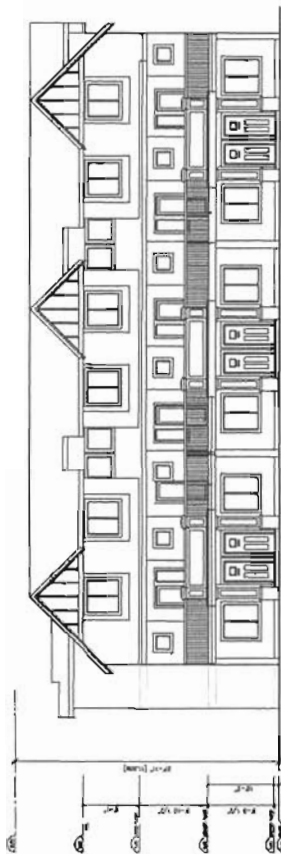
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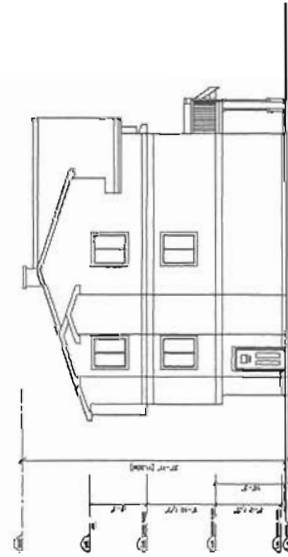
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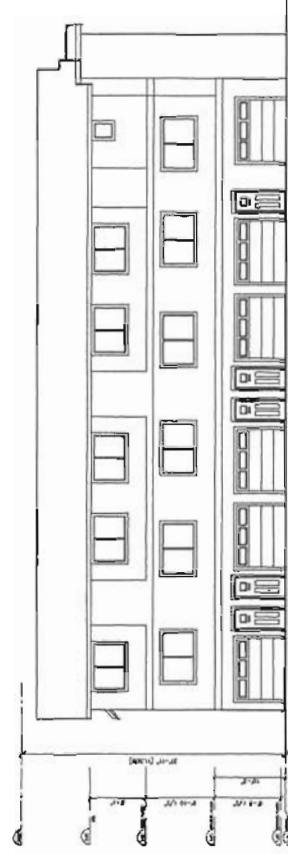
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NORTH ELEVATION - BUILDING 1
SCALE: 1/4"=1'-0"



EAST ELEVATION - BUILDING 1
SCALE: 1/4"=1'-0"



SOUTH ELEVATION - BUILDING 1
SCALE: 1/4"=1'-0"

Project:
12 UNITS
TOWNHOUSE
DEVELOPMENT

12000 16th Street Road
Richmond, BC

Drawing Title:
ELEVATIONS

Date: 06.11.2017

Scale: 1/4"=1'-0"

Drawn By:

Checked By:

Project No.: 2017-0008

Drawing No.:

A-8



ZHAO XD
ARCHITECT
LTD.

2028-4700, Midway Way,
Richmond, BC V6V 4A2
Tel: (604) 275-1728
Fax: (604) 275-1728
Email: info@zhaoxd.com
Web: zhaoxd.com

See notes on drawings for details and specifications.

| TI/20/28 | REVISION |
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| 1 | Issued For |

A DETAIL NUMBER
B LOCATION SHEET
C DETAIL SHEET

PROJECT
12 UNITS
TOWNHOUSE
DEVELOPMENT

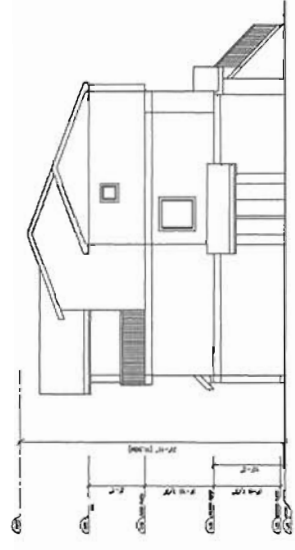
12000-12000'S ROAD
RICHMOND, BC

Drawing Title
ELEVATIONS

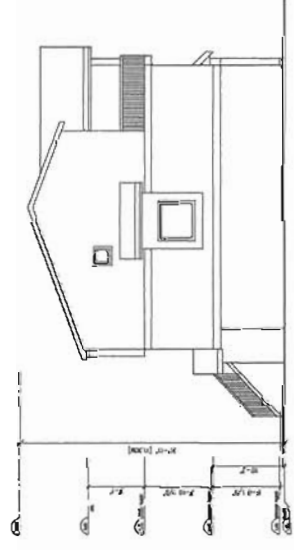
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Checked By:
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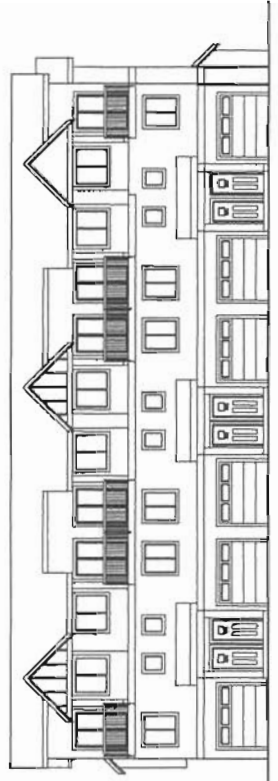
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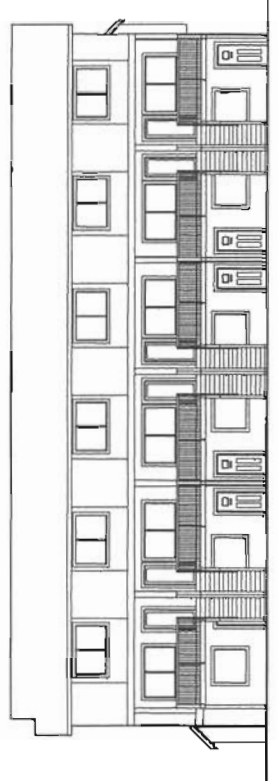
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EAST ELEVATION - BUILDING 2
SCALE: 1/8"=1'-0"



NORTH ELEVATION - BUILDING 2
SCALE: 1/8"=1'-0"



SOUTH ELEVATION - BUILDING 2
SCALE: 1/8"=1'-0"



City of Richmond

6911 No. 3 Road
Richmond, BC V6Y 2C1
www.richmond.ca
604-276-4000

Development Application Data Sheet

RZ 11-593412

Attachment 3

Address: 8540 and 8560 Jones Road

Applicant: Zhao XD Architect Ltd.

Planning Area(s): City Centre Area Plan (Schedule 2.10) – Sub-Area B.1

| | Existing | Proposed |
|------------------------------|---|-------------------------------|
| Owner: | Napavalley Investment Group Ltd. and Yuqing Zhang | No Change |
| Site Size (m ²): | 1,682.1 m ² (18,106 ft ²) | No Change |
| Land Uses: | Single-Family Residential | Multiple-Family Residential |
| OCP Designation: | Neighbourhood Residential | No Change |
| Area Plan Designation: | General Urban (T4) | No Change |
| 702 Policy Designation: | N/A | No Change |
| Zoning: | Single Detached (RS1/E) | High Density Townhouse (RTH1) |
| Number of Units: | 2 | 12 |
| Other Designations: | N/A | No Change |

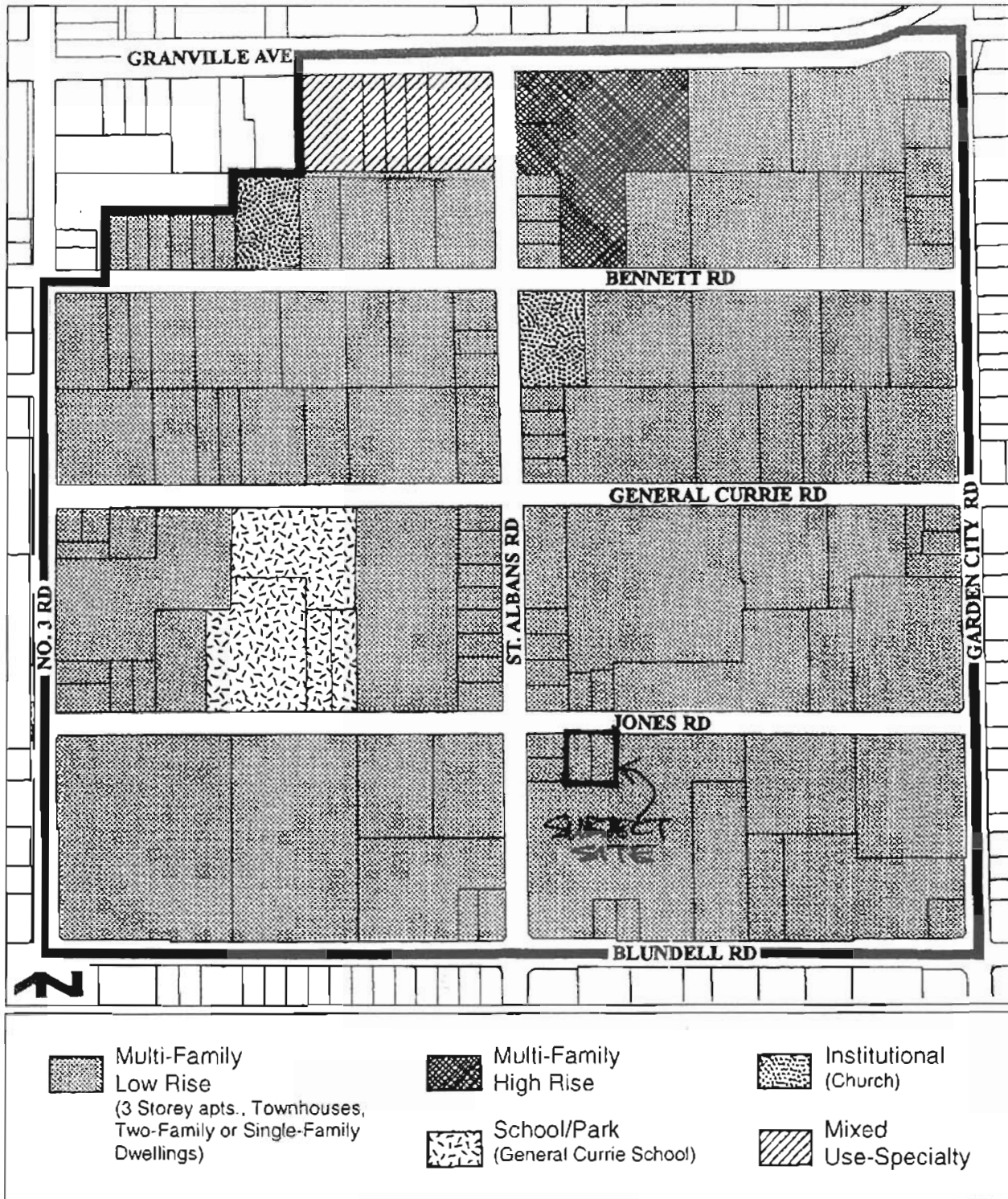
| On Future Subdivided Lots | Bylaw Requirement | Proposed | Variance |
|---------------------------------|--------------------|-------------|----------------|
| Density (units/acre): | N/A | 28.87 upa | none permitted |
| Floor Area Ratio: | Max. 0.75 | 0.75 | none permitted |
| Lot Coverage – Building: | Max. 45% | 42.8% | none |
| Lot Coverage – Landscaping: | Min. 20% | 31% | none |
| Setback – Front Yard (m): | Min. 4.5 m | 6.0 m | none |
| Setback – East Side Yard (m): | Min. 2.0 m | 6.0 m min. | none |
| Setback – West Side Yard (m): | Min. 2.0 m | 2.0 m min. | none |
| Setback –Rear Yard - North (m): | Min. 2.0 m | 2.9 m | none |
| Height (m): | 12.0 m (3 storeys) | 12.0 m max. | none |

| On Future Subdivided Lots | Bylaw Requirement | Proposed | Variance |
|--|---|--|---------------------------|
| Lot Size (min. dimensions): | 600 m ² (min. 20 m wide x 30 m deep) | 1,682.1 m ² (40.24 m wide x 41.81 m deep) | none |
| Off-street Parking Spaces – Residential (R) / Visitor (V): | 1.4 (R) and 0.2 (V) per unit | 2 (R) and 0.25 (V) per unit | none |
| Off-street Parking Spaces – Total: | 20 | 27 | none |
| Tandem Parking Spaces: | not permitted | 24 | variance requested |
| Amenity Space – Indoor: | Min. 70 m ² or Cash-in-lieu | \$12,000 cash-in-lieu | none |
| Amenity Space – Outdoor: | Min. 6 m ² x 12 units = 72 m ² | 72 m ² | none |

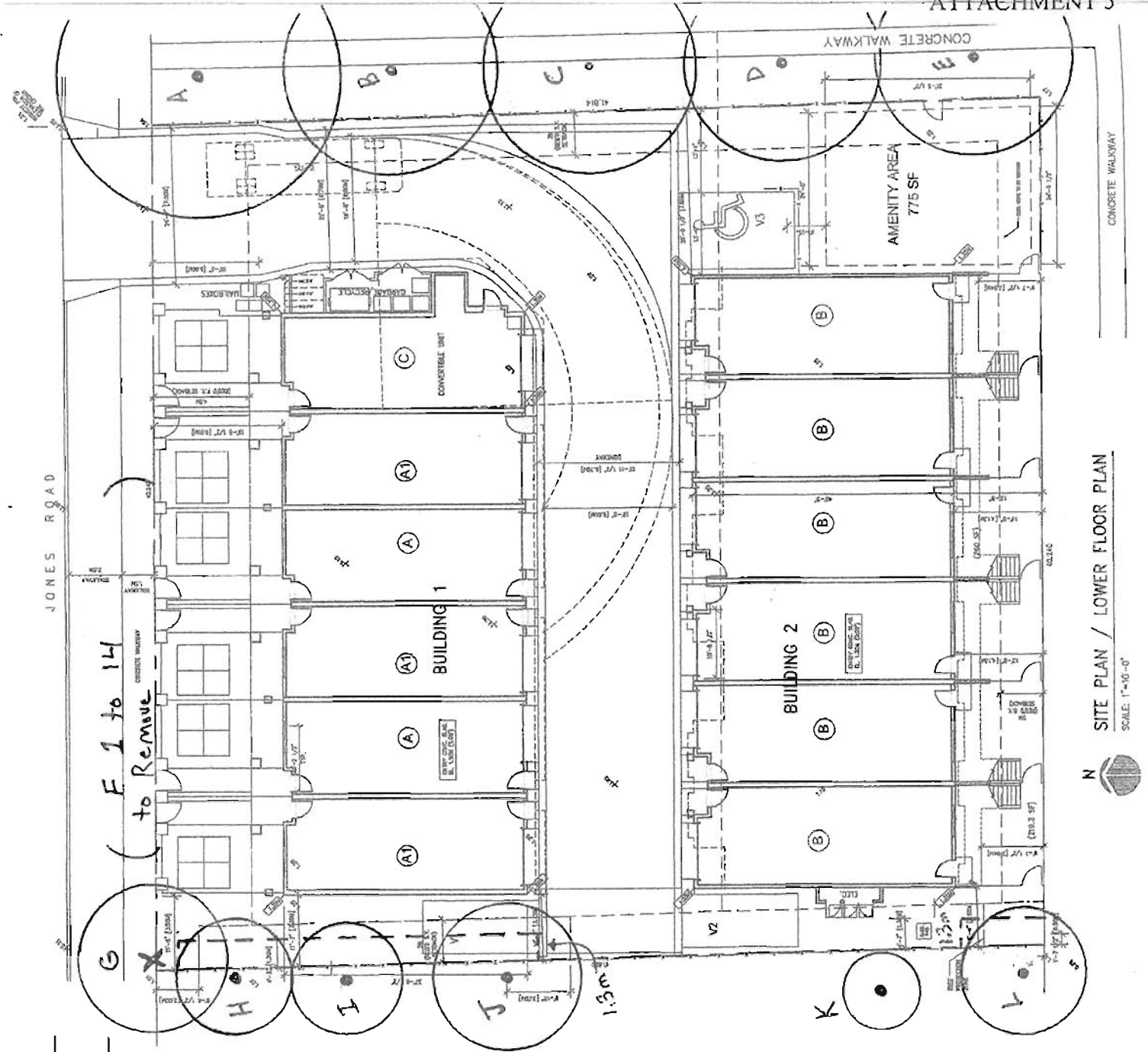
Other: Tree replacement compensation required for loss of bylaw-sized trees.

City of Richmond

Land Use Map



PLN - 71



Tree Location & Protection Plan

Scale

100 Recommend Tree Retention

~~X~~¹⁰¹ Recommend Tree Removal

Tree Protection
Barrier

Crown
Dripline

PLN - 72

Rezoning Considerations

8540 and 8560 Jones Road

RZ 11-593412

Prior to final adoption of Zoning Amendment Bylaw 8872, the developer is required to complete the following:

1. Consolidation of 8540 and 8560 Jones Road into one (1) development parcel (which will require the demolition of the existing dwellings).
2. Registration of a flood indemnity covenant on Title. The minimum Flood Construction Level is 2.9 m (geodetic) or 0.3 m above the surveyed top of the crown of the adjacent public road.
3. City acceptance of the developer's voluntary contribution of \$2.00 per buildable square foot (e.g. \$27,160) to the City's Affordable Housing Reserve Fund.
4. City acceptance of the developer's offer to voluntarily contribute \$0.75 per buildable square foot (e.g. \$10,185) to the City's Public Art Fund.
5. City acceptance of the developer's offer to voluntarily contribute \$3,250 to Parks Division's Tree Compensation Fund for the removal of a Western Red Cedar tree and a hedgerow located on the city boulevard. Developer/contractor must contact the Parks Division (604-244-1208 ext. 1342) four (4) business days prior to the removal to allow proper signage to be posted. All costs of removal and compensation are the responsibility borne by the applicant.
6. City acceptance of the developer's offer to voluntarily contribute \$10,000 towards the upgrades of the crosswalk at St. Albans and Jones Roads.
7. Enter into a Servicing Agreement* for the design and construction of upgrades proposed for the city utilities and frontage improvements:
 - a) Storm:

Upgrade of the existing 450mm diameter storm sewer along the frontage of the site to 600mm from existing manhole STMH 4584 to the west property line of 8540 Jones Road.

Note: Existing power pole, streetlight pole, as well as Telus and Shaw crossings may need to be removed and/or relocated due to the storm upgrade.
 - b) Frontage Improvements:

Works to be a continuation of those established at the west property line via SA 01-188400 (8500 Jones Road). The works include but are not limited to:

 - i. removal of the existing sidewalk and pouring of a new 1.50m sidewalk at the property line;
 - ii. creating a 2.50m grass & treed boulevard in the area between the new sidewalk and the existing curb; the tree species is to be 7cm caliper Kwanzan Cherry; and

- iii. replacement of the existing street light duct and possibly adjustment of the street light and power pole in the frontage to avoid conflict with the new sidewalk.

Note: Existing/proposed City utilities, infrastructure and trees are located within rights-of-way on this site or located adjacent to this site, that may be impacted by the on-site development works (i.e. buildings, foundations, structures, services, construction, etc.) or the proposed off-site works. The servicing agreement design must include an impact assessment complete with recommendations to ensure the following conditions are met:

- that the City be able to construct, maintain, operate, repair or remove City utilities/infrastructure without impact to the on-site and offsite works, and
 - that the on-site works, or their construction/maintenance of, not cause damage to the City utilities/infrastructure.
 - the Engineering design, via the Servicing Agreement and/or the Development Permit and/or the Building Permit design must incorporate the recommendations of the impact assessment.
8. Submission of cash-in-lieu for the provision of dedicated indoor amenity space in the amount of \$12,000.
 9. Registration of a covenant prohibiting the conversion of tandem parking area into habitable space.
 10. Submission and processing of a Development Permit application* to the acceptance of the Director of Development.

Prior to issuance of Development Permit:

1. Submission of a Contract entered into between the applicant and a Certified Arborist for supervision of any on-site and off-site works conducted within the tree protection zone of the trees to be retained on adjacent sites to the east and west at 8500 and 8600 Jones Road. 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.

Prior to issuance of Demolition Permit:

1. Installation of appropriate tree protection fencing on-site around all trees to be retained on adjacent properties to the east and west at 8500 and 8600 Jones Road prior to any construction activities, including building demolition, occurring on-site.

Prior to issuance of Building Permit:

1. A construction parking and traffic management plan to be provided to the Transportation Department to include: location for parking for services, deliveries, workers, loading, application for request for any lane closures (including dates, times, and duration), and proper construction traffic controls as per Traffic Control Manual for Works on Roadways (by Ministry of Transportation) and MMCD Traffic Regulation Section 01570.

* Note: This requires a separate application.

[Signed original on file]

Signed

Date



Richmond Zoning Bylaw 8500
Amendment Bylaw 8872 (RZ 11-593412)
8540 AND 8560 JONES 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 **HIGH DENSITY TOWNHOUSE (RTH1)**.

P.I.D. 004-268-768

Lot 2 Section 16 Block 4 North Range 6 West New Westminster District Plan 10685

P.I.D. 004-871-731

Lot 3 Section 16 Block 4 North Range 6 West New Westminster District Plan 10685

2. This Bylaw may be cited as "**Richmond Zoning Bylaw 8500, Amendment Bylaw 8872**".

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

OTHER REQUIREMENTS SATISFIED

ADOPTED

| |
|-------|
| _____ |
| _____ |
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MAYOR

CORPORATE OFFICER



City of Richmond
Planning and Development Department

Report to Committee

To: Planning Committee **Date:** February 28, 2011
From: Brian J. Jackson, MCIP **File:** RZ 11-577561
Director of Development
Re: Application by Am-Pri Construction Ltd. for Rezoning at 9100, 9120 and
9140 No. 3 Road from Single Detached (RS1/E) to Low Density Townhouses
(RTL4)

Staff Recommendation

That Bylaw No. 8873, for the rezoning of 9100, 9120 and 9140 No. 3 Road from "Single Detached (RS1/E)" to "Low Density Townhouses (RTL4)", be introduced and given first reading.

Brian J. Jackson, MCIP
Director of Development

EL:blg
Att.

| FOR ORIGINATING DEPARTMENT USE ONLY | | |
|-------------------------------------|--|--------------------------------|
| ROUTED TO: | CONCURRENCE | CONCURRENCE OF GENERAL MANAGER |
| Affordable Housing | Y <input checked="" type="checkbox"/> N <input type="checkbox"/> | <i>Acting</i> |

Staff Report

Origin

Am-Pri Construction Ltd. has applied to the City of Richmond for permission to rezone 9100, 9120 and 9140 No. 3 Road (**Attachment 1**) from Single Detached (RS1/E) to Low Density Townhouses (RTL4) in order to permit the development of 18 townhouse units. A preliminary site plan and building elevations are contained in **Attachment 2**.

Findings of Fact

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

Surrounding Development

- To the North: A vacant site zoned Assembly (ASY) and then a vacant site zoned Gas and Service Stations (CG1) at the corner of Francis Road and No. 3 Road;
- To the East: Existing single-family dwellings on lots zoned Single Detached (RS1/E), fronting Rideau Drive;
- To the South: Existing single-family dwellings on lots zoned Single Detached (RS1/E), fronting No. 3 Road; and
- To the West: Across No. 3 Road, existing single-family dwellings on lots zoned Single Detached (RS1/B) and recent developed coach houses on lots zoned Coach House (RCH).

Related Policies & Studies

Arterial Road Redevelopment and Lane Establishment Policies

The Arterial Road Redevelopment Policy is supportive of multiple family residential developments along major arterial roads, especially in locations such as the subject site, which are within walking distance of commercial services and where public transit is available.

Floodplain Management Implementation Strategy

The applicant is required to comply with the Flood Plain Designation and Protection Bylaw (No. 8204). In accordance with the Flood Management Strategy, a Flood Indemnity Restrictive Covenant specifying the minimum flood construction level is required prior to rezoning bylaw adoption.

Affordable Housing Strategy

The applicant proposes to make a cash contribution to the affordable housing reserve fund in accordance to the City's Affordable Housing Strategy. As the proposal is for townhouses, the applicant is making a cash contribution of \$2.00 per buildable square foot as per the Strategy; making the payable contribution amount of \$43,492.00.

Public Art

The applicant has agreed to provide a voluntary contribution in the amount of \$0.75 per square foot of developable area for the development to the City's Public Art fund. The amount of the contribution would be \$16,309.50.

Public Input

The applicant has forwarded confirmation that a development sign has been posted on the site. Adjacent property owners on both Rideau Drive and No. 3 Road expressed concerns related to adjacency and privacy. A list of concerns is provided below, along with the responses in ***bold italics***:

1. The units located along the east property line (i.e. adjacent to the single-family homes on Rideau Drive) should be limited to 9 m in height and set back 6 m from the property line to minimize shadowing and overlooking; no east facing balconies on the second floor should be allowed.

(All the proposed units along the east property line are two- storey and are approximately 7.5 m in height to the midpoint of the roof. In order to reduce the opportunity for overlooking, the proposal has been revised from eight (8) duplex units with a rear yard interface to three (3) end units with a side yard interface, with the adjacent single-family homes to the east. In addition, all east facing windows are removed and no balcony facing the east property line is being proposed.

The east setback is maintained at 4.5 m, which is consistent with the design guidelines under the Arterial Road Redevelopment Policy. The east setback area will be designed as a buffer area instead of developed as private backyards.)

2. A 6 m landscape buffer should be provided along the east property line. If visitor parking is to be located immediately adjacent to the Rideau Drive properties, a sound-proof fence should be constructed along the entire length of the east property line.

(Two (2) visitor parking spaces are proposed adjacent to the east property line and have been shifted to the west as much as possible (minimum 1.19 m away from the east property line). A solid 6 ft. high fence is proposed along the entire east property line.)

3. Existing hedge located at the rear of 9120 No. 3 Road should be retained, or a row of 8 ft. high pyramidal Cedars should be planted along the fence line to provide added privacy.

(A new hedgerow will be installed along the rear fence line to ensure privacy for existing and new neighbours.)

4. Drainage tiles or pipes should be installed at the rear of the property so that the neighbours will not suffer any undue flooding in their back yards.

(A retaining wall and proper drainage designed by a civil engineer will be installed along the rear property line to prevent any overflow onto neighbouring properties.)

5. The proposed development would generate additional traffic and noise, which would adversely impact the adjacent single-family home to the south (at 9160 No. 3 Road).

(The proposed land use and density comply with the Arterial Road Redevelopment Policy in the Official Community Plan (OCP). A landscaped buffer, including a 6 ft. high solid wood fence, will be installed along the south property line to alleviate the potential impact to the adjacent single-family home to the south.)

6. The proposed three-storey units adjacent to the property to the south (at 9160 No. 3 Road) would significantly reduce the privacy of the single-family home.

(The number of units adjacent to 9160 No. 3 Road has been reduced from four (4) three-storey and one (1) two-storey units to three (3) two-storey units only. The minimum setback between the proposed townhouse units and the south property line is 7.6 m from the south property line. The outdoor amenity area has also been relocated to the middle of the southern portion of the site to create more open space at the interface with the single-family home to the south.)

7. The proposed townhouse development would significantly reduce the value of the property to the south (at 9160 No. 3 Road).

(The applicant is proposing a townhouse development of a high quality in terms of detailing, materials, and landscaping. In addition, as part of the development, the frontage of the development site will be improved with a new sidewalk and a grassed and treed boulevard. The proposed development will improve the appearance of the streetscape, and alleviate some of the concerns that have been raised with recent tenants at 9120 and 9140 No. 3 Road. The applicant feels that the value of the properties on this block of No. 3 Road would increase with the introduction of a townhouse development.)

Staff Comments

Trees Retention and Replacement

A Tree Survey and a Certified Arborist's report were submitted in support of the application. The City's Tree Preservation Coordinator has reviewed the Arborist Report and concurred with the Arborist's recommendations to remove all bylaw-sized trees on-site since all of the nine (9) trees display visible structural defects such as previous topping, cavities as a result of topping, inclusions, canopy dieback as a result of tree health decline, and insect damage as a result of Winter Shoot moth. Based on the 2:1 tree replacement ratio goal stated in the Official Community Plan (OCP), 18 replacement trees are required. According to the Preliminary Landscape Plan (**Attachment 2**), the developer is proposing to plant 31 trees on-site.

The applicant has committed to the relocation of two (2) under-sized trees onsite (i.e. a 13 cm caliper Flowering Dogwood (tag# 6968) and a 10 cm caliper Colorado Spruce tree (tag# 6969), see Tree Protection Plan in **Attachment 4**). As a condition to rezoning, a proof of a contract with a company specializing in tree relocation to undertake the transplant of these trees is required.

The applicant has also committed to the protection of the four (4) trees and two (2) hedgerows located on the adjacent properties to the north and east (see Tree Protection Plan in **Attachment 4**). A proof of contract with a Certified Arborist for supervision of on-site works conducted close to all protected trees will be required at the Development Permit stage.

Site Servicing

An independent review of servicing requirements (sanitary) has concluded no upgrades are required to support the proposed development.

Prior to final adoption, the developer is required to consolidate the three (3) lots into one (1) development parcel, dedicate 2.0 m along the west property line up to a 100 m south of the No.3 Road/Francis Road intersection for future road widening, and provide a \$7,500 contribution to the Accessible Pedestrian Signals (APS) upgrade at the No. 3 Road/Francis Road intersection.

Vehicle Access

One (1) driveway is proposed at the southern edge of the site. The long-term objective is for the driveway access established on No. 3 Road to be utilized by adjacent properties if they ultimately apply to redevelop. A Public Right of Passage (PROP) will be secured as a condition of rezoning to facilitate this.

It is envisioned that the Assembly (ASY) zoned property to the north at 9080 No. 3 Road will have its own vehicle access point from No. 3 Road when it developed into assembly uses. However, if 9080 No. 3 Road is to be rezoned and redeveloped into townhouse uses, vehicle access to the future development at 9080 No. 3 Road will be via the PROP on the subject development site.

Frontage Improvements

Prior to issuance of Building Permit, the developer is to enter into a standard Servicing Agreement to provide the required beautification treatment to the road frontage. Beautification works include relocating the sidewalk to the new property line (a 1.5 m concrete sidewalk) and installing a 1.39 m grassed and treed boulevard behind the existing curb. All works at developers sole cost.

Indoor Amenity Space

The applicant is proposing a contribution in-lieu of on-site indoor amenity space in the amount of \$18,000 as per the Official Community Plan (OCP) and Council Policy.

Outdoor Amenity Space

Outdoor amenity space will be provided on-site and is adequately sized based on Official Community Plan (OCP) guidelines. The design of the children's play area and landscape details will be refined as part of the Development Permit application.

Analysis

Official Community Plan (OCP) Compliance

Arterial Road Developments

Under the Arterial Road Redevelopment and Lane Establishment Policies, the subject block on the east side of No. 3 Road between Francis Road and Saunders Road is designated for multiple-family development. The proposal is generally in compliance with the development guidelines for multiple-family residential developments under the Arterial Road Redevelopment Policy. The proposed height, siting and orientation of the buildings respect the massing of the existing single-family homes. All units immediately adjacent to the neighbouring houses have been reduced in height to two (2) storeys. The front buildings along No. 3 Road have been stepped down from three (3) storeys to two (2) storeys along the side yards and the entry driveway. The back buildings along the rear property line have been limited to two (2) storeys. The two (2) storey massing will be controlled through the Development Permit process.

Requested Variances

The proposed development is generally consistent with the Development Permit Guidelines for multiple-family projects contained in the Official Community Plan (OCP). Based on the review of current site plan for the project, a variance to allow for a total of 16 tandem parking spaces in eight (8) of the three-storey townhouse units is being requested. Transportation Division staff have reviewed the proposal and have no concerns. The proposed number of on-site visitor parking is in compliance with the bylaw requirement. A restrictive covenant to prohibit the conversion of the garage area into habitable space is required prior to final adoption.

Design Review and Future Development Permit Considerations

A Development Permit will be required to ensure that the development at 9100, 9120 and 9140 No. 3 Road is sensitively integrated with adjacent developments. The rezoning conditions will not be considered satisfied until a Development Permit application is processed to a satisfactory level. In association with the Development Permit, the following issues are to be further examined:

- Guidelines for the issuance of Development Permits for multiple-family projects contained in Section 9.3 (Multiple-Family Guidelines);
- Detailed review of building form and architectural character;
- Review of the location and design of the convertible unit and other accessibility features;
- Review of site grade to ensure the survival of protected trees and to enhance the relationship between the first habitable level and the private outdoor space;
- Provision of a buffer area between the proposed townhouse buildings and the adjacent single-family homes;
- Landscaping design and enhancement of the outdoor amenity area to maximize use;
- Ensure there is adequate private outdoor space in each unit; and
- Opportunities to maximize permeable surface areas and articulate hard surface treatment.

Financial Impact or Economic Impact

None.

Conclusion

The subject application is consistent with the Official Community Plan (OCP) regarding developments along major arterial roads. Overall, the project is attractive and a good fit with the neighbourhood. Further review of the project design will be required to ensure a high quality project, and will be completed as part of the future Development Permit process. On this basis, staff recommend that the proposed rezoning be approved.

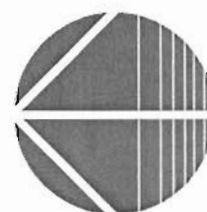


Edwin Lee
Planning Technician – Design
(604-276-4121)

EL:blg

- Attachment 1: Location Map
- Attachment 2: Conceptual Development Plans
- Attachment 3: Development Application Data Sheet
- Attachment 4: Tree Preservation Plan
- Attachment 5: Rezoning Considerations Concurrence

RZ 11-577561



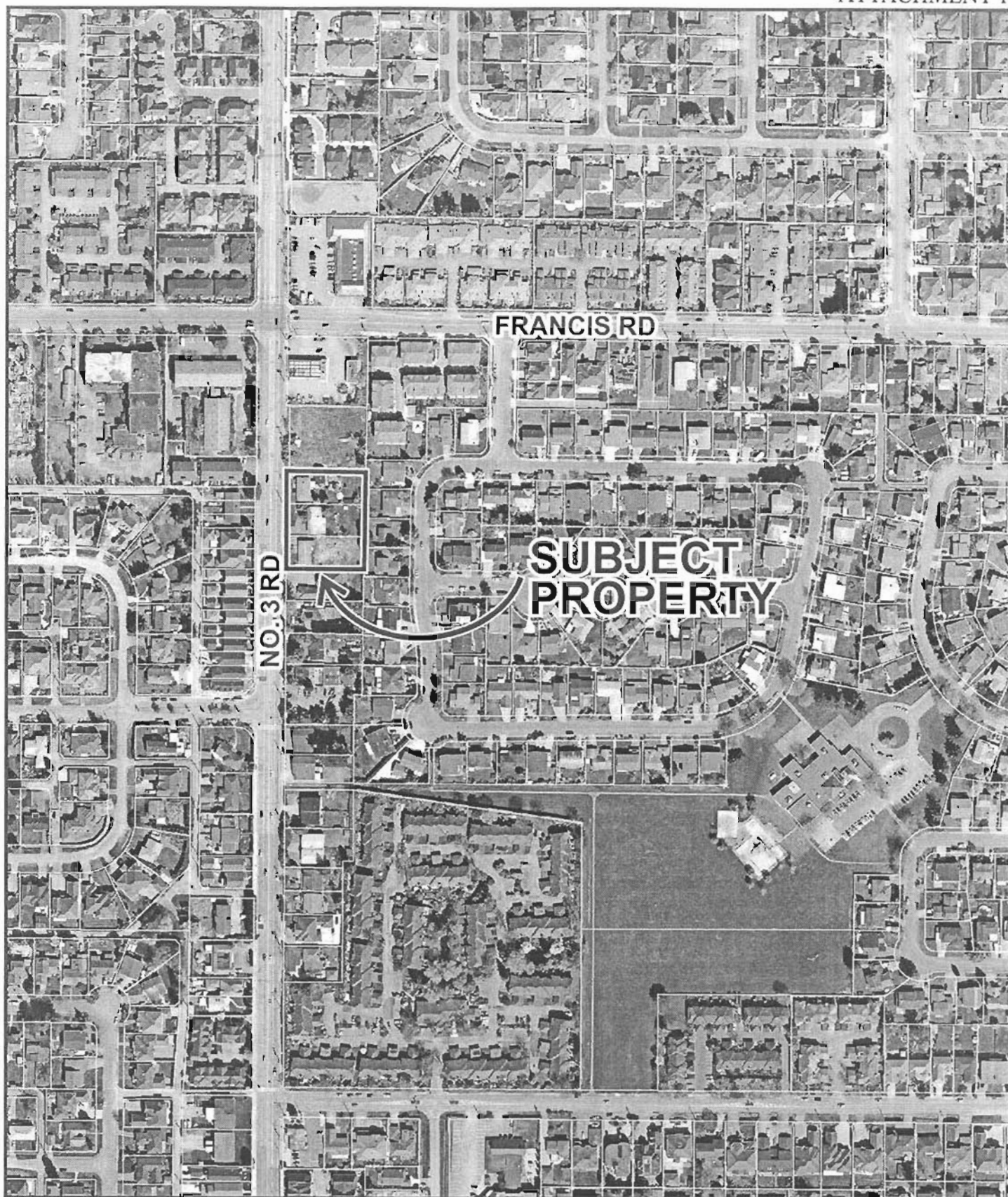
City of Richmond



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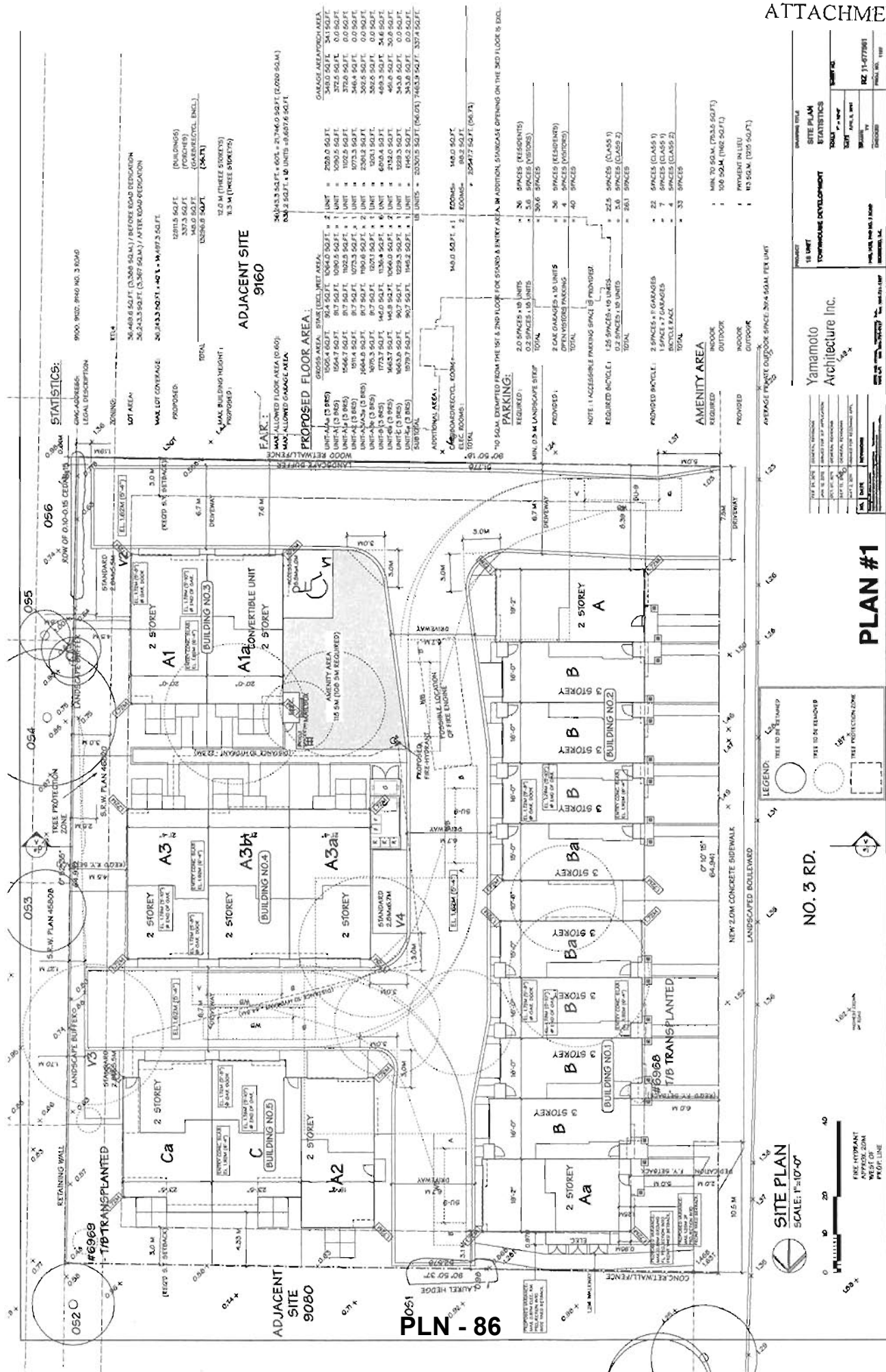
RZ 11-577561

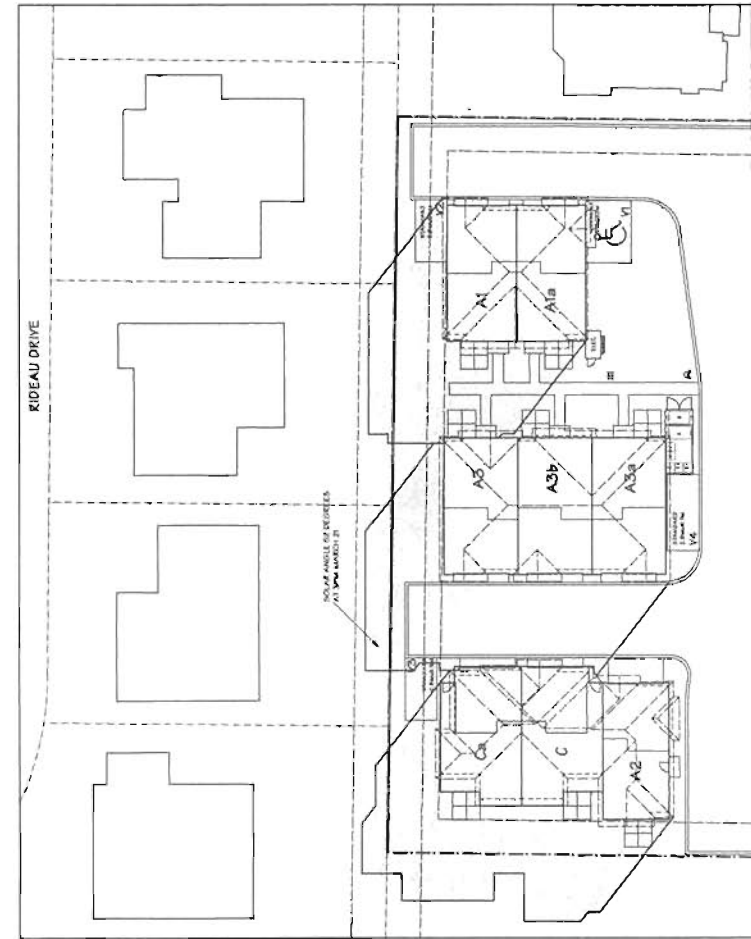
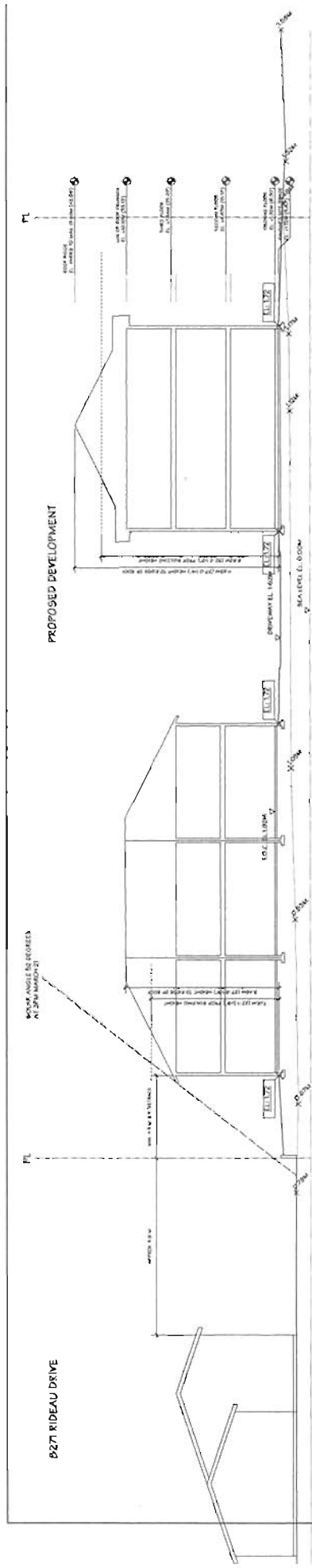
PLN - 85

Original Date: 05/12/11

Revision Date:

Note: Dimensions are in METRES

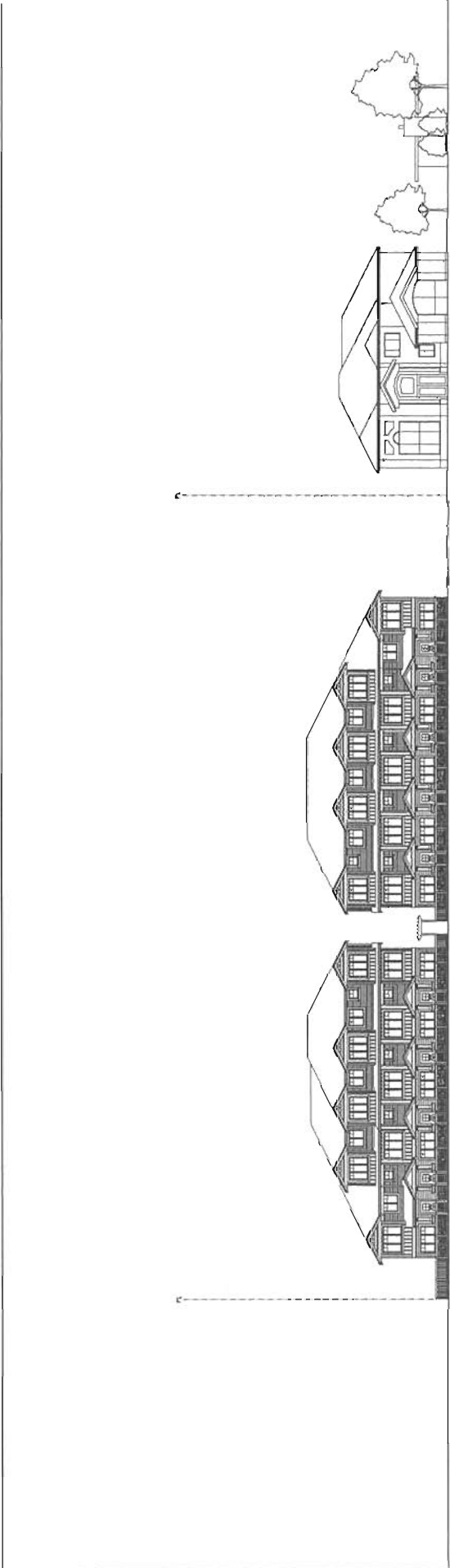




SUBJECT SITE
9000, 9002, 9040 NO. 5 ROAD

| DATE | REVISION |
|------------|----------|
| 10/10/2018 | 1.00 |
| 10/10/2018 | 1.01 |
| 10/10/2018 | 1.02 |
| 10/10/2018 | 1.03 |
| 10/10/2018 | 1.04 |
| 10/10/2018 | 1.05 |
| 10/10/2018 | 1.06 |
| 10/10/2018 | 1.07 |
| 10/10/2018 | 1.08 |
| 10/10/2018 | 1.09 |
| 10/10/2018 | 1.10 |
| 10/10/2018 | 1.11 |
| 10/10/2018 | 1.12 |
| 10/10/2018 | 1.13 |
| 10/10/2018 | 1.14 |
| 10/10/2018 | 1.15 |
| 10/10/2018 | 1.16 |
| 10/10/2018 | 1.17 |
| 10/10/2018 | 1.18 |
| 10/10/2018 | 1.19 |
| 10/10/2018 | 1.20 |
| 10/10/2018 | 1.21 |
| 10/10/2018 | 1.22 |
| 10/10/2018 | 1.23 |
| 10/10/2018 | 1.24 |
| 10/10/2018 | 1.25 |
| 10/10/2018 | 1.26 |
| 10/10/2018 | 1.27 |
| 10/10/2018 | 1.28 |
| 10/10/2018 | 1.29 |
| 10/10/2018 | 1.30 |
| 10/10/2018 | 1.31 |
| 10/10/2018 | 1.32 |
| 10/10/2018 | 1.33 |
| 10/10/2018 | 1.34 |
| 10/10/2018 | 1.35 |
| 10/10/2018 | 1.36 |
| 10/10/2018 | 1.37 |
| 10/10/2018 | 1.38 |
| 10/10/2018 | 1.39 |
| 10/10/2018 | 1.40 |
| 10/10/2018 | 1.41 |
| 10/10/2018 | 1.42 |
| 10/10/2018 | 1.43 |
| 10/10/2018 | 1.44 |
| 10/10/2018 | 1.45 |
| 10/10/2018 | 1.46 |
| 10/10/2018 | 1.47 |
| 10/10/2018 | 1.48 |
| 10/10/2018 | 1.49 |
| 10/10/2018 | 1.50 |
| 10/10/2018 | 1.51 |
| 10/10/2018 | 1.52 |
| 10/10/2018 | 1.53 |
| 10/10/2018 | 1.54 |
| 10/10/2018 | 1.55 |
| 10/10/2018 | 1.56 |
| 10/10/2018 | 1.57 |
| 10/10/2018 | 1.58 |
| 10/10/2018 | 1.59 |
| 10/10/2018 | 1.60 |
| 10/10/2018 | 1.61 |
| 10/10/2018 | 1.62 |
| 10/10/2018 | 1.63 |
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| 10/10/2018 | 1.67 |
| 10/10/2018 | 1.68 |
| 10/10/2018 | 1.69 |
| 10/10/2018 | 1.70 |
| 10/10/2018 | 1.71 |
| 10/10/2018 | 1.72 |
| 10/10/2018 | 1.73 |
| 10/10/2018 | 1.74 |
| 10/10/2018 | 1.75 |
| 10/10/2018 | 1.76 |
| 10/10/2018 | 1.77 |
| 10/10/2018 | 1.78 |
| 10/10/2018 | 1.79 |
| 10/10/2018 | 1.80 |
| 10/10/2018 | 1.81 |
| 10/10/2018 | 1.82 |
| 10/10/2018 | 1.83 |
| 10/10/2018 | 1.84 |
| 10/10/2018 | 1.85 |
| 10/10/2018 | 1.86 |
| 10/10/2018 | 1.87 |
| 10/10/2018 | 1.88 |
| 10/10/2018 | 1.89 |
| 10/10/2018 | 1.90 |
| 10/10/2018 | 1.91 |
| 10/10/2018 | 1.92 |
| 10/10/2018 | 1.93 |
| 10/10/2018 | 1.94 |
| 10/10/2018 | 1.95 |
| 10/10/2018 | 1.96 |
| 10/10/2018 | 1.97 |
| 10/10/2018 | 1.98 |
| 10/10/2018 | 1.99 |
| 10/10/2018 | 2.00 |

PLAN #1a



9100 NO.3 ROAD

WEST ELEVATION - NO. 3 ROAD

9160 NO.3 ROAD

9100 NO.3 ROAD

PLN - 88

| | |
|-------------|------------|
| DATE | 10/10/2017 |
| BY | 10/10/2017 |
| PROJECT | 10/10/2017 |
| DESCRIPTION | 10/10/2017 |
| REVISIONS | 10/10/2017 |

10/10/2017

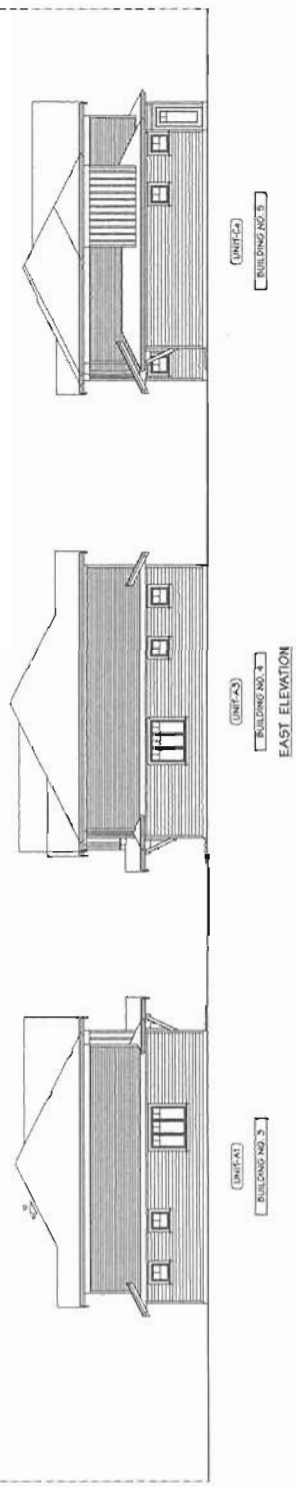
Yamamoto
Architecture Inc.

10/10/2017

| | |
|-------------|------------|
| DATE | 10/10/2017 |
| BY | 10/10/2017 |
| PROJECT | 10/10/2017 |
| DESCRIPTION | 10/10/2017 |
| REVISIONS | 10/10/2017 |

PLAN #4

PL



- UNIT A1
- UNIT A2
- UNIT A3
- UNIT A4

PLN - 90

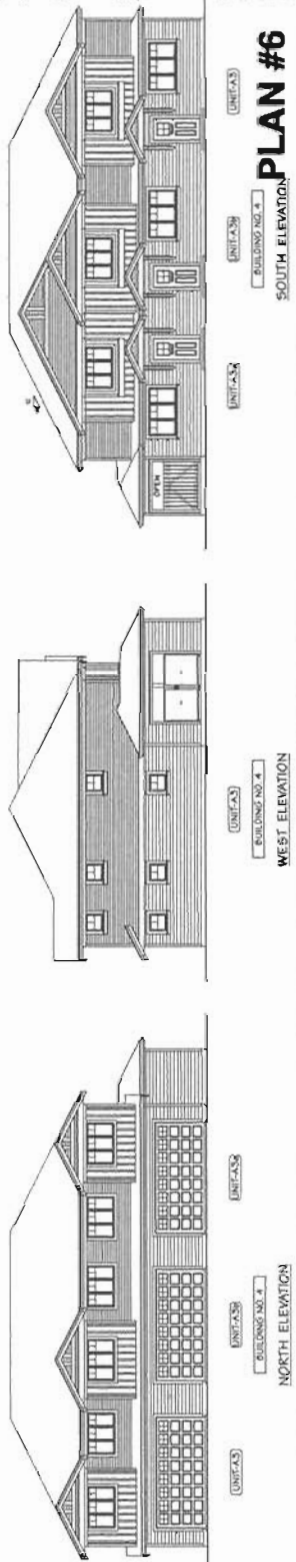


- UNIT A1
- UNIT A2
- UNIT A3
- UNIT A4

SOUTH ELEVATION

WEST ELEVATION

NORTH ELEVATION



- UNIT A1
- UNIT A2
- UNIT A3
- UNIT A4

WEST ELEVATION

NORTH ELEVATION

PLAN #6

SOUTH ELEVATION

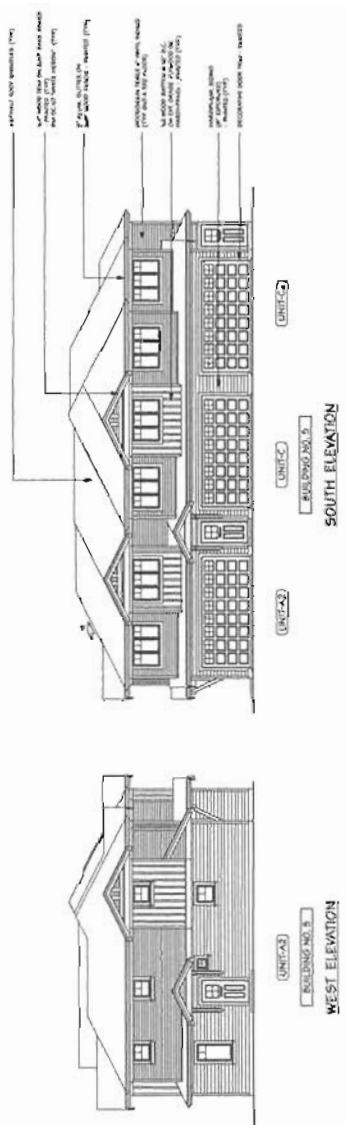
WEST ELEVATION

NORTH ELEVATION

Yamamoto
Architecture Inc.

11 UNIT TOWNHOUSE
DEVELOPMENT

| | |
|-------------|-------------------|
| DATE | 10/1/14 |
| BY | YAMAMOTO |
| PROJECT NO. | 11 UNIT TOWNHOUSE |
| SCALE | 1/4" = 1'-0" |



| | | |
|----|-------------|-----------------------------|
| | | RESEARCH ASSISTANT |
| | JAN 06 2009 | GRANTS FOR THE ARTS/CULTURE |
| 01 | MAY 07 | SPECIALIST |

THE JOURNAL OF THE
AMERICAN SOCIETY OF
PLASTIC SURGEONS
AND
RECONSTRUCTIVE SURGEONS

References

DATE FILED MAY 10 1960

/amamoto
Architecture Inc.[illegible]

| | |
|------------|------------|
| DATE | 10/10/2010 |
| TIME | 10:10 |
| LOCATION | 1010 |
| REMARKS | 1010 |
| REPORT NO. | 1010 |

Product Advertising: 800.870.8840 and 510.830.0000

| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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PLANTS IN THIS PLANT LIST ARE SPECIFIED ACCORDING TO THE GARDEN STANDARDS FOR RESIDENT AREAS AND THE SOIL STANDARDS FOR CONTRACTED GARDENS. ALL PLANT SPECIFICITY POLICIES BETWEEN PLANT AND LANDSCAPE LIST SHALL BE REPORTED TO THE LANDSCAPE ARCHITECT FOR CLEAR CORRELATION TO DOMESTICATED 8000 YEAR AFTER THE DATE OF SUBMITTAL. LANDSCAPE ARCHITECT SHALL OCCUR WHEN THE CONTRACT HAS BEEN COMPLETED TO THE SATISFACTION OF THE LANDSCAPE ARCHITECT.

DOI: 10.1002/anie.201601016

| SIZE OF HONEYCOMB | QTY OF HONEYCOMB | SIZE OF REPAIRMENT | REQUIRED QTY OF REPAIRMENT | PROPOSED TREES | WALANCE |
|----------------------|---------------------|-----------------------|-------------------------------|----------------|---------|
| 1000-1500 | 1 | 1000 GAL. 2.5 in | 2 | 2/20/21/22/24 | 19 |
| 1500-2000 | 1 | 1500 GAL. 2.5 in | 1 | 5 | 1 |
| 2000-2500 | 1 | 2000 GAL. 2.5 in | 6 | 4 | 3 |
| 2500-3000 | 1 | 2500 GAL. 2.5 in | 9 | 0 | 4 |
| 3000-3500 | 1 | 3000 GAL. 2.5 in | 7 | 0 | 1 |

1 TREE PLANTING DETAIL

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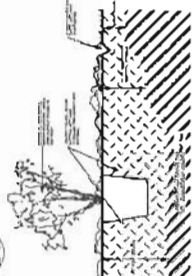
3a

NOTES:
1. MULCH SHALL BE 2" MIN. THICK AND 1/4" MAX.
2. SOIL SHALL BE LOOSE, UNCOMPACTED
3. MULCH SHALL BE APPLIED TO THE ENTIRE SURFACE

Figure 1 is a schematic diagram of a cross-section of a coastal area. It shows a beach, a dune, and a coastal road. A rectangular area is highlighted on the dune, labeled 'Area of Interest'. A line points from this area to a larger, detailed diagram of a dune cross-section. This detailed diagram shows the internal structure of the dune, including a 'Dune Core' and 'Dune Face'. A line points from the 'Dune Core' to a table of data.

2 SHRUB PLANTING DETAIL

3a NTS



30

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PLN - 93



City of Richmond

6911 No. 3 Road
Richmond, BC V6Y 2C1
www.richmond.ca
604-276-4000

Development Application Data Sheet

RZ 11-577561

Attachment 3

Address: 9100, 9120 and 9140 No. 3 Road

Applicant: Am-Pri Construction Ltd.

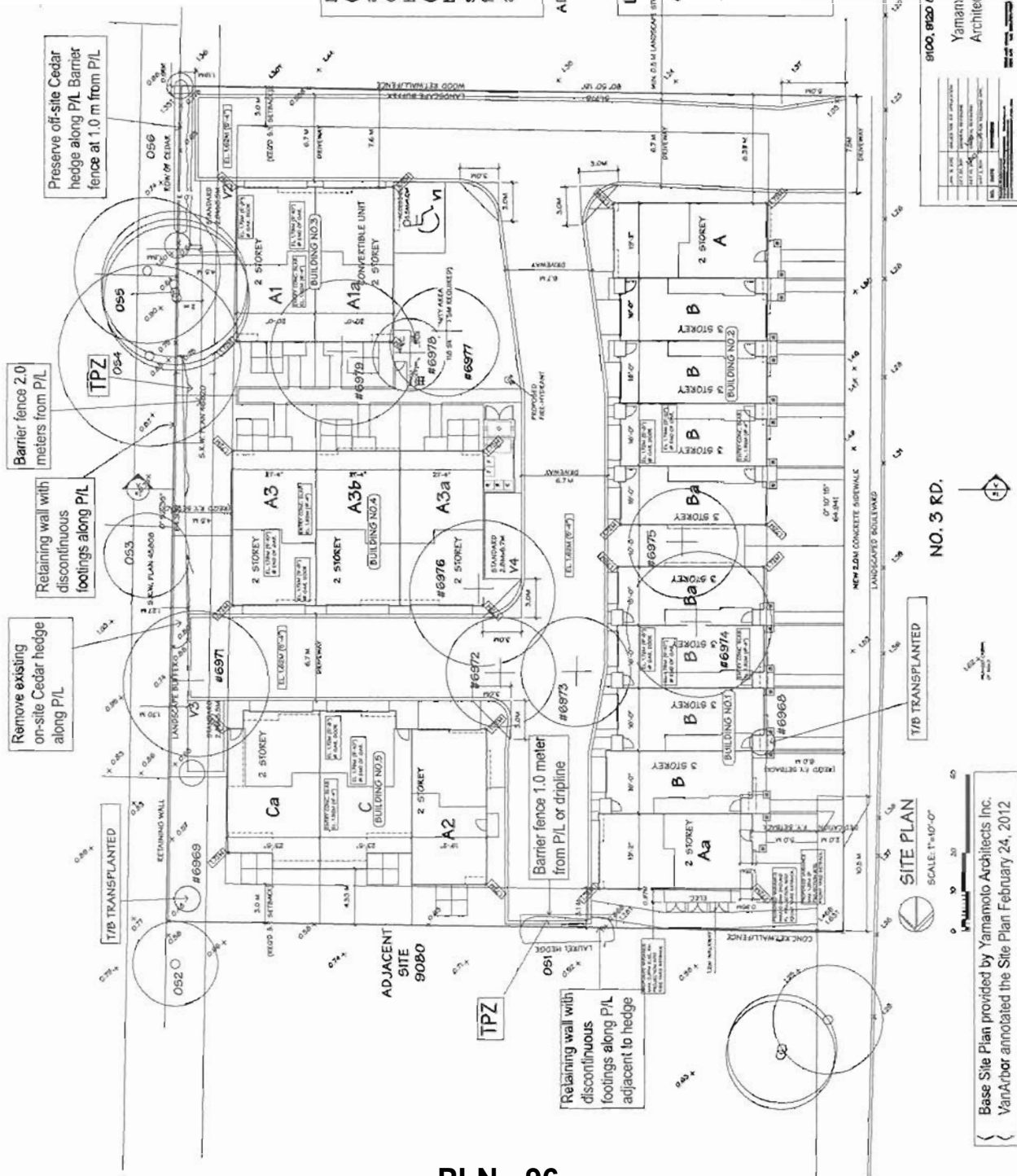
Planning Area(s): Broadmoor

| | Existing | Proposed |
|-----------------------------------|--|--|
| Owner: | Am-Pri Developments (Broadmoor) Ltd. | No Change |
| Site Size (m²): | 3,388 m ² (36,469.6 ft ²) | 3,367 m ² (36,243.3 ft ²) |
| Land Uses: | Single-Family Residential | Multiple-Family Residential |
| OCP Designation: | Low-Density Residential | No Change |
| Area Plan Designation: | N/A | No Change |
| 702 Policy Designation: | N/A | No Change |
| Zoning: | Single Detached (RS1/E) | Low-Density Townhouses (RTL4) |
| Number of Units: | 3 | 18 |
| Other Designations: | Arterial Road Redevelopment Policy – Multiple Family Development | No Change |

| On Future Development | Bylaw Requirement | Proposed | Variance |
|------------------------------------|-------------------------|-------------------------|----------------|
| Floor Area Ratio: | Max. 0.60 | 0.60 max. | none permitted |
| Lot Coverage – Building: | Max. 40% | 40% max. | none |
| Lot Coverage – Non-porous Surfaces | Max. 65% | 65% max. | none |
| Lot Coverage – Landscaping: | Min. 25% | 25% min. | none |
| Setback – Front Yard (m): | Min. 6 m | 6.0 m | none |
| Setback – Side Yard (North) (m): | Min. 3 m | 3.0 m min. | none |
| Setback – Side Yard (South) (m): | Min. 3 m | 7.60 m | none |
| Setback – Rear Yard (m): | Min. 3 m | 4.5 m min. | none |
| Height (m): | Max. 12.0 m (3 storeys) | 12.0 m (3 storeys) max. | none |

| On Future Development | Bylaw Requirement | Proposed | Variance |
|---|--|---|---------------------------|
| Lot Size (min. dimensions): | Min. 50 m wide x 35 m deep | Approx. 64.94 m wide x 51.78 m deep | none |
| Off-street Parking Spaces – Resident (R) / Visitor (V): | 2 (R) and 0.2 (V) per unit | 2 (R) and 0.2 (V) per unit | none |
| Off-street Parking Spaces – Total: | 40 | 40 | none |
| Tandem Parking Spaces: | not permitted | 16 | variance requested |
| Small Car Parking Spaces: | max. 50% when 31 or more spaces are provided on site | 8 stalls (20%) | none |
| Handicap Parking Spaces: | 1 | 1 | none |
| Bicycle Parking Spaces – Class 1 / Class 2: | 1.25 (Class 1) and 0.2 (Class 2) per unit | 1.6 (Class 1) and 0.22 (Class 2) per unit | none |
| Amenity Space – Indoor: | Min. 70 m ² or Cash-in-lieu | \$18,000 cash-in-lieu | none |
| Amenity Space – Outdoor: | Min. 6 m ² x 18 units = 108 m ² | 108 m ² min. | none |

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



Rezoning Considerations

9100, 9120 and 9140 No. 3 Road

RZ 11-577561

Prior to final adoption of Zoning Amendment Bylaw 8873, the developer is required to complete the following:

1. Consolidation of 9100, 9120 and 9140 No. 3 Road into one (1) development parcel (which will require the demolition of the existing dwellings).
2. 2.0 m road dedication along the west property line up to 100 m from the No. 3 Road/Francis Road intersection (south property line of Francis Road);
3. Registration of a Public Rights-of-Passage (PROP) statutory rights-of-way (ROW) over the internal drive aisle on Title allowing access to/from the future townhouse development sites to the south at 9160 No. 3 Road, and any consolidation thereof, as well as to the north at 9080 No. 3 Road.
4. Registration of a flood indemnity covenant on Title.
5. Registration of a legal agreement on title prohibiting the conversion of the tandem parking area into habitable space.
6. City acceptance of the developer's offer to voluntarily contribute \$7,500 towards the proposed Audible Pedestrian Sign (APS) system upgrade at the No.3 Road/Francis Road intersection.
7. City acceptance of the developer's voluntary contribution of \$2.00 per buildable square foot (e.g. \$43,492.00) to the City's Affordable Housing Reserve Fund.
8. City acceptance of the developer's offer to voluntarily contribute \$0.75 per buildable square foot (e.g. \$ 16,309.50) to the City's Public Art fund.
9. Submission of cash-in-lieu for the provision of dedicated indoor amenity space in the amount of \$18,000.
10. Provide a proof of a contract with a company specializing in tree relocation to undertake the transplant of the 13cm caliper Flowering Dogwood (tag# 6968) and the 10cm caliper Colorado Spruce tree (tag# 6969) onsite.
11. The submission and processing of a Development Permit* completed to a level deemed acceptable by the Director of Development.

Prior to issuance of Development Permit:

1. Submission of a Contract entered into between the applicant and a Certified Arborist for supervision of any on-site and off-site works conducted within the tree protection zone of the trees and hedgerows to be retained on the adjacent properties to the north and east. 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.

Prior to issuance of Demolition Permit:

1. Installation of appropriate tree protection fencing on-site around all trees and hedgerows to be retained on adjacent properties to the north and east prior to any construction activities, including building demolition, occurring on-site.

Note: Should the applicant wish to begin site preparation work after third reading of the rezoning bylaw, but prior to final adoption of the rezoning bylaw, the applicant will be required to obtain a Tree Permit and submit a landscape security (i.e. \$9,000) to ensure the replacement planting will be provided.

Prior to issuance of Building Permit:

1. Enter into a Servicing Agreement* for the design and construction of frontage beautification and service connections. Design works include, but are not limited to: removing the existing sidewalk behind the curb and gutter (which remains). As there is only 2.89 m from the property line to the back of curb, pour a new 1.5 m concrete sidewalk at the property line with a 1.39 grass and treed boulevard up to the curb. (Recent example is SA05-315487 at 9600 No 3 Road).
2. Submission of a Construction Parking and Traffic Management Plan to the Transportation Division. Management Plan shall include location for parking for services, deliveries, workers, loading, application for any lane closures, and proper construction traffic controls as per Traffic Control Manual for works on Roadways (by Ministry of Transportation) and MMCD Traffic Regulation Section 01570.
3. Incorporation of accessibility measures in Building Permit (BP) plans as determined via the Rezoning and/or Development Permit processes.
4. Obtain a Building Permit (BP) for any construction hoarding. If construction hoarding is required to temporarily occupy a public street, the air space above a public street, or any part thereof, additional City approvals and associated fees may be required as part of the Building Permit. For additional information, contact the Building Approvals Division at 604-276-4285.

* Note: This requires a separate application.

[Signed original on file]

Signed

Date



Richmond Zoning Bylaw 8500
Amendment Bylaw 8873 (RZ 11-577561)
9100, 9120 AND 9140 NO. 3 ROAD

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

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

P.I.D. 009-709-240

Lot 5 Section 28 Block 4 North Range 6 West New Westminster District Plan 12559

P.I.D. 009-709-282

Lot 6 Section 28 Block 4 North Range 6 West New Westminster District Plan 12559

P.I.D. 002-389-100

Lot 7 Section 28 Block 4 North Range 6 West New Westminster District Plan 12559

2. This Bylaw may be cited as "**Richmond Zoning Bylaw 8500, Amendment Bylaw 8873**".

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

OTHER REQUIREMENTS SATISFIED

ADOPTED

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MAYOR

CORPORATE OFFICER



City of Richmond

Report to Committee Planning and Development Department

To: Planning Committee Date: March 5, 2012

From: Brian J. Jackson, MCIP
Director of Development File: RZ 11-586705

Re: Application by Centro Terrawest Development Ltd. for Rezoning at 6011 and 6031 No. 1 Road from Local Commercial (CL) and Single Detached (RS1/F) to Commercial Mixed Use (ZMU21) – Terra Nova

Staff Recommendation

1. That Official Community Plan Amendment Bylaw No. 8874, to redesignate 6011 and 6031 No. 1 Road from "Residential (Single-Family)" to "Mixed-Use" in Schedule 2.2B of Official Community Plan Bylaw No. 7100 (Terra Nova Sub-Area Plan), be introduced and given first reading.
2. That Bylaw No. 8874, having been considered in conjunction with:
 - The City's Financial Plan and Capital Program; and
 - The Greater Vancouver Regional District Solid Waste and Liquid Waste Management Plans;
 is hereby deemed to be consistent with said program and plans, in accordance with Section 882(3)(a) of the Local Government Act.
3. That Bylaw No. 8874, having been considered in accordance with OCP Bylaw Preparation Consultation Policy 5043, is hereby deemed not to require further consultation.
4. That Bylaw No. 8875, to:
 - Create "Commercial Mixed-Use (ZMU21) – Terra Nova";
 - Amend Section 5.15.1 (Affordable Housing) to include the "ZMU21" zone and the density bonusing sum of "\$4.00"; and
 - Rezone 6011 and 6031 No. 1 Road from "Local Commercial (CL)" and "Single Detached (RS1/F)" to "Commercial Mixed-Use (ZMU21) – Terra Nova", be introduced and given first reading.

Brian Jackson

Brian J. Jackson, MCIP
Director of Development

SB:blg
Att.

| FOR ORIGINATING DEPARTMENT USE ONLY | | |
|-------------------------------------|--|--------------------------------|
| ROUTED TO: | CONCURRENCE | CONCURRENCE OF GENERAL MANAGER |
| Affordable Housing | Y <input checked="" type="checkbox"/> N <input type="checkbox"/> | <i>Brian Jackson</i> |
| Engineering | Y <input checked="" type="checkbox"/> N <input type="checkbox"/> | |

PLN - 101

Staff Report

Origin

Centro Terrawest Development Ltd. has applied to the City of Richmond for permission to rezone 6011 and 6031 No. 1 Road (**Attachment 1**) from "Local Commercial (CL)" and "Single Detached (RS1/F)" to "Commercial Mixed-Use (ZMU21) – Terra Nova" in order to develop a four-storey mixed-used building with approximately 731 m² of commercial space at grade, approximately 36 apartment housing dwelling units on upper floors, and an associated two-level parking structure.

The site currently contains a two-storey commercial building on the corner lot and an existing non-conforming duplex on the adjacent lot.

The developer is required to enter into a Servicing Agreement as a requirement of rezoning for the design and construction of works including, but not limited to: frontage improvements along No. 1 Road and Westminster Highway; intersection improvements at the west leg of the intersection to reduce walking distance, enhance pedestrian movement, and introduce a median; No. 1 Road bus stop improvement; and infrastructure works to remove surplus sanitary sewer.

Findings of Fact

A Development Application Data Sheet providing details about the development proposal is attached (**Attachment 2**).

Surrounding Development

The existing development surrounding the subject consolidated site is described as follows:

- To the north, across Westminster Highway, is the Terra Nova Shopping Centre, zoned Community Commercial (ZC13) – Terra Nova. This shopping centre is also the Official Community Plan (OCP) designated neighbourhood service centre;
- To the east, across No. 1 Road and outside of the Terra Nova Sub-Area boundary, are existing single detached houses, zoned Single Detached (RS1/E);
- To the south, is a 69-unit three-storey townhouse development, zoned Town Housing (ZT19) – No. 1 Road (Terra Nova); and
- To the west is a 201-unit three-storey townhouse development, zoned Low Density Townhouses (RTL1).

Related Policies & Studies

Official Community Plan (OCP)

The proposed development is located in the Terra Nova Sub-Area of the Thompson planning area (**Attachment 3**). The application includes an OCP amendment to amend the Terra Nova Sub-Area Plan by changing the designation of the subject site from “Residential (Single-Family)” to “Mixed-Use” in the Terra Nova Sub-Area Plan land use map. Mixed-Use is defined in Schedule 1 (land use map definitions) as “An area which provides for residential, commercial business and industry, and public and private institutions.” The proposed land use complies with the amendment.

The proposed land use complies with the “Neighbourhood Residential” land use on the Generalized Land Use Map Attachment 1 to Schedule 1, which allows for primarily residential uses accompanied by complementary local commercial uses.

OCP Aircraft Noise Sensitive Development (ANSD) Policy

The site is located within Area 4 of the ANSD map, which allows consideration of all new aircraft noise sensitive uses (including dwelling units), requires the registration of a restrictive covenant on title to address aircraft noise mitigation and public awareness. Registration of an aircraft noise sensitive use restrictive covenant is a requirement of rezoning.

This legal agreement is to identify that the proposed development must be designed and constructed in a manner that mitigates potential aircraft noise within the proposed dwelling units. Dwelling units must be designed and constructed to achieve:

- a) CMHC guidelines for interior noise levels as indicated in the chart below:

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

- b) The ASHRAE 55-2004 “Thermal Environmental Conditions for Human Occupancy” standard for interior living spaces.

As part of the required Development Permit, the applicant is required to submit a report and recommendations prepared by an appropriate registered professional, which demonstrates that the interior noise levels and thermal conditions comply with the policy and the required covenant. These are also required to be incorporated into the future Building Permit.

Flood Plain Designation and Protection Bylaw No. 8204

The proposal includes a 2.25 m GSC ground floor elevation for the ground level commercial space, which is 0.3 m above the highest adjacent crown of road. This elevation allows the street fronting commercial space to tie into the surrounding sidewalk elevations in a manner that is pedestrian-friendly for this relatively small orphan development site. The building will not be subject to damage from flood water up to a level of 2.6 m GSC. No electrical outlets or mechanical equipment are located below 2.6 m GSC, and the ground floor is concrete construction. In addition, the proposed site specific zone requires the residential apartment housing units to be limited to the upper floors.

The City's Flood Plain Designation and Protection Bylaw No. 8204 specifies a minimum flood construction level requirement of 2.6 m GSC for the subject Terra Nova site. For the project to successfully function as a mixed use development with active retail uses at grade, it must have direct, level access from the city sidewalk. A floor height of 2.6 m GSC is significantly higher than the maximum possible height of adjacent sidewalks and would not allow adequate access.

City Engineering staff have reviewed the proposal and a site specific exemption to lower the minimum flood construction level from 2.6 m GSC to 2.25 m GSC (0.3 m above the highest adjacent crown of road) is acceptable to the Director of Engineering. Registration of a flood plain covenant on title is a requirement of rezoning. The covenant will identify:

- A minimum habitable elevation of 2.25 m GSC for non-residential uses for the lifetime of the building; and
- All building construction below 2.6 m GSC is to be constructed in a manner that is not subject to damage by flood water (e.g. concrete construction below this datum and mechanical equipment/electrical outlets all raised above 2.6 m GSC).

Affordable Housing Strategy

The proposed mixed-use development includes 36 residential dwelling units and complies with the City's Affordable Housing Strategy. The Strategy does not require residential development with less than 80 dwelling units to provide Affordable Housing on-site. Accordingly, a cash contribution towards the City's Affordable Housing Strategy in the amount of \$4.00 per buildable square foot of residential land use is a requirement of the rezoning (e.g. \$125,672).

Public Art Program

The applicant is participating in the City's Public Art Program with installation of Public Art as a part of the development in the amount of \$0.75 per buildable square foot of residential space and \$0.40 per buildable square foot of commercial space (e.g. \$26,705). The applicant will further investigate opportunities to incorporate Public Art through the required Development Permit application.

Consultation

The development application process to date has included the installation of informational development application signage on the site and two open houses for the community. The Public Hearing will include notification to neighbours and local newspaper advertising.

School District

This application was not referred to School District No. 38 (Richmond) because it does not have the potential to generate 50 or more school aged children. According to OCP Bylaw Preparation Consultation Policy 5043, which was adopted by Council and agreed to by the School District, residential developments which generate less than 50 school aged children do not need to be referred to the School District (e.g., typically around 295 multiple-family housing units). This application only involves 36 multiple-family housing units.

Public Input

On May 12, 2011, the developer hosted two Open House meetings on the same day in the amenity building of the neighbouring townhouse development at 3880 Westminster Highway. Residents in the two (2) neighbouring townhouse developments were invited to the meeting by flyer and an invitation was advertised in the Richmond Review and Richmond News newspapers.

The Open Houses were well attended. The developer advises that 56 names were recorded on sign-in sheets. Attendees reviewed presentation boards with the development team and 40 feedback forms were collected and forwarded by the developer to the City. The majority of the feedback appears to be supportive of the redevelopment. Only one comment form stated opposition to mixed- use redevelopment of the site. Concerns were raised regarding the following:

- Bus service – *The request for more frequent bus service has been shared with TransLink.*
- Adequacy of parking – *The proposed parking complies with the Zoning Bylaw. The applicant is providing a comprehensive TDM package as a requirement of rezoning that includes on and off site improvements to promote electric vehicles, transit use, bicycle use, and pedestrians.*
- Building height higher than three-storey – *The corner site is surrounded on both sides by existing three-storey townhouse development with walkways out to No. 1 Road and Westminster Highway. The proposed building design includes a higher four-storey building height at the corner and a lower one-storey to two-storey building height along shared interior property lines. The taller building height at the corner provides a landmark gateway into the Terra Nova neighbourhood and the lower one-storey to two-storey building height provides a sensitive transition to the adjacent walkways and three-storey townhouse developments to the west and south.*
- Parking access and traffic cutting through neighbourhoods – *The developer's transportation consultant and City Transportation staff have carefully reviewed and are satisfied with the proposal. The proposal includes two separate parking areas, with driveways located as far away from the No. 1 Road and Westminster Highway intersection as possible. The driveway access to No. 1 Road is for the lower resident parking level and the second driveway access to Westminster Highway is for the upper commercial and visitor parking level. The proposal also includes frontage improvements along No. 1 Road and Westminster Highway as well as improvements to the west leg of the intersection.*

- Small unit size – *This received contradicting feedback, receiving both support and concern. The proposed apartment housing provides an appropriate housing option that complements the existing family-oriented town housing and single detached housing in Terra Nova.*

A copy of the public information meeting report and comment forms has been compiled into a binder. Copies of the binder have been placed in the Councillor's lounge for City Council reference and also at the City Hall information desk for public viewing.

Staff Comments

Preliminary site plan, floor plans, elevations and landscape plans are attached for reference (**Attachment 4**). Separate from the rezoning process, the applicant is required to submit separate applications for Development Permit, Servicing Agreement and Building Permit.

Analysis

The site proposal consists of a four-storey mixed-use building with street-oriented ground level commercial space, approximately 36 apartment housing dwelling units on the upper floors and a two-level parking structure with access to both No. 1 Road and Westminster Highway.

Land Use

- The proposal is consistent with the objectives of the OCP and the proposed amendment to the Terra Nova Sub-Area Land Use Map. As noted previously, the proposed designation is 'Mixed-Use'. The subject consolidated site is the last remaining site in the Terra Nova neighbourhood that is appropriate for redevelopment. The single detached housing envisioned in the sub-area plan is nearly complete with only a few remaining vacant lots.
- Located across the street from the Terra Nova shopping centre, the proposed development complements the development pattern and presents a gateway to the Terra Nova neighbourhood.
- The proposed four-storey building includes street level commercial space fronting onto both No. 1 Road and Westminster Highway, residential apartment housing in the upper three (3) floors, and an associated two-level parking structure. The project increases the density and provides housing alternatives in place of the existing two-storey commercial building and older existing non-conforming duplex. The building massing is pulled away from the neighbouring townhouse developments to provide a sensitive transition.

"Commercial Mixed Use (ZMU21) – Terra Nova" Site Specific Zone

- "Commercial Mixed Use (ZMU21) – Terra Nova" site specific zoning district was created specifically for the proposed development. The zone has been tailored to ensure ground-oriented commercial space and upper level residential apartment housing. The site specific zone allows medium density low rise development with a limited range of retail and services to the surrounding community, and apartment housing. A density bonus provision for affordable housing is included, in compliance with the City's Affordable Housing Strategy. The development proposal complies with the proposed permitted density and takes advantage of the density bonusing provision.

Transportation

- Pedestrian routes along No. 1 Road and Westminster Highway are enhanced with projecting canopy weather protection and seating opportunities.
- Vehicular access will be from No. 1 Road and Westminster Highway, located as far away from the intersection as possible, to a two-level parking structure.
- The applicant will design and construct frontage transportation infrastructure improvements through a Servicing Agreement requirement of rezoning, including: improvements along No. 1 Road and Westminster Highway; improvements to the west leg of the intersection to enhance pedestrian movement, and to introduce a median; and bus stop improvement.
- The applicant will contribute \$15,300 for audible pedestrian signal (APS) upgrade at the No.1 Road and Westminster Highway intersection.
- In accordance with Zoning Bylaw 8500, the minimum on-site parking requirements are permitted to be reduced by 10% with appropriate transportation demand management (TDM) measures. The following TDM measures are supported by staff and are a requirement of rezoning:
 - Contribution of \$22,000 for a bus shelter for the nearby bus stop on No.1 Road. Off site works will include pouring a concrete bus pad to support the shelter.
 - Improvements to the No.1 Road and Westminster Highway intersection. Geometric improvements to the corner curb radii to reduce pedestrian walking distance across the west leg of the intersection. Wider 4.5 m crosswalk on the west leg of the intersection with special stamped asphalt surface treatment and design to enhance pedestrian movement. As well, construction of an approximately 2 m wide median along the west leg of the intersection up to the site access, including decorative illuminated bollards.
 - Provision of two (2) benches along the site frontages. The benches are to be provided against the building face within the setback area and may be integrated with the building.
 - Provision of at least one end of trip facilities for the commercial component.
 - Provision of electrical vehicle plug-ins (240 volts) for 20% of the residential parking spaces (10 spaces).
- Registration of a legal agreement on title; prohibiting conversion of bicycle storage area into habitable area (storage space) is a requirement of rezoning.

Tree Management

| | Existing | To be Retained | Compensation |
|---|----------|----------------|-----------------------|
| On-site trees | 4 | 0 | 2:1 replacement ratio |
| Off-site trees in neighbouring properties | 10 | 10 | To be protected |

- The City has received a tree preservation report prepared by a registered arborist along with a tree survey. The table above includes the findings of the arborist report and compensation sought by staff.

- The City's tree preservation staff have visited the site and agree with the consulting registered arborist regarding the removal of the four (4) existing trees due to structural defects.
- The conceptual development plans (**Attachment 4**) preliminary landscape plan proposes to plant approximately 14 new replacement trees on-site, which exceeds the 2:1 replacement ratio identified in the OCP. The number, location and size of trees will be reviewed through the future Development Permit.
- The applicant has agreed to plant new street trees along the Westminster Highway and No. 1 Road frontages through a separate required Servicing Agreement.
- The applicant is required to protect the 10 existing trees located on neighbouring properties to the west and south. The neighbouring trees should not be impacted by the proposed development as the trees are all located behind a retaining wall at a higher elevation (1-2 m above the existing grade of the proposed development site). As a result of these trees being located at a higher grade, tree protection fencing is not required. The proposed development site can meet neighbouring grades with little impact to neighbouring trees.

Sustainability

- The addition of a mixed-use development is provided in close proximity to the neighbourhood service centre and recreation amenities. This project will introduce apartment housing as a new housing form in the established Terra Nova neighbourhood.
- The project supports alternative forms of transportation with a location adjacent to transit service, on-site bicycle storage, pedestrian friendly design, and the provision of a comprehensive transportation demand management measures package.
- A secure common area is proposed for recycling, organics, and garbage storage.
- The applicant is investigating opportunities to incorporate detailed sustainability measures into the project design. These measures will be identified through the required Development Permit process. These may include:
 - Reusable wood-frame construction materials for top three levels
 - Energy efficient mechanical design
 - Urban agriculture and edible plants at outdoor amenity
 - Rainwater collection

Amenity Space

- Outdoor amenity space is proposed on-site at the second floor level and will meet the OCP requirements for size, location, visual surveillance and access. The landscape design details will be refined as a part of the required Development Permit application.
- The applicant is proposing a contribution in-lieu of on-site indoor amenity space for the 36 apartment housing units in the amount of \$53,000 as per the OCP and Council Policy.

Servicing Capacity

- Storm Sewer: There are no identified concerns with capacity. Through the required Servicing Agreement, the developer is required to include site analysis for site connection only.
- Sanitary Sewer: There are no identified concerns with capacity. There is an existing sanitary sewer in a 3 m wide statutory right-of-way (SRW) that runs along the rear of the site and ends with a connection to the existing corner lot. With the land assembly, the sanitary sewer can be shorted and the SRW area can be reduced. Through the required Servicing Agreement, the developer is required to:
 - modify the existing sanitary sewer, complete with a new City sanitary manhole in the southwest corner of the site;
 - grant a new 3 m by 3 m utilities SRW in the southwest corner of the site; and
 - discharge the existing utilities SRW (BL241502 & BL 257228). Plan LMP33916 will be discharged or modified as part of the sanitary modification.
- Water service: Using the OCP 2021 Maximum Day Model, there is 533 L/s available at 20 psi residual. A minimum of 275 L/s is required for the proposed development. As part of the future Building Permit application, developer to submit fire flow calculations signed and sealed by a professional engineer based on the Fire Underwriter Survey to confirm that there is adequate available water service flow.

Design Review and Future Development Permit Application Considerations

A Development Permit application for the proposed mixed-use development is required to be processed to the satisfaction of the Director of Development as a requirement of rezoning. Review by the Advisory Design Panel will be required as part of the Development Permit application process.

The applicant has developed a preliminary design for this site (Attachment 4). The following items will be further investigated at the Development Permit stage:

- Review of building form and architectural character at a detailed level, including urban design, adjacencies, and crime prevention through environmental design (CPTED).
- Review of landscaping and open space design at a detailed level, including streetscape, adjacencies, outdoor amenity space, and the relationship indoor and outdoor spaces.
- Detailed review of opportunities to accommodate a resident, visitor and customer in a wheelchair, unit conversion, and/or aging in place.
- Detailed sustainability strategy measures.
- Detailed dimensioned plans for truck loading for commercial, residential, garbage and recycling (with on-site manoeuvring, turnaround, and height clearances).
- Detailed dimensioned plans for vehicle parking and security gate locations. The commercial area parking spaces are to be available at all times and provide for convenient vertical circulation to the apartments by visitors, especially the accessible parking space.

- Cross sections and a functional design for No. 1 Road and Westminster Highway intersection geometric changes to the satisfaction of the Director of Transportation. Details to include curb radii modifications, median details, and truck turning wheel paths at the west leg of the intersection.

Guidelines for the issuance of Development Permits regarding the subject site are contained in Schedule 1 of Bylaw 7100 (Section 9.0 Development Permit Guidelines).

Financial Impact

None.

Conclusion

The subject development conforms with City-wide and Terra Nova OCP objectives for development and population growth. The proposal to develop a mixed-use commercial and residential building is consistent with the proposed OCP objectives of land use, amenity contributions, and City transportation and servicing infrastructure.

The development will provide commercial services, new residential units, and community amenities (e.g. Public Art and contribution for affordable housing). The development will be an attractive addition, complementing the neighbouring Neighbourhood Service Centre and providing an attractive gateway into the Terra Nova neighbourhood. On this basis, staff recommend that the proposed OCP amendment and rezoning application be approved.



Sara Badyal, M. Arch, MCIP
Planner 2 (Urban Design)
(604-276-4282)

SB:blg

Attachment 1: Location Map and Site Context – GIS 2009 aerial photo
Attachment 2: Development Application Data Sheet
Attachment 3: Terra Nova Sub-Area Site Context
Attachment 4: Conceptual Development Plans
Attachment 5: Rezoning Considerations

RZ 11-586705



City of Richmond

PROPOSED REZONING

~~PLN - 111~~

WESTMINSTER HWY

NO. 1 RD

6777
6777

6777
6777

0885

44.00

| | | | |
|-------|------|-------|-------|
| 16.76 | 5940 | 30.22 | 28.05 |
| 28.04 | 4031 | 21.33 | 21.34 |

| | | |
|-------|-------|------|
| 27.55 | 21.30 | 4020 |
| 16.77 | 25.30 | 6060 |
| 16.77 | 28.35 | 6080 |
| 27.55 | 28.35 | 6100 |

| | | | |
|------|------|------|------|
| 8037 | 2478 | 0014 | 2260 |
| 5071 | 0802 | 6191 | 2932 |
| 2932 | 6191 | 0802 | 5071 |
| 0014 | 2260 | 2478 | 8037 |



RZ 11-586705

PLN - 112

Original Date: 08/17/11

Amended Date:

Note: Dimensions are in METRES



RZ 11-586705

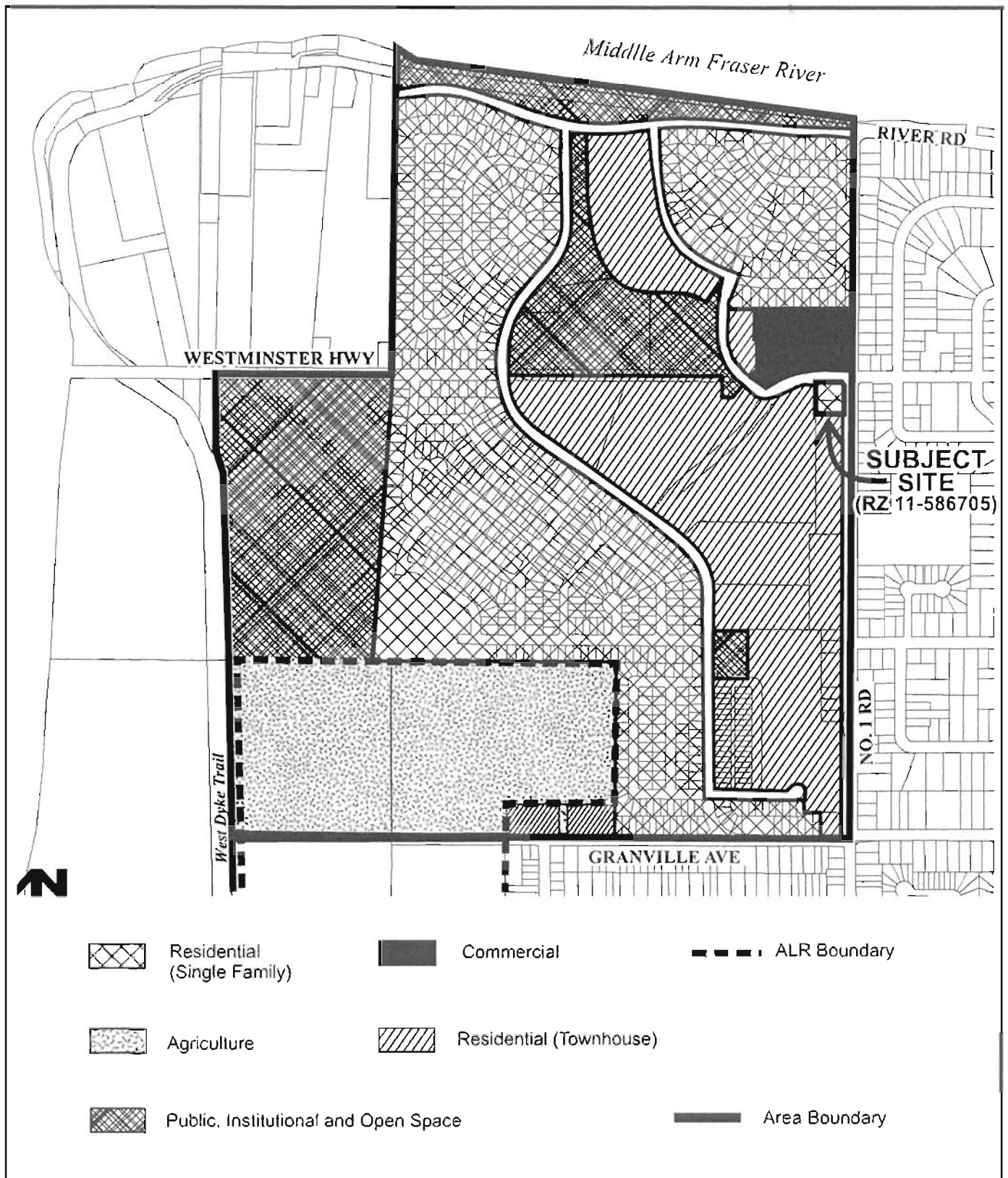
Attachment 2

Address: 6011 and 6031 No. 1 Road

Applicant: Centro Terrawest Development Ltd.

Planning Area(s): Terra Nova Sub-Area (Thompson)

| | Existing | Proposed | |
|---|--|---|----------------|
| Owner: | Centro Terrawest Development Ltd. Surinder K. Beryar | Future strata lot owners | |
| Site Size (m²): | 6011 & 6031 No. 1 Road 2,815 m ² | 6011 & 6031 No. 1 Road 2,815 m ² Road dedication - 208.9 m ² Total 2,606.1 m ² | |
| OCP Designation: | Neighbourhood Residential | Complies | |
| Area Plan Designation: | Residential (Single-Family) | Mixed-Use | |
| Aircraft Noise Policy: | Area 4 (new noise sensitive uses permitted, restrictive covenant required) | Complies | |
| Flood Construction Level: | 2.6 m GSC for surrounding Terra Nova | 2.25 m GSC (0.3 m above crown) for commercial space at grade, residential apartments on upper floors | |
| Zoning: | Local Commercial (CL) & Single detached (RS1/F) | Commercial Mixed-Use (ZMU 21) – Terra Nova | |
| Number of Units: | Two-storey commercial building & 1 duplex | 36 apartments & up to 9 CRU | |
| | Bylaw Requirement | Proposed | Variance |
| Floor Area Ratio: | Max. 1.4 | 1.4 | None permitted |
| Lot Coverage – Building: | Max. 75% | 72% | None |
| Setbacks – No. 1 Road Westminster Hwy Side yard (west) Rear yard (south) | Min. 1.5 m Min. 1.5 m Min. 3 m Min. 3 m | 1.5 m Min. 1.5 m Min. 3 m Min. 3 m Min. | None |
| Height (m): | Max. 16 m. & four-storey | Max. 16 m & four-storey | None |
| Parking Spaces: Resident Visitor Commercial Accessible Total | With TDMs: 49 (8) 23 (2) 72 | With TDMs: 49 (use commercial) 23 (2) 72 | None |
| Small Car Parking Spaces: | Max. 50% (36 spaces) | Max. 50% (36 spaces) | None |
| Tandem Parking Spaces: | Permitted | None | None |
| Amenity Space – Indoor: | Min. 70 m ² | Cash-in-lieu | None |
| Amenity Space – Outdoor: | Min. 216 m ² | Min. 216 m ² | None |



Terra Nova Sub-Area Site Context Land Use Map

PLN - 114

Original Date: 02/28/12

Revision Date:

Note: Dimensions are in METRES

TerraWest

6011-6031 No.1 Road, Richmond, BC

PROJECT DIRECTORY

| | |
|--|--|
| OWNER: | |
| Centro Terrawest Development Ltd. | |
| 200 - 6791 Elmbriidge Way | |
| Richmond, BC V7C 4N1 | |
| T(604) 241-1422; F(604) 241-1482 | |
| ARCHITECTURAL: | |
| Patrick Cotter Architect Inc. | |
| Suite #235 11300 No. 5 Road | |
| Richmond, BC V7A 5J7 | |
| T(604) 272-1477; F(604) 272-1471 | |
| LANDSCAPE: | |
| Van Der Zalm & Associates Inc. | |
| Suite 1 - 8938 192nd Street | |
| Surrey, BC V4N 3W8 | |
| T(604) 882-0024 ext 22; F(604) 882-0042 | |
| CIVIL ENGINEER: | |
| Core Concept Consulting Ltd. | |
| #220 - 2639 Viking Way | |
| Richmond, BC V6V 3B7 | |
| T(604) 249-5040; F(604) 249-5041 | |
| GEOTECHNICAL ENGINEER: | |
| Geopacific Consultants Ltd. | |
| 215 - 1230 73rd Avenue | |
| Vancouver, BC V6P 6G5 | |
| T(604) 439-0922 Ext 226; F(604) 439-9189 | |
| SURVEYOR: | |
| J.C. Tam & Associates | |
| #115 - 8833 Odlin Crescent | |
| Richmond, BC V6X 3Z7 | |
| T(604) 214-8928; F(604) 214-8929 | |
| ARBORIST: | |
| Froggers Creek Tree Consultants Ltd. | |
| 7763 McGregor Avenue | |
| Burnaby, BC V5J 4H4 | |
| T(604) 724-6002; F(604) 437-0970 | |

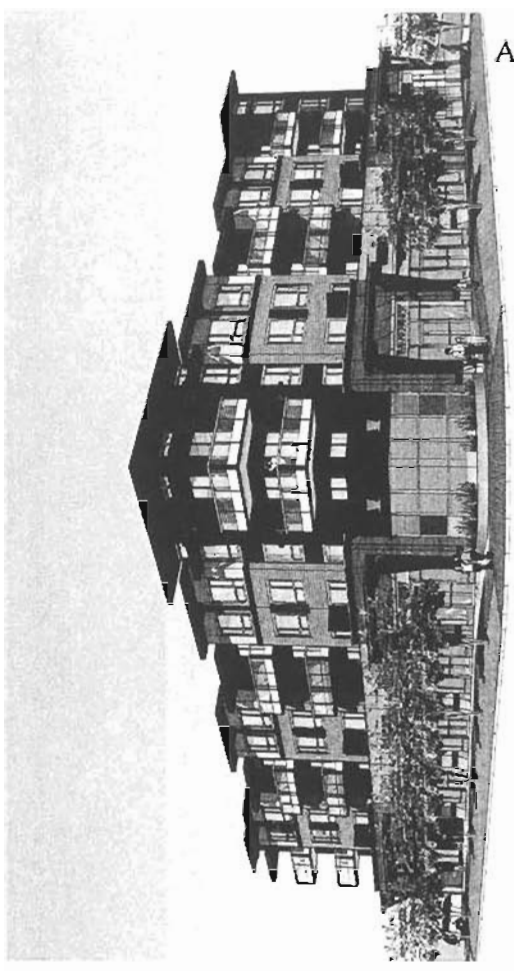
PROJECT INFORMATION

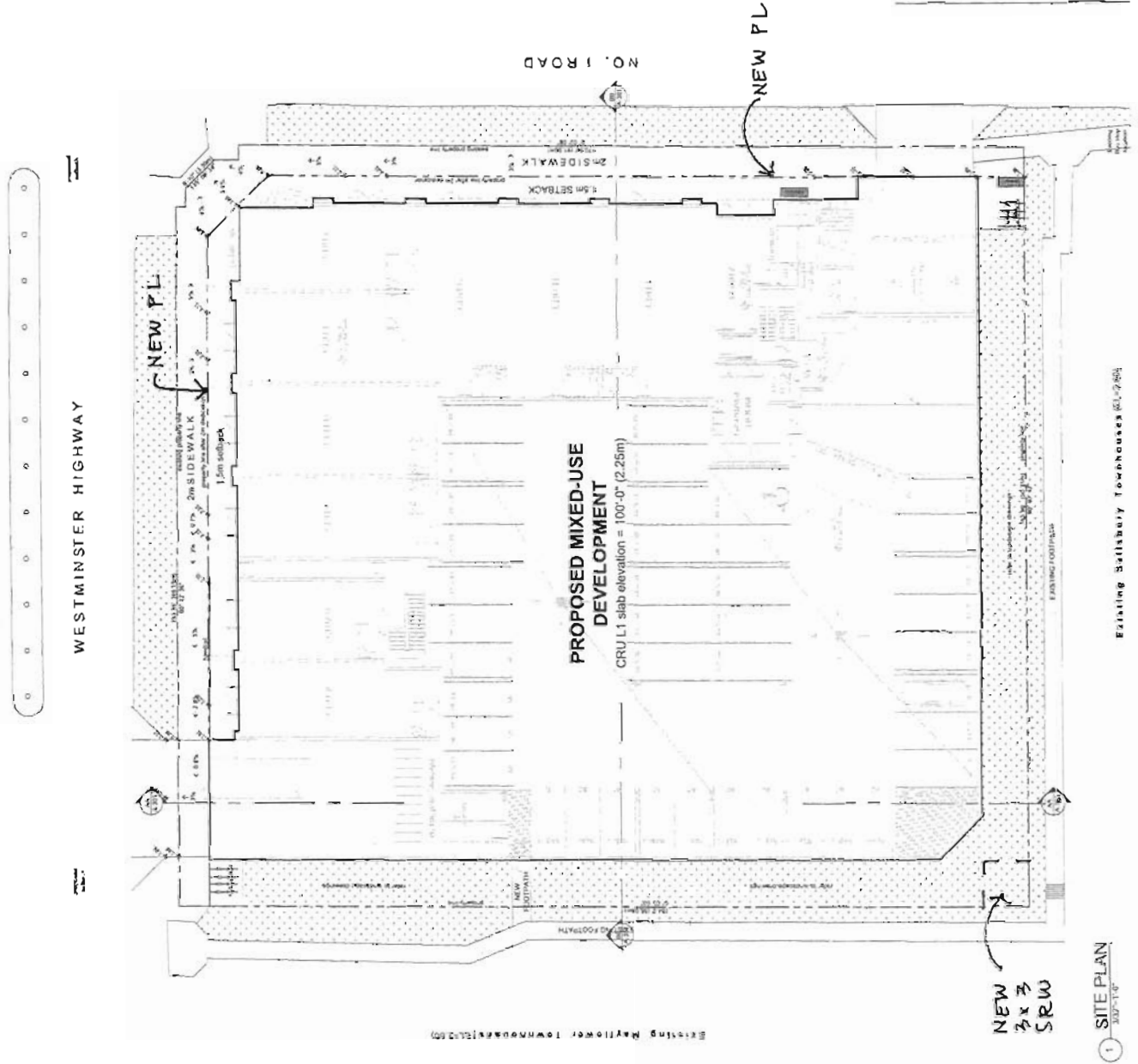
| | |
|---|--|
| CIVIC ADDRESS: | |
| 6011, 6033 No.1 Road, Richmond, BC | |
| LEGAL DESCRIPTION: | |
| 6011 No. 1 Road : P.I.D. 000-449-087 | |
| Plan 37490, Lot 19 Block 4 North, Land District 36, Section 10, Range 7 | |
| 6031 No. 1 Road : P.I.D. 008-406-715 | |
| Plan 37490 Lot 20 Block 4 North, Land District 36, Section 10, Range 7 | |
| APPLICANT: | |
| Centro Terrawest Development Ltd. | |
| #200- 6791 Elmbriidge Way | |
| Richmond, BC V7C 4N1 | |
| T(604) 241-1422; F(604) 241-1482 | |
| EXISTING ZONING: | |
| CL & RS-1 | |
| PROPOSED ZONING: | |
| CD | |

PAWING LIST

| | |
|----------------------|---------------------------------|
| ARCHITECTURAL | |
| A-501 | Cover sheet/ Project info. |
| A-502 | Development Data |
| A-503 | Copy of Survey Plan |
| A-504 | Site Plan |
| A-101 | Area Overlay Plan |
| A-102 | Context Plan |
| A-111 | Parking Level P2 |
| A-112 | Parking Level P1/Level 1 |
| A-113 | Residential Level 1 |
| A-114 | Residential Level 2-3 (Typical) |
| A-201 | Building Elevations |
| A-202 | Building Elevations |
| A-211 | Streetscape Elevations |
| A-301 | Building Sections |
| A-302 | Details |
| A-401 | Character Sketches |
| A-402 | Perspectives |
| LANDSCAPING | |
| L1 | Cover Sheet |
| L2 | Landscape Masterplan |
| L3 | Tree Protection Plan |
| L4 | Planting Plan |
| L5 | Amenity Terrace |
| L6 | Landscape Details |

CONCEPTUAL
DESIGN
ONLY





| | | | | |
|--|--|--|---|---|
| <p>cotter ARCHITECTS</p> <p>1000 10th Avenue, Suite 100 New York, NY 10018 Tel: 212 691 1000 Fax: 212 691 1001 www.cotterarchitects.com</p> | | <p>Proposed Mixed Use Development Architectural Plans March 2010</p> | <p>Contra TerraWest Development Ltd</p> | <p>DATE: 03/10/10 DRAWN: JH CHECKED: JH SCALE: 1/8"=1'-0" SHEET: 116 SHEET TOTAL: 117</p> |
|--|--|--|---|---|

SITE PLAN

A-102



PLN - 117

cotter
ARCHITECTS

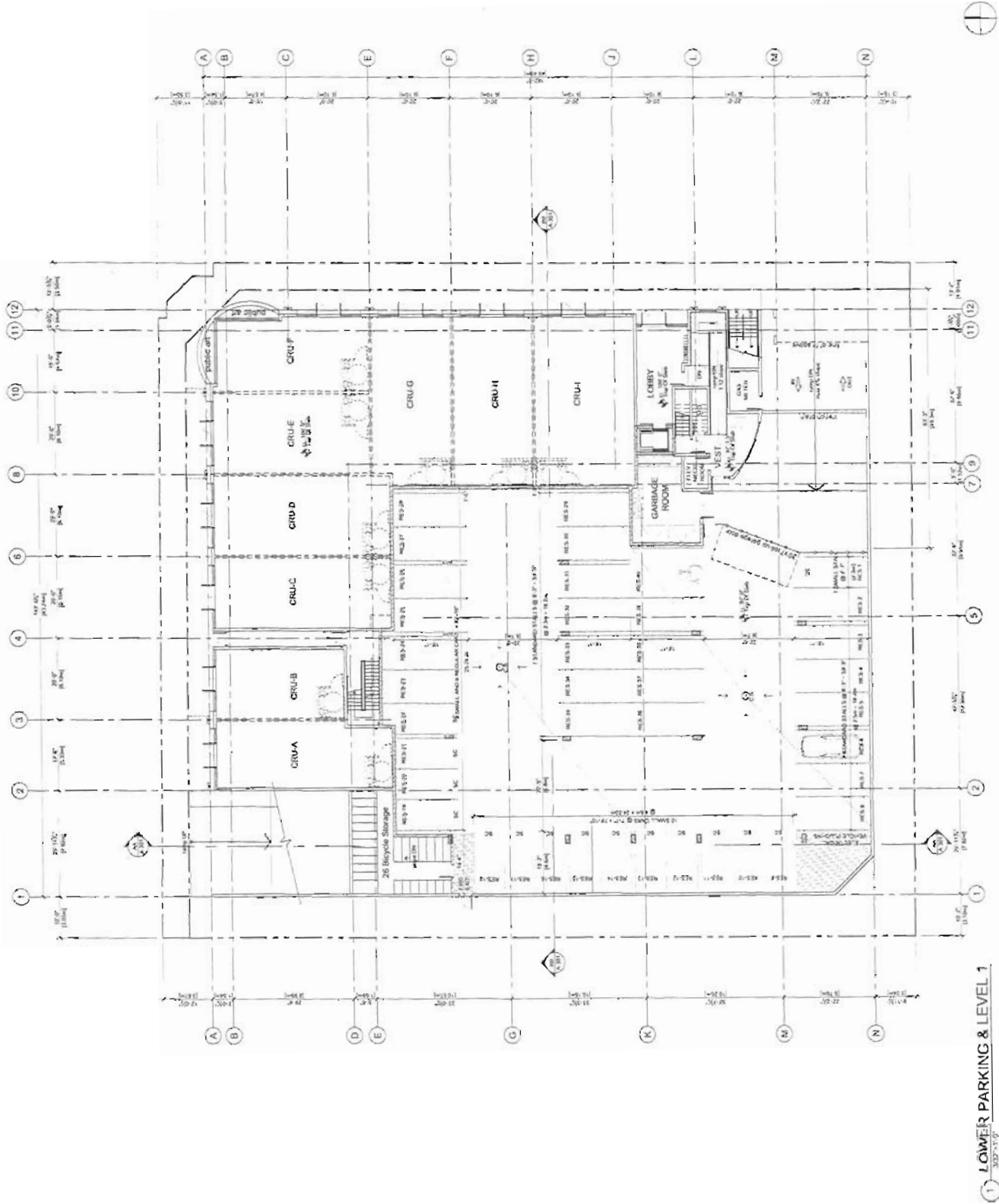
1000 JEFFERSON AVENUE, SUITE 1000
DENVER, CO 80202
TEL: 303.733.1100
WWW.COTTERARCHITECTS.COM

Proposed Mixed Use
Development
1000 JEFFERSON AVENUE, SUITE 1000
DENVER, CO 80202

Client:
Centro
TorraWest
Development Ltd

DATE: 10/10/2011
BY: [Signature]
CHECKED: [Signature]
APPROVED: [Signature]

CONTEXT PLAN



1 LOWER PARKING & LEVEL 1

NOTICE OF
COMPLETION

cotter
ARCHITECTS

PROPOSED MIXED-USE
DEVELOPMENT
1000 10TH AVENUE, S.W.
CALGARY, ALBERTA T2P 1K1

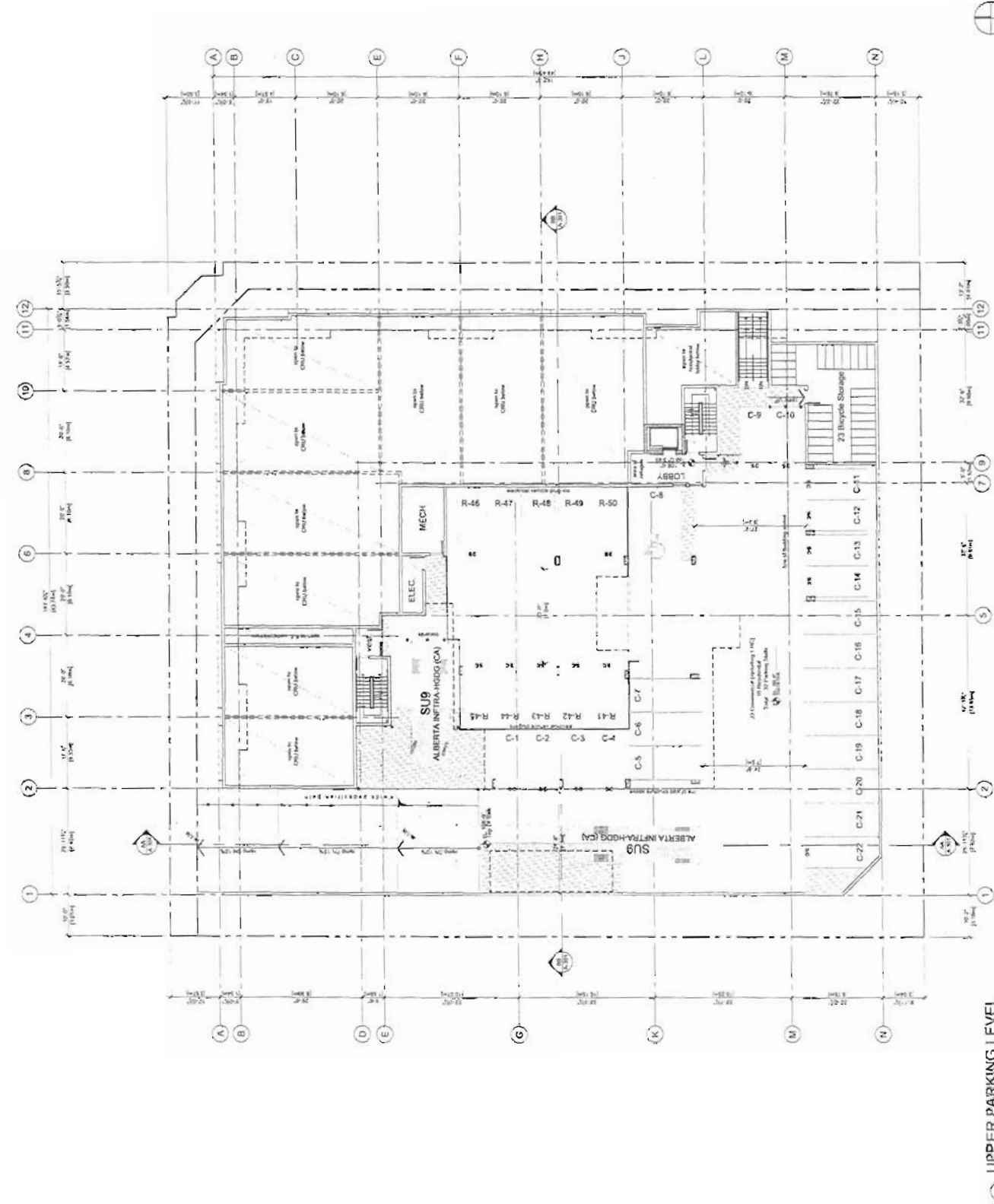
PROPOSED MIXED-USE
DEVELOPMENT
1000 10TH AVENUE, S.W.
CALGARY, ALBERTA T2P 1K1

Contino
Terraviva
Development Ltd.

FLOOR PLAN

A-112

1 UPPER PARKING LEVEL
300' x 150'



NOTES

NOT FOR
CONSTRUCTION

| | | |
|-----|-----------|------------------------|
| NO. | DATE | DESCRIPTION |
| 1 | 10/1/2017 | ARCHITECT'S SUBMISSION |
| 2 | 10/1/2017 | CLIENT'S SUBMISSION |
| 3 | 10/1/2017 | CLIENT'S SUBMISSION |
| 4 | 10/1/2017 | CLIENT'S SUBMISSION |
| 5 | 10/1/2017 | CLIENT'S SUBMISSION |
| 6 | 10/1/2017 | CLIENT'S SUBMISSION |
| 7 | 10/1/2017 | CLIENT'S SUBMISSION |
| 8 | 10/1/2017 | CLIENT'S SUBMISSION |
| 9 | 10/1/2017 | CLIENT'S SUBMISSION |
| 10 | 10/1/2017 | CLIENT'S SUBMISSION |
| 11 | 10/1/2017 | CLIENT'S SUBMISSION |
| 12 | 10/1/2017 | CLIENT'S SUBMISSION |

cotter
ARCHITECTS
4015 11800 RD 1, SUITE 100, JARVISVILLE, NC 27450
TEL: 703.222.1111 FAX: 703.222.1112
WWW.COTTERARCHITECTS.COM

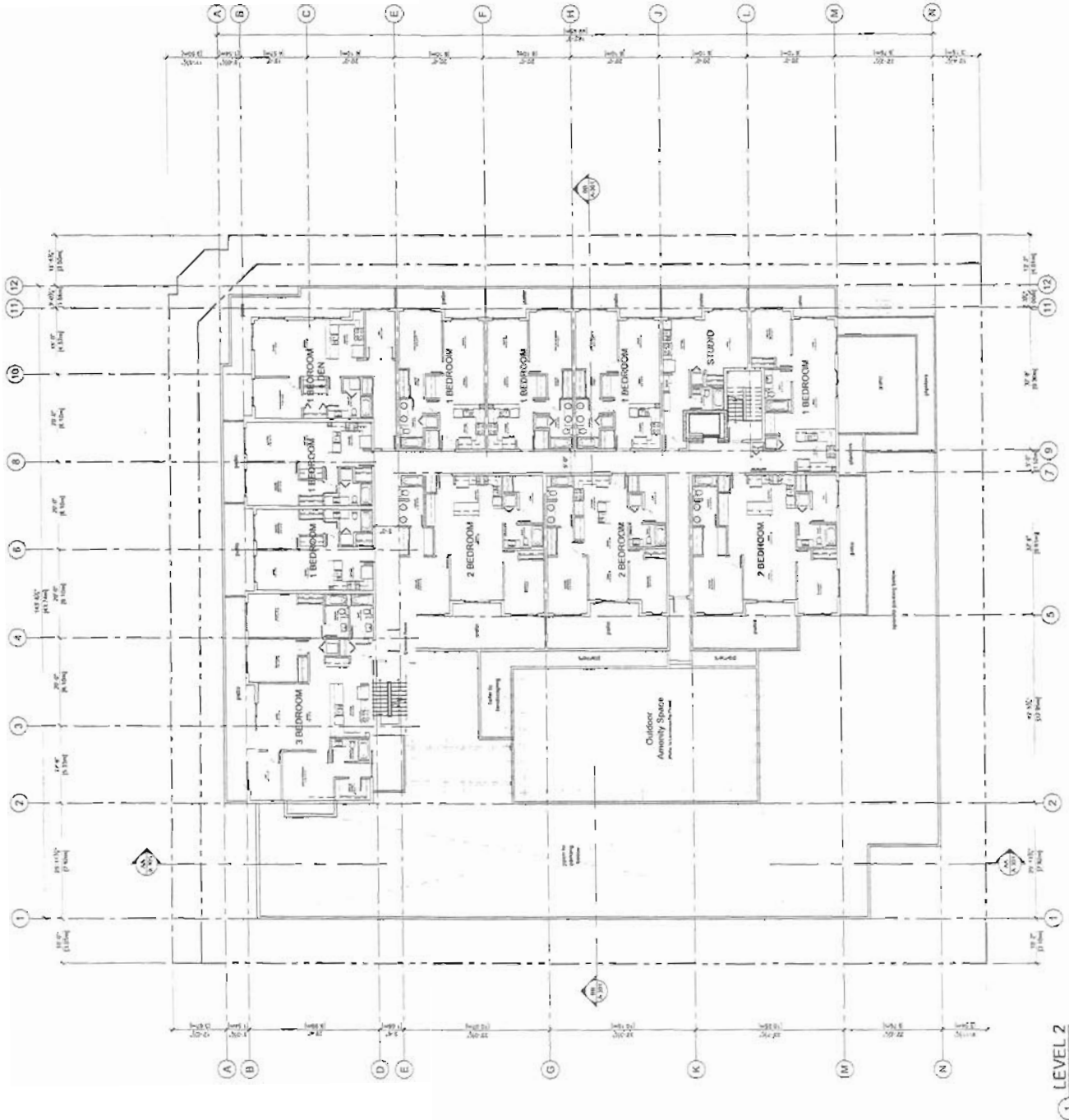
Proposed Mixed-Use
Development
4015 11800 RD 1, SUITE 100, JARVISVILLE, NC 27450
ARCHITECT: COTTER ARCHITECTS

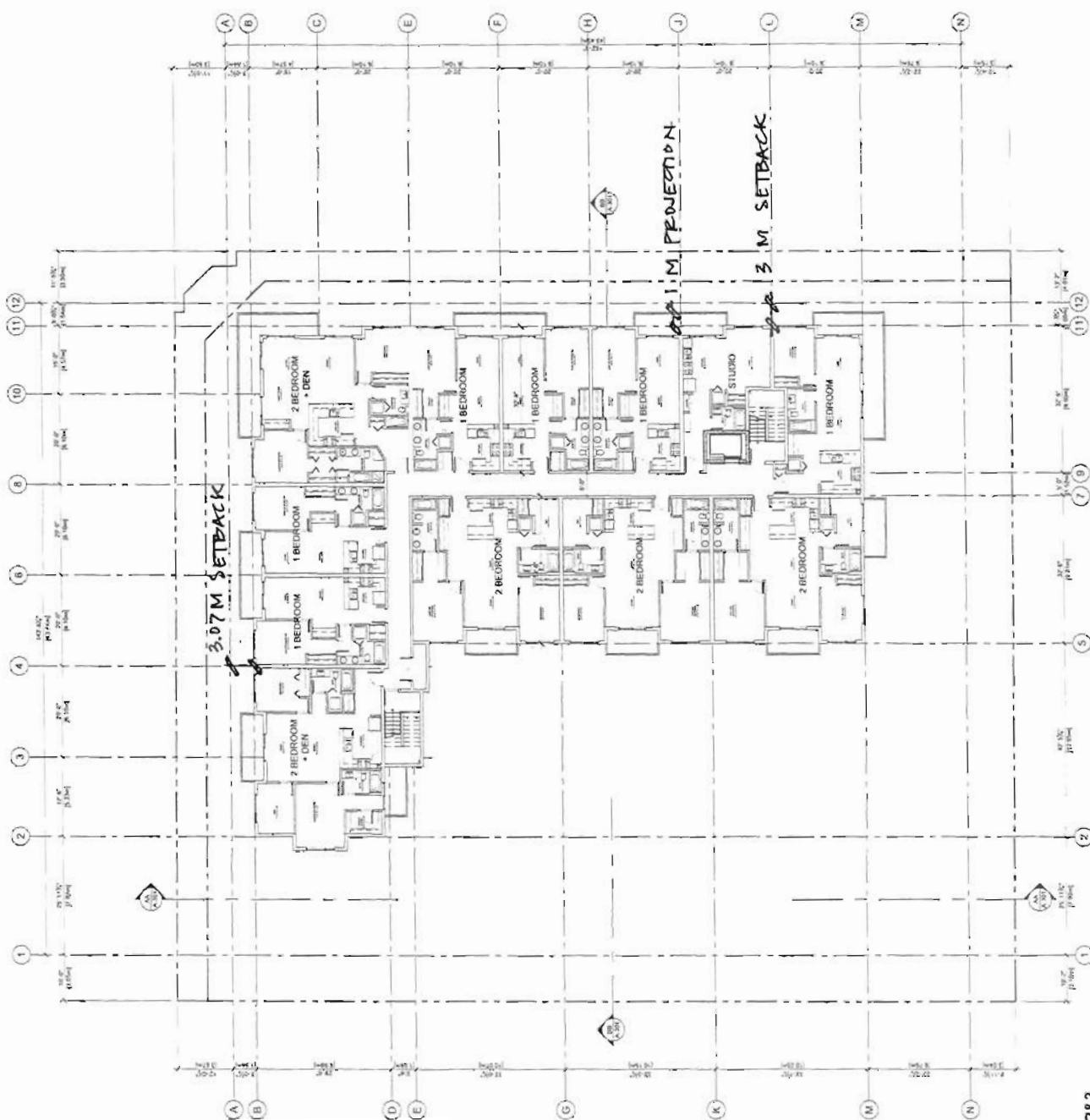
Client:
Contra
TerraWest
Development Ltd

| | | |
|----------|-----------|------|
| PROJECT | NO. 10-10 | DATE |
| DATE | 10/1/2017 | BY |
| REVISION | 10/1/2017 | BY |
| REVISION | 10/1/2017 | BY |
| REVISION | 10/1/2017 | BY |
| REVISION | 10/1/2017 | BY |
| REVISION | 10/1/2017 | BY |
| REVISION | 10/1/2017 | BY |
| REVISION | 10/1/2017 | BY |
| REVISION | 10/1/2017 | BY |
| REVISION | 10/1/2017 | BY |

FLOOR PLAN

A-113





① TYPICAL LEVELS 2&3

NOTES

EXTERIOR FINISH SCHEDULE

| | |
|----|---|
| 1 | WALL CLADDING WALL CLADDING WALL CLADDING |
| 1A | WALL CLADDING WALL CLADDING WALL CLADDING |
| 2 | WALL PANELS WALL PANELS WALL PANELS |
| 3 | WALL PANELS WALL PANELS WALL PANELS |
| 4 | WALL PANELS WALL PANELS WALL PANELS |
| 5 | WALL PANELS WALL PANELS WALL PANELS |
| 6 | WALL PANELS WALL PANELS WALL PANELS |
| 7 | WALL PANELS WALL PANELS WALL PANELS |
| 8 | WALL PANELS WALL PANELS WALL PANELS |
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| 10 | WALL PANELS WALL PANELS WALL PANELS |
| 11 | WALL PANELS WALL PANELS WALL PANELS |
| 12 | WALL PANELS WALL PANELS WALL PANELS |
| 13 | WALL PANELS WALL PANELS WALL PANELS |
| 14 | WALL PANELS WALL PANELS WALL PANELS |

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| 1A | WALL CLADDING WALL CLADDING WALL CLADDING |
| 2 | WALL PANELS WALL PANELS WALL PANELS |
| 3 | WALL PANELS WALL PANELS WALL PANELS |
| 4 | WALL PANELS WALL PANELS WALL PANELS |
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| 6 | WALL PANELS WALL PANELS WALL PANELS |
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| 12 | WALL PANELS WALL PANELS WALL PANELS |
| 13 | WALL PANELS WALL PANELS WALL PANELS |
| 14 | WALL PANELS WALL PANELS WALL PANELS |

cotter
ARCHITECTS

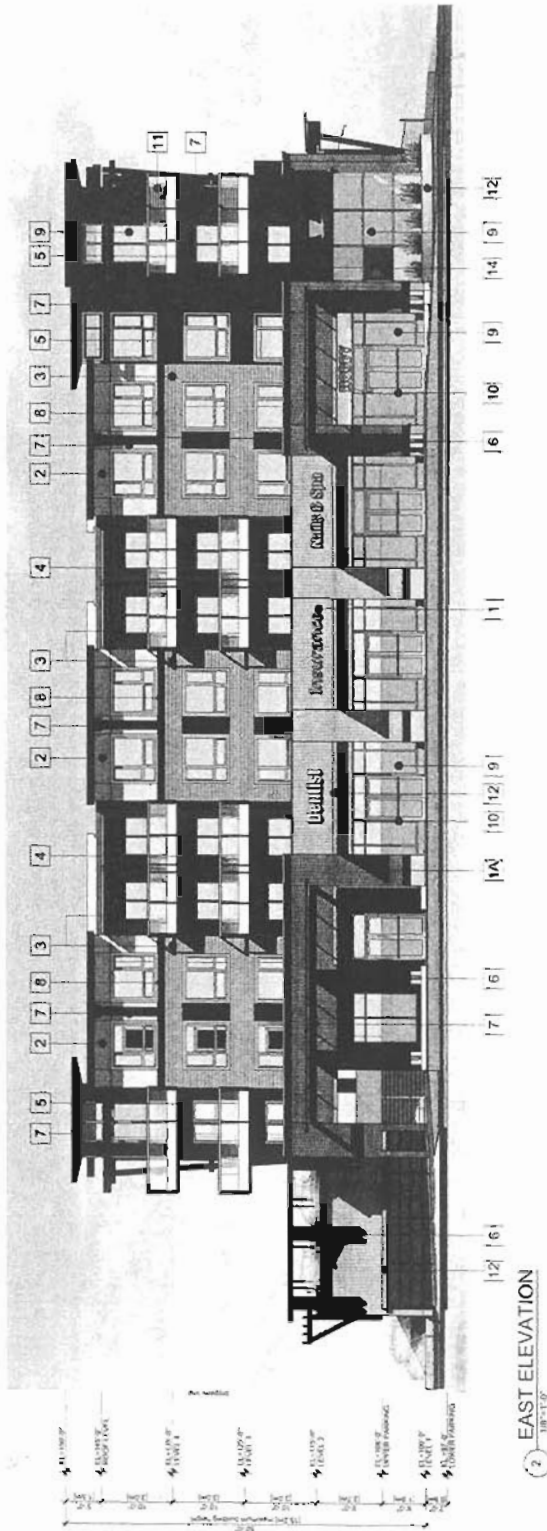
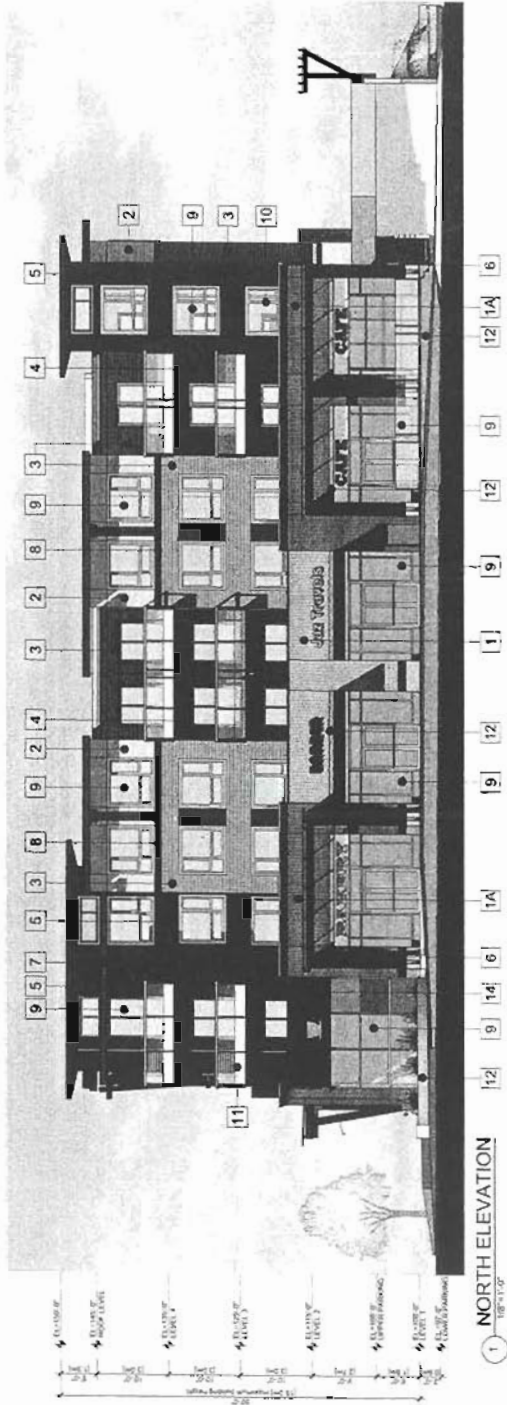
PROPOSED MIXED-USE
DEVELOPMENT
CENTRO TERRA
DEVELOPMENT LLC

PROPOSED MIXED-USE
DEVELOPMENT
CENTRO TERRA
DEVELOPMENT LLC

PROPOSED MIXED-USE
DEVELOPMENT
CENTRO TERRA
DEVELOPMENT LLC

ELEVATION 8

A-201



NOTES

EXTERIOR FINISH SCHEDULE

| | |
|----|----------------------|
| 1 | BRICK CLADDING |
| 1A | BRICK CLADDING - IN |
| 2 | BRICK CLADDING - OUT |
| 3 | BRICK CLADDING - IN |
| 4 | BRICK CLADDING - OUT |
| 5 | BRICK CLADDING - IN |
| 6 | BRICK CLADDING - OUT |
| 7 | BRICK CLADDING - IN |
| 8 | BRICK CLADDING - OUT |
| 9 | BRICK CLADDING - IN |
| 10 | BRICK CLADDING - OUT |
| 11 | BRICK CLADDING - IN |
| 12 | BRICK CLADDING - OUT |
| 13 | BRICK CLADDING - IN |
| 14 | BRICK CLADDING - OUT |

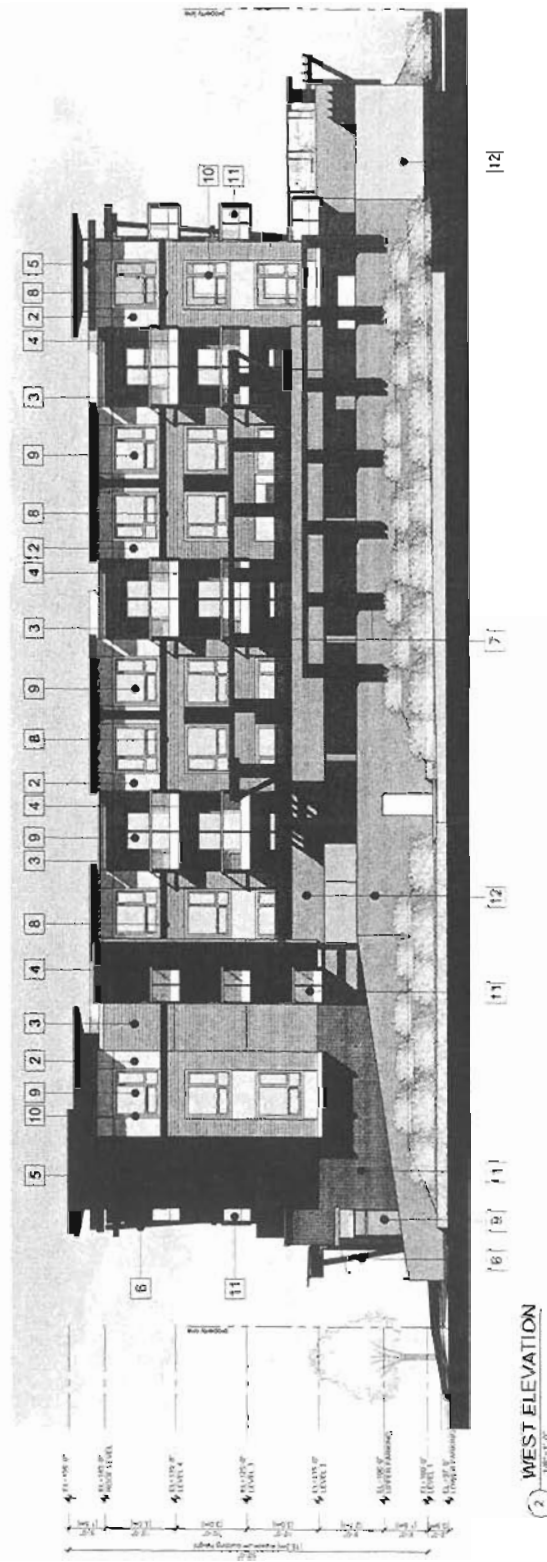
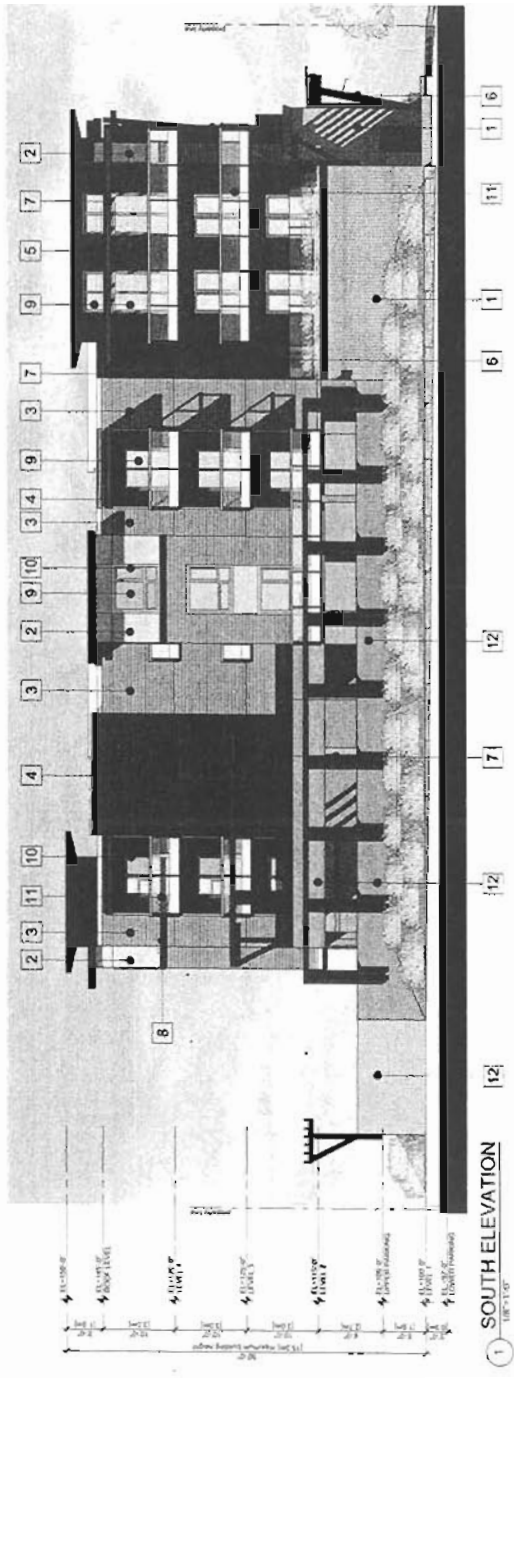
| | |
|----|----------------------|
| 1 | BRICK CLADDING |
| 2 | BRICK CLADDING - IN |
| 3 | BRICK CLADDING - OUT |
| 4 | BRICK CLADDING - IN |
| 5 | BRICK CLADDING - OUT |
| 6 | BRICK CLADDING - IN |
| 7 | BRICK CLADDING - OUT |
| 8 | BRICK CLADDING - IN |
| 9 | BRICK CLADDING - OUT |
| 10 | BRICK CLADDING - IN |
| 11 | BRICK CLADDING - OUT |
| 12 | BRICK CLADDING - IN |
| 13 | BRICK CLADDING - OUT |
| 14 | BRICK CLADDING - IN |

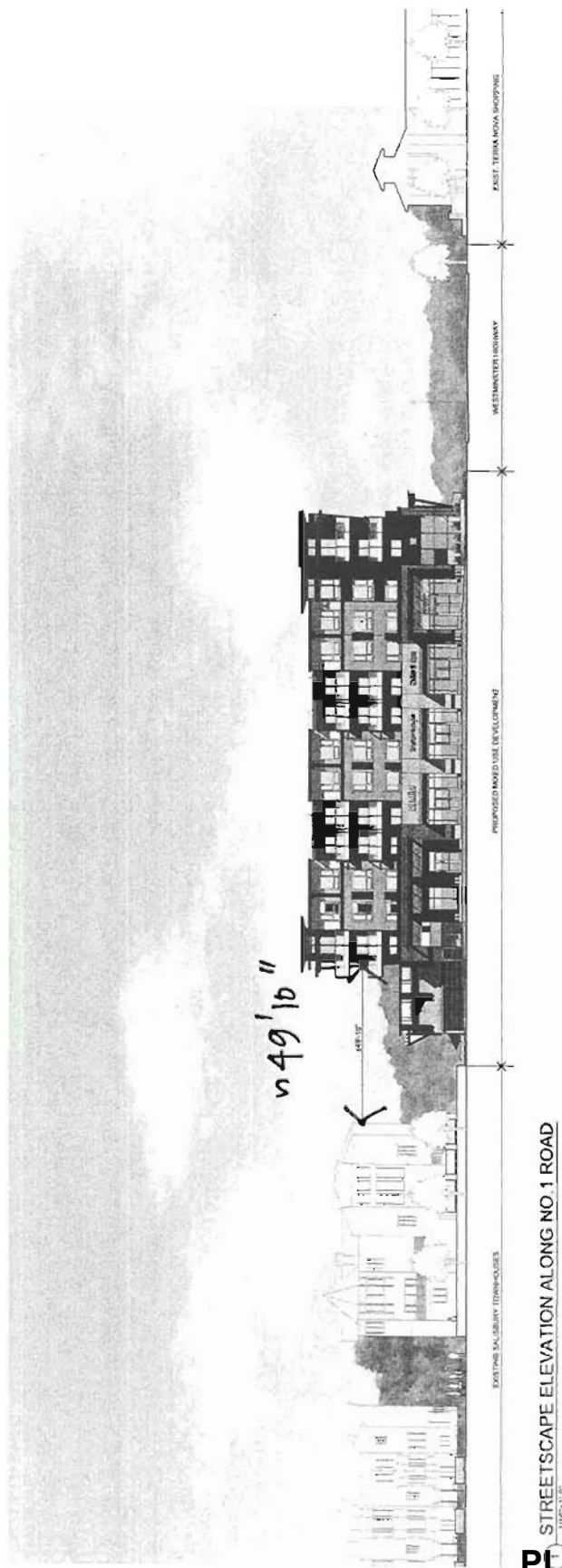
cotter
ARCHITECTS

Proposed Mixed-use
Development
1000 10th Avenue, Suite 1000
Vancouver, BC V6J 1A1

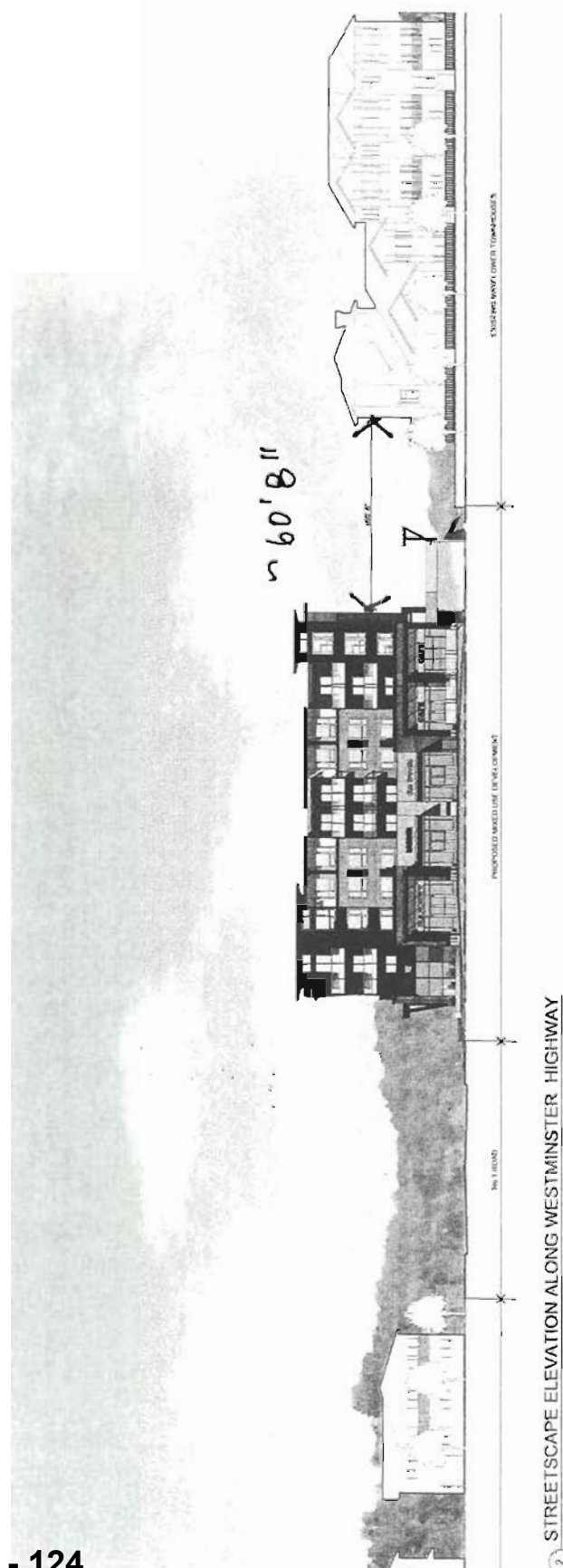
Centre
TerraWest
Development Ltd

ELEVATIONS





STREETSCAPE ELEVATION ALONG NO. 1 ROAD



STREETSCAPE ELEVATION ALONG WESTMINSTER HIGHWAY

SECTION THRU 'AA'

PLN - 125cotter
ARCHITECTS

Proposed Mixed-use Development
APN: 0331 006 1 P030
Mountain View

012 834 9000
Contra
TerraWest
Development Ltd

SECTION THRU '98'

A-301

A black and white architectural rendering of a modern, multi-story building. The building features a curved facade on the right side, large glass windows, and a prominent entrance area. It is surrounded by landscaping, including trees and a paved area. The rendering is oriented horizontally on the page.

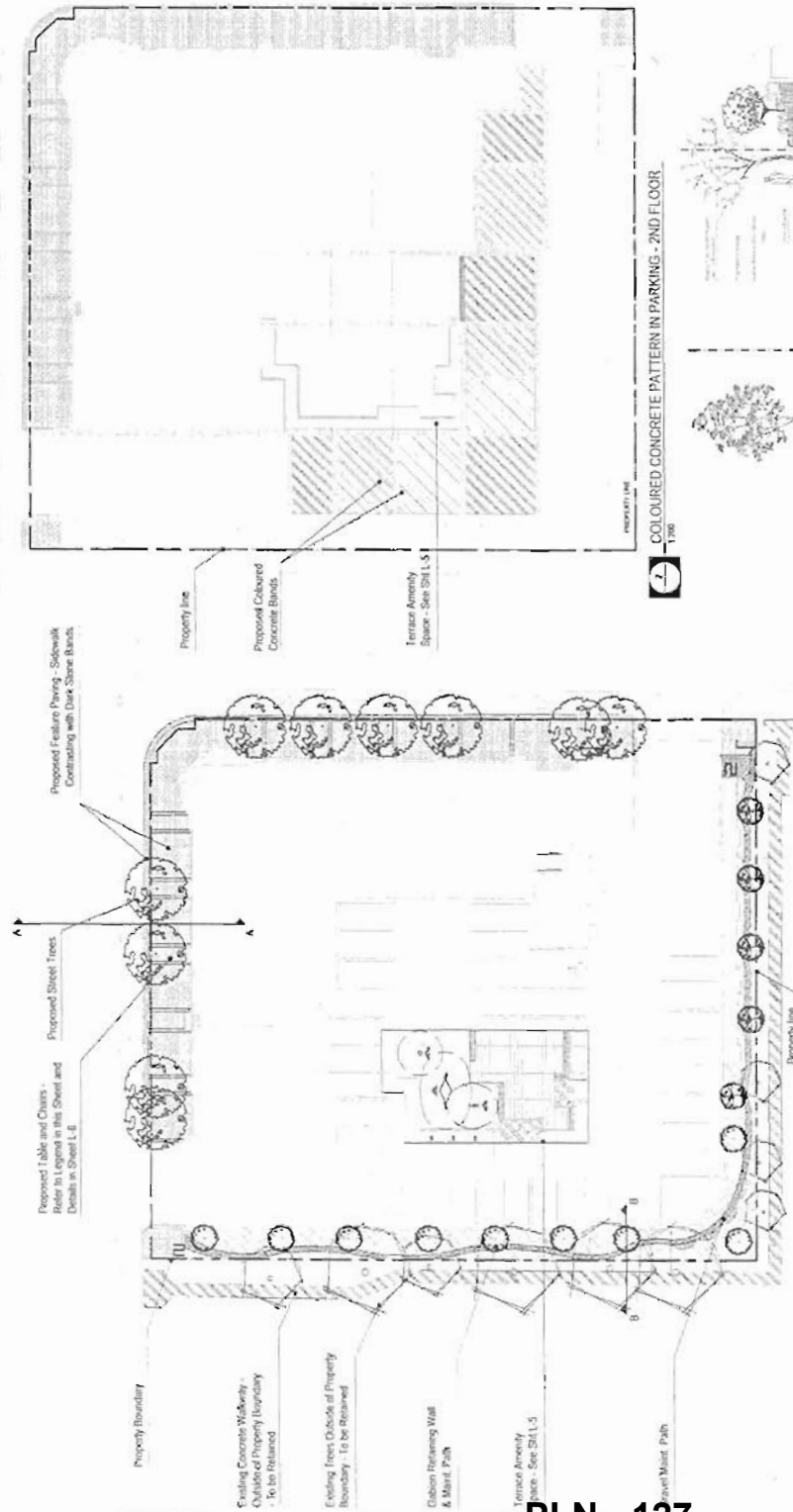
[illegible]

ARCHITECTS
WPA - 1100 AND A ROAD, THE HONORS, THE WPA 517
 THE NEW YORK STATE AND THE NEW YORK STATE ARCHITECTS ASSOCIATION

Proposed Mixed-use Development
 2015, 2016, 2017, 2018, 2019, 2020, 2021, 2022, 2023, 2024, 2025, 2026, 2027, 2028, 2029, 2030, 2031, 2032, 2033, 2034, 2035, 2036, 2037, 2038, 2039, 2040, 2041, 2042, 2043, 2044, 2045, 2046, 2047, 2048, 2049, 2050, 2051, 2052, 2053, 2054, 2055, 2056, 2057, 2058, 2059, 2060, 2061, 2062, 2063, 2064, 2065, 2066, 2067, 2068, 2069, 2070, 2071, 2072, 2073, 2074, 2075, 2076, 2077, 2078, 2079, 2080, 2081, 2082, 2083, 2084, 2085, 2086, 2087, 2088, 2089, 2090, 2091, 2092, 2093, 2094, 2095, 2096, 2097, 2098, 2099, 2100, 2101, 2102, 2103, 2104, 2105, 2106, 2107, 2108, 2109, 2110, 2111, 2112, 2113, 2114, 2115, 2116, 2117, 2118, 2119, 2120, 2121, 2122, 2123, 2124, 2125, 2126, 2127, 2128, 2129, 2130, 2131, 2132, 2133, 2134, 2135, 2136, 2137, 2138, 2139, 2140, 2141, 2142, 2143, 2144, 2145, 2146, 2147, 2148, 2149, 2150, 2151, 2152, 2153, 2154, 2155, 2156, 2157, 2158, 2159, 2160, 2161, 2162, 2163, 2164, 2165, 2166, 2167, 2168, 2169, 2170, 2171, 2172, 2173, 2174, 2175, 2176, 2177, 2178, 2179, 2180, 2181, 2182, 2183, 2184, 2185, 2186, 2187, 2188, 2189, 2190, 2191, 2192, 2193, 2194, 2195, 2196, 2197, 2198, 2199, 2200, 2201, 2202, 2203, 2204, 2205, 2206, 2207, 2208, 2209, 2210, 2211, 2212, 2213, 2214, 2215, 2216, 2217, 2218, 2219, 2220, 2221, 2222, 2223, 2224, 2225, 2226, 2227, 2228, 2229, 2230, 2231, 2232, 2233, 2234, 2235, 2236, 2237, 2238, 2239, 2240, 2241, 2242, 2243, 2244, 2245, 2246, 2247, 2248, 2249, 2250, 2251, 2252, 2253, 2254, 2255, 2256, 2257, 2258, 2259, 2260, 2261, 2262, 2263, 2264, 2265, 2266, 2267, 2268, 2269, 2270, 2271, 2272, 2273, 2274, 2275, 2276, 2277, 2278, 2279, 2280, 2281, 2282, 2283, 2284, 2285, 2286, 2287, 2288, 2289, 2290, 2291, 2292, 2293, 2294, 2295, 2296, 2297, 2298, 2299, 2300, 2301, 2302, 2303, 2304, 2305, 2306, 2307, 2308, 2309, 2310, 2311, 2312, 2313, 2314, 2315, 2316, 2317, 2318, 2319, 2320, 2321, 2322, 2323, 2324, 2325, 2326, 2327, 2328, 2329, 2330, 2331, 2332, 2333, 2334, 2335, 2336, 2337, 2338, 2339, 2340, 2341, 2342, 2343, 2344, 2345, 2346, 2347, 2348, 2349, 2350, 2351, 2352, 2353, 2354, 2355, 2356, 2357, 2358, 2359, 2360, 2361, 2362, 2363, 2364, 2365, 2366, 2367, 2368, 2369, 2370, 2371, 2372, 2373, 2374, 2375, 2376, 2377, 2378, 2379, 2380, 2381, 2382, 2383, 2384, 2385, 2386, 2387, 2388, 2389, 2390, 2391, 2392, 2393, 2394, 2395, 2396, 2397, 2398, 2399, 2400, 2401, 2402, 2403, 2404, 2405, 2406, 2407, 2408, 2409, 2410, 2411, 2412, 2413, 2414, 2415, 2416, 2417, 2418, 2419, 2420, 2421, 2422, 2423, 2424, 2425, 2426, 2427, 2428, 2429, 2430, 2431, 2432, 2433, 2434, 2435, 2436, 2437, 2438, 2439, 2440, 2441, 2442, 2443, 2444, 2445, 2446, 2447, 2448, 2449, 2450, 2451, 2452, 2453, 2454, 2455, 2456, 2457, 2458, 2459, 2460, 2461, 2462, 2463, 2464, 2465, 2466, 2467, 2468, 2469, 2470, 2471, 2472, 2473, 2474, 2475, 2476, 2477, 2478, 2479, 2480, 2481, 2482, 2483, 2484, 2485, 2486, 2487, 2488, 2489, 2490, 2491, 2492, 2493, 2494, 2495, 2496, 2497, 2498, 2499, 2500, 2501, 2502, 2503, 2504, 2505, 2506, 2507, 2508, 2509, 2510, 2511, 2512, 2513, 2514, 2515, 2516, 2517, 2518, 2519, 2520, 2521, 2522, 2523, 2524, 2525, 2526, 2527, 2528, 2529, 2530, 2531, 2532, 2533, 2534, 2535, 2536, 2537, 2538, 2539, 2540, 2541, 2542, 2543, 2544, 2545, 2546, 2547, 2548, 2549, 2550, 2551, 2552, 2553, 2554, 2555, 2556, 2557, 2558, 2559, 2560, 2561, 2562, 2563, 2564, 2565, 2566, 2567, 2568, 2569, 2570, 2571, 2572, 2573, 2574, 2575, 2576, 2577, 2578, 2579, 2580, 2581, 2582, 2583, 2584, 2585, 2586, 2587, 2588, 2589, 2590, 2591, 2592, 2593, 2594, 2595, 2596, 2597, 2598, 2599, 2600, 2601, 2602, 2603, 2604, 2605, 2606, 2607, 2608, 2609, 2610, 2611, 2612, 2613, 2614, 2615, 2616, 2617, 2618, 2619, 2620, 2621, 2622, 2623, 2624, 2625, 2626, 2627, 2628, 2629, 2630, 2631, 2632, 2633, 2634, 2635, 2636, 2637, 2638, 2639, 2640, 2641, 2642, 2643, 2644, 2645, 2646, 2647, 2648, 2649, 2650, 2651, 2652, 2653, 2654, 2655, 2656, 2657, 2658, 2659, 2660, 2661, 2662, 2663, 2664, 2665, 2666, 2667, 2668, 2669, 2670, 2671, 2672, 2673, 2674, 2675, 2676, 2677, 2678, 2679, 2680, 2681, 2682, 2683, 2684, 2685, 2686, 2687, 2688, 2689, 2690, 2691, 2692, 2693, 2694,

Control
TermWest
Development Ltd

[illegible]



COLOURED CONCRETE PATTERN IN PARKING - 2ND FLOOR

CROSS SECTION B
1:100

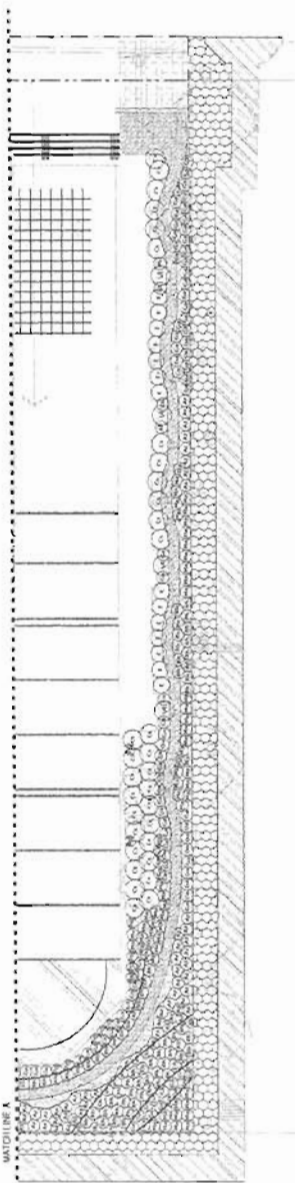
CROSS SECTION A

PROPOSED AREAS TO BE PLANTED
FOLLOWING APPROVAL AND DIRECTION

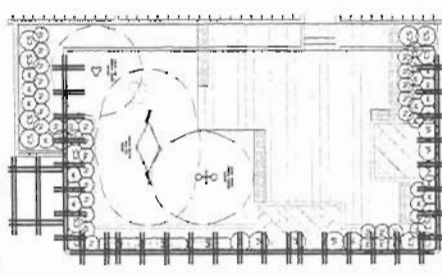
LANDSCAPE MASTERPLAN

LEGEND

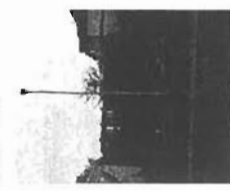
| | | | |
|---|--|---|---|
| PLANTING AREAS - REFER TO PLANTING PLAN | FEATURE PAVING MATERIAL 3 - NATURAL STONE COLOUR BLACK | TRANSFORMING TREES TO JOINTS - OUTSIDE OF PROPERTY BOUNDARIES | BEACH, INDIANNO, MANUFACTURER LANDSCAPE FORMS |
| CONCRETE SLAB | 1.4MM | PROPOSED DYNAMIC NATURAL ACER PANATUM | PROPOSED ORNAMENTAL ACER CROCATUM |
| FEATURE PAVING MATERIAL 3 - CONCRETE TINT PAVERS COLOUR DESERT SAND | River Rock Angular Gravel | PROPOSED STREET TREE - 10EA ACER RUBRUM "BONHALL" | PROPOSED PLANTING TOWNHALL APPROVAL AND DIRECTION FROM THE CITY OF RICHMOND |




2
-
PLANTING - WEST/SOUTH EDGE
1/100



2 PLANTING - TERRACE
1/100



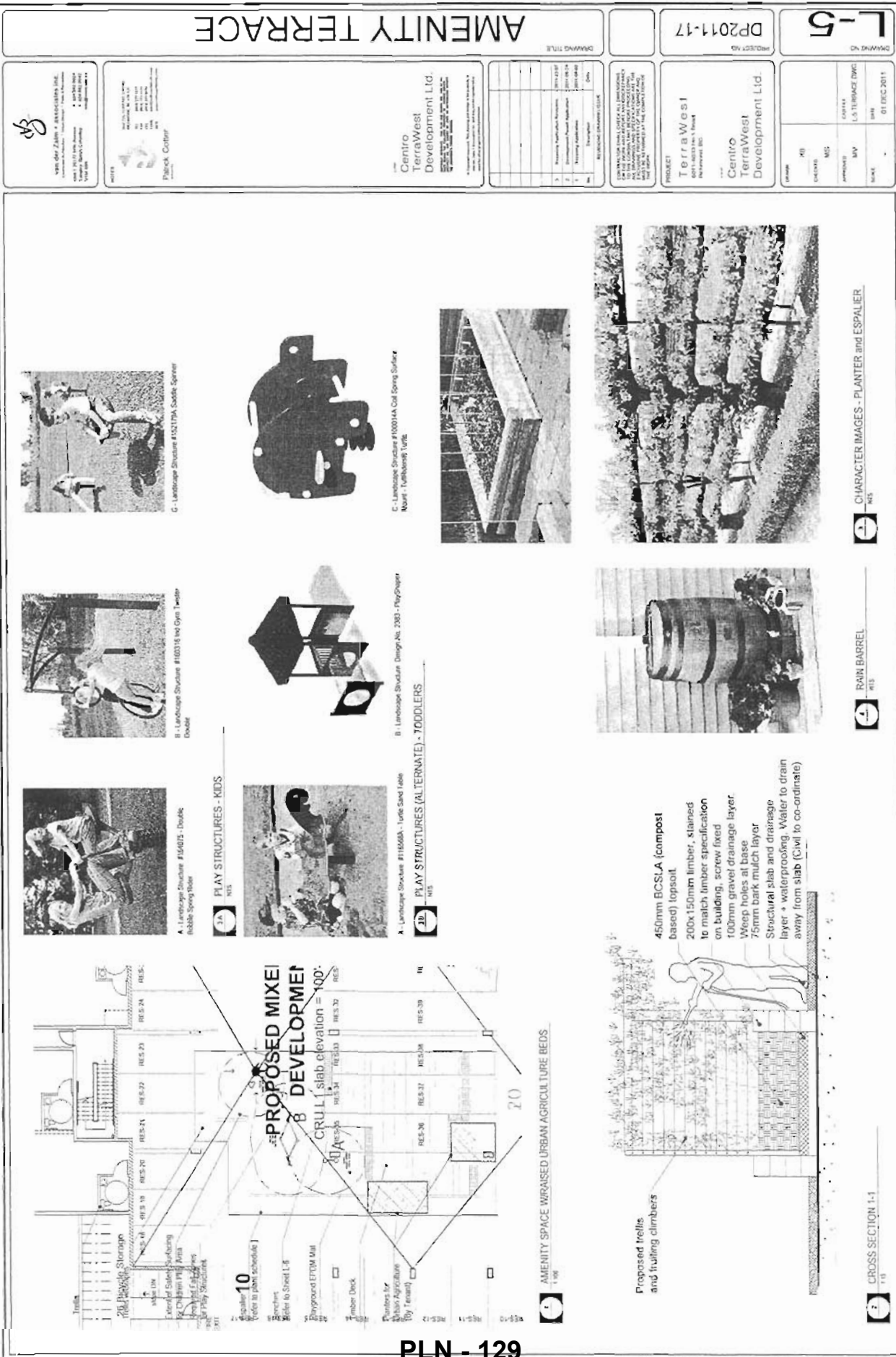
4 EXISTING STREETSCAPE NTS

| SYMBOL | INDIAN NAME | COMMON NAME | QUANTITY | SIZE | SPACING |
|---|-------------------------------------|------------------------------|----------|------------------------|-----------|
| DEODIOUS SHRUBS | | | | | |
| Az | <i>Azadirachta indica</i> | Azadirachta - yellow | 134 | 2 1/2" Prt | 55.00 CM |
| Rh | <i>Rhododendron Thibet de Vogel</i> | Rhododendron Thibet de Vogel | 131 | 2 1/2" Prt | 55.00 CM |
| Ca | <i>Conarus salicifolia</i> | Breadfruit droopwood | 27 | 4 1/2" Prt | 90.00 CM |
| Ma | <i>Morinda argentea</i> | Orange grape | 169 | 4 1/2" Prt | 55.00 CM |
| E | <i>Eurychorda corallorhiza</i> | Bottle tree | 48 | 2 1/2" Prt | 55.00 CM |
| Ca | <i>Calanthe hololepis</i> | Star orchid | 153 | 4 1/2" Prt | 75.00 CM |
| Pa | <i>Pongamia pinnata</i> | Green Screen Bamboo | 42 | 4 1/2" Prt | 75.00 CM |
| Pq | <i>Pithecellobium saman</i> | Velvet tree | 11 | 4 1/2" Prt | as shown |
| Vi | <i>Vitellaria indica</i> | Concord grape | 4 | 2 1/2" Prt | 900mm O.C |
| TREES | | | | | |
|  | <i>Azadirachta indica</i> | Yellow Maple | 9 | 5 cm cal. 1.8m high | as shown |
|  | <i>Azadirachta indica</i> | Japanese Maple 'Sango Kaku' | 5 | 5 cm cal. 1.8m high | as shown |
|  | <i>Azadirachta indica</i> | Bottle Red Maple | 10 | 6 cm cal(5-10) | as shown |
|  | <i>Azadirachta indica</i> | Clamshell Spine | 7 | 13 m2 | as shown |

GENERAL PLANTING SCHEDULE

| Subjects | | 20 | #1 Pot #2 Pot | 1-27° C, 230-401 CM |
|----------|---|----|---------------|---------------------|
| PI | <i>Philadelphus lewisii</i> 'Snow Dwarf' | | | 1-27° C, 230-401 CM |
| SI | <i>Syringa japonica</i> | 9 | #1 Pot | 1-27° C, 230-401 CM |
| MI | <i>Malus pyracna</i> & <i>Prunus ssp.</i> | 3 | #3 Pot | 2±0 C |
| VMS | | | | |
| VI | <i>Vitis vulpina</i> | 6 | #2 Pot | 900mm 0 C |
| CA | <i>Clematis</i> | 14 | #2 Pot | 450mm 0 C |

TERRACE PLANTING SCHEDULE



van der Zande & Associates Inc.
Landscape Architects • Urban Planners
4401 16th Ave SW • Suite 200
Vancouver, BC V6P 1A1
Tel: 604-261-1111
Fax: 604-261-1112
www.vdz.co

Patrick Conner
Landscape Architect
1000 10th Ave SW
Vancouver, BC V6P 1A1
Tel: 604-261-1111
Fax: 604-261-1112
www.patrickconner.ca

Centro TerraWest Development Ltd.
1000 10th Ave SW
Vancouver, BC V6P 1A1
Tel: 604-261-1111
Fax: 604-261-1112
www.centroterrawest.com

PROJECT
TerraWest
1000 10th Ave SW
Vancouver, BC

PROJECT NO
DP2011-17

DRAWING NO
L-5

DATE
01 DEC 2011

AMENITY TERRACE

CHARACTER IMAGES - PLANTER and ESPALIER

RAIN BARREL

CROSS SECTION 1-1

PLAY STRUCTURES - KIDS

PLAY STRUCTURES (ALTERNATE) - TODDLERS

PLAY STRUCTURES - TODDLERS

PLAY STRUCTURES - KIDS

PLAY STRUCTURES - TODDLERS

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PLAY STRUCTURES - TODDLERS



Rezoning Considerations

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

Address: 6011 and 6031 No. 1 Road

File No.: RZ 11-586705

Prior to final adoption of Zoning Amendment Bylaw 8875, the developer is required to complete the following:

1. Final Adoption of OCP Amendment Bylaw 8874.
2. 2 m wide road dedication along the entire No. 1 Road and Westminster Highway frontages, and 4 m by 4 m corner cut at the intersection.
3. Consolidation of all the lots into one development parcel (which will require the demolition of the existing dwellings).
4. Discharge of 3 m wide sanitary sewer statutory utilities rights-of-way from both 6011 and 6031 No. 1 Road lots (BL241502 & BL 257228). Impact to Plan LMP33916 will be addressed as part of the sanitary works. See Servicing Agreement requirement for sanitary works.
5. Registration of an aircraft noise sensitive use covenant on title. This legal agreement is to identify that the proposed development must be designed and constructed in a manner that mitigates potential aircraft noise within the proposed dwelling units. Dwelling units must be designed and constructed to achieve:
 - a) CMHC guidelines for interior noise levels as indicated in the chart below:

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

- b) the ASHRAE 55-2004 "Thermal Environmental Conditions for Human Occupancy" standard for interior living spaces.
6. Registration of a flood plain covenant on title identifying:
 - a) a minimum habitable elevation of 2.25 m GSC for non-residential uses for the lifetime of the building; and
 - b) all building construction below 2.6 m GSC is to be constructed in a manner that is not subject to damage by flood waters (e.g. concrete construction below this datum & mechanical equipment/electrical outlets all raised above 2.6 m GSC).
7. Registration of a legal agreement on title requiring that twenty percent (20%) of the residential parking spaces (e.g. 10 spaces) are equipped with 240 volt electrical outlets.
8. Registration of a legal agreement on title prohibiting conversion of bicycle storage area into habitable area.
9. Public art installation participation in the City's Public Art Program in the amount of \$0.75 per buildable square foot of residential space & \$0.40 per buildable square foot of commercial space (e.g. \$26,705), or City acceptance of the developer's offer to voluntarily contribute the same amount to the City's public art fund.
10. Provision of on-site indoor amenity space (Min. 70 m²) or cash-in-lieu (e.g. \$53,000 for 36 units).
11. City acceptance of the developer's offer to voluntarily contribute \$4.00 per buildable square foot of residential space (e.g. \$125,672) to the City's affordable housing fund.
12. Voluntary contribution of \$15,300 to go towards audible pedestrian signal (APS) upgrade at the intersection.
13. Provision of the following Transportation Demand Management (TDM) package:
 - a) Voluntary contribution of \$22,000 for a bus shelter at the bus stop on No.1 Road. See Servicing Agreement requirement for No. 1 Road bus stop improvements.

- b) Provision of intersection improvements to enhance pedestrian movement with: geometric improvements to corner curb radii to reduce pedestrian walking distance across the west leg of the intersection and crosswalk with special surface treatment. See Servicing Agreement requirement for intersection improvements.
 - c) Provision of 2 benches along the site frontages. The benches are to be provided against the building face within the setback area and may be integrated with the building.
 - d) Provision of at least one end of trip facilities for the commercial component (e.g. shower).
 - e) Provision of electrical vehicle plug-ins (240 volts) for 20% of the residential parking spaces (10 spaces).
14. The submission and processing of a Development Permit* completed to a level deemed acceptable by the Director of Development.
15. Enter into the City's standard non-registered Servicing Agreement* for the design and construction of frontage upgrades and service connection designs. The works will have a one year Maintenance Period and must be constructed within one year from the Owner entering the SA with the City. The works are at the Owners full cost (i.e. no credits are applicable) and capacity analysis calculations are to be included. Works include, but are not limited to:
- a) Street beautification: along both No. 1 Road and Westminster Highway entire frontages. A new 2 m wide concrete sidewalk at the new property line, grass boulevard with street trees, and street lighting to current City standards behind the existing curb and gutter. Concrete pad and bike racks may be included in the boulevard. Tree species along No 1 Road to match existing street trees to the south (Skyline Honey Locust per dwg Fc – 58). Tree species along Westminster Highway to be determined.
 - b) No. 1 Road bus stop improvements: relocation of the existing bus stop southward (1 m to 2 m) to accommodate proposed access location and a new concrete pad to support a new bus shelter. See TDM package requirements.
 - c) Intersection improvements: at the west leg of the No.1 Road and Westminster Highway intersection, including geometric improvements to corner curb radii; a wider 4.5 m crosswalk with special stamped asphalt surface treatment and design; and construction of a concrete median along the west leg of the intersection up to the site access, including decorative illuminated bollards.
 - d) Sanitary Sewer: the existing sanitary sewer that runs partway through the rear of the site is to be abandoned and to provide a new City manhole in the southwest corner of the site. The developer is required to grant a new 3m x 3m statutory utilities right-of-way in the southwest corner of the site and to discharge or modify Plan LMP33916 as needed.

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

1. Submit a report and recommendations prepared by an appropriate registered professional, which demonstrates that the interior noise levels and thermal conditions comply with the City's Official Community Plan requirements for Aircraft Noise Sensitive Development. See aircraft noise sensitive use covenant requirement.
2. Submit cross-sections and a functional design for intersection geometric changes prepared by a registered professional, to the satisfaction of the Director of Transportation. Work to include truck turning wheel paths due to the reduced curb radii at the NW corner of the intersection, curb radii widening, and median details.
3. Receipt of a Letter-of-Credit for landscaping. The amount is to be determined by a sealed estimate prepared by a registered Landscape Architect.

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

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

Note:

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

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

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

[Signed copy in file]

Signed _____

Date _____



Richmond Official Community Plan Bylaw 7100
Amendment Bylaw 8874 (RZ 11-586705)
6011 AND 6031 NO. 1 ROAD

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

1. Richmond Official Community Plan Bylaw 7100 is amended by repealing the existing land use designation on the Land Use Map in Schedule 2.2B (Terra Nova Sub-Area Plan) thereof of the following area and by designating it "Mixed Use".

P.I.D. 000-449-067

Lot 19 Except Parcel "A" (Bylaw Plan 66839) Section 10 Block 4 North Range 7 West
New Westminster District Plan 37490

P.I.D. 008-406-715

Lot 20 Section 10 Block 4 North Range 7 West New Westminster District Plan 37490

2. This Bylaw may be cited as "Richmond Official Community Plan Bylaw 7100, Amendment Bylaw 8874".

FIRST READING

PUBLIC HEARING

SECOND READING

THIRD READING

OTHER REQUIREMENTS SATISFIED

ADOPTED

| |
|--|
| CITY OF RICHMOND |
| APPROVED by |
| APPROVED by Manager or Solicitor |

MAYOR

CORPORATE OFFICER



Richmond Zoning Bylaw 8500
Amendment Bylaw 8875 (RZ 11-586705)
6011 AND 6031 NO. 1 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:
 - i. Inserting the following into the table contained in Section 5.15.1, in numerical order:

| Zone | Sum Per Buildable Square Foot of Permitted Principal Building |
|--------|--|
| "ZMU21 | \$4.00" |

- ii. Inserting the following into Section 20 (Site Specific Mixed Use Zones), in numerical order:

“20.21 Commercial Mixed Use (ZMU21) – Terra Nova

20.21.1 Purpose

The zone provides for medium density low rise buildings with a limited range of retail and services to the surrounding community, **apartment housing**, and a **density bonus** for affordable housing.

20.21.2 Permitted Uses

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

20.21.3 Secondary Uses

- boarding and lodging
- home business
- housing, apartment

20.21.4 Permitted Density

1. The maximum floor area ratio is 1.2, together with an additional:

- a) 0.1 **floor area ratio** provided that it is entirely used to accommodate **amenity space**.
2. Notwithstanding Section 20.21.4.1, the reference to the maximum **floor area ratio** of “1.2” is increased to “1.4” if:
 - a) for rezoning applications involving 80 or less **dwelling units**, and prior to the time **Council** adopts a zoning amendment bylaw to include the **owner’s lot** in this ZMU21 zone, the **owner** pays into **affordable housing reserve** the sum specified in Section 5.15.1 of this bylaw for the residential **density**; or
 - b) for rezoning applications involving more than 80 **dwelling units**, and prior to the first occupancy of the **building**, the **owner**:
 - i. provides in the **building** not less than four **affordable housing units** and the combined **habitable space** of the total number **affordable housing units** would comprise at least 5% of the total **building area**; and
 - ii. enters into a **housing agreement** with respect to the **affordable housing units** and registers the **housing agreement** against the title to the lot, and files a notice in the Land Title Office.

20.21.5 Permitted Lot Coverage

1. The maximum **lot coverage** is 75% for **buildings**.

20.21.6 Yards & Setbacks

1. The minimum **front yard** and **exterior side yard** is 1.5 m, provided that an adequate transition is made if the **front yard** and **exterior side yard** is greater on **adjacent** and/or **abutting developments**.
2. The minimum **interior side yard** and **rear yard** is 3.0 m.

20.21.7 Permitted Heights

1. The maximum **height** for **buildings** is 16.0 m.
2. The maximum **height** for **accessory structures** is 5.0 m.

20.21.8 Subdivision Provisions/Minimum Lot Size

1. The minimum **lot area** is 2,400 m².

20.21.9 Landscaping & Screening

1. **Landscaping** and **screening** shall be provided according to the provisions of Section 6.0.

20.21.10 On-site Parking & Loading

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

20.21.11 Other Regulations

1. Signage shall be in compliance with Sign Bylaw No. 5560, as amended, except that:
 - a) for projecting signs, canopy signs and building-mounted signs, the maximum **height** shall not exceed the first habitable storey of the **building**;

- b) building-mounted commercial signs are only permitted on a building face fronting onto a public road; and
 - c) free-standing commercial signs are not permitted.
- 2. Apartment housing must be located on the second or upper floors of the building (excluding building entrance lobbies).
- 3. The non-residential uses listed in Section 20.21.2 are permitted, provided that:
 - a) these uses are located, in whole, or in part, on the first storey or second storey of a building;
 - b) the business does not share internal corridors and stairwells with residential uses; and
 - c) each individual business has a maximum gross leasable floor area not exceeding 1,000 m² unless otherwise specified by the definition of the permitted use.
- 4. In addition to the regulations listed above, the General Development Regulations in Section 4.0 and the Specific Use Regulations in Section 5.0 apply."
- 2. 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 **COMMERCIAL MIXED USE (ZMU21) – TERRA NOVA**.

P.I.D. 000-449-067

Lot 19 Except Parcel "A" (Bylaw Plan 66839) Section 10 Block 4 North Range 7 West New Westminster District Plan 37490

P.I.D. 008-406-715

Lot 20 Section 10 Block 4 North Range 7 West New Westminster District Plan 37490

- 3. This Bylaw may be cited as "Richmond Zoning Bylaw 8500, Amendment Bylaw 8875".

FIRST READING



A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

OTHER REQUIREMENTS SATISFIED

ADOPTED

| | |
|-----------------------------------|---|
| CITY OF RICHMOND | |
| APPROVED by |  |
| APPROVED by Director or Solicitor |  |

MAYOR

CORPORATE OFFICER



City of Richmond
Planning and Development Department

Report to Committee

To: Planning Committee Date: March 5, 2012
From: Brian J. Jackson, MCIP File: TU 12-600784
Acting General manager, Planning and Development
Re: Application by Paul Cheung (Lions Communications Inc.) for a Temporary Commercial Use Permit at 12631 Vulcan Way for 2012, 2013 and 2014

Staff Recommendation

1. That the application of Paul Cheung (Lions Communications Inc.) for a Temporary Commercial Use Permit at 12631 Vulcan Way be considered at Public Hearing to be held on April 16, 2012 at 7:00 pm in the Council Chambers of Richmond City Hall, and that the following recommendation be forwarded to that meeting for consideration:

"That a Temporary Commercial Use Permit be issued to Paul Cheung (Lions Communications Inc.) for the property at 12631 Vulcan Way for the purposes of permitting an evening night market event between May 11, 2012 to September 16, 2012 (inclusive), May 10, 2013 to September 8, 2013 (inclusive) and May 9, 2014 to September 14, 2014 (inclusive) subject to the fulfillment of all terms, conditions and requirements outlined in the Temporary Commercial Use Permit and attached Schedules."

2. That the Public Hearing notification area include all properties within the area bounded by River Road to the north, No. 5 Road to the west, Bridgeport Road to the south and Knight Street to the east.

Brian J. Jackson, MCIP
Acting General Manager, Planning and Development

BJJ:ke
Att.

| FOR ORIGINATING DEPARTMENT USE ONLY <i>Acting</i> | | |
|---|--|--------------------------------|
| ROUTED TO: | CONCURRENCE | CONCURRENCE OF GENERAL MANAGER |
| Business Licences | Y <input checked="" type="checkbox"/> N <input type="checkbox"/> | |
| Community Bylaws | Y <input checked="" type="checkbox"/> N <input type="checkbox"/> | |
| Fire Rescue | Y <input checked="" type="checkbox"/> N <input type="checkbox"/> | |
| RCMP | Y <input checked="" type="checkbox"/> N <input type="checkbox"/> | |
| Building Approvals | Y <input checked="" type="checkbox"/> N <input type="checkbox"/> | |
| Transportation | Y <input checked="" type="checkbox"/> N <input type="checkbox"/> | |

Staff Report

Origin

Paul Cheung (Lions Communications Inc.) has applied to the City of Richmond for a Temporary Commercial Use Permit (TCUP) at 12631 Vulcan Way for the purposes of operating a seasonal evening market event during the specified periods for 2012, 2013 and 2014 (Please refer to **Attachment 1** for a location map). The event organizer has secured required authorizations from the property owner of the subject site for the period of time requested for this TCUP.

Event Dates and Hours of Operation

| | Opening and Closing Dates | Days of Operation | Hours of Operation |
|-------------|---------------------------|---|--|
| 2012 | May 11 to September 16 | <ul style="list-style-type: none"> Friday, Saturday, Sunday and Statutory Holidays. 60 operation days proposed. | <ul style="list-style-type: none"> 7pm-12am: Friday, Saturday and days preceding a Statutory Holiday. 7pm-11pm: Sunday and Statutory Holidays. |
| 2013 | May 10 to September 8 | <ul style="list-style-type: none"> Friday, Saturday, Sunday and Statutory Holidays. 58 operation days proposed. | <ul style="list-style-type: none"> 7pm-12am: Friday, Saturday and days preceding a Statutory Holiday. 7pm-11pm: Sunday and Statutory Holidays. |
| 2014 | May 9 to September 14 | <ul style="list-style-type: none"> Friday, Saturday, Sunday and Statutory Holidays. 60 operation days proposed. | <ul style="list-style-type: none"> 7pm-12am: Friday, Saturday and days preceding a Statutory Holiday. 7pm-11pm: Sunday and Statutory Holidays. |

Subject Site Background

The subject site has been utilized as an event site for seasonal night market events since 2004, with two different event organizers obtaining TCUP's to run the market event on a yearly basis. Paul Cheung (Lions Communications Inc.) was the event organizer for the previous TCUP issued for the site, which was first granted in 2008 (valid from 2008-2009) and renewed in 2010 (valid from 2010 to 2011).

The site contains an existing building that operates a warehousing and wholesaling operation. A majority of the remaining site area is paved.

Surrounding Development

To the north: River Road and the north arm of the Fraser River.

To the east: A complex of light industrial buildings zoned Light Industrial (IL).

To the south: Vulcan Way and a rail right-of-way. Light industrial/commercial buildings zoned IL and IR (i.e., Home Depot) are located further south close to Bridgeport Road.

To the west: Light Industrial buildings zoned IL.

Findings of Fact

| Item | Existing | Proposed |
|--|--|---|
| Owner | 3547 Holdings Inc. | No change – Authorization from the property owner has been secured by the event organizer. |
| Applicant | Paul Cheung (Lions Communications Inc.) | No change |
| Site Size | 5.2 ha (12.8 acres) | No change |
| Land Uses | Industrial warehouse and paved area for off-street parking and loading area. | Proposed seasonal evening market event consisting of food and retail vendor booths, on-site entertainment and accessory supporting uses to the event. |
| OCP Designation – General Land Use Map | Business and Industry | No change proposed. |
| Bridgeport Area Plan Designation | Industrial | No change |
| Zoning | Light Industrial (IL) | No change |

Night Market Event at Duck Island (Raymond Cheung – Fireworks Production Ltd.)

Another TCUP at 8351 River Road and Duck Island by Fireworks Production Ltd. is proceeding to Public Hearing on March 19, 2011 for consideration by Richmond City Council for the purposes of permitting a night market event.

TCUP applications at the Duck Island site (Fireworks Production Ltd.) and at 12631 Vulcan Way (Lions Communications Inc.) are required to go through a staff review of the proposals to ensure that all requirements and issues specific to each site are addressed and resolved. Once the application review is complete, Council consideration of the TCUP through Planning Committee/Council and a Public Hearing is required.

Temporary Commercial Use Permit – 12631 Vulcan Way Summer Night Market Event Description

The following summarizes proposed uses, event configuration and operations:

- The site plan for the proposed market event and supporting off-street parking areas is contained in **Attachment 2**.
- 194 general retail vendor booths plus 61 food vendor booths (255 vendors total).
- 2 mobile food vendor trucks.
- The event market area is located at the northwest corner of the subject site situated in between the existing warehouse building to the south and River Road to the north. Food vendors are centralized along three parallel running corridors, where existing plumbing and sanitary sewer services have been installed. Remaining retail vendors are generally situated in north-south running columns.
- Supporting office, first aid, and washroom facilities is also located within the event market area.

- A stage for on-site entertainment is in a central location within the market event area.
- Remaining areas will be utilized for off-street parking.
- The existing warehouse building will not be utilized for any evening market event functions and fencing is required to be installed around the perimeter of the building to prohibit access from event attendees.
- The event market area is also to be fenced for crowd control purposes and to ensure attendees are unable to gain access to prohibited areas of the site.
- 476 parking stalls can be accommodated on the subject site. The event organizer has indicated that on-site parking for attendees will be pay parking.
- The event organizer has also secured a total of 600 additional parking stalls on nearby lots that are dedicated for sole use by attendees, vendors and event employees.
- Vehicle access will be from the north only via River Road. The vehicle exit is at the south end of the subject site to Vulcan Way. This access/egress configuration facilitates a one-way vehicle flow through to and from the market event site's parking lot and is identical to past operations.
- Pedestrian access to the market event site will be primarily from Vulcan Way from the south through a dedicated pathway to the market event area.
- Event staffing will consist of on-site parking lot attendants, general event operations staff, on-site security staff, qualified first-aid attendants and janitorial staff.

Local Government Act – Temporary Land Uses

The Local Government Act (LGA) enables municipalities the ability to:

- Designate areas where temporary commercial uses may be considered.
- Issue temporary use permits through Council resolution.
- Undertake public notification on the proposed temporary use.
- Specify terms and conditions applicable to the proposed temporary use.

Maximum time periods that a TCUP is valid for is 3 years. Upon expiration, a renewal can be applied for a maximum of 3 years (Note: The LGA was recently amended to increase the time period of temporary use permits from 2 to 3 years). Although this site has been utilized as a seasonal market event site since 2004, a new TCUP application for temporary commercial uses is considered a new permit with time limitations on validity of a TCUP identified by the LGA. The proposed TCUP for a market event from 2012 to 2014 complies with the provisions of the LGA.

Related Policies and Land Use Designations

Official Community Plan – Temporary Use Permits

The subject site is designated for “Business and Industry” in the Official Community Plan (OCP) – OCP General Land Use Map. Schedule 1 of the OCP permits TCUP's to be considered on land designated for “Business and Industry” in the OCP subject to Council review and approval and based on conditions appropriate to the proposed use and surrounding area. Based on the provision of the LGA and OCP regulations, a TCUP for a proposed evening market event can be considered on the subject site.

Public Consultation and Notification

Public Consultation Undertaken by Event Organizer

In conjunction with the submission of the TCUP application for the subject site, the event organizer undertook public consultation with property owners and businesses in the surrounding area. Consultation consisted of distributing information handouts and directly liaising with stakeholders in the area to listen to concerns and obtain comments about how to improve the event and minimize negative impacts. A summary of consultation and comments received has been prepared by the event organizer and is shown in **Attachment 3** for reference. Most comments received were minor concerns noted about ensuring garbage pick-up on a timely basis and ensuring employee/customer access for businesses that operate during the event hours of operation. The event organizer is committed to addressing the concerns raised and ensure regular communication with surrounding businesses and property owners and also plans to undertake additional consultation during the event season and adjust operations as needed.

In previous years, the property owner at the northeast corner of No. 5 Road and River Road has voiced concerns about the impact of the event on existing businesses in the industrial complex. Over the past 4 years, the current event organizer has developed a strategy aimed at mitigating impacts of traffic, preventing market parking and ensuring litter removal at this property. City staff have also conducted site visits during event hours and observed no night market parking occurring at the corner of No. 5 Road and River Road along with minimal litter and traffic congestion issues. The event organizer plans to implement similar mitigation measures for 2012 to 2014 and is also committed to ongoing communication with businesses and the property owner in this location.

Public Hearing and Notification by the City of Richmond

Processing of the Temporary Commercial Use Permit requires that the land use application be forwarded to a Public Hearing for comments and a decision by Council. A Public Hearing notification area for properties within the area bounded by Bridgeport Road to the south, No. 5 Road to the west, River Road to the north and Knight Street to the east is recommended by staff (refer to **Attachment 4** for a map).

City Staff and Stakeholder Requirements

Transportation

Traffic Management Plan (TMP)

Transportation requirements related to traffic circulation and control through the Traffic Management Plan (TMP) and requirements for the number of secured off-street parking available to the event is similar to past event's operation and arrangement.

The TMP addresses staffing (professional and certified traffic control persons), signage and other traffic control measures to effectively and safely direct vehicles to and from the event site. The TMP is required to be reviewed and approved by the Transportation Division. A copy of the overall traffic control and management strategy approved by Transportation Division staff is contained in **Attachment 5**. The event organizer is required to obtain a professional traffic control company to develop and implement the TMP based on the provisions of the overall strategy.

A minimum of 5 certified traffic control persons and 1 traffic control supervisor is required to operate the TMP. The event organizer has indicated they intend to utilize a professional traffic control company with appropriate trained and certified staff to develop and implement the TMP.

Off-Street Parking Requirements

A minimum of 1,000 off-street parking stalls are required to be allocated solely for the proposed evening market event for attendees, market employees and vendors. From this total, a minimum of 250 stalls is required to be allocated to market vendors and employees.

The event organizer has confirmed that 1,136 off-street parking stalls have been secured and dedicated to the market event. Nearby parking lots secured by the event organizer have confirmed their agreement to provide parking during the time and period of the market event from 2012 to 2014. Off-street parking secured by the event organizer is summarized as follows:

- 12631 Vulcan Way (Market event site) - 476 stalls.
- 2700 Sweden Way (Home Depot) – 200 stalls.
- 2633 Sweden Way (Sears) – 200 stalls.
- 12551 Bridgeport Road (former Linens N' Things site) – 200 stalls.
- 12591 Vulcan Way (Stolberg Engineering lot) – 60 stalls.

The number of stalls provided on the subject site in conjunction with the number of stalls secured on nearby neighbouring lots meets Transportation Division requirements.

RCMP

A minimum of 2 RCMP members are required to be present at all times during the hours of operation of the night market. The role of the RCMP members will be to provide a policing presence, oversee event attendees and vendor operations, monitor operation of the TMP and intervene if necessary. Having RCMP on-site during event hours also facilitates a quick response in the event of an emergency. RCMP member attendance at the night market event will be in addition to the existing RCMP deployment in Richmond, with the proponent responsible for all costs of RCMP members dedicated to the market event. RCMP staff costs are included in the required operational bonds to be submitted by the event organizer.

Community Bylaws

Community Bylaw officers are required for the purposes of monitoring and enforcing on-street parking and related City roadway regulations around the night market event site. Community Bylaw officer coverage to the event is in addition to existing coverage provided by Community Bylaw's staff in the City. The proponent is responsible for the costs of the 6 hours of Community Bylaw officer(s) patrol each night the event is in operation (based on applicable overtime rates), with scheduling of hours at the discretion of Community Bylaws staff. Costs for Community Bylaw staffing is included in the required operation bond to be submitted by the event organizer.

Richmond Fire Rescue

To ensure direct access for emergency vehicles to the site and market event area, a drive-aisle (to remain clear and fully accessible for emergency service vehicles) is required through the entire subject property that links the north access from River Road to the south exit from Vulcan Way. This arrangement will facilitate direct access for emergency vehicles from either the north or south access/egress points to gain entry to the site or market area should the need arise.

A preliminary Fire Safety Plan, based on previous event years, has been submitted by the event organizer that addresses procedures and central contact persons during an emergency. Final submission and approval of the Fire Safety Plan is required by Richmond Fire Rescue staff and is attached to issuance of applicable Building Permits for the event.

Building Approvals

Building permits are required for all buildings and structures proposed for the event site. Temporary and mobile buildings also require building permits to ensure they are sufficiently tied down and secured to the ground and ensure that the mobile buildings adhere to the City's Building Regulation Bylaw and BC Building Code.

Site servicing and plumbing permits are also required for all on-site water and sanitary sewer service and connections provided for the food court vendors and any other temporary buildings/structures that require water and sanitary sewer service. Council approval of the TCUP for the subject site is required prior to issuance of any building or site servicing permits related to the evening market event.

Business Licensing

All commercial retail and food vendor booths operating at the night market event require a Business License from the City each year to operate. The event proponent (Paul Cheung of Lions Communications Inc.) is also required to obtain an appropriate Business License for the purposes of operating the evening market event. Business License staff also provide support services to the event organizer and vendor participants to facilitate license application processes and conduct on-site inspections.

Vancouver Coastal Health (Richmond)

All vendors involved in the selling or handling of food and beverage product at the event are required to obtain appropriate permits to operate from Vancouver Coastal Health (VCH) to ensure compliance with food safety, sanitation and food handling requirements.

Based on past experience at this event site, VCH staff have identified to the event organizer that provisions of available hot water for food vendor booths is critical to addressing health related regulations. As a result, the event organizer is looking at a variety of options to meet VCH requirements, which will be reviewed, inspected and approved as part of the permit application process associated with the food court and individual vendors.

Strategy to Mitigate Impacts to Surrounding Businesses

In conjunction with the approved TMP for the event, a parking pass system will be implemented similar to previous years that involves the distribution of special passes to businesses in the surrounding area. These passes are utilized by employees or clients of businesses to identify their vehicles so that they are granted quick and efficient access during evening market operations.

The event organizer is also implementing a litter and garbage strategy in the area bounded by River Road, Knight Street, Bridgeport Road and No. 5 Road that involves placement of large garbage bins throughout the area in conjunction with regular garbage sweeps being undertaken by market event janitorial staff. A final garbage sweep by event janitorial staff will be

undertaken at the end of the evening. Regular communication with the event organizer and surrounding property owners and businesses will be undertaken to obtain feedback and address concerns as needed.

Prohibition of Counterfeit Goods Strategy

The event organizer has developed a strategy to combat the sale of illegal counterfeit goods and combat intellectual property infringement that focuses on:

- Active communication amongst the event organizer, RCMP commercial crimes unit, Intellectual Property sector representatives and retail vendors operating at the market event.
- Education and training of evening market event staff aimed at identifying counterfeit goods and informing market vendors of regulations against this activity and associated penalties.
- Inclusion of clauses in vendor contracts with the event organizer that result in vendor booth removal from the event and termination of contract to operate if counterfeit retailing activities are undertaken.

The strategy to combat counterfeit product and intellectual property infringement places the responsibility of educating and training market event staff and vendor operators and undertake active policing and enforcement when needed on the event organizer. The strategy to combat counterfeit retail activities will also to be monitored by Intellectual Property representatives and RCMP staff, who are also able to undertake policing and enforcement when necessary. Based on this approach, staff recommend that a contingency fund be added to the operational bond for each year to cover any enforcement and inspections undertaken by RCMP to address this issue. The contingency fund amount is based on the average dollar amount of RCMP resources (approximately \$5,000 in 2011) dedicated to previous evening market events in Richmond to combat or investigate counterfeit retailers. If the event organizer polices this matter effectively during event operations and there is no need for intervention by RCMP commercial crimes staff, the contingency fund amount will be returned to the organizer.

Operational Security Bond Requirements

Based on a cost recovery model, City staff have undertaken a detailed examination of known and anticipated City costs to be incurred from the proposed event for 2012, 2013 and 2014. The estimated costs for each year will be submitted prior to Council consideration of the TCUP at Public Hearing (April 16, 2012) for the first year of operation and one month in advance of the event opening date for subsequent years (2013 and 2014). A summary of costs to the City is as follows and forms the basis for the operational security bond required to be submitted to the City.

- 2 RCMP members assigned to the evening market event each day of operation and during all hours of operation at the applicable overtime rate (commute time to and from the event is included).
- RCMP commercial crimes unit resources and staff hours to supplement event organizer policing and enforcement of counterfeit products and other illegal goods.
- Community Bylaws – 6 hours (based on the applicable overtime rate) of dedicated patrol by Community Bylaw Officers for each day of operation for the night market event (scheduling of hours is at the discretion of Community Bylaws).
- Attendance by City staff to oversee and monitor implementation of the TMP and general event operations.

- Production, posting and takedown of night market directional signage by City staff.

The event organizer is required to hire a professional traffic management company, with certified traffic control staff to implement the TMP (as approved by the City). All costs incurred to run the TMP is at the event organizers sole expense.

Security bond requirements are as follows:

- 2012 – \$127,000.
- 2013 – \$128,000 (Adjusted for days of operation and anticipated wage increases).
- 2014 – \$130,000 (Adjusted for days of operation and anticipated wage increases).

Upon conclusion of the market event for each year, any surplus is required to be returned to the event proponent. Provisions are also included in the TCUP to require monies outstanding (in excess of the estimated security bond amount) to be paid in full for the event to operate.

The Procedure Bylaw for Council consideration of Temporary Commercial Use Permits (Bylaw 7273) requires that security bonds be submitted prior to Council consideration of the TCUP at Public Hearing. As a result, the following security bond submission deadlines dates apply to the propose night market TCUP:

- For 2012 – \$127,000 to be submitted prior to April 16, 2012 as the initial security bond amount.
- For 2013 – \$128,000 to be submitted prior to April 12, 2013.
- For 2014 – \$130,000 to be submitted prior to April 11, 2014.

Financial Impact

Cost Recovery – City and RCMP Expenses


The proposed night market is a privately operated event that is open to the general public. Due to the significant popularity of past events hosted on other sites in Richmond and increasing draw of attendees from across the region and visiting tourists, presence from RCMP members, Community Bylaw Officers and various staff from other divisions is required with costs to be paid by the event organizer. This enables existing service levels for policing and bylaws across the City to be maintained. In summary, a cost recovery model relating to City and RCMP expenses is applied for the proposed evening market event.

Terms and Conditions

All requirements associated with the night market TCUP are contained in the TCUP Terms and Conditions, attached to the TCUP (reference **Schedule “A”** attached to the permit). The evening market event is required to comply with these Terms and Conditions that have also been agreed to by the event organizer.

Conclusion

The proposed evening market event at 12631 Vulcan Way has addressed all issues related to the processing of the TCUP. The applicant's Summer Night Market will generally be operated in a similar manner as past events at this location with appropriate provisions for off-street parking and Traffic Management Plan provisions required to be implemented by the event organizer. Staff recommend approval of the Temporary Commercial Use Permit on the subject site to allow a seasonal evening market event from 2012 to 2014.



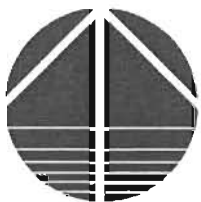
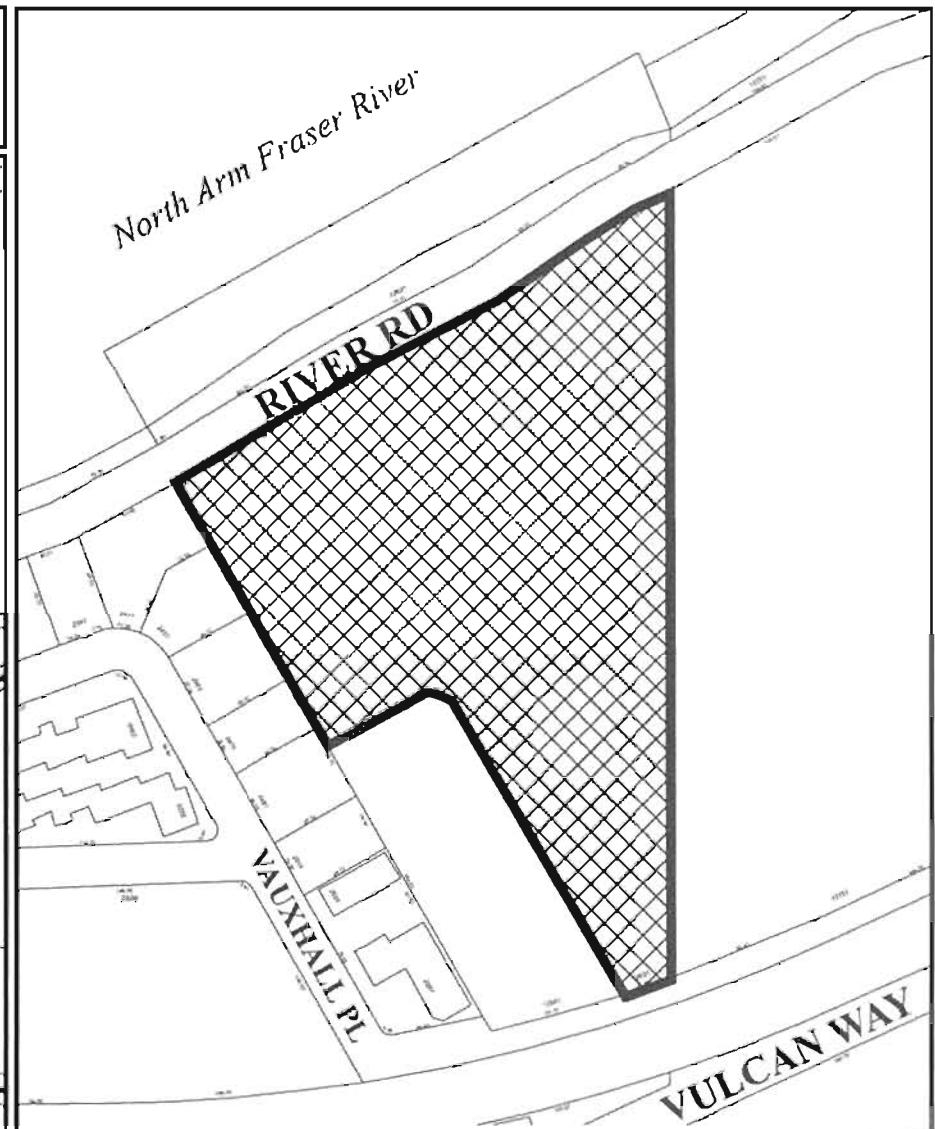
Kevin Eng
Planner 1

KE:cas

- Attachment 1 – Location Map and Aerial Photo
- Attachment 2 – Proposed Event Market Site Plan and Parking Layout
- Attachment 3 – Summary of Public Consultation Undertaken by Event Organizer
- Attachment 4 – Proposed Public Hearing Notification Area
- Attachment 5 – Overall Traffic Control and Management Strategy



City of Richmond



TU 12-600784

Original Date: 03/05/12

Revision Date:

Note: Dimensions are in METRES

ATTACHMENT 1



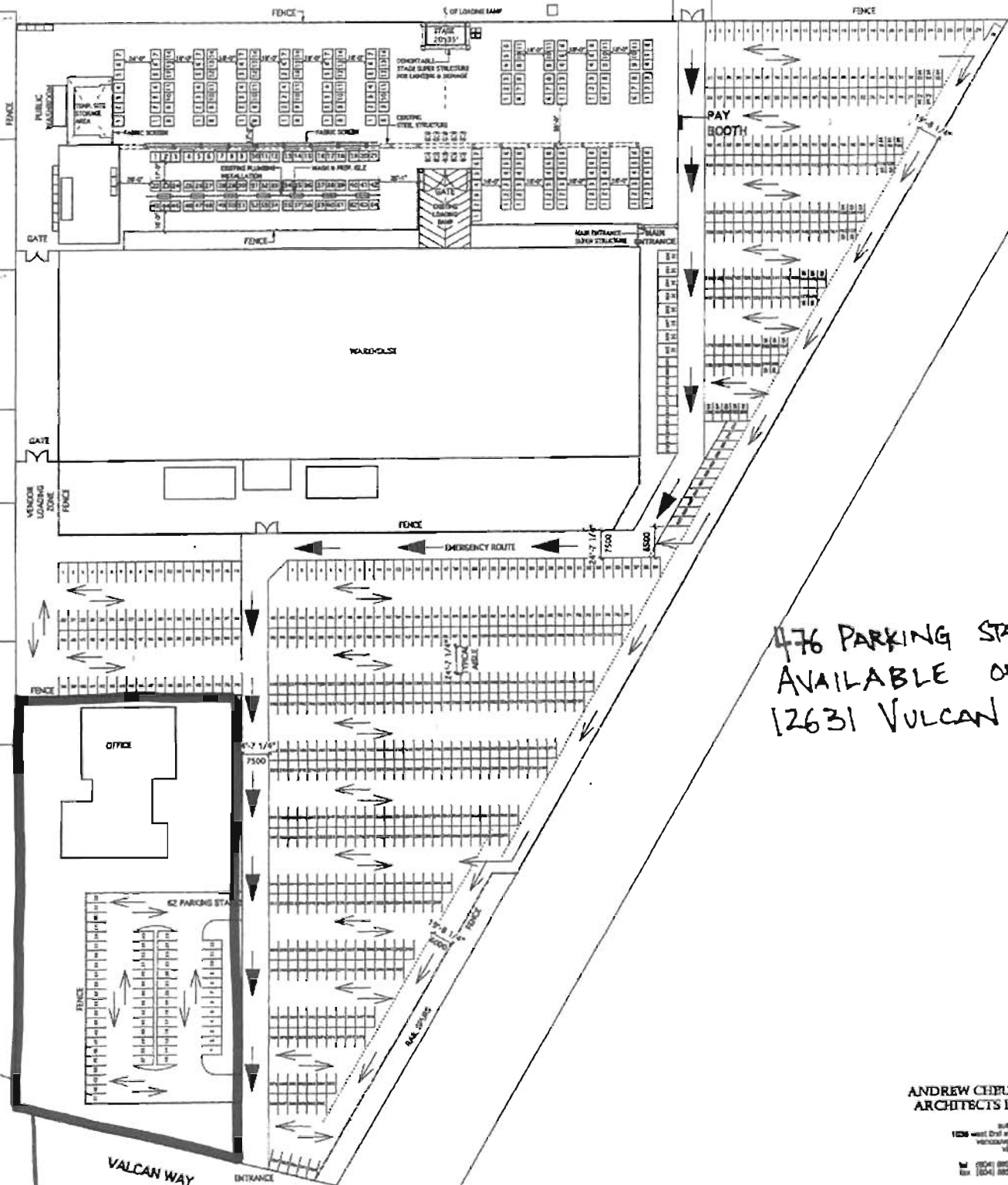
TU 12-600784

Original Date: 03/05/12

Amended Date:

Note: Dimensions are in METRES

RIVER ROAD



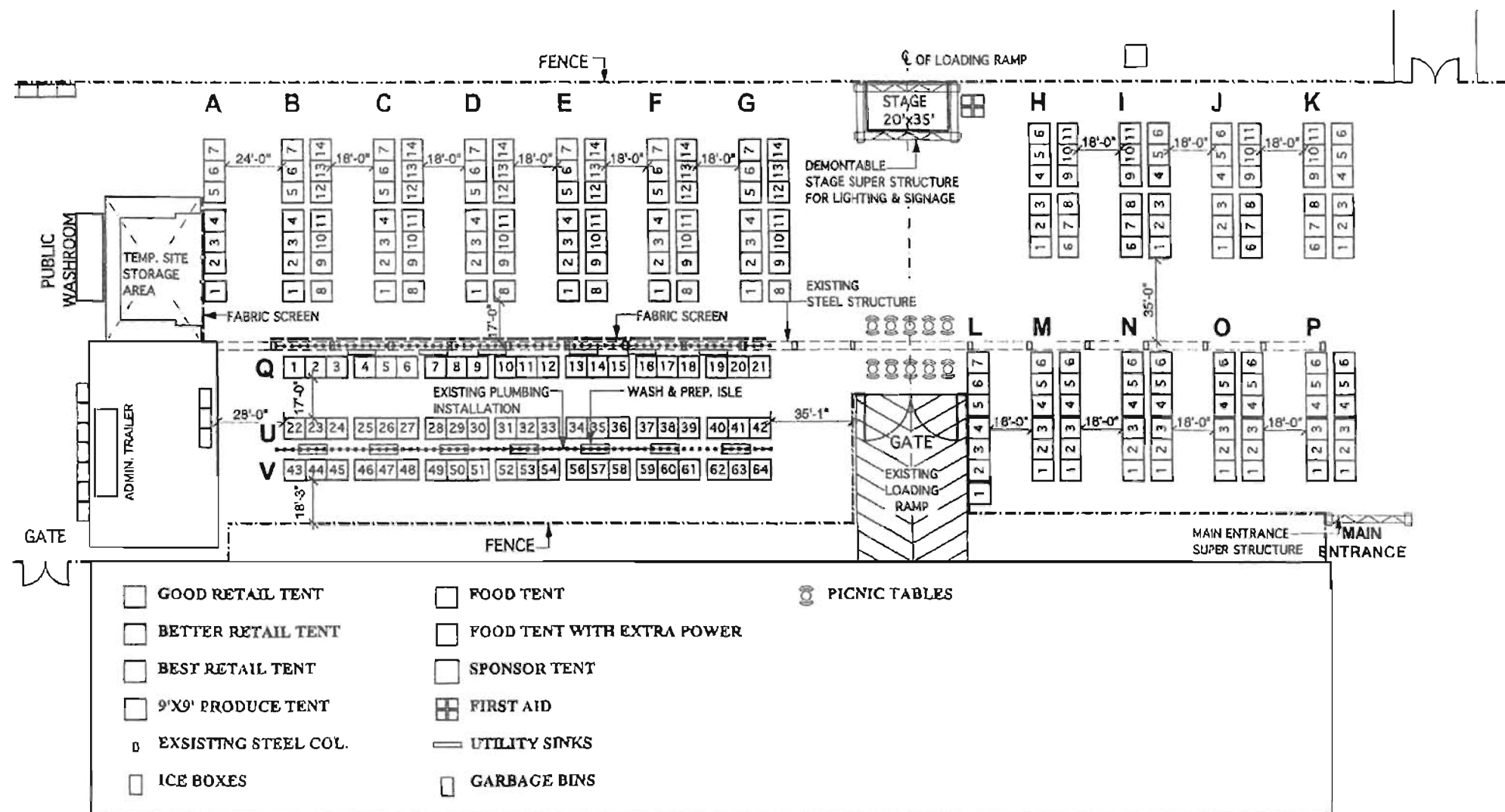
476 PARKING STALLS
AVAILABLE ON
12631 VULCAN WAY

12591 VULCAN WAY

ANDREW CHEUNG
ARCHITECTS INC.

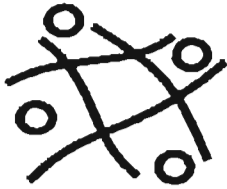
Suite 412
1026 West 2nd Avenue
Vancouver, B.C.
V6J 1G8
 Tel: (604) 685-2008
 Fax: (604) 685-1888

| | |
|---|--------------------|
| project SUMMER NIGHT MARKET, RICHMOND, B.C. | |
| title PARKING PLAN | |
| prepared by Andrew Cheung | date 10/20/2018 |
| checked by A.C. | date 10/20/2018 |
| approved by A.C. | date 10/20/2018 |



SUMMER NIGHT MARKET RICHMOND B.C. 2012 BOOTH LAYOUT

Schedule I



Lions Communications Inc.



February 10, 2012

Dear Neighbour:

SUBJECT: Summer Night Market 2012

Lions Communications Inc. and The Summer Night Market would like to express sincere gratitude for helping us make this popular community event a great success! It has become a favourite amongst children, teens, adults, seniors and tourists from many nations because it promotes ethnic diversity and family value through educational and cultural performances. Most importantly, it gives charities a much needed place and opportunity to fundraise locally and around the world. It is with your support that such groups like the Stem Cell Drive, BC Cancer Society, World Peace Federation, Diabetes Association and many others have these opportunities to help the less fortunate.

We will continue to make improvements to the event and work towards reducing the impact to your business. Should you have any concerns regarding the event, please contact the undersigned at the number below. We are committed to maximizing the benefits that this event can offer and would appreciate any suggestions, input or comments that you may have.

Thank you kindly for your time and attention to this matter.

Yours truly,

Jiwon Shin
Administrative Assistant
Lions Communications Inc.

12631 Vulcan Way, Richmond, B.C., V6V-1J7
Tel: 604.278.8000 • Fax: 604.909.2642 • Toll Free: 1.877.278.8008
Website: www.summernightmarket.com • Email: info@summernightmarket.com

Schedule H - ADDENDUM TO FEBRUARY 11, 2012 LOI

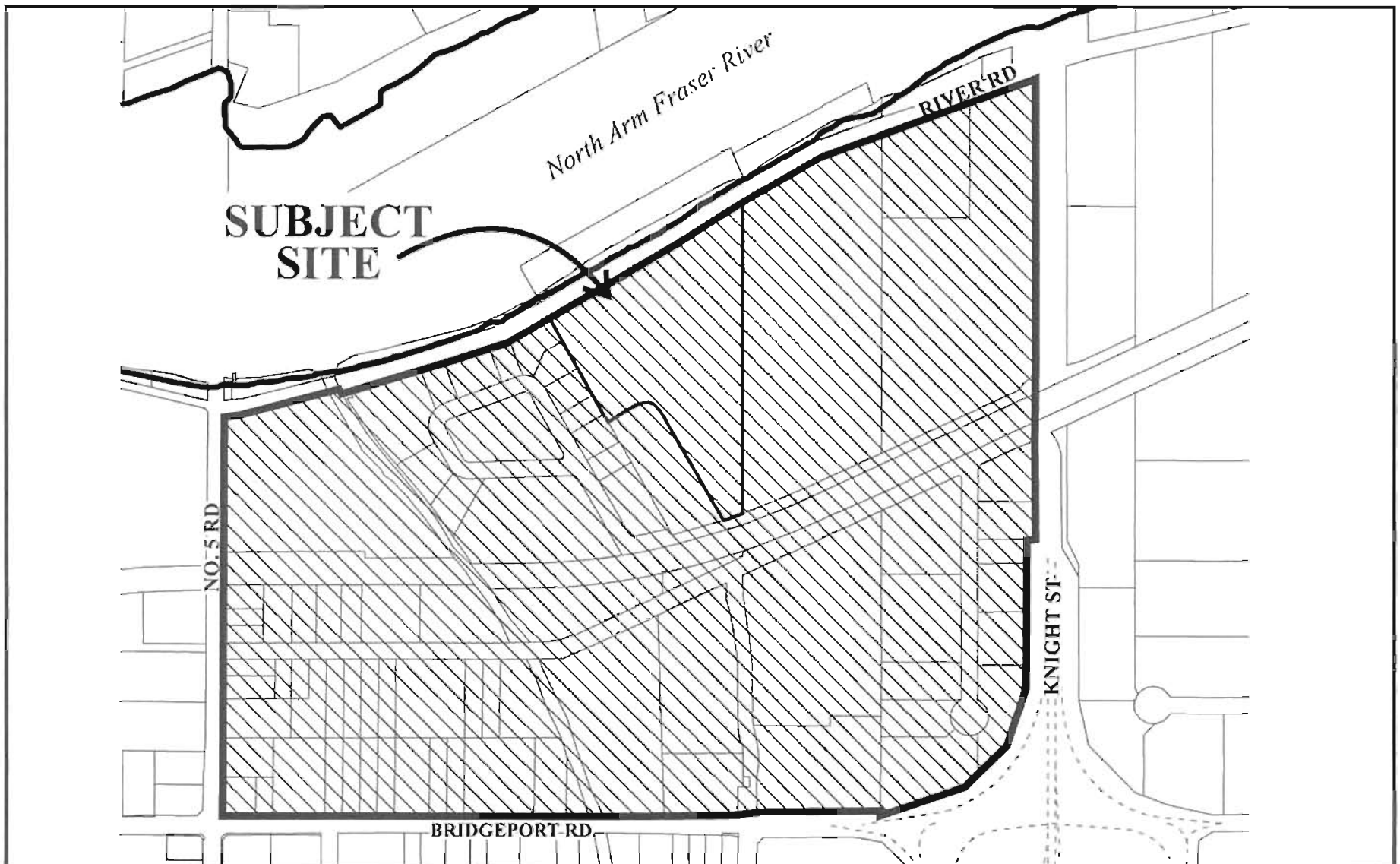
| # | Company Name | Consulting | Contact Name | Title | Address | Telephone | Acc Pass | Comments |
|--|-------------------------------------|----------------|---|--------------------------|---------------------------|--------------------------|----------|--|
| (quantities) | | | | | | | | |
| Note - "Letter only" refers to handing over the letter to a staff member with no discussions | | | | | | | | |
| 1 | Amno Power Tool | letter/discuss | Scott Field c.b.a | General Manager | 110 - 2088 No 5 road | 604-270-2666 | 8 | no concerns |
| 2 | Schwarz Autoworks Co. | letter/discuss | Cindy Lee | | 240 - 2088 No 5 road | 604-278-2087 | 6 | no concerns |
| 3 | U.P. Windows & Company Inc. | letter/discuss | Joseph M. Pacheco | | 270 - 2088 No 5 road | 604-244-1911 | 4 | no concerns |
| 4 | Amritech Sping Ltd. | letter/discuss | Mark Duckman | Sales Manager | 300 - 2088 No 5 road | 604-278-0600 | 0 | no one is here |
| 5 | RAS Richmond Auto Spa | letter/discuss | Danny Chu/Dennis Chow | Manager/ Store Manager | 320/330 - 2088 No 5 Road | 604-278-8772 | 15 | no concerns (update) |
| 6 | Micr Tech Services corp | letter/discuss | Lancelot Rudelshheim | | 130 - 2188 No 5 road(Dow) | 604-278-8324 | 4 | no concerns |
| 7 | Tricon Pacific Contracting/ | letter/discuss | Larissa Balza | Manager | 130 - 2188 No 5 road(ups) | 604-551-9079 | 3 | no concerns |
| 8 | Mpoint Communications | letter/discuss | Hongzhong Yang | Manager | 141 - 2188 No 5 road | 604-304-1686 | 4 | suggest us put some night market banner beside the road to guide customer |
| 9 | Hakkasan Restaurant | letter/discuss | Yvonne Wong | Manager & Owner | 110 - 2188 No 5 road | 604-273-9191 | 0 | no one is here |
| 10 | | letter/discuss | Wong Phillips | | 150 - 2188 No 5 road | | 2 | no concerns |
| 11 | Arbonne (T Lam Market) | | Terri Lam | President | 200-2188 No 5 road | 604-908-2990/604-970-361 | 15 | May 3rd, phoned us request access pass |
| 12 | Wes-Har | letter/discuss | Glenn Nawrocki | Manager | 170 - 2188 No 5 road | 604-671-0119 | 3 | no concerns |
| 13 | Mainland signs/cran berry care | letter/discuss | Bryce Jackson/ Edmund Wang/ Danielle Dobson | | 150 - 2268 No. 5 Road | 604-638-7386 | 2 | no concerns |
| 14 | Hope Fund Auto Parts | letter/discuss | Jeff Yuen | | 160 - 2268 No. 5 Road | 604-232-3396 | 3 | no concerns |
| 15 | HBL Autosports Inc | letter/discuss | Eric Yau | | 190 - 2268 No. 5 Road | 778-297-1323 | 8 | no concerns |
| 16 | Major League Global Enterprises Ltd | letter/discuss | Austen Eng | Sales Manager | 200 - 2288 No. 5 Road | 604-897-7191 | 8 | no concerns |
| 17 | Top Notch Building Maintenance | letter/discuss | Gord Peirne | Manager | 210 - 2268 No. 5 Road | 604-710-7601 | 0 | door is locked |
| 18 | Ron Wong & Associates Inc. | letter/discuss | Ron Wong | Owner | 220 - 2288 No. 5 Road | 604-284-5560 | 6 | no concerns, very happy with our operation |
| 19 | Prime TimeFood Services | letter/discuss | Scott Dolron | General Manager | 230 - 2268 No. 5 Road | 604-244-1191 | 3 | no concerns |
| 20 | Southern Sea Music/ AMC Glass | letter/discuss | Christopher Mok | Manager | 130 - 2288 No. 5 Road | 604-318-3060 | 16 | no concerns |
| 21 | Flamingo Gifts & Recognition Ltd. | letter/discuss | James Mok | President | 140 - 2288 No. 5 Road | 604-244-0918 | 3 | no concerns |
| 22 | 1 AUTO | letter/discuss | 華師傅 | Owner | 170 - 2288 No. 5 Road | 778-889-9358 | 4 | no concerns |
| 23 | Million Printing Co., Ltd. | letter/discuss | Gary Lau | Manager | 190 - 2288 No. 5 Road | 604-279-9866 | 2 | no concerns |
| 24 | Garden Effects | letter/discuss | Antonio Carmovale | | 200 - 2288 No. 5 Road | 604-214-6620 | 2 | no concerns |
| 25 | Abie Sales | letter/discuss | Bruce Shi | | 220 - 2288 No. 5 Road | 604-657-5807 | 2 | no concerns |
| 26 | Bento Sushi | letter/discuss | Linda Zhou | Manager | 230 - 2288 No. 5 Road | 778-895-6990 | 10 | no concerns |
| 27 | Posco Display Products Ltd. | letter/discuss | Tony Chau | | 250 - 2288 No. 5 Road | 604-779-1303 | 7 | no concerns |
| 28 | Quality Awning Ltd. | letter/discuss | Paul | | 160 - 2368 No 5 road | 604-273-1055 | 3 | no concerns |
| 29 | Morton & Clarke | letter/discuss | Tom Kullman | Owner | 150 - 2251 No 5 road | (604) 279-9220 | 0 | manager not in, no concerns |
| 30 | Fitness/ Richmond Sports Club | letter/discuss | James Forscutt | President | 160 - 2251 No 5 road | 604-270-8044 | 0 | no concerns |
| 31 | Coast to Coast PetCare | letter/discuss | Corry Sandhu | Branch Manager | 170 - 2251 No 5 road | 604-968-0561 | 0 | no concerns |
| 32 | Midway Tire Craft | letter/discuss | Robert Kamphuis | General Manager | 2511 No 5 Road | 604-273-5487 | 0 | no concerns |
| 33 | Metalex Products Ltd. | letter/discuss | Shane Slauffer | Manager | 2633 No 5 Rd | (604) 786-0872 | 0 | very good |
| 34 | Kal Tire | letter/discuss | | | Unit1-2640 No.5 Road | 604-303-7003 | 0 | no concerns |
| 35 | National Tile (2005) Ltd | letter/discuss | Isabel Fong | | 2660 No.5 Rd | 604-273-9506 | 0 | no concerns |
| 36 | Jim's Prehung Doors Ltd. | letter/discuss | Mary Campbell | Sales | 2691 No 5 Rd | 604-278-9158 | 0 | no concerns |
| 37 | Richmond Auto Body | letter/discuss | April Jones | Owner | 2720 No 5 Rd | 604-244-9350 | 0 | no concerns |
| 38 | Love Auctioneers & Appraisers Ltd | letter/discuss | Chris Maocho (raj) | Manager/owner | 2751 No 5 Rd | 604-278-4611 | 2 | no concerns |
| 39 | Wendy's restaurant | | | | NO.5 Rd Need Access Pass | Would Be | 145 | |
| 40 | Starbucks Coffee Co | letter/discuss | Amanda Essey | Manager | 110-12571 Bridgeport Rd | (604) 279-9328 | 0 | no concerns |
| 41 | End of the Roll | letter/discuss | Jason Wynne | Store Manager | 12591 Bridgeport Rd | (604) 270-1955 | 3 | manager not in, no concerns |
| 42 | Benjamin Moore | letter/discuss | Georgina King | Color, Design, marketing | 110 - 12591 Bridgeport Rd | (604) 271-2012 | 0 | manager not in, no concerns |
| 43 | Eddie Bauer/ Lane Home Furnishing | letter/discuss | Rasheed/Salina | Manager/Manager | 130 - 12553 Bridgeport Rd | 604-271-8852 | 0 | customer threw the garbage |
| 44 | Scan Designs | letter/discuss | Keld Jensen | General Manager | 12551 Bridgeport Rd | 604-273-2971 | 0 | no concerns |
| 45 | The Foam Shop | letter/discuss | Nancy Stubbert | Store Manager | 12571 Bridgeport Rd | (604) 270-6465 | 0 | no concerns |
| 46 | Vancouver Lighting | letter/discuss | Joanne Claypack | Store Manager | 12595 Bridgeport Rd | (604) 270-4641 | 6 | employee and owner get parking ticket, conflict with parking guy |
| 47 | West Coast Kids | letter/discuss | Paige Heuser | Manager | 12411 Bridgeport Rd | (604) 288-1168 | 0 | there is no benefit for them, so they might not join night market show on 2011 |
| 48 | Chevron Canada | letter/discuss | Tam Do | Retailer | 12011 Bridgeport Rd | (604) 278-1091 | 0 | good, they will continue support us |
| 49 | Tac Mobility | letter/discuss | Marcel Lapointe | Consultant | 115 - 12571 Bridgeport Rd | 604-278-4909 | 0 | very good, no concerns |
| 50 | Boardwalk Woodfloors | letter/discuss | Steve hutchinson | Manager | 140 - 12571 Bridgeport Rd | 604-270-7750 | 0 | no concerns |
| 51 | Casual Home by Jordans | letter/discuss | Brenda Ewing | Manager | 110 - 12553 Bridgeport Rd | 604-248-2180 | 0 | no concerns |
| 52 | Richmond Tile Centre Ltd | letter/discuss | Rick McGrath | Sales | 130 - 12571 Bridgeport Rd | 604-273-2227 | 5 | no concerns |

Schedule H - ADDENDUM TO FEBRUARY 11, 2012 LOI

| | | | | | | | |
|-----|---|---------------------------------------|-------------------------|---|-------------------------|------------|---|
| 53 | TJY Home/Barroco Fine Furniture LK letter | RogerChang/StanleyWor | General Manager | 150 - 12551 Bridgeport Rd | 604-270-6666 | 2 | manager not in, no concerns, new store |
| 54 | Industrial Plastics & Paints | letter/discuss Susan Meitner | President | 150 - 12571 Bridgeport Rd | 604-278-4977 | 4 | no concerns |
| 55 | Ucool Glass Ltd. | letter/discuss Megan Wang | Sales | 170 - 12571 Bridgeport Rd | 778-297-5277 | 0 | no concerns |
| 56 | MG Collision Repairs | letter/discuss Mike Giannelli | CA-VP operations | 12051 Bridgeport Rd | 604-273-1985 | 0 | no concerns |
| | | | | Bridgeport Rd need Access Pass would be | | 20 | |
| 57 | Sears | letter/discuss Katrina Barnes | Store Manager/ Owner | 110-2633 Sweden Way | (604) 279-5532 | 0 | no concerns |
| 58 | Ethan Allen | letter/discuss Normand Joyal | Design Centre Manager | 180-2633 Sweden Way | 604.821.1191 | 20 | Garbage needs to be cleaned before 9:30am |
| 59 | Home Depot | letter/discuss kevin kappell | store Manager | 2700 Sweden Way | (604) 303-9882 | 0 | no concerns |
| 60 | McDonald's Restaurant | letter/discuss Christine Woodward/Bob | Restaurant Manager | 2760 Sweden Way | (604) 718-1150 | 0 | employee get parking ticket, employee's ID always be checked by parking guard |
| 61 | Staples | letter/discuss Ted Rivers | General Manager | 110-2780 Sweden Way | 604-303-7850 | 30 | no concerns |
| 62 | Future Shop | letter/discuss Ricky /Bob | Store Manager/Manager | 150-2780 Sweden Way | 604-207-0199 | 0 | manager not in, no concerns |
| | | | | Sweden Way need Access Pass would be | | 50 | |
| 63 | Daedalus Technologies | letter Geoff Webb | President | 2491 Vauxhall Place | (604) 270-4605 | 8 | They have two company. Another: Sciema Technical Service, Ltd |
| 64 | Platinum Pacific restorations | letter R. Geoffrey Shand | Project Manager | 2471 Vauxhall Place | 604-279-1101 | 20 | New store |
| 65 | Coinmatic Canada Inc | letter/discuss Connie Goldman | Account Representative | 2451 Vauxhall Place | 604-270-8441 | 20 | no concerns |
| 66 | Pacific Wholesale Appliances | letter David Harapiak | Manager | 2451 Vauxhall Place | (604) 270-2460 | 6 | Manager not in |
| 67 | Mar-Con Wire Belt Inc | letter/discuss Michael Chiu | President | 2431 Vauxhall Place | 604-278-8922 | 20 | no concerns |
| 68 | Advanced Equipment Co. | letter/discuss Moon Chan | Manager | 2411 Vauxhall Place | (604) 276-8989 | 10 | Don't want to give business card to me |
| 69 | You Sun Loong Kong Chicken Ltd | letter/discuss Phoebe Liu | Manager | 2391 Vauxhall Place | 604-537-2280/778-892-26 | 12 | Don't want to give manager's business card to me, no concerns |
| 70 | Zstars Enterprises | letter/discuss David Zhu | President | 2380 Vauxhall Place | (604) 273-4599 | 4 | Don't want vendor parking in the loading area |
| 71 | Richmond Custom Bindery Ltd. | letter/discuss Gay McCoan | President | 2360 Vauxhall Place | (604) 278-7626 | 10 | good, no concerns |
| 72 | Verka Food Products | drop letter Garry Matta | Owner | 2320-2340 Vauxhall Place | (604) 214-0005 | 3 | phoned on April 6, leave 3 pass at door. 2320 vauhall belong to them |
| 73 | Happy Planet | letter/discuss Aaron Williams | Manager | 2271 Vauxhall Place | (778) 846-4031 | 5 | no concerns |
| 74 | Liberty Natural Foods | letter/discuss Corey McKenelley | Manager | 2271 Vauxhall Place | 604-248-1006 | 25 | no concerns |
| 75 | Cold Star Freight Systems Inc. | letter/discuss Kelly Hawes | President & CEO | 2271 Vauxhall Place | (604) 278-5252 | 15 | very good, no one there |
| 76 | Santa Maria Food Office | letter/discuss Corey McKenelley | Manager | 2271 Vauxhall Place | | 0 | belong to Liberty Natural Foods |
| 77 | Wainbee Ltd. | letter/discuss (Mike) M.H Marthold | Vice President, WestMan | 2231 Vauxhall Place | 604-278-4288ext3221 | 25 | Didn't get the Access pass last year |
| 78 | Mava Foods | letter/discuss Jerry Basa | Production Manager | 4-2211 Vauxhall Place | 604-273-5455 | 2 | tell me later |
| 79 | Octa Stone Inc. | letter/discuss Harvey Li | Store Manager | 2211 Vauxhall Place | (604) 279-0730 | 20 | April 6 phoned, want have 20 Access pass, before deliver call them |
| 80 | Dreamcast Design & Productions | letter/discuss Catherine Traschenko | Manager | 2200 Vauxhall Place | (604) 278-4939 | 3 | no concerns |
| 81 | A Catered Affair | letter/discuss Greg Roberts | Owner | 2212 Vauxhall Place | (604) 244-1199 | 8 | no concerns |
| 82 | D&R Foods Company | no info | | 2551 Vauxhall Place | 604-273-9344 | 4 | some customers write her company's name and put it in the car |
| 83 | Yes Natural Goods Inc | letter/discuss Gina Huang/ Grace | Secretary | 2216 Vauxhall Place | 604-279-1772 | 20 | no concerns |
| 84 | Precise Cabinet Company Ltd. | letter/discuss Sam Lam | Manager | 2218 Vauxhall Place | 604-232-5223 | 20 | no concerns, want have 20 Access Pass for next year |
| 85 | The News Group | letter/discuss Robert Strong | General Manager | 2500 Vauxhall Place | 604-278-4841 | 40 | Manager is busy, no concerns |
| 86 | MR. Fire | letter/discuss Tyler Martin | President | 2531 Vauxhall Place | (604) 207-8885 | 8 | no concerns |
| 87 | CEA Holdings | letter/discuss | | 2551 Vauxhall Place | 604-276-0849 | 0 | April 6 left voice message |
| 88 | Jackson Cabinets/Duke Architectural | letter/discuss Nick Jackson | Owner | 2551 Vauxhall Place | | 8 | no concerns, better than last year |
| 89 | ABC Express Services Ltd. | letter/discuss Andy Pinier | Manager | 2531 Vauxhall Place | 604-270-3420 | 5 | pass info |
| 90 | Strata G. Floor & Design Inc. | letter/discuss Greg Finlay | Manager | 3 - 2551 Vauxhall Place | 604-276-2530 | 6 | april 6 phoned, they need to call them before deliver the access pass |
| | | | | Vauxhall Place need Access Pass would be | | 327 | |
| 91 | Teldon Media Group + Alive | letter/discuss Archana Singh | Administration Manager | 100 - 12751 Vulcan Way | 604-231-3412 | 50 | no concerns |
| 92 | Garden Protein | letter/discuss Luiza Wokan | Administration | 200 - 12751 Vulcan Way | 604-278-7300 | 3 | no concerns |
| 93 | Home Delight Furnishings | letter/discuss no info | | 165 - 12753 Vulcan Way | 604-270-4822 | 15 | Manager not in |
| 94 | PHELPS smart laundry | letter/discuss Norman L'abbee | Service Manager | 185-12753 Vulcan Way | 604-813-7801 | 12 | no concerns |
| 95 | Sun Opta/ Unfi Driven by nature | letter/discuss Don O'Carroll | Director of Operations | 153 - 12757 Vulcan Way | 604.276.2441 | 75 | no concerns |
| 96 | Wedgwood Furniture Inc. | letter/discuss S.J. Lai | Manager | 158-168 - 12759 Vulcan V | 604-821-1250 | 4 | no concerns |
| 97 | Centennial Foodservice | letter Garth McCann | Branch Manager | 108 - 12759 Vulcan Way | 604-273-5261ext108 | 60 | no concerns |
| 98 | Rich Fort Enterprises Ltd | letter no info | | 148 - 12759 Vulcan Way | | 20 | no concerns |
| 99 | B.K Sethi marketing ltd | letter colin smith | | 138 - 12759 Vulcan Way | 604-783-6957 | 4 | no one here, door locked |
| 100 | Krinos | letter/discuss Robert McGowan | Manager | 198 - 12759 Vulcan Way | 604-247-0011 | 8 | no concerns |
| 101 | Island City Baking | letter/discuss Jasmine Murray | Office Manager | 12761 Vulcan Way | (604) 278-6979 | 165 | Send e-mail to us before, no feedback. Effect staff parking, car's tire was flat. |
| 102 | Uno Foods | letter/discuss Kendrick Ong | Manager | 103-12757 Vulcan Way | (604) 214-0360 | 6 | no concerns |
| 103 | B. N. Dulay's Trux | letter/discuss Bill Dulay | President | 220 - 12611 Vulcan Way | 604-273-5333 | 0 | Belong to Teldon Media Group + Alive |
| 104 | Emperor Specialty Foods Ltd | letter/discuss Bob McDonald | President | 150 - 12511 Vulcan Way | (604) 276-0035 | 7 | no concerns |

Schedule H - ADDENDUM TO FEBRUARY 11, 2012 LOI

| | | | | | | | |
|---|----------------|------------------------|--------------------------|---|-----------------------|-------------|---|
| 105 Emerwood Home Products | letter/discuss | Kevin Lin | Manager | 120 - 12511 Vulcan Way | 604-273-2632 | 4 | Manager not in |
| 106 Canadyne Technologies Inc | letter/discuss | Leo Rimanic | Managing Director | 12400 Vulcan Way | (604) 247-2297 | 0 | no concerns |
| 107 No. 1 Collision | letter/discuss | Scott Walker | Manager | 12420 Vulcan Way | 604-231-9614 | 0 | Manager busy |
| 108 Spectrum Stone Ltd | letter/discuss | Felix Mok | Director | 120-12440 Vulcan Way | (604) 278-7764 | 0 | no concerns |
| 109 RJ Motor-tech Auto Services | letter/discuss | Johnny De La Torre | Owner | 140-12440 Vulcan Way | (604) 273-5858 | 0 | no concerns |
| 110 Tristar Collision | letter/discuss | Joe Chan | Owner & Manager | 160-12440 Vulcan Way | (604) 821-1133 | 0 | no concerns |
| 111 Stoberg Engineering | letter/discuss | John Ingram | President, manager of | 12591 Vulcan Way | (604) 273-1915 | 5 | concerned about garbage at night |
| 112 Studio 200 Entertainment Inc | letter/discuss | simone Tsuring | art director | 201 - 12611 Vulcan Way | (604) 270-8698 | 0 | they want Access Pass |
| 113 Belo's Seafood Direct Ltd | letter | | | 100 - 12611 Vulcan Way | (604) 278-5154 | 0 | door locked, can't get in |
| 114 Prosperaoffice | letter/discuss | lindsay westorby | client services | 100 - 12511 Vulcan Way | 604-247-2487 | 0 | door locked. |
| 115 Garden Stone | letter | Bob naymie | President | 12211 Vulcan Way | 604-278-0140 | 3 | Manager not in, no concerns |
| 116 DMK Stone | letter/discuss | Kenny Kuo/David Lee | Manager/ Boss | 12191 Vulcan Way | (604) 278-9557 | 5 | Manager busy, no concerns |
| 117 S&T Stereo Printers/Vulcan Pacific | letter | Ran An | Supervisor | 12151 Vulcan Way | 604-273-1172/276 8393 | 0 | Manager not in, no concerns |
| 118 TD Travel Direct Inc | letter/discuss | no info | | 12151 Vulcan Way | 604-276-8393 | 0 | No one here |
| 119 R. Wales and Son | letter/discuss | Jim Bregani | Sales Manager | 12131 Vulcan Way | 604-273-8608 | 0 | no concerns |
| 120 Custom Ornamental Iron Works | letter | Manfred Henschel | President | 12020 Vulcan Way | 604-273-7940 | 0 | pass into to manager |
| 121 H&M Kitchen | letter/discuss | Wilson Zhao | Director | 12100 Vulcan Way | (604) 278-8033 | 0 | no concerns |
| 122 Espressoec | letter | Don Fabubert | Manager | 12120 Vulcan Way | (604) 244-7989 | 0 | no concerns |
| 123 Coneltec Investigations Ltd. | letter/discuss | James Sharp, P.Eng. | Regional Manager | 12140 Vulcan Way | (604) 273-4311 | 0 | Garbage Concern |
| 124 Seagate Fisheries Ltd. | letter/discuss | Alice Tse | Manager | 12180 Vulcan Way | 604-278-8684 | 0 | no concerns |
| 125 Arctic Stone | letter/discuss | Kenny Lam | Manager | 12240 Vulcan Way | (604) 276-8481 | 0 | no concerns |
| 126 Automind Collision | letter/discuss | Dave Diep | Manager | 12260 Vulcan Way | (604) 244-0092 | 0 | Manager not in |
| 127 P.N.J Metals Inc. | letter/discuss | no name showed on card | | 12060 Vulcan Way | (604) 244-7626 | 0 | He is unhappy and don't want have access pass |
| 128 Green Light/Clinic Tile/ Brothers Pop | letter/discuss | Tina Chun | Manager | Unit1 13331 Vulcan Way | (604) 207-1126 | 75 | no concerns |
| 129 BEPC Apparel Ltd | letter/discuss | Dennis K.Y. NG | President | Unit8 13331 Vulcan Way | (604)603-9790 | 4 | no concerns |
| 130 Windownworks | letter/discuss | Terry Jorgensen | President | Unit10 13331 Vulcan Way | (604)231-1433 | 3 | no concerns |
| 131 EZZA Distribution Inc | letter/discuss | Jeff Duley | Western Regional Manager | Unit10 13331 Vulcan Way | 1-888-850-8838 | 3 | no concerns |
| 132 Seas Fish Co., Ltd | letter/discuss | ted kim | Vice President | 12411 Vulcan Way | 604-233-2932 | 15 | no concerns |
| | | | | Vulcan Way need Access Pass would be | | 546 | |
| | | | | Tollif Access Pass would be | | 1086 | |
| 1 New Horizon Scientific | letter/discuss | Gordon Burrowes | Accountant | 2351 Vauxhall Place | (604) 821-1455 | | MOVED |
| 2 Westrade Distributors | letter/discuss | David Boram | | 2351 Vauxhall Place | 604-270-8737 | | MOVED |
| 3 Health Lane Nutrition Inc | letter/discuss | Roy Fan | Account Executive | 2531 Vauxhall Place | | | no one there |
| 4 Mediasonic Enterprises Inc. | letter/discuss | | | 200 - 2268 No. 5 Road | 604-271-1398 | | no concerns |
| 5 Lovia Leung Dancers | letter | | | 140 - 2268 No. 5 Road | | | no one is here |



Public Hearing Notification Area

PLN - 155

Original Date: 03/07/12

Revision Date:

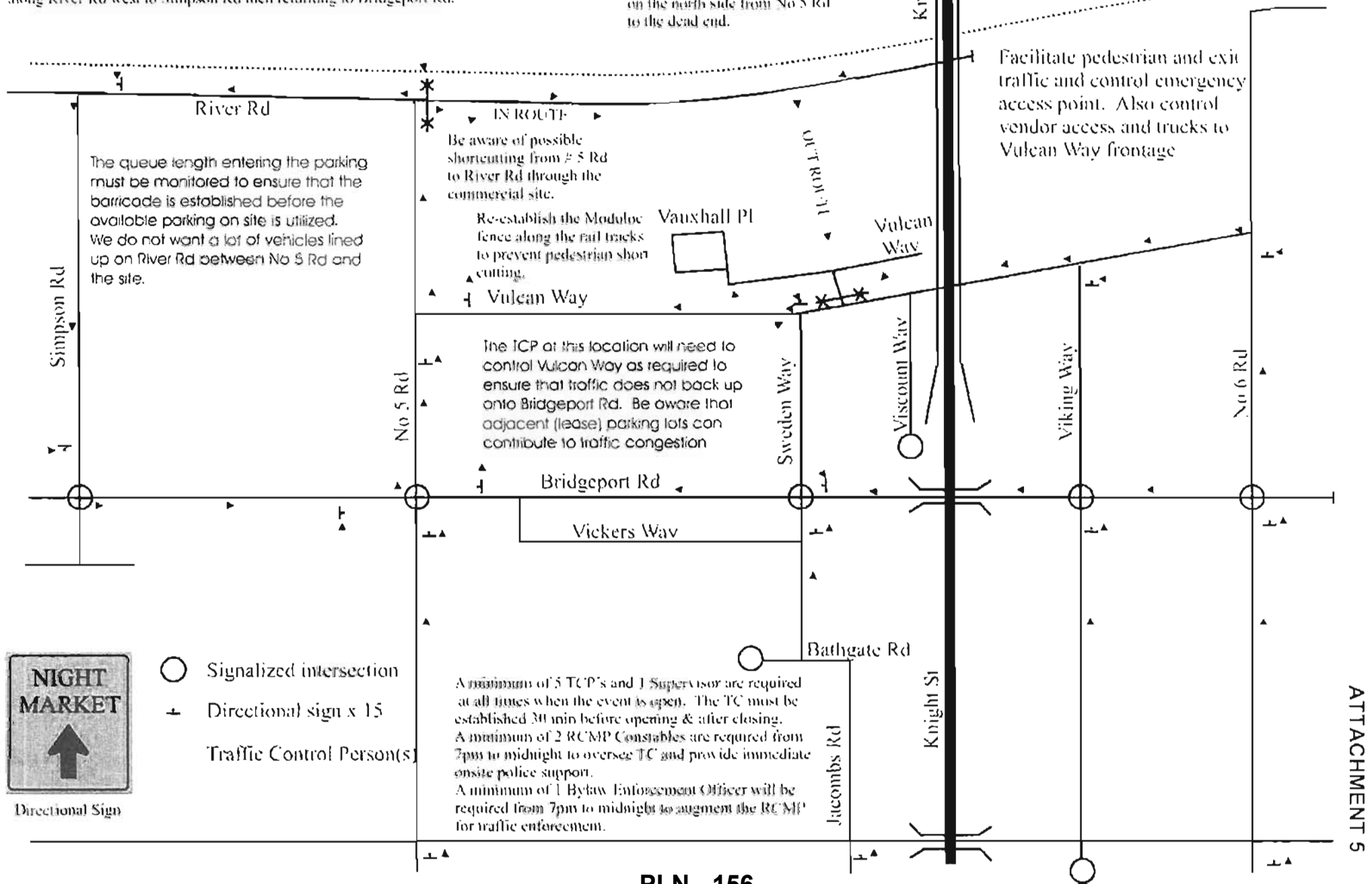
Note: Dimensions are in METRES

Schedule D

Once the parking lot on site is full the traffic will be re-routed along River Rd west to Simpson Rd then returning to Bridgeport Rd.

Confirm signage is in place:
NSAT south side and NS.
6pm-12am Midnight.
Fri, Sat, Sun and Stat Holidays
on the north side from No 5 Rd
to the dead end.

No traffic permitted past the
entrance to the night market
entrance.





No. TU 12-600784

To the Holder: PAUL CHEUNG (LIONS COMMUNICATIONS INC.)
KO MING CHONG
3547 HOLDINGS LTD., INC. NO. 49426

Property Address: 12631 Vulcan Way

Address: Lions Communications Inc.
C/O Paul Cheung
120 – 3851 Shell Road, Building D
Richmond, B.C. V6X 2W2

1. This Temporary Commercial Use Permit is issued subject to compliance with all of the Bylaws of the City applicable thereto, except as specifically varied or supplemented by this Permit.
2. This Temporary Commercial Use Permit is issued subject to compliance with all the items outlined on the attached Schedule "A" to this permit.
3. Should the Holder fail to adhere and comply with all the terms and conditions outlined in Schedule "A", the Temporary Commercial Use Permit Shall be void and no longer considered valid for the subject site.
4. This Temporary Commercial Use Permit applies to and only to those lands shown cross-hatched on the attached Schedule "B" to this permit.
5. The subject property may be used for the following temporary commercial uses:

A night market event on the following dates:

- May 11, 2012 to September 16, 2012 inclusive (as outlined in the attached Schedule "C" to this permit).
- May 10, 2013 to September 8, 2013 inclusive (as outlined in the attached Schedule "C" to this permit).
- May 9, 2014 to September 14, 2014 inclusive (as outlined in the attached Schedule "C" to this permit).

The night market event dates and hours of operation shall be in accordance with the attached Schedule "C" to this permit.

The night market event shall be in accordance with the site plan as outlined in Schedule "D" to this permit.

To the Holder: PAUL CHEUNG (LIONS COMMUNICATIONS INC.)
KO MING CHONG
3547 HOLDINGS LTD., INC. NO. 49426

Property Address: 12631 Vulcan Way

Address: Lions Communications Inc.
C/O Paul Cheung
120 – 3851 Shell Road, Building D
Richmond, B.C. V6X 2W2

6. Any temporary buildings, structures and signs shall be demolished or removed and the site and adjacent roads shall be maintained and restored to a condition satisfactory to the City of Richmond, upon the expiration of this permit or cessation of the use, whichever is sooner.
7. As a condition of the issuance of this Permit, Council is holding the security set out below to ensure that development is carried out in accordance with the terms and conditions of this Permit. Should any interest be earned upon the security, it shall accrue to the Holder if the security is returned. The condition of the posting of the security is that should the Holder fail to carry out the development hereby authorized, according to the terms and conditions of this Permit within the time provided, the City may use the security to carry out the work by its servants, agents or contractors, and any surplus shall be paid over to the Holder, or should the Holder carry out the temporary commercial use permitted by this permit within the time set out herein and comply with all the undertakings given in Schedule "A" attached hereto, the security shall be returned to the Holder.
 - A cash security (or acceptable letter of credit) in the amount of \$127,000 must be submitted prior to April 16, 2012 for the purposes of operating an evening market event during the specified dates set out in Schedule "C" in 2012.
 - A cash security (or acceptable letter of credit) in the amount of \$128,000 must be submitted prior to April 12, 2013 for the purposes of operating an evening market event during the specified dates set out in Schedule "C" in 2013.
 - A cash security (or acceptable letter of credit) in the amount of \$130,000 must be submitted prior to April 11, 2014 for the purposes of operating an evening market event during the specified dates set out in Schedule "C" in 2014.
8. Should the Holder fail to provide the cash security by the dates specified in this permit, the Temporary Commercial Use Permit shall be void and no longer considered valid for the subject site.
9. The land described herein shall be developed generally in accordance with the terms and conditions and provisions of this Permit and any plans and specifications attached to this Permit which shall form a part hereof.

To the Holder: PAUL CHEUNG (LIONS COMMUNICATIONS INC.)
KO MING CHONG
3547 HOLDINGS LTD., INC. NO. 49426

Property Address: 12631 Vulcan Way

Address: Lions Communications Inc.
C/O Paul Cheung
120 – 3851 Shell Road, Building D
Richmond, B.C. V6X 2W2

10. Monies outstanding and owed by the Holder to the City of Richmond for costs associated with the evening market event must be paid in full by the following dates:

- All monies outstanding from the 2012 event must be paid in full prior to April 12, 2013.
- All monies outstanding from the 2013 event must be paid in full prior to April 11, 2014.
- All monies outstanding from the 2014 event must be paid in full within 30 days of the date of the City of Richmond's final invoice for costs for the 2014 event.

Should the Holder fail to provide any outstanding monies by the date specified in this permit, the Temporary Commercial Use Permit shall be void and no longer considered valid for the subject site.

11. This Temporary Commercial Use Permit is valid for the dates specified in Schedule "C" for 2012, 2013 and 2014 only.

This Permit is not a Building Permit.

AUTHORIZING RESOLUTION NO. _____ ISSUED BY THE COUNCIL THE
DAY OF _____

DELIVERED THIS _____ DAY OF _____

MAYOR

CORPORATE OFFICER

Schedule “A”

In consideration of the City of Richmond issuing a Temporary Commercial Use Permit (TCUP) for the purposes of operating a evening market event for 2012, 2013 and 2014 on the subject site, the event organizer (Lions Communications Inc. c/o Paul Cheung) acknowledges and agrees to the following terms and conditions:

Traffic Management Plan (TMP)

- Traffic control and operations during the event is to be in accordance with the TMP approved by the City's Transportation Division.
- Operation of the TMP is to be undertaken by a professional Traffic Control Company with the appropriate trained and certified staff. Costs associated with operations and running of the TMP is the responsibility of the event organizer.
- The TMP is to be monitored by the City's Transportation Division in consultation with on-site RCMP and Community Bylaws staff and is subject to revision and changes (i.e., alteration of the plan; additional Traffic Control staff) should the need arise.
- Posting of signage and erection of barricades and road markings will be undertaken based on the TMP and is to be at the cost of the event organizer.

Off-Street Parking

- 1,000 total off-street parking stalls required for the evening market event.
- A minimum of 250 off-street parking stalls (of the 1,000 total stalls required) are required to be allocated for vendor and event employee staff parking.

City of Richmond and RCMP Staffing

- A minimum of 2 RCMP members must be in attendance for each night the event is being held during the hours of operation for the purposes of providing a police presence and overseeing the TMP and general event operations (Note: Implementation and operation of the TMP is required to be undertaken by a professional traffic control company with appropriate trained and certified staff).
- Six (6) hours of dedicated patrol by Community Bylaw Enforcement Officers is required for each day the event is in operation with scheduling of staff hours at the sole discretion of Community Bylaws.
- Periodic attendance by Transportation Division and City staff to monitor and oversee the operations of the event and TMP.
- All costs for RCMP members and City staffing at the applicable rates is the responsibility of the event organizers.

Required Permits/Licenses from the City of Richmond and Stakeholders

- Building Permits and on-site servicing permits.
- Business Licenses for all commercial/food vendors to operate at the night market event (including the event operator).
- Vancouver Coastal Health (VCH) permits and licenses for the overall food court area and all food and beverage vendors to operate at the night market event, including inspection approval by VCH staff.

Richmond Fire Rescue (RFR) Requirements

- Implementation of the emergency response route/drive-aisle through the subject site for emergency service vehicle access to the event market area and overall site. This response route is required to remain clear and unimpeded at all times.
- Submission and approval of a Fire Safety Plan by Richmond Fire Rescue for the evening market event.

Evening Market Site Plan

- Implementation of the event in accordance to the night market site plan as shown in the TCUP report and attached as **Schedule "D"** to the TCUP, including:
 - Parking stalls, drive-aisles, emergency access routes are to be implemented as noted on the site plan.
 - Fencing is required to be installed and maintained as noted on the site plan.
 - No evening market event activities are permitted to occur within the existing warehouse building and that the appropriate fencing be installed to restrict access.

Evening Market Operations

- The event organizer is required to provide dedicated event security, parking lot patrollers, event liaison staff and certified first aid staff.
- The event organizer is responsible for providing adequate means of communication amongst event staffing, security, first aid, traffic control personnel, RCMP members and Community Bylaw Officers.
- Clean up and litter removal before, during and after the evening market event each night of operation. Clean-up and litter removal is to be conducted by the event organizer's staff and is to include the subject property as well as surrounding areas impacted by the evening market event.

Evening Market Event Cancellation Procedure

- In the event of an evening market event closure on any identified operational day, event organizers are responsible for notifying appropriate City staff and RCMP members a minimum of 24 hours prior to the start of the event. Should event cancellation notification be within the 24 hour time period, staffing costs will be incurred based on minimum call out times.
- The event organizer is responsible for notifying all vendors of any event cancellation.

Security Bond Requirements

- The event organizer is required to submit an operational security bond to the City in accordance with the terms and conditions identified in the TCUP.
- The operation security bond is required to cover City costs and expenses as a result of the night market event.
- The event organizer is required to pay for additional City costs, in the event that costs exceed the amount submitted in the operational security bond.

General Provisions

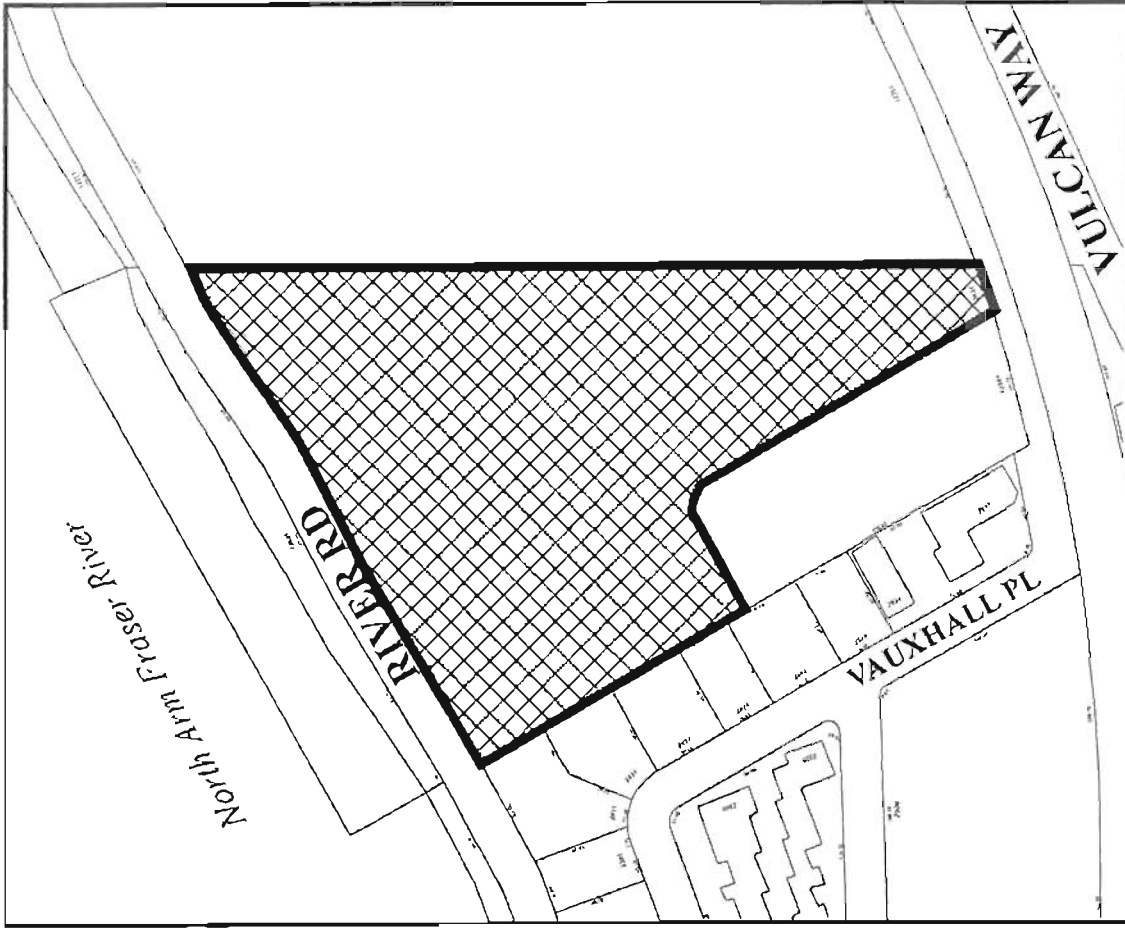
- At the conclusion of each event operation day, any road modifications (temporary signage, barriers, cones) associated with the TMP must be removed and original road conditions restored to the satisfaction of the Transportation Division staff.
- Upon expiration of this permit or cessation of the permitted use, whichever is sooner, the following shall be completed:
 - The property described in **Schedule “B”** shall be restored to its original condition.
 - Adjacent roads shall be maintained and restored to a condition satisfactory to the City of Richmond.

Undertaking

- In consideration of the City of Richmond issuing the Temporary Commercial Use Permit, we the undersigned hereby agree to demolish or remove any temporary buildings, structures and signs; to restore the land described in **Schedule “B”**; and to maintain and restore adjacent roads, to a condition satisfactory to the City of Richmond upon the expiration of this Permit or cessation of the permitted use, whichever is sooner.

Lions Communications Inc.
by its authorized signatory

Paul Cheung
Lions Communications Inc.

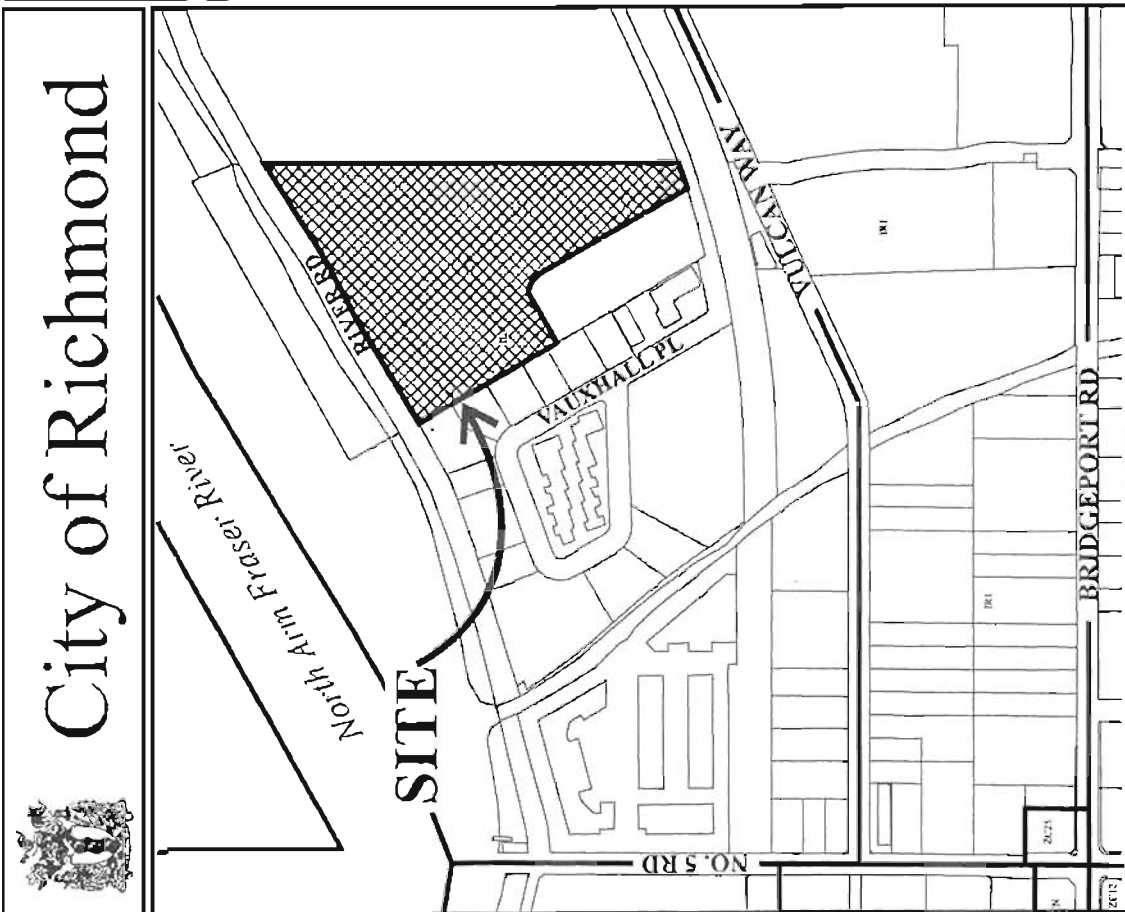


Original Date: 03/05/12

Revision Date:

Note: Dimensions are in METRES

TU 12-600784



Schedule "C"

Evening Market Event Schedule of Dates for 2012 – 12631 Vulcan Way

| Month | Day | Event Hours | Month | Day | Event Hours |
|---|-----|-------------|---------------------|----------|-------------|
| May (10 Days) | 11 | 7pm-12am | June (14 Days) | 1 | 7pm-12am |
| | 12 | 7pm-12am | | 2 | 7pm-12am |
| | 13 | 7pm-11pm | | 3 | 7pm-11pm |
| | 18 | 7pm-12am | | 8 | 7pm-12am |
| | 19 | 7pm-12am | | 9 | 7pm-12am |
| | 20 | 7pm-12am | | 10 | 7pm-11pm |
| | 21 | 7pm-11pm | | 15 | 7pm-12am |
| | 25 | 7pm-12am | | 16 | 7pm-12am |
| | 26 | 7pm-12am | | 17 | 7pm-11pm |
| | 27 | 7pm-11pm | | 22 | 7pm-12am |
| | | 23 | | 7pm-12am | |
| | | 24 | | 7pm-11pm | |
| | | 29 | | 7pm-12am | |
| | | 30 | | 7pm-12am | |
| July (13 Days) | 1 | 7pm-11pm | August (14 Days) | 3 | 7pm-12am |
| | 6 | 7pm-12am | | 4 | 7pm-12am |
| | 7 | 7pm-12am | | 5 | 7pm-12am |
| | 8 | 7pm-11pm | | 6 | 7pm-11pm |
| | 13 | 7pm-12am | | 10 | 7pm-12am |
| | 14 | 7pm-12am | | 11 | 7pm-12am |
| | 15 | 7pm-11pm | | 12 | 7pm-11pm |
| | 20 | 7pm-12am | | 17 | 7pm-12am |
| | 21 | 7pm-12am | | 18 | 7pm-12am |
| | 22 | 7pm-11pm | | 19 | 7pm-11pm |
| | 27 | 7pm-12am | | 24 | 7pm-12am |
| | 28 | 7pm-12am | | 25 | 7pm-12am |
| | 29 | 7pm-11pm | | 26 | 7pm-11pm |
| September (9 days) | 1 | 7pm-12am | | | 31 |
| | 2 | 7pm-12am | | | |
| | 3 | 7pm-11pm | | | |
| | 7 | 7pm-12am | | | |
| | 8 | 7pm-12am | | | |
| | 9 | 7pm-11pm | | | |
| | 14 | 7pm-12am | | | |
| | 15 | 7pm-12am | | | |
| | 16 | 7pm-11pm | | | |
| | | | | | |
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| | | | | | |
| | | | | | |
| Total Number of Event Operation Days - 60 | | | | | |

Evening Market Event Schedule of Dates for 2013 – 12631 Vulcan Way

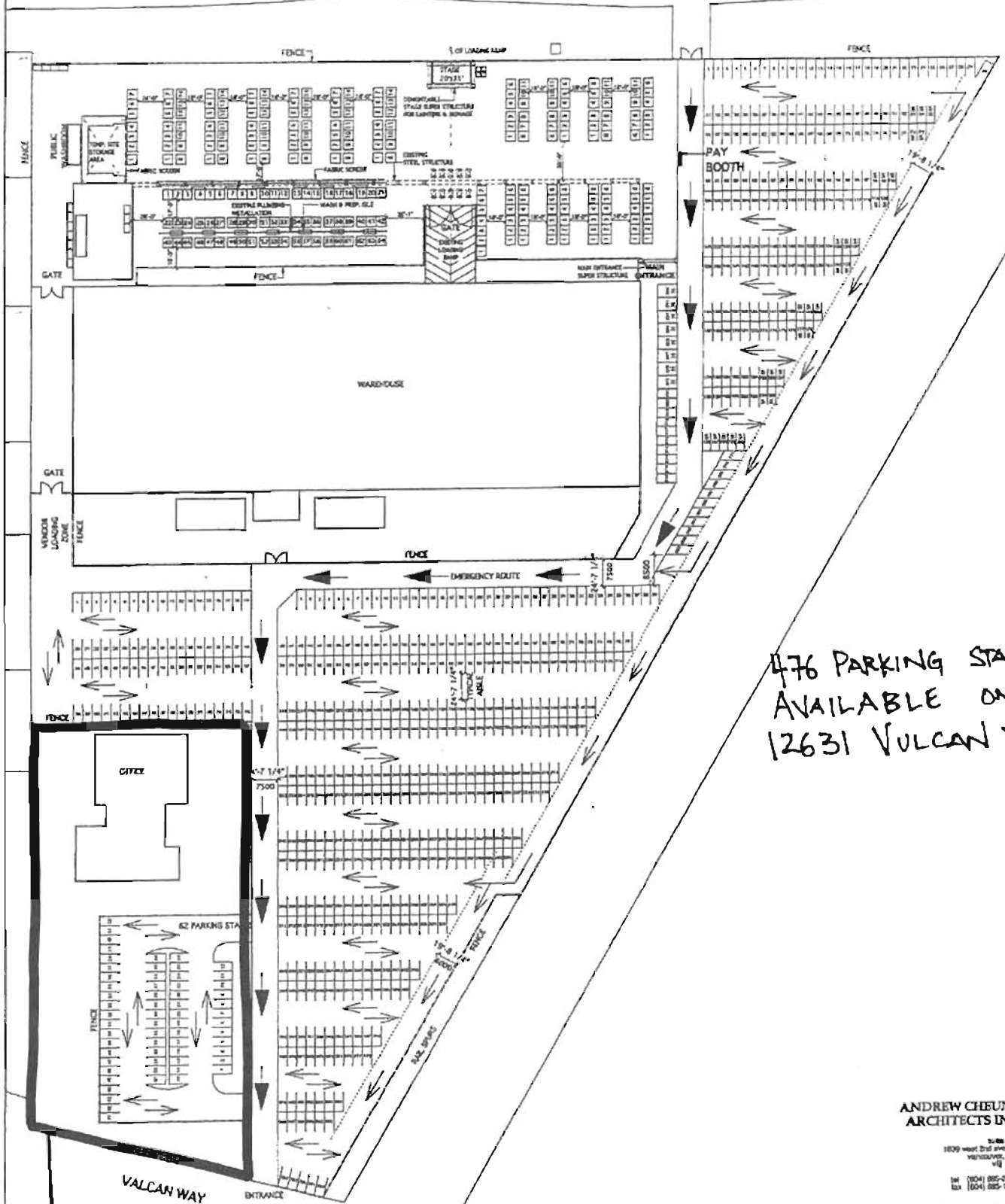
| Month | Day | Event Hours | Month | Day | Event Hours |
|---|-----|-------------|---------------------|-----|-------------|
| May (11 Days) | 10 | 7pm-12am | June (14 Days) | 1 | 7pm-12am |
| | 11 | 7pm-12am | | 2 | 7pm-11pm |
| | 12 | 7pm-11pm | | 7 | 7pm-12am |
| | 17 | 7pm-12am | | 8 | 7pm-12am |
| | 18 | 7pm-12am | | 9 | 7pm-11pm |
| | 19 | 7pm-12am | | 14 | 7pm-12am |
| | 20 | 7pm-11pm | | 15 | 7pm-12am |
| | 24 | 7pm-12am | | 16 | 7pm-11pm |
| | 25 | 7pm-12am | | 21 | 7pm-12am |
| | 26 | 7pm-11pm | | 22 | 7pm-12am |
| | 31 | 7pm-12am | | 23 | 7pm-11pm |
| July (13 Days) | | | | 28 | 7pm-12am |
| | | | | 29 | 7pm-12am |
| | | | | 30 | 7pm-12am |
| | | | | 31 | 7pm-12am |
| | 1 | 7pm-11pm | August (15 Days) | 2 | 7pm-12am |
| | 5 | 7pm-12am | | 3 | 7pm-12am |
| | 6 | 7pm-12am | | 4 | 7pm-12am |
| | 7 | 7pm-11pm | | 5 | 7pm-11pm |
| | 12 | 7pm-12am | | 9 | 7pm-12am |
| | 13 | 7pm-12am | | 10 | 7pm-12am |
| | 14 | 7pm-11pm | | 11 | 7pm-11pm |
| | 19 | 7pm-12am | | 16 | 7pm-12am |
| | 20 | 7pm-12am | | 17 | 7pm-12am |
| | 21 | 7pm-11pm | | 18 | 7pm-11pm |
| | 26 | 7pm-12am | | 23 | 7pm-12am |
| | 27 | 7pm-12am | | 24 | 7pm-12am |
| | 28 | 7pm-11pm | | 25 | 7pm-11pm |
| September (5 days) | | | | 30 | 7pm-12am |
| | 1 | 7pm-12am | | 31 | 7pm-12am |
| | 2 | 7pm-11pm | | | |
| | 6 | 7pm-12am | | | |
| | 7 | 7pm-12am | | | |
| | 8 | 7pm-11pm | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| Total Number of Event Operation Days - 58 | | | | | |

Evening Market Event Schedule of Dates for 2014 – 12631 Vulcan Way

| Month | Day | Event Hours | Month | Day | Event Hours |
|---|-----|-------------|---------------------|----------|-------------|
| May (12 Days) | 9 | 7pm-12am | June (13 Days) | 1 | 7pm-11pm |
| | 10 | 7pm-12am | | 6 | 7pm-12am |
| | 11 | 7pm-11pm | | 7 | 7pm-12am |
| | 16 | 7pm-12am | | 8 | 7pm-11pm |
| | 17 | 7pm-12am | | 13 | 7pm-12am |
| | 18 | 7pm-12am | | 14 | 7pm-12am |
| | 19 | 7pm-11pm | | 15 | 7pm-11pm |
| | 23 | 7pm-12am | | 20 | 7pm-12am |
| | 24 | 7pm-12am | | 21 | 7pm-12am |
| | 25 | 7pm-11pm | | 22 | 7pm-11pm |
| | 30 | 7pm-12am | | 27 | 7pm-12am |
| | 31 | 7pm-12am | | 28 | 7pm-12am |
| | | 29 | | 7pm-11pm | |
| | | | | | |
| July (12 Days) | 4 | 7pm-12am | August (16 Days) | 1 | 7pm-12am |
| | 5 | 7pm-12am | | 2 | 7pm-12am |
| | 6 | 7pm-11pm | | 3 | 7pm-12am |
| | 11 | 7pm-12am | | 4 | 7pm-11pm |
| | 12 | 7pm-12am | | 8 | 7pm-12am |
| | 13 | 7pm-11pm | | 9 | 7pm-12am |
| | 18 | 7pm-12am | | 10 | 7pm-11pm |
| | 19 | 7pm-12am | | 15 | 7pm-12am |
| | 20 | 7pm-11pm | | 16 | 7pm-12am |
| | 25 | 7pm-12am | | 17 | 7pm-11pm |
| | 26 | 7pm-12am | | 22 | 7pm-12am |
| | 27 | 7pm-11pm | | 23 | 7pm-12am |
| | | 24 | | 7pm-11pm | |
| | | 29 | | 7pm-12am | |
| | | 30 | | 7pm-12am | |
| | | 31 | | 7pm-12am | |
| | | | | | |
| September (7 days) | 1 | 7pm-11pm | | | |
| | 5 | 7pm-12am | | | |
| | 6 | 7pm-12am | | | |
| | 7 | 7pm-11pm | | | |
| | 12 | 7pm-12am | | | |
| | 13 | 7pm-12am | | | |
| | 14 | 7pm-11pm | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| Total Number of Event Operation Days - 60 | | | | | |

SCHEDULE D

RIVER ROAD



476 PARKING STALLS
AVAILABLE ON
12631 VULCAN WAY

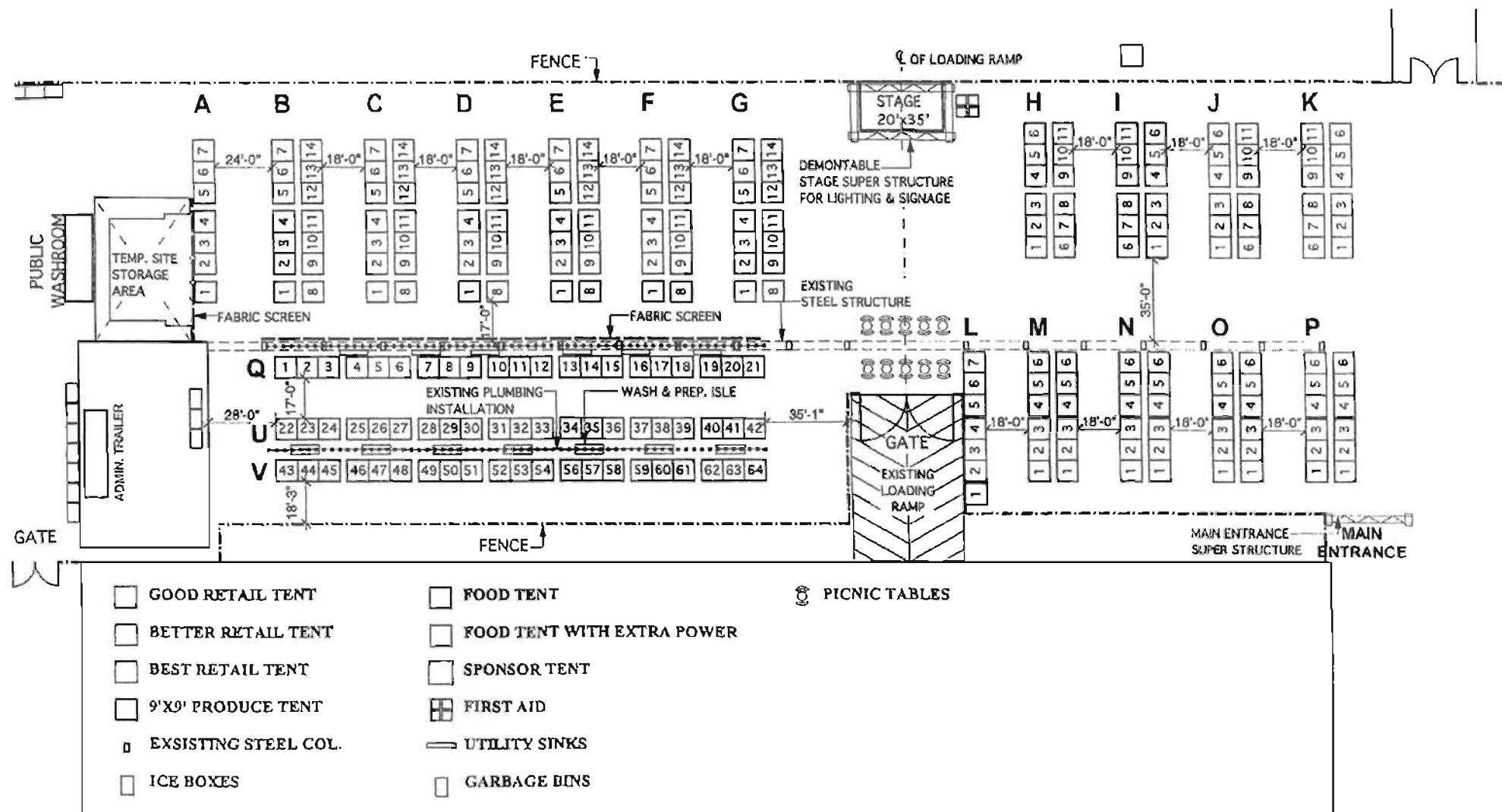
12591 VULCAN WAY

ANDREW CHEUNG
ARCHITECTS INC.

Suite 410
1800 West 2nd Avenue
Vancouver, B.C.
V6J 1N3
tel (604) 885-2088
fax (604) 885-1889

| | | | |
|-------------|-------------|--|-------------|
| PROJECT | | SUMMER NIGHT MARKET, RICHMOND, B.C. | |
| DATE | | PARKING PLAN | |
| DESIGNED BY | DATE | DESIGNED BY | DATE |
| PROJECT NO. | PROJECT NO. | PROJECT NO. | PROJECT NO. |
| PROJECT NO. | PROJECT NO. | PROJECT NO. | PROJECT NO. |

PLN - 167



SUMMER NIGHT MARKET RICHMOND B.C. 2012 BOOTH LAYOUT



Public Works & Transportation Committee

Anderson Room, City Hall
6911 No. 3 Road

Wednesday, March 21, 2012
4:00 p.m.

Pg. # ITEM

MINUTES

PWT-3 *Motion to adopt the minutes of the meeting of the Public Works & Transportation Committee held on Wednesday, February 22, 2012.*



NEXT COMMITTEE MEETING DATE

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

ENGINEERING AND PUBLIC WORKS DEPARTMENT

1. **BC STEWARDSHIP REGULATION RELATING TO PACKAGING AND PRINTED PAPER**
(File Ref. No. 10-6370-00) (REDMS No. 3486556)

PWT-11

See Page **PWT-11** for full report

Designated Speaker: Suzanne Bycraft

STAFF RECOMMENDATION

That the staff report dated March 2, 2012 regarding BC Stewardship Regulation Relating to Packaging and Printed Paper, be received for information.



2. **FLOOD PLAIN DESIGNATION AND PROTECTION BYLAW 8204, AMENDMENT BYLAW 8876**

(File Ref. No. 10-6060-04-01) (REDMS No. 3477400)

PWT-17

See Page **PWT-17** for full report

Designated Speakers: Lloyd Bie and Wayne Craig

STAFF RECOMMENDATION

That Flood Plain Designation and Protection Bylaw 8204, Amendment Bylaw 8876 be introduced and given first, second and third reading.

☐

3. **RESIDENTIAL WATER METER PROGRAM UPDATE**

(File Ref. No. 10-6650-02) (REDMS No. 3486556)

PWT-21

See Page **PWT-21** for full report

Designated Speakers: Lloyd Bie & Jason Ho

STAFF RECOMMENDATION

That the options for alternate water utility rate structures that enhance water conservation and equity be brought forward for consideration in 2012 prior to the annual utility rates report.

☐

4. **MANAGER'S REPORT**

ADJOURNMENT

☐



Public Works & Transportation Committee

Date: Wednesday, February 22, 2012
Place: Anderson Room
Richmond City Hall
Present: Councillor Linda Barnes, Chair
Councillor Chak Au, Vice-Chair
Councillor Linda McPhail
Councillor Harold Steves
Absent: 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 Public Works & Transportation Committee held on Wednesday, January 18, 2012, be adopted as circulated.

CARRIED

NEXT COMMITTEE MEETING DATE

Wednesday, March 21, 2012 (tentative date) at 4:00 p.m. in the Anderson Room

ENGINEERING AND PUBLIC WORKS DEPARTMENT

1. **NO. 1 ROAD NORTH DRAINAGE PUMP STATION UPGRADE**
(File Ref. No. 10-6340-20-P.11314) (REDMS No. 3469687)

Public Works & Transportation Committee

Wednesday, February 22, 2012

With the aid of artist renderings, John Irving, Director, Engineering, accompanied by Milton Chan, Senior Project Engineer, reviewed the proposed pump station upgrade. Mr. Irving highlighted that the proposed pump station layout has been designed to keep as low a profile as possible in an effort to preserve view corridors. He commented on the various finishes and materials that may be used to enhance the proposed pump station. Also, Mr. Irving noted that the proposed pump station maintenance access would be appealing and complimentary to the existing trail system.

In reply to queries from Committee, Mr. Irving and Mr. Chan provided the following information:

- the proposed pump functions at a higher efficiency and can pump higher volumes than the existing pump;
- staff are working with a landscape architect in an effort to minimize impact to the Fraser River; and
- the proposed pump station is significantly larger than the Williams Road pump station, however pump stations generally appear similar.

Discussion ensued regarding the potential to install wayfaring signage and Mr. Irving advised that interpretive signage could be accommodated.

It was moved and seconded

That the design concept for the No.1 Road North Drainage Pump Station Upgrade be endorsed.

CARRIED

2. **TOILET REBATE PROGRAM**

(File Ref. No. 10-6650-02) (REDMS No. 3459822)

It was moved and seconded

That \$100,000 be allocated from the water levy stabilization provision to increase total 2012 Toilet Rebate Program funding to \$200,000.

CARRIED

3. **SUSTAINABLE GREEN FLEET POLICY 2020**

(File Ref. No. 10-6000-01) (REDMS No. 3358139)

Suzanne Bycraft, Manager, Fleet & Environmental Programs, reviewed the financial aspect of the proposed policy amendment, noting that a funding gap was identified in the vehicle/equipment reserve. Staff are proposing several amendments to the Green Fleet Policy 2020 in an effort to minimize the financial impact to budgets, while simultaneously stabilizing the reserve.

Ms. Bycraft spoke of how vehicle usage is charged, noting that revenue from vehicles vary based on usage. The proposed policy amendment would allow that any revenue generated as a result of additional use of a vehicle, be populated back to the reserve fund to help offset the cost of that vehicle.

Public Works & Transportation Committee

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In reply to a query from the Committee, Ms. Bycraft advised that in accordance with the City's current Green Fleet Policy 2020, staff can review alternative acquisition strategies, such as leasing, for vehicles and equipment where it provides best value.

It was moved and seconded

That Green Fleet Policy 2020 be re-named "Sustainable Green Fleet Policy 2020" and that the policy be amended by replacing the text of the current policy with the text set out in Attachment 4 of the report dated February 7, 2012 from the Director, Public Works Operations.

CARRIED

4. **PUBLIC SPACES RECYCLING PILOT PROGRAM – RESULTS**

(File Ref. No. 10-6370-01) (REDMS No. 3459612)

Ms. Bycraft highlighted that this project provided Richmond with the opportunity to host the first pilot public space recycling program in British Columbia.

In reply to queries from Committee, Ms. Bycraft advised that (i) scavenging remains an ongoing challenge as it often creates a mess, requiring additional time to tidy the area, and damages receptacles; and (ii) many receptacles have openings that can accommodate an arm reaching inside to remove something without damaging the structure.

Ms. Bycraft commented on the future of the public spaces recycling program and advised that staff are fine-tuning modifications to the containers and the instructional/promotional signage in an effort to maximize the program's overall effectiveness. Also, she noted that a full scale implementation of a public spaces recycling program, including both indoor and outdoor environments would have a significant financial impact, therefore a gradual implementation of the program is preferred.

Ms. Bycraft spoke of the development of a more formal recycling program for events such as easier check-in and check-out processes for event organizers. Also, she commented on creating visual consistency of the containers, so that the containers the City lends out for events are similar in appearance to those already in the public realm.

In reply to a query from Committee, Robert Gonzalez, General Manager, Engineering and Public Works, advised that an update on the public spaces recycling program would be incorporated in the annual recycling initiatives update.

Discussion ensued regarding staff implications of the program and Ms. Bycraft advised that it is difficult to determine whether additional staff resources would be required as the program grows. Also, in reply to a query from Committee, Ms. Bycraft advised that findings of the program are shared with other municipalities at the Metro Vancouver Board.

Public Works & Transportation Committee

Wednesday, February 22, 2012

Bruce Rozenhart, Richmond resident, advised that John Challinor, Director of Corporate Affairs, Nestlé Waters Canada, sends his regrets, as he could not attend the meeting. Mr. Rozenhart highlighted that this is the first pilot public space recycling program in British Columbia and he believes it attests to Richmond's commitment to the environment. He commented on Encorp Pacific Canada's future role in the program and noted that there is lots of interest in the program.

Loren Slye, Chair of the Steveston 20/20 Group (formerly the Steveston Group of 8), spoke in favour of the staff report and congratulated Nestlé Waters Canada for their generosity. In reply to a query from the Chair, Mr. Slye remarked that the pilot program was well received by the community and by merchants in Steveston.

It was moved and seconded

- (1) *That the pilot program model be used to further develop and expand public spaces recycling in a graduated manner to City facilities, at City events, and to other City properties, including streetscapes, open spaces and parks; and*
- (2) *That Nestlé Waters Canada be thanked for their sponsorship of the program and for the donation of the recycling containers to the City of Richmond.*

CARRIED

5. **4252Q – AWARD OF CONTRACT FOR BATTERY-POWERED ICE RESURFACERS**

(File Ref. No. 10-6000-01) (REDMS No. 3442708)

Ms. Bycraft spoke of the City's current practice for ice resurfacing, noting that one resurfacer is utilized for two sheets of ice and three resurfacers are utilized for six sheets of ice. She highlighted that the City has been very efficient with its equipment and noted that this arrangement is unusual as typically each sheet of ice has its own designated resurfacer.

In reply to queries from Committee, staff advised that the proposed new ice resurfacers would likely not require significant staff training. Also, it was noted that the Richmond Arenas Community Association did not participate in the facilitation of the proposed new ice resurfacers, however an interdepartmental staff team consisting of arena and fleet operations staff were actively involved throughout the entire process.

It was moved and seconded

- (1) *That Contract 4252Q, for the Supply and Delivery of Five Battery-Powered Ice Resurfacers, be awarded to Vimar Equipment Ltd. at a total cost of \$453,430.00, plus applicable taxes and levies; and*

Public Works & Transportation Committee

Wednesday, February 22, 2012

- (2) *That the additional required funding of \$288,738.50 be approved with funding from the Public Works Equipment Reserve and that the 2012 Capital Budget and the 5-Year Financial Plan (2012-2016) be adjusted accordingly.*

CARRIED

6A. OTHER ITEMS

(i) *Long-Term Steveston Harbour Plan*

In reply to a query from the Chair, Mr. Gonzalez provided an update on the long-term Steveston Harbour Plan, stating that staff have been actively meeting with the Steveston Harbour Authority and will be able to provide Council with an update in the upcoming months. Also, he stated that staff would be recommending some strategies to expedite the processes.

(ii) *Memorandum of Understanding with the Steveston Harbour Authority*

Mr. Gonzalez advised that a draft memorandum of understanding has been forwarded to the Steveston Harbour Authority and staff anticipate reporting on this matter in conjunction with the Long-Term Steveston Harbour Plan.

Discussion ensued regarding the pay-parking on Steveston Harbour Authority lots and the Chair advised that the Authority has agreed to defer further pay-parking measures on two of their other lots until May 1, 2012. The Chair urged that staff act in a timely manner on this topic, along with the long-term Steveston Harbour Plan. Also, it was noted that event parking be included in the long-term Steveston Harbour Plan.

(iii) *Fraser Basin Council*

The Chair requested that staff provide Council with an update on the Fraser Basin Council's recent activities.

(iv) *Emergency Preparedness*

The Chair made reference to a letter from a Richmond resident regarding earthquake preparedness and insurance (copy on file, City Clerk's Office). It was noted that the letter be forwarded to the Manager of Emergency Programs to provide the author of the letter with information on emergency preparedness.

Public Works & Transportation Committee

Wednesday, February 22, 2012

6. MANAGER'S REPORT

(i) Pedestrian Safety Campaign

Victor Wei, Director, Transportation, advised that ICBC, Richmond Fire-Rescue and Richmond RCMP will be launching a pedestrian safety campaign that will target four key locations in Richmond (No. 1 Road and Blundell Road, No. 3 Road and Cambie Road, No. 3 Road and Saba Road, and Lansdowne Road and Garden City Road) in an effort to educate pedestrians on road safety.

It was noted that pedestrian safety information be forwarded to the Richmond Community Cycling Committee.

(ii) Various Correspondence

The Chair made reference to a letter from a Richmond resident regarding the safety of the intersection at No. 4 Road and Odlin Road (copy on file, City Clerk's Office). It was noted that information related to the road network of the West Cambie Area would be helpful.

The Chair made reference to a letter requesting a sidewalk that would run along Ash Street from Walter Lee Elementary School to Williams Road (copy on file, City Clerk's Office). Mr. Wei advised that although this request is a high priority, it would not be possible to complete the project in 2012 due to limited funding. However, he noted that the walkway request would be submitted for consideration as part of the 2013 capital budget process.

Discussion ensued regarding the City's protocol related to such requests and Mr. Wei advised that staff are in the process of developing an evaluation criteria to help determine priority.

(iii) BC Building Code Amendments

The Chair commented on the recent amendments to the BC Building Code and it was noted that staff report to a future Planning Committee meeting what those changes were and how they impact Richmond.

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (4:55 p.m.).

CARRIED

Public Works & Transportation Committee

Wednesday, February 22, 2012

Certified a true and correct copy of the Minutes of the meeting of the Public Works & Transportation Committee of the Council of the City of Richmond held on Wednesday, February 22, 2012.

Councillor Linda Barnes
Chair

Hanieh Berg
Committee Clerk



City of Richmond

Report to Committee

To: Public Works and Transportation Committee

Date: March 2, 2012

From: Tom Stewart, AScT.
Director, Public Works Operations

File: 10-6370-00/Vol 01




Re: BC Stewardship Regulation Relating to Packaging and Printed Paper

Staff Recommendation

That the staff report dated March 2, 2012 regarding BC Stewardship Regulation Relating to Packaging and Printed Paper, be received for information.

Tom Stewart, AScT.
Director, Public Works Operations
(604-233-3301)

Att 1

| FOR ORIGINATING DEPARTMENT USE ONLY | | |
|--|--|--------------------------------|
| CONCURRENCE OF GENERAL MANAGER  | | |
| REVIEWED BY TAG  | YES <input checked="" type="checkbox"/> | NO <input type="checkbox"/> |
| REVIEWED BY CAO  | YES <input checked="" type="checkbox"/> | NO <input type="checkbox"/> |

Staff Report

Origin

This report provides information regarding an amendment to the B.C. Environmental Management Act Recycling Regulation to include a stewardship program for Post-Consumer Packaging and Printed Paper in B.C.

Analysis

Background

On May 19, 2011, the B.C. Government amended the Recycling Regulation to include the Packaging and Printed Paper Product category (PPP) (Schedule 5). As a result of this amendment, all PPP producers must submit a stewardship plan for the management of these materials to the Ministry of Environment by November 19, 2012 and implement the recycling program by May 19, 2014. The Regulation applies to residential premises and municipal property but *not* industrial, commercial or institutional property. The Regulation requires producers to be 100% responsible for the life cycle management of their products, including collection, processing and marketing for all PPP throughout the province.

To respond to the stewardship plan and implementation requirements, the producers have established one representative agency, Multi-Materials B.C. (MMBC). MMBC is a non-profit agency, the Board of which is made up of representatives of the following groups:

- Retail Council of Canada
- Food and Consumer Products of Canada
- Canadian Federation of Independent Grocers
- Canadian Restaurant and Food Services Association
- Canadian Newspaper Association

Items Included in Packaging and Printed Paper Product Category

Packaging and printed paper is defined in the regulation as follows:

- Printed paper means “paper that is not packaging, but is printed with text or graphic as a medium for communicating information, and includes telephone directories but does not include
 - (a) other types of bound reference books,
 - (b) bound literary books, or
 - (c) bound text books.”
- Packaging is defined as “a material, substance or object that is:
 - (a) used to protect, contain or transport a commodity or product, or
 - (b) attached to a commodity or product or its container for the purpose of marketing or communicating information about the commodity or product.”

An example list of products that will be included in the new PPP program is included in **Attachment 1**. The listing is broken down into those items already included in typical municipal recycling collection programs vs. new items that will fall under the PPP program definitions. Staff note that beverage containers (except milk containers) are not included since they are already included in the deposit/refund stewardship program.

Current Status

MMBC is currently in the process of preparing the product stewardship plan for submission to the Province. The plan will require the Province's approval to ensure it meets the intent of the regulation. To assist in this process, MMBC has retained a consultant to prepare a steady state assessment (i.e. "Current System for Managing Residential Packaging and Printed Paper in British Columbia"); and an options document ("Packaging and Printed Paper Stewardship Program Design Options"). The steady state assessment document basically identifies the current collection, processing and marketing infrastructure in the province. The design options document identifies a multitude of options for managing these various aspects of the PPP regulation. While the wide variations provided made it difficult to make meaningful comparisons, the design options centre around four key possibilities:

1. MMBC creates a business branch to provide all the services;
2. MMBC contracts with others to provide the services;
3. MMBC provides financial incentives;
4. Any combination of the above options.

As part of their consultation process, the above documents were presented at a public workshop forum on February 14th held in Vancouver. Richmond staff were in attendance. Comments on these two documents were to be submitted by February 28th. In particular, municipalities were asked to confirm the information about their programs as contained in the steady state assessment. Richmond staff have provided feedback directly to MMBC on this document. In addition, on behalf of member municipalities, Metro Vancouver provided feedback principally on the PPP Design Options document. Key points highlighted included: proposed criteria for evaluating the various options; clarification of jurisdictional issues relating to collection on municipal lands; potential challenges for consideration; need for municipal autonomy in program delivery with appropriate compensation provided; and additional questions for consideration.

A copy of the steady state assessment or design options reports are available at: Stewardship Agencies of BC - <http://bcstewards.com/mmhc.htm>.

Impact to the City of Richmond

The impacts of this new regulation to local governments are not known at this time. They will become more evident once the proposed product stewardship plan, which will identify how industry intends to meet the requirements of the regulation, is provided. The impacts could range from MMBC providing all recycling collection services for PPP products, to more of a status quo arrangement, where producers offset municipal costs (or a portion thereof) for providing recycling services. How services are delivered may also vary between urban vs. rural

environments. This is all very subjective at this stage without knowing what the stewards will propose, however, staff will report to Council with more information as it becomes available.

What is known at this stage is that the regulation applies to all products currently collected in the City's blue box (single-family) and blue cart (multi-family) recycling programs, as well as to the PPP products accepted at the Recycling Depot. In addition, packaging materials currently disposed of in the garbage (meat trays and wraps, chip bags, milk cartons, etc.) will also be included, as will PPP materials in public streetscapes, parks, etc. (i.e. public spaces recycling program).

This legislation is quite different from other industry stewardship programs, which have principally focused on items not already included in municipal recycling programs. It is the first legislation of its kind that places total responsibility for PPP management on producers, and requires 100% industry funding. However, because the regulation does not apply to commercial premises, it is interesting to note that there will be some variations. For example, if an individual consumes a cup of coffee from a disposable cup inside a commercial establishment and disposes of it there (or in another commercial establishment), the coffee cup *is not* covered under the regulation. However, as soon as the individual walks outside of the commercial establishment onto a public streetscape or takes the disposable coffee cup home for disposal, the coffee cup *is* captured by the regulation.

Municipalities have agreed to work collectively to ensure that common issues and concerns are understood and addressed. As part of this, Richmond staff have participated in a number of discussions at the Metro Vancouver level on this issue that has resulted in a municipal issues document which has also been provided to MMBC. This document includes issues such as emphasis on the waste reduction hierarchy (i.e. packaging reduction), design for environment principles, maintenance or improvement of service levels, etc. as well as other general issues for consideration of the MMBC group as they move forward on this important legislative initiative.

Next Steps

MMBC will be using the information from the steady state assessment and design options documents to prepare their stewardship plan for submission to the Province by November 19, 2012. The stewardship plan will require provincial approval prior to scheduled implementation on May 19, 2014. Prior to being submitted to the Province, stewardship plans must undergo public consultation. Once the stewardship plan is made available as part of the consultation process, City staff will provide additional information to members of Council on the potential impacts to the City.

A consolidated summary timeline is provided in Table 1 for information. Table 2 lists the specific industry representatives on the Board of MMBC.

Table 1: PPP Stewardship Plan/Regulation: Timelines and Consultation

| Timeline | Description |
|-------------------|--|
| May 19, 2011 | The government of BC added Schedule 5 to the BC Recycling Regulation |
| February 14, 2012 | MMBC Packaging and Printed Paper Stewardship Program Workshop and Webcast on Steady State Assessment and Design Options Document |
| February 28, 2012 | Comments due to MMBC on above |
| Spring, 2012 | Industry consultation with stakeholders on stewardship plan |
| November 19, 2012 | Deadline to submit Stewardship Plan to the Ministry |
| May 19, 2014 | Program implementation |

Table 2: MMBC Board of Directors

| Name | Title | Company |
|---------------------|--|--|
| Allen Langdon | Vice President, Sustainability | Retail Council of Canada |
| Gary Sands | Vice President | Canadian Federation of Independent Grocers |
| John Hinds | CEO | Canadian Newspaper Association |
| Mark von Schellwitz | Vice President, Western Canada | Canadian Restaurant & Foodservices Association |
| Rachel Kagan | Senior Director, Environment and Sustainability Policy | Food & Consumer Products of Canada |

Financial Impact

None.

Conclusion

The B.C. Government amended the Recycling Regulation to include the Packaging and Printed Paper Product category. This requires that producers implement a stewardship program by May 19, 2014. This is the first legislation of its kind. As the regulation applies to many of the materials currently collected in the City's recycling programs, there will be an impact to the City's programs. Until the draft stewardship plan has been prepared by MMBC, it is not yet clear what those impacts will be. Staff will continue to monitor this issue and report back to Council once the details of the stewardship plan are made available.



Suzanne Bycraft
 Manager, Fleet & Environmental Programs
 (604-233-3338)

Attachment 1

Following is an example list of products that will be included in the new PPP EPR program:

| Material Type | Typical Municipal Collection | Items in PPP EPR |
|---|-------------------------------------|-------------------------|
| Fibre | | |
| Newspaper and Inserts | ✓ | ✓ |
| Magazines/Catalogues | ✓ | ✓ |
| Phone Directories | ✓ | ✓ |
| Office Paper | ✓ | ✓ |
| Corrugated Cardboard | ✓ | ✓ |
| Milk Cartons | x | ✓ |
| Tetra-Paks | x | ✓ |
| Coffee Cups | x | ✓ |
| Other Printed Paper | ✓ | ✓ |
| Glass | | |
| Glass Bottles & Jars | ✓ | ✓ |
| Metal | | |
| Metal Food & Beverage Cans & Tin | ✓ | ✓ |
| Plastics | | |
| Rigid Plastic Bottles & Containers – Types 1,2,4, & 5 | ✓ | ✓ |
| Disposable Shopping Bags & Other Film Plastics | x | ✓ |
| Take-Out Food Containers | x | ✓ |
| Styrofoam Trays & Packaging | x | ✓ |
| Asseptics | | |
| Milk Gable-Tops | x | ✓ |



City of Richmond

Report to Committee

Engineering and Public Works

To: Public Works and Transportation Committee **Date:** March 1, 2012
From: John Irving, P.Eng., MPA **File:** 10-6060-04-01/2012-
Director, Engineering Vol 01
Re: Flood Plain Designation and Protection Bylaw 8204, Amendment Bylaw 8876

Staff Recommendation

That Flood Plain Designation and Protection Bylaw 8204, Amendment Bylaw 8876 be introduced and given first, second and third reading.

John Irving, P. Eng., MPA
Director, Engineering

WC:blg

Att. (Flood Plain Designation and Protection Bylaw 8204, Amendment Bylaw 8876)

| FOR ORIGINATING DEPARTMENT USE ONLY | | | | | |
|-------------------------------------|--|--------------------|-------------------------------------|---------------------------------------|--------------------------|
| ROUTED TO: | | CONCURRENCE | | CONCURRENCE OF GENERAL MANAGER | |
| Law | | Y | <input checked="" type="checkbox"/> | N | <input type="checkbox"/> |
| Building Approvals | | Y | <input checked="" type="checkbox"/> | N | <input type="checkbox"/> |
| Development Applications | | Y | <input checked="" type="checkbox"/> | N | <input type="checkbox"/> |
| Policy Planning | | Y | <input checked="" type="checkbox"/> | N | <input type="checkbox"/> |
| REVIEWED BY TAG | | YES | <input checked="" type="checkbox"/> | NO | <input type="checkbox"/> |
| | | | | | |
| REVIEWED BY CAO | | YES | <input checked="" type="checkbox"/> | NO | <input type="checkbox"/> |
| | | | | | |

Staff Report

Origin

In September 2008, Council adopted the Flood Plain Designation and Protection Bylaw 8204 which defined the Flood Construction Levels (FCL) requirements within the City of Richmond. Since the adoption of the bylaw, staff have periodically identified areas in the bylaw for improvement and brought appropriate bylaw amendments forward for Council consideration. The proposed amendments support the following Council Term Goals:

"Demonstrate leadership in and significant advancement of the City's agenda for sustainability through the development and implementation of a comprehensive strategy"; and

"Improve City transportation and mobility elements".

Analysis

General Exemption for Commercial or Industrial Uses

The intent of Section 4.3 (b) of Part 4: General Exemptions in the Bylaw 8204 is to facilitate the ease of wheelchair accessibility to commercial or industrial buildings that are located within 3 m of City roads. Currently, the bylaw requires that the minimum habitable building elevation be equivalent to the highest level of any road that is adjacent to the parcel. Some commercial/industrial buildings front more than one road (i.e. corner lots) whereby the road elevation along each building face may be different. Under this approach the minimum habitable building must be equivalent to the highest adjacent road, which sometimes results in steps being required to access the building interior from some entrances which hinders wheelchair access to these areas. Therefore, staff proposes to amend Section 4.3(b) to require the minimum building elevation to be equivalent to the highest level of the fronting sidewalk (or road if no sidewalk exists) providing pedestrian access adjacent to the building. This amendment would facilitate wheelchair access and a continuous street frontage where commercial/industrial properties front more than one road. A similar exemption is already in place within the Steveston Village Area.

Financial Impact

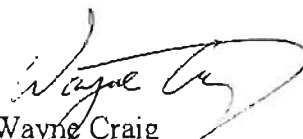
None.

Conclusion

Staff recommends that Section 4.3 (b) of Bylaw 8204 be amended to permit commercial or industrial buildings with entrances within 3 metres of a City road to be constructed at or above the same elevations as the fronting City sidewalk (or road if no sidewalk exists) adjacent to the parcel.



Lloyd Bie, P. Eng.
Manager, Engineering Planning
Engineering Planning
(604-276-4656)



Wayne Craig
Program Coordinator - Development
Development Applications
(604-247-4625)



**Flood Plain Designation and Protection Bylaw 8204, Amendment
Bylaw 8876**

The Council of the City of Richmond enacts as follows:

1. Flood Plain Designation and Protection Bylaw 8204, as amended, is further amended by deleting Section 4.3 (b) and replacing with the following:

“4.3(b) the underside of the floor system, or the top of a **pad** supporting any space or room of a building or structure, is at or above the elevation of the fronting City sidewalk existing at the time of application, (or if no sidewalk, the **road**) providing pedestrian access that is adjacent to that parcel.”
2. This Bylaw is cited as “**Flood Plain Designation And Protection Bylaw 8204, Amendment Bylaw 8876**”.

FIRST READING

SECOND READING

THIRD READING

ADOPTED

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

MAYOR

CORPORATE OFFICER



City of Richmond

Report to Committee

To: Public Works and Transportation Committee

Date: March 8, 2012

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

File: 10-6650-02/2012-Vol
01

Re: Residential Water Meter Program Update

Staff Recommendation

That options for alternate water utility rate structures that enhance water conservation and equity be brought forward for consideration in 2012 prior to the annual utility rates report.

John Irving, P.Eng. MPA
Director, Engineering
(604-276-4140)

| FOR ORIGINATING DEPARTMENT USE ONLY | | | |
|-------------------------------------|---|---------------------------------------|---|
| ROUTED To: | CONCURRENCE | CONCURRENCE OF GENERAL MANAGER | |
| Water Services | Y <input checked="" type="checkbox"/> N <input type="checkbox"/> | | |
| REVIEWED BY TAG | YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> | REVIEWED BY CAO | YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> |

Staff Report

Origin

The City has mandatory and volunteer water meter programs for both single-family and multi-family dwellings. This report documents the current status of these residential water meter programs for Council's information.

Analysis

Single-Family Water Metering

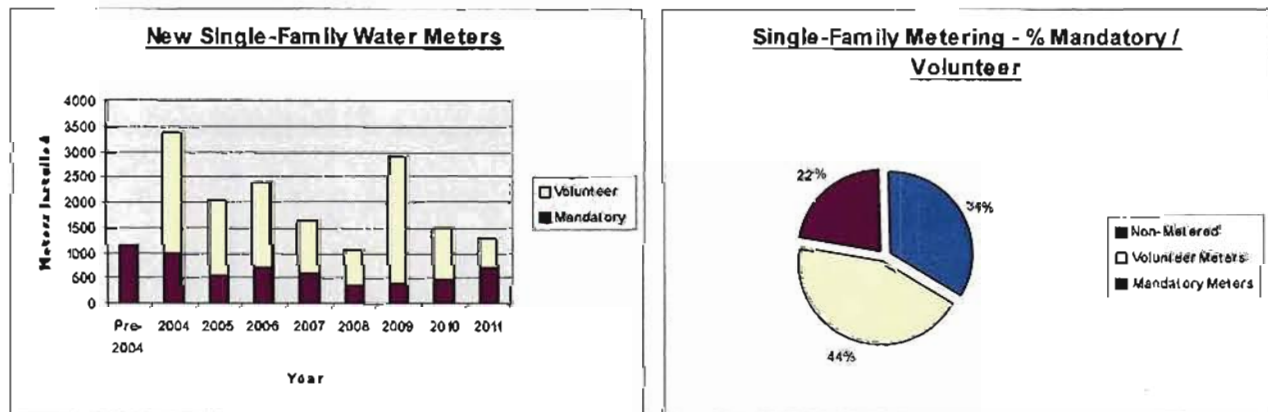
Mandatory water meters for single-family dwellings are required where:

- A building permit application has been submitted for works valued at more than \$75,000;
- The property requires water service maintenance or renewal; and
- The fronting watermain is being upgraded or replaced.

Volunteer single-family water meters are available to any property owner that requests one. The City contracted Neptune Technology Group to manage the Volunteer Single-Family Water Meter Program, which includes program promotion as well as installation, maintenance and reading of water meters. The current three-year contract with Neptune Technology Group concludes at the end of this year. Staff will bring forward a separate report in 2012 identifying options to move forward with volunteer single-family water metering after 2012 for Council's consideration.

Water meters have been installed for 66% of single-family and duplex dwellings (44% through the volunteer program and 22% through the mandatory program). The breakdown of installed volunteer and mandatory single-family water meters is identified in Figure 1. In 2011, approximately 87% of these customers saved money compared to the flat rate, on average saving 31%.

Figure 1: Single-Family Water Metering by Program



Multi-Family Water Metering

Water meters have been mandatory for all new multi-family dwellings since 2005. To date, there have been 55 mandatory water meters installed in multi-family complexes, comprising 2,533 units.

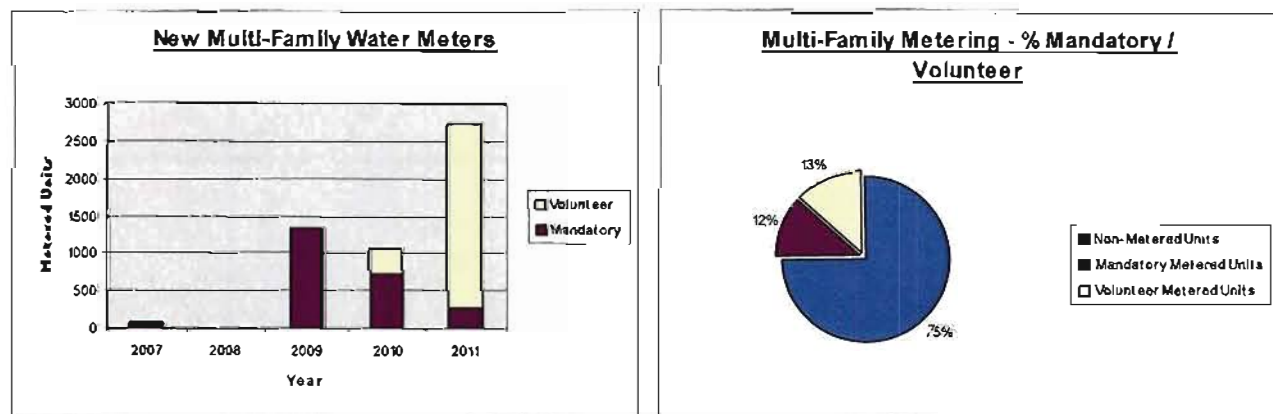
The volunteer metering program for multi-family dwellings, which began in 2010, has continued to receive significant interest. The City has received formal requests from 177 strata complexes to initiate the water metering implementation process, including 55 apartment, 118 townhouse, and 4 hybrid complexes, accounting for 11,803 multi-family dwelling units. 77 strata complexes have passed resolutions and provided final approval to the City for installation of water meters. Table 1 below summarizes the statistics for the volunteer multi-family water meter applications.

Table 1: Multi-Family Water Meter Program Statistics

| | Multi-Family Complexes | Dwelling Units |
|----------------------------------|------------------------|----------------|
| In Process / Under Consideration | 81 | 5,580 |
| Strata Considered and Declined | 19 | 1,291 |
| Strata Approved | 77 | 4,932 |
| Total Applications Received | 177 | 11,803 |
| Volunteer Meters Installed | 58 | 3,679 |

In total, 25% of multi-family dwellings are currently metered (13% through the volunteer program and 12% through the mandatory program). The breakdown of multi-family water meters is identified in Figure 2.

Figure 2: Multi-Family Water Metering by Program



In 2011, 96% of metered multi-family complexes saved money compared to the flat rate, on average saving 51%. In particular, all of the volunteer multi-family complexes saved money, on average saving 47%. The significant savings is partially attributed to new water-efficient

fixtures (low-flow toilets, washing machines, shower heads, etc.) that are now either required by the City for new construction or strongly encouraged for existing dwellings.

Impact on Water Rates

As significant numbers of residential water customers (currently 49% of all multi-family and single-family residential units combined) move from the flat rate system to water meters, there is an opportunity for the City to additionally enhance water conservation efforts and equity through the water rate structure. Examples of alternate metered rate structures that support water conservation include inclined block rate and seasonal water pricing.

The assumption that average water use in the flat rate group is increasing as lower water consumers volunteer for water meters is supported by the "Water, Sanitary & Drainage Modelling for the Proposed 2041 OCP: Water Modelling" report completed by KWL Associates Ltd. in September 2011. The report indicates that flat rate single-family residential customers use roughly twice as much water for seasonal irrigation (largely lawn watering) compared to metered single-family residential customers. This may be a basis for increasing the flat rate more rapidly than the metered rate which would provide further incentive for flat rate customers to move to the more equitable metered system.

Staff are currently developing a medium term water rate options that considers rate-based water conservation incentives and flat rates that reflect water use in that user group. These options will be brought forward for Council's consideration in 2012 prior to the annual utility rates report.

Financial Impact

None at this time.

Conclusion

The residential water meter programs have continued to be successful, improving the City's sustainability while reducing costs for Richmond residents. Currently, 66% of single-family dwellings and 25% of multi-family dwellings are metered. The volunteer water meter programs have continued to attract significant interest and provide residents with an equitable and environmentally beneficial option for charging water use.



Lloyd Bie, P.Eng.
Manager, Engineering Planning
(4075)



Jason Ho, P.Eng.
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