



City Council

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

**Monday, March 27, 2017
7:00 p.m.**

Pg. # ITEM

MINUTES

1. *Motion to:*

- (1) *adopt the minutes of the Regular Council meeting held on March 13, 2017 (distributed previously); and*
- (2) *adopt the **minutes** of the Regular Council meeting for Public Hearings held on March 20, 2017.*

CNCL-15



AGENDA ADDITIONS & DELETIONS

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. 26.

4. *Motion to rise and report.*



RATIFICATION OF COMMITTEE ACTION

CONSENT AGENDA

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

CONSENT AGENDA HIGHLIGHTS

- Receipt of Committee minutes
- Proposed Amendment to Traffic Bylaw No. 5870
- Non-Farm Use Fill Application for the Property Located at the Eastern Terminus of Francis Road (PID: 023-860-481) – Cranberry Meadows Farms Ltd.
- George Massey Tunnel Replacement Project – Analysis of Approved Environmental Assessment Certificate
- Special General Meeting of the Lulu Island Energy Company District Energy Assets Transfer Consideration Value Ratification
- Land use applications for first reading (to be further considered at the Public Hearing on Tuesday, April 18, 2017):
 - 13100 Smallwood Place – Text Amendment to CV (OpenRoad Auto Group Ltd. – applicant)
 - 9680 Aquila Road – Rezone from RS1/E to RCC (Mickey Chow – applicant)
 - 16160 and 16268 River Road – Text Amendment to IL (Brook Pooni Associates Inc. – applicant)
 - 11991 Steveston Highway – Text Amendment to ZC15 (Suncor Energy Inc. (Petro-Canada Inc.) – applicant)
- TransLink 2017 Capital Program Cost-Share Supplemental Submissions
- ICBC – City of Richmond Road Improvement Program – Proposed Projects for 2017
- Climate Action – Building Energy Benchmarking Policy Advocacy
- Lower Mainland Flood Management Strategy Update
- 2017 Liquid Waste Management Plan Biennial Report

Council Agenda – Monday, March 27, 2017

Pg. #

ITEM

- 2017 Clothes Washer Rebate Program
- Servicing Agreement with YYH Development Ltd. for 6340 No. 3 Road

5. *Motion to adopt Items No. 6 through No. 21 by general consent.*

☐

Consent
Agenda
Item

6. **COMMITTEE MINUTES**

That the minutes of:

- CNCL-13 (1) the **Community Safety Committee** meeting held on March 14, 2017;
- CNCL-47 (2) the **General Purposes Committee** meeting held on March 20, 2017;
- CNCL-52 (3) the **Planning Committee** meeting held on March 21, 2017;
- CNCL-57 (4) the **Public Works and Transportation Committee** meeting held on March 22, 2017;

be received for information.

☐

Consent
Agenda
Item

7. **PROPOSED AMENDMENT TO TRAFFIC BYLAW NO. 5870**

(File Ref. No. 12-8060-20-005870) (REDMS No. 5327697 v. 3)

CNCL-99

See Page CNCL-99 for full report

COMMUNITY SAFETY COMMITTEE RECOMMENDATION

- (1) *That Traffic Bylaw No. 5870, Amendment Bylaw No. 9689 be introduced and given first, second and third readings; and*
- (2) *That Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 9690 be introduced and given first, second and third readings.*

☐

Consent
Agenda
Item

8. **NON-FARM USE FILL APPLICATION FOR THE PROPERTY LOCATED AT THE EASTERN TERMINUS OF FRANCIS ROAD (PID: 023-860-481) – CRANBERRY MEADOWS FARMS LTD.**

(File Ref. No. 12-8060-02) (REDMS No. 5304965)

CNCL-105

See Page CNCL-105 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

- (1) *That the application and corresponding staff report titled “Non-Farm Use Fill Application for the Property Located at the Eastern Terminus of Francis Road” (PID 023-860-481) – Cranberry Meadows Farms Ltd., dated March 1, 2017, by the Acting General Manager; Law and Community Safety be referred to the Agricultural Land Commission (ALC); and*
- (2) *That should the ALC grant approval, the applicant must satisfy all City and ALC requirements and obtain a soil deposit permit with conditions from the City prior to any soil being deposited on the property.*



Consent
Agenda
Item

9. **GEORGE MASSEY TUNNEL REPLACEMENT PROJECT – ANALYSIS OF APPROVED ENVIRONMENTAL ASSESSMENT CERTIFICATE**

(File Ref. No. 10-6350-05-08) (REDMS No. 5315720 v. 4)

CNCL-209

See Page CNCL-209 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

- (1) *That the City continue to reiterate its significant outstanding concerns to the Province regarding the George Massey Tunnel Replacement Project by sending a letter to the Premier of BC, the BC Minister of Transportation and Infrastructure, the Leader of the Opposition, local MLAs, local MPs, the federal Minister of the Environment, and the federal Minister of Transport requesting that the Ministry address the concerns that were not resolved through the Environmental Assessment Application process for the Project;*
- (2) *That staff be directed to continue seeking mitigation of any potential negative impacts of the Project on Richmond and the region through participation in Working Groups and input into management plans required by the Environmental Assessment Certificate as well as on-going involvement in the design and construction phases and related permit processes; and*

- (3) *That staff report back on the potential implications for extended delivery and pick-up hours within the City.*



Consent
Agenda
Item

10. **SPECIAL GENERAL MEETING OF THE LULU ISLAND ENERGY COMPANY DISTRICT ENERGY ASSETS TRANSFER CONSIDERATION VALUE RATIFICATION**
(File Ref. No. 01-0060-20-LIEC1) (REDMS No. 5309451 v. 7)

CNCL-228

See Page CNCL-228 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

That the ordinary resolution of the shareholder in Attachment 1 of the Lulu Island Energy Company report dated February 15, 2017 that ratifies the value of the district energy assets transferred to Lulu Island Energy Company (LIEC) be approved and adopted.



Consent
Agenda
Item

11. **APPLICATION BY OPENROAD AUTO GROUP LTD. FOR A ZONING TEXT AMENDMENT TO THE “VEHICLE SALES (CV)” ZONE TO INCREASE THE MAXIMUM PERMITTED FLOOR AREA RATIO TO 0.70 FOR THE PROPERTY LOCATED AT 13100 SMALLWOOD PLACE**
(File Ref. No. 12-8060-20-009672; ZT 16-754143) (REDMS No. 5326902 v. 2)

CNCL-233

See Page CNCL-233 for full report

PLANNING COMMITTEE RECOMMENDATION

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9672, for a Zoning Text Amendment to the “Vehicle Sales (CV)” zone, to increase the maximum permitted Floor Area Ratio (FAR) to 0.70 for the property located at 13100 Smallwood Place, be introduced and given first reading.



Pg. # ITEM

Consent
Agenda
Item

12. **APPLICATION BY MICKEY CHOW FOR REZONING AT 9680 AQUILA ROAD FROM SINGLE DETACHED (RS1/E) TO RESIDENTIAL CHILD CARE (RCC)**

(File Ref. No. 12-8060-20-009685; RZ 16-743867) (REDMS No. 5286384 v. 2)

CNCL-263

See Page CNCL-263 for full report

PLANNING COMMITTEE RECOMMENDATION

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9685, for the rezoning of 9680 Aquila Road from “Single Detached (RS1/E)” to “Residential Child Care (RCC)”, be introduced and given first reading.



Consent
Agenda
Item

13. **APPLICATION BY BROOK POONI ASSOCIATES INC. FOR A ZONING TEXT AMENDMENT TO THE LIGHT INDUSTRIAL (IL) ZONE TO PERMIT OUTDOOR STORAGE AT 16160 AND 16268 RIVER ROAD**

(File Ref. No. 12-8060-20-009697; RZ 15-707253) (REDMS No. 5333725)

CNCL-282

See Page CNCL-282 for full report

PLANNING COMMITTEE RECOMMENDATION

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9697, for a Zoning Text Amendment to the “Light Industrial (IL)” zone to permit “outdoor storage” at 16160 and 16268 River Road, be introduced and given first reading.



Consent
Agenda
Item

14. **APPLICATION BY SUNCOR ENERGY INC. (PETRO-CANADA INC.) FOR A ZONING TEXT AMENDMENT TO THE GAS STATION COMMERCIAL (ZC15) – BROADMOOR AND IRONWOOD AREA TO PERMIT A DRIVE-THROUGH RESTAURANT AT 11991 STEVESTON HIGHWAY**

(File Ref. No. 12-8060-20-009698; ZT 14-656010) (REDMS No. 5336093)

CNCL-301

See Page CNCL-301 for full report

PLANNING COMMITTEE RECOMMENDATION

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9698, for a Zoning Text Amendment to the “Gas Station Commercial (ZC15) – Broadmoor and Ironwood” zone to permit “Restaurant, drive-through” at 11991 Steveston Highway, be introduced and given first reading.



Consent
Agenda
Item

15. **TRANSLINK 2017 CAPITAL PROGRAM COST-SHARE
SUPPLEMENTAL SUBMISSIONS**

(File Ref. No. 01-0154-04) (REDMS No. 5298006 v. 2)

CNCL-318

See Page CNCL-318 for full report

**PUBLIC WORKS AND TRANSPORTATION COMMITTEE
RECOMMENDATION**

- (1) *That the supplemental submission of pedestrian and bicycle improvement projects for cost-sharing as part of the TransLink 2017 Major Road Network and Bicycle Program as described in the report titled, “TransLink 2017 Capital Program Cost-Share Supplemental Submissions” dated February 22, 2017 from the Director, Transportation, be endorsed; and*
- (2) *That, should the above submissions be successful, the Chief Administrative Officer and General Manager, Planning and Development be authorized to execute the funding agreements and the 2017 Capital Plan and the 5-Year Financial Plan (2017-2021) be updated accordingly.*



Consent
Agenda
Item

16. **ICBC – CITY OF RICHMOND ROAD IMPROVEMENT PROGRAM –
PROPOSED PROJECTS FOR 2017**

(File Ref. No. 01-0150-20-ICBC1-01) (REDMS No. 5297022)

CNCL-326

See Page CNCL-326 for full report

**PUBLIC WORKS AND TRANSPORTATION COMMITTEE
RECOMMENDATION**

- (1) *That the list of proposed road safety improvement projects, as described in Attachment 2 of the staff report titled “ICBC-City of Richmond Road Improvement Program – Proposed Projects for 2017,” dated February 15, 2017 from the Director, Transportation be endorsed for submission to the ICBC 2017 Road Improvement Program for consideration of cost sharing funding; and*
- (2) *That should the above applications be successful, the Chief Administrative Officer and General Manager, Planning and Development be authorized to negotiate and execute the cost-share agreements, and that the 5-Year Financial Plan (2017-2021) be amended accordingly.*



Consent
Agenda
Item

17. **CLIMATE ACTION – BUILDING ENERGY BENCHMARKING POLICY ADVOCACY**

(File Ref. No. 10-6125-07-02) (REDMS No. 4859414 v.8)

CNCL-331

See Page CNCL-331 for full report

PUBLIC WORKS AND TRANSPORTATION COMMITTEE
RECOMMENDATION

That, as described in the staff report titled “Climate Action – Building Energy Benchmarking Policy” from Director, Engineering, dated February 23, 2017:

- (1) *a resolution be forwarded to the Lower Mainland Local Government Association and the Union of BC Municipalities calling for the province to establish requirements for energy benchmarking of large buildings;*
- (2) *a letter be sent to the Chair of Metro Vancouver’s Climate Action Committee calling on Metro Vancouver to lead the development of a regional benchmarking program;*
- (3) *the Chief Administrative Officer and the General Manager, Engineering and Public Works be authorized to execute funding and partnership agreements with the Real Estate Foundation of BC and BC Hydro to develop benchmarking policy analysis and automated utility data exchange capabilities, and that amendments to the 5 Year Financial Plan (2017-2021) Bylaw be brought forward for up to \$155,000 in expenditures, subject to successful grant applications up to \$140,000 to be covered by grant funding and a \$15,000 City contribution from the Carbon Tax Provision; and*
- (4) *staff be directed to report back to Council options to establish building energy benchmarking policy for larger buildings in Richmond as a pilot measure.*



Consent
Agenda
Item

18. **LOWER MAINLAND FLOOD MANAGEMENT STRATEGY UPDATE**

(File Ref. No. 10-6060-01) (REDMS No. 5329704)

CNCL-341

See Page CNCL-341 for full report

PUBLIC WORKS AND TRANSPORTATION COMMITTEE
RECOMMENDATION

That the City of Richmond commits to continue participation in the Lower Mainland Flood Management Strategy for a further two years.



Consent
Agenda
Item

19. **2017 LIQUID WASTE MANAGEMENT PLAN BIENNIAL REPORT**
(File Ref. No. 10-6060-03-01) (REDMS No. 5303404)

CNCL-348

See Page CNCL-348 for full report

PUBLIC WORKS AND TRANSPORTATION COMMITTEE
RECOMMENDATION

That the staff report titled “2017 Liquid Waste Management Plan Biennial Report,” dated February 24, 2017, from the Director, Engineering be submitted to Metro Vancouver.



Consent
Agenda
Item

20. **2017 CLOTHES WASHER REBATE PROGRAM**
(File Ref. No. 10-6060-01) (REDMS No. 5285107)

CNCL-389

See Page CNCL-389 for full report

PUBLIC WORKS AND TRANSPORTATION COMMITTEE
RECOMMENDATION

- (1) *That the City of Richmond partner with BC Hydro to the end of 2017 to offer rebates of up to \$200, equally cost shared between BC Hydro and the City, for the replacement of inefficient clothes washers with new high efficiency clothes washers;*
- (2) *That the scope of the existing Toilet Rebate Program funding be expanded to include clothes washer rebates; and*
- (3) *That the Chief Administrative Officer and General Manager, Engineering and Public Works, be authorized to execute an agreement with BC Hydro to implement the Clothes Washer Rebate Program.*



Consent
Agenda
Item

21. **SERVICING AGREEMENT WITH YYH DEVELOPMENT LTD. FOR 6340 NO. 3 ROAD**
(File Ref. No. 10-6060-01) (REDMS No. 5323478)

CNCL-392

See Page CNCL-392 for full report

PUBLIC WORKS AND TRANSPORTATION COMMITTEE
RECOMMENDATION

- (1) *That the City enter into a servicing agreement with YYH Development Ltd. to remove and replace an ageing City sanitary sewer main located on their property at 6340 No. 3 Road;*

- (2) *That the existing statutory rights-of-way (SRW), Registration No. A18319, 288432C, 288922C, and 52405, registered to 6340 No. 3 Road (Lot 169 Section 9 Block 4N Range 6W New Westminster Plan 41547) be discharged in its entirety; and*
- (3) *That the Chief Administrative Officer and the General Manager, Engineering and Public Works, be authorized to execute the above recommendations.*



CONSIDERATION OF MATTERS REMOVED FROM THE
CONSENT AGENDA

NON-CONSENT AGENDA ITEMS

GENERAL PURPOSES COMMITTEE

Mayor Malcolm D. Brodie, Chair

22. **UPDATE ON AGRICULTURALLY ZONED LAND HOUSING
REGULATIONS, CONSULTATION AND BUILDING PERMIT
ACTIVITY**

(File Ref. No. 08-4057-10) (REDMS No. 5346368 v. 13)

RECOMMENDATION to be forwarded from the Open Special General
Purposes Committee meeting.



PLANNING COMMITTEE

Councillor Linda McPhail, Chair

23. **APPLICATION BY ANTHEM PROPERTIES GROUP LTD. FOR REZONING AT 10475, 10491, 10511, 10531, 10551, 10571, 10591 AND 10631 NO. 5 ROAD FROM “SINGLE DETACHED (RS1/E)” ZONE TO “MEDIUM DENSITY TOWNHOUSES (RTM3)”**
(File Ref. No. 12-8060-20-009687; RZ-16-726337) (REDMS No. 5228881)

CNCL-396

See Page CNCL-396 for full report

PLANNING COMMITTEE RECOMMENDATION

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9687, for the rezoning of 10475, 10491, 10511, 10531, 10551, 10571, 10591 and 10631 No. 5 Road from “Single Detached (RS1/E)” zone to “Medium Density Townhouses (RTM3)” zone, be introduced and given first reading.



24. **APPLICATION BY KRAHN ENGINEERING LTD. FOR A ZONING TEXT AMENDMENT TO THE "LIGHT INDUSTRIAL (IL)" ZONE FOR A SITE AT 9920 RIVER DRIVE**
(File Ref. No. 12-8060-20-009694; ZT 16-753545) (REDMS No. 5331834 v. 2)

CNCL-435

See Page CNCL-435 for full report

PLANNING COMMITTEE RECOMMENDATION

Opposed: Cllr. Steves

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9694, for a Text Amendment to the “Light Industrial (IL)” zone to allow “non-accessory parking” on a site-specific basis for the property at 9920 River Drive, be introduced and given first reading.



FINANCE AND CORPORATE SERVICES DIVISION

25. **REVISED PROPOSED BYLAWS AND OPTIONS FOR SHORT-TERM RENTALS**

(File Ref. No. 08-4430-03-12) (REDMS No. 5340970 v. 5)

CNCL-455

See Page CNCL-455 for full report

STAFF RECOMMENDATION

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

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

- (b) *Business Licence Bylaw No. 7360, Amendment Bylaw No. 9650;*
 - (c) *Municipal Ticket Information Authorization Bylaw No. 7321, Amendment Bylaw No. 9651; and*
 - (d) *Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 9652;*
- each be introduced and given first, second and third readings;*
- (8) *That the proposed communication plan described in Attachment 3 of this report explaining the proposed changes (identified in the above recommendation) to the short-term rental regulations be endorsed;*
- (9) *That:*
 - (a) *the information regarding tax requirements including whether a hotel tax should apply to short-term rentals provided in this report be received for information; and*
 - (b) *staff be directed to engage the Province of British Columbia to discuss regulatory changes to the Provincial Sales Tax in regards to the Municipal and Regional District Tax, including the definition of accommodation providers;*
- (10) *That staff conduct a one-year review of the City's proposed short-term rental regulation, and include issues surrounding a requirement for the operator of the short-term rental to be the owner of the property and report back to Council;*
- (11) *That staff consider options and report back on the issue of short-term rentals for multi-family dwellings; and*
- (12) *That staff formulate a robust public engagement process to address additional options and regulatory and enforcement gaps for future consideration.*

PUBLIC ANNOUNCEMENTS AND EVENTS

NEW BUSINESS

BYLAWS FOR ADOPTION

- CNCL-549** Soil Removal and Fill Deposit Regulation Bylaw No. 8094, Amendment **Bylaw No. 8992**
Opposed at 1st/2nd/3rd Readings – None.

☐

- CNCL-550** Richmond Zoning Bylaw No. 8500, Amendment **Bylaw No. 9561**
(Portion of 7651 Bridge Street, RZ 16-721609)
Opposed at 1st Reading – None.
Opposed at 2nd/3rd Readings – None.

☐

DEVELOPMENT PERMIT PANEL

26. RECOMMENDATION

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

- CNCL-552** (1) *That the **minutes** of the Development Permit Panel meeting held on February 15, and the **Chair's report** for the Development Permit Panel meetings held on October 26, 2016, and November 30, 2016, be received for information; and*
- CNCL-601** (2) *That the recommendations of the Panel to authorize the issuance of:*
 (a) *a Development Permit (DP 16-727168) for the property at 7311 No. 5 Road; and*
 (b) *a Development Variance Permit (DV 15-717479) for the property at 10691 Bromfield Place;*
 be endorsed, and the Permits so issued.

☐

ADJOURNMENT

☐



**Regular Council meeting for Public Hearings
Monday, March 20, 2017**

Place: Council Chambers
Richmond City Hall

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

Claudia Jesson, Acting Corporate Officer

Absent: Councillor Derek Dang

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

1. **RICHMOND ZONING BYLAW 8500, AMENDMENT BYLAW 9624
(RZ 16-735119)**
(Location: 9320 Dixon Avenue; Applicant: Ajit Thaliwal and Raman Kooner)

Applicant's Comments:

None.

Written Submissions:

None.

Submissions from the floor:

None.

PH17/3-1 It was moved and seconded

***That Richmond Zoning Bylaw 8500, Amendment Bylaw 9624 be given
second and third readings.***

CARRIED



**Regular Council meeting for Public Hearings
Monday, March 20, 2017**

**2. RICHMOND ZONING BYLAW 8500, AMENDMENT BYLAW 9659
(RZ 10-552879)**

(Location: 9851, 9891/9911 Steveston Highway & 10931 Southgate Road;
Applicant: 1002397 BC Ltd.)

Applicant's Comments:

The applicant was available to respond to queries.

Written Submissions:

None.

Submissions from the floor:

Narayan Naidu, 10911 Southgate Road, posed questions regarding:

- Expected commencement of construction;
- When the applicant attempted to contact the neighbouring property owner;
and
- Whether the joint consent of residents is required to remove trees.

In response to Ms. Naidu's question, staff advised that if a tree is jointly owned, the joint consent is required for tree removal.

Keith Leung, representative of the applicant, provided the following information in response to Ms. Naidu's questions:

- Construction will begin as soon as all permits are obtained, hopefully in four to six months; and
- The real estate agent of the neighbouring property was contacted in January 2017 to enquire about the owner's interest in selling their property and to advise of the development plans in the event that the owner did not wish to sell.

PH17/3-2

It was moved and seconded

*That Richmond Zoning Bylaw 8500, Amendment Bylaw 9659 be given
second and third readings.*

CARRIED



Regular Council meeting for Public Hearings
Monday, March 20, 2017

3. **RICHMOND ZONING BYLAW 8500, AMENDMENT BYLAW 9668**
(RZ 16-741244)

(Location: 7140/7160 Marrington Road; Applicant: Westmark
Developments Ltd.)

Applicant's Comments:

The applicant was available to respond to queries.

Written Submissions:

None.

Submissions from the floor:

None.

PH17/3-3

It was moved and seconded

*That Richmond Zoning Bylaw 8500, Amendment Bylaw 9668 be given
second and third readings.*

CARRIED

4. **RICHMOND ZONING BYLAW 8500, AMENDMENT BYLAW 9670**
(ZT 16-740866)

(Location: 4331 and 4431 Vanguard Road; Applicant: Christopher Bozyk
Architects Ltd.)

Applicant's Comments:

The applicant was available to respond to queries.

Written Submissions:

None.

Submissions from the floor:

None.

Discussion:

In response to a question from Council, staff confirmed that the site's current
"Industrial Retail (IR1)" zoning under the Official Community Plan would
not change as a result of the application.



Regular Council meeting for Public Hearings
Monday, March 20, 2017

PH17/3-4

It was moved and seconded

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9670 be given second and third readings.

CARRIED

5. RICHMOND ZONING BYLAW 8500, AMENDMENT BYLAW 9673 (RZ 16-741547)

(Location: 11660/11680 Montego Street; Applicant: Sansaar Investments Ltd.)

Applicant's Comments:

None.

Written Submissions:

None.

Submissions from the floor:

None.

PH17/3-5

It was moved and seconded

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9673 be given second and third readings.

CARRIED

6. RICHMOND ZONING BYLAW 8500, AMENDMENT BYLAW 9680 (RZ 16-741423)

(Location: 9760 Sealily Place; Applicant: Focus Construction Ltd.)

Applicant's Comments:

None.

Written Submissions:

Sukh Uppal, 11220 Seaport Avenue (Schedule 1)

Submissions from the floor:

None.



**Regular Council meeting for Public Hearings
Monday, March 20, 2017**

Discussion:

In response to a question from Council, staff reported that the Bylaws Department and Transportation Department have advised that no parking issues have been reported in the past 12 months.

PH17/3-6

It was moved and seconded

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9680 be given second and third readings.

CARRIED

**7. RICHMOND ZONING BYLAW 8500, AMENDMENT BYLAW 9681
(RZ 15-713048)**

(Location: 4300, 4320, 4340 Thompson Road, and 4291, 4331, 4431 and 4451 Boundary Road; Applicant: Kaimanson Investments Ltd.)

Applicant's Comments:

The applicant was available to respond to queries.

Written Submissions:

Jose Gonzalez, 7171 Ash Street (Schedule 2)

Submissions from the floor:

Barb Bowman, 4420 Thompson Road, posed questions regarding:

- Expected commencement of construction;
- The configuration of the access to Thompson Road; and
- Whether the environmental concerns were addressed in the proposal.

In response to Ms. Bowman's questions, staff advised that:

- Access, with connections to both Thompson Road and Boundary Road, is provided as part of the proposal;
- Off-site compensation will be provided in the City-owned park on the west side of Thompson Road with the planting of trees and shrubs; and
- On-site compensation will be provided through the planting of trees and shrubs adjacent to the pedestrian corridor through the site.

In response to the question from Ms. Bowman, Melvin Yap, Kaimanson Investments Ltd. advised that construction would commence as quickly as possible after all permits are obtained, hopefully in 12 months.



**Regular Council meeting for Public Hearings
Monday, March 20, 2017**

Discussion:

In response to questions from Council, Mr. Yap advised:

- Six three-bedroom and handicap accessible townhouses will be provided for affordable housing; and
- The floor plan of the affordable housing units has been selected, however, the specific units on the site have not yet been designated.

PH17/3-7

It was moved and seconded

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9681 be given second and third readings.

CARRIED

**8. RICHMOND ZONING BYLAW 8500, AMENDMENT BYLAW 9682
(RZ 15-701939)**

(Location: 7760 Garden City Road; Applicant: Incircle Projects Ltd.)

Applicant's Comments:

The applicant was available to respond to queries.

Written Submissions:

Iris Lee, 16 – 7733 Turnill Street (Schedule 3)

In response to a question from Council, staff advised that the purpose of the existing easement is to provide access and after a thorough review, staff confirmed that the easement is in place and on Title for the benefit of the proposed redevelopment site and can be used for the development.

Submissions from the floor:

Kim Fong, 7733 Turnill Street, commented on the additional risks to the safety of young children that will be created by additional traffic utilizing the existing access to 7733 Turnill Street. Mr. Fong stated his preference that vehicular access be provided via Garden City Road. This safety concern was also raised when the 7340 Turnill Street property was developed.

In response to a question from Council, Mr. Fong reported that he believed that the easement was for the private use of 7733 Turnill Street when he purchased his property in 2003.



**Regular Council meeting for Public Hearings
Monday, March 20, 2017**

Iris Lee, 7733 Turnill Street, expressed concern with the impact of the opening of the driveway to the safety of her young children and with the potential for the owners of the adjacent development to drive at unsafe speeds while utilizing the driveway.

In response to a question from Council, staff advised of the measures that could be taken by the strata council to mitigate the concerns expressed by the residents of 7733 Turnill Street.

In response to questions from Council, Ms. Lee advised that she was not aware of the existence of the easement when she purchased her residence and that she had selected the property because it was at the end of the road, that will now be extended to provide access to the proposed development.

Dixon Choi, 7733 Turnhill Street, expressed concern about danger that will be posed to young children as a result of the increase traffic. Mr. Choi questioned whether access could be provided via Jones Road.

In response to a question from Council, staff reported that an easement does not exist to provide access from Jones Road.

In response to a question from Council, Mr. Choi reported that he had not been informed of the existence of the easement when he purchased his residence.

Kim Fong, 7733 Turnill Street, addressed Council a second time and questioned whether a restricted right-turn access from Garden City Road would be acceptable to the City and the applicant.

Discussion:

Staff provided the following information in response to questions from Council:

- The easement is registered on Title and it is the duty of the realtor to disclose all charges on Title;
- The arterial road status of Garden City Road and the greenway adjacent to Garden City Road were factors when considering providing right turn only access to and from Garden City Road;
- The staff recommendation is to provide access utilizing the existing easement;
- The subject lot is the only remaining site to be redeveloped that would utilize the existing easement for access; and
- The applicant and the strata council of 7733 Turnill Street could work



**Regular Council meeting for Public Hearings
Monday, March 20, 2017**

together to implement traffic calming measures through a private arrangement between the two strata councils.

It was moved and seconded

That the application be referred to staff to clarify whether the easement was on title prior to 2003 and to consider options for alternate access to address the concerns of the neighbouring residents.

DEFEATED

Opposed: Mayor Brodie
Cllrs. Loo,
Johnston
and Steves

It was moved and seconded

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9682 be given second and third readings.

DEFEATED

Opposed: Cllrs. Au,
Day,
McNulty,
and McPhail

Discussion:

Representatives of the applicant responded to questions from Council and noted:

- The overall safety of providing access through Garden City Road and the impact on the greenway were balanced against the provision of access via 7733 Turnhill Street;
- Applicant is willing to work with the strata council of 7733 Turnill Street to implement traffic calming measures;
- Contact was initiated with the strata council of 7733 Turnill Street via telephone calls and written correspondence regarding the proposed development and no concerns were identified;
- Road maintenance, visitor parking and amenity space is being provided as part of the development application; and
- Signage and traffic calming measures, such as speed bumps, could be



**Regular Council meeting for Public Hearings
Monday, March 20, 2017**

installed throughout the complex.

In response to questions from Council, staff confirmed:

- The use of the easement is being recommended because it is consistent with the plan developed in 2003;
- An additional driveway will introduce a new conflict point on Garden City Road and will create safety concerns for cyclists and pedestrians utilizing the greenway; and
- The necessity for two separate legal entities to be established due to the elapsed time between the two developments.

In response to questions from Council, the architect for the proposal, advised that:

- The development cannot be reconfigured to provide access from Garden City Road; and
- The townhouses are three-bedroom units and will likely be purchased by other families with young children.

Council suggested that the developer meet with the strata council of 7733 Turnill Street to discuss the concerns with the access arrangements.

PH17/3-8

It was moved and seconded

That the application be referred to staff to review issues raised at the Public Hearing regarding access; and

That staff advise the applicant to undertake communication with the strata council of 7733 Turnill Street.

CARRIED

**9. RICHMOND ZONING BYLAW 8500, AMENDMENT BYLAW 9683
(RZ 15-716841)**

(Location: 3411/3431 Lockhart Road; Applicant: Aman Hayer)

Applicant's Comments:

The applicant was available to respond to queries.

Written Submissions:

None.



**Regular Council meeting for Public Hearings
Monday, March 20, 2017**

Submissions from the floor:

None.

PH17/3-9

It was moved and seconded

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9683 be given second and third readings.

CARRIED

10. DEVELOPMENT PERMIT (DP 16-741981)

(Location: 10788 No. 5 Road; Applicant: Townline Gardens Inc.)

Applicant's Comments:

The applicant was available to respond to queries.

Applicant's Comments:

John Markulin, Bryson Markulin Zickmantel Structural Engineers, advised that the development proposal is being amended to remove the proposed ten-storey apartment building and to proceed with three (3) three-storey townhouse buildings, containing a total of 23 units, on the eastern edge of the site adjacent to Highway 99.

In response to questions from Council, Mr. Markulin confirmed that:

- The amended development proposal would result in reduced density;
- The plan is being revised in response to the proposed changes to the Steveston Highway/Highway 99 interchange; and
- The phasing of the construction of the tower and the townhouses is not the preference of the applicant.

Written Submissions:

Ralph and Lenore Radom, (Schedule 4)

Yvonne Bell, 10431 Mortfield Road (Schedule 5)

Frank Suto, (Schedule 6)

Erika Simm, (Schedule 7)



**Regular Council meeting for Public Hearings
Monday, March 20, 2017**

Submissions from the floor:

Erika Simm, read aloud a written submission in support of the amended proposal. She stated her preference for the previously proposed ten-storey apartment building.

Stefan Emberson, spoke in support of the previously submitted development plan and the construction of a four-storey apartment building instead of the 23 townhouses.

Resident, spoke in support of the original plan that was initially supported by the community due to the inclusion of a senior's centre and medical centre. They expressed concern with the reduction in the size of the units in the new proposal, the orientation of the new development on the site and the resulting impact on the skyline and the change to the character of the existing neighbourhood.

In response to a question from Council, staff reviewed the changes to the development plan and the recommendation that the 15 affordable units be located in the eight-storey apartment building.

Resident addressed Council a second time and expressed concern regarding the City's application process.

Ms. Simms addressed Council a second time and stated that the original plan included concepts, not concrete plans for a medical centre and senior's centre. The amended development plan is in response to changed circumstances.

Discussion:

Staff provided the following information in response to questions from Council:

- The staff recommendation is based on the development plan submitted by the applicant; and
- The increase from a six to an eight-storey building was vetted by the Development Permit Panel, approved by Council in 2016 and the development permit was issued.



**Regular Council meeting for Public Hearings
Monday, March 20, 2017**

PH17/3-10

It was moved and seconded

That DP 16-741981 in accordance with the DP plans provided in Attachment 2 of the March 16, 2017 memorandum titled "Development Permit Application 16-741981 Townline Gardens Inc. for 10788 No. 5 Road" be brought forward to a future Council meeting for consideration of DP issuance, subject to an amendment of the Housing Covenant registered on title as outlined in Table 1 of the memorandum.

CARRIED

Opposed: Cllrs. Day and Steves

ADJOURNMENT

PH17/3-11

It was moved and seconded

That the meeting adjourn (8:35 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 20, 2017.

Mayor (Malcolm D. Brodie)

Acting Corporate Officer
(Claudia Jesson)

Mayor and Councillors

TO: MAYOR & EACH
COUNCILLOR
FROM: CITY CLERK'S OFFICE

To Public Hearing	
Date:	MARCH 20/17
Item #	6
Re:	R216-741423

From: Webgraphics
Sent: Saturday, 18 March 2017 10:30
To: Mayor and Councillors
Subject: Send a Submission Online (response #1006)

Categories: - TO: MAYOR & EACH COUNCILLOR / FROM: CITY CLERK'S OFFICE

Send a Submission Online (response #1006)**Survey Information**

Site:	City Website
Page Title:	Send a Submission Online
URL:	http://cms.richmond.ca/Page1793.aspx
Submission Time/Date:	3/18/2017 10:30:14 AM



PHOTOCOPIED

mv

MAR 20 2017

& DISTRIBUTED

Survey Response

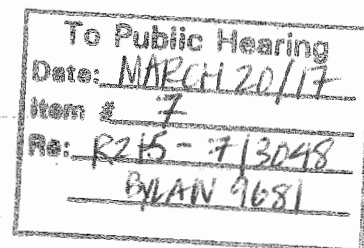
Your Name	Sukh Uppal
Your Address	11220 seaport ave
Subject Property Address OR Bylaw Number	9760 Sealy place 8500/9680 (RZ 16-741423)
Comments	Traffic will increase and there is not proper parking in this area, also this will set a standard for the neighbouring lots adding to the problem.

Schedule 1 to the Minutes of the Public Hearing meeting of Richmond City Council held on Monday, March 20, 2017.

Mayor and Councillors

Schedule 2 to the Minutes of the Public Hearing meeting of Richmond City Council held on Monday, March 20, 2017.

From: Webgraphics
Sent: Monday, 13 March 2017 10:46
To: Mayor and Councillors
Subject: Send a Submission Online (response #1005)



Send a Submission Online (response #1005)

Survey Information

Site:	City Website
Page Title:	Send a Submission Online
URL:	http://cms.richmond.ca/Page1793.aspx
Submission Time/Date:	3/13/2017 10:46:17 AM



Survey Response

Your Name	Jose Gonzalez
Your Address	7171 Ash Street
Subject Property Address OR Bylaw Number	4340 Thompson Road, Bylaw 9681
Comments	As the owner of 4340 Thompson Road, which is part of the March 20th Public Hearing, I support the Bylaw and proposed rezoning. This proposal brings much-needed modernization to Richmond's "far side" of the freeway. It will improve the area's livability for current and future residents, as well as deliver much-needed affordable housing units.

TO: MAYOR & EACH
COUNCILLOR
FROM: CITY CLERK'S OFFICE

To Public Hearing
Date: <u>MARCH 20</u>
Item # <u>8</u>
Re: <u>R2-15-701939</u>

Mayor and Councillors

From: Webgraphics
Sent: Sunday, 19 March 2017 21:34
To: Mayor and Councillors
Subject: Send a Submission Online (response #1007)

Categories: - TO: MAYOR & EACH COUNCILLOR / FROM: CITY CLERK'S OFFICE

Send a Submission Online (response #1007)

Survey Information

Site:	City Website
Page Title:	Send a Submission Online
URL:	http://cms.richmond.ca/Page1793.aspx
Submission Time/Date:	3/19/2017 9:34:41 PM



PHOTOCOPIED
MV
MAR 20 2017

Survey Response

Your Name	Iris Lee
Your Address	16-7733 Turnill Street
Subject Property Address OR Bylaw Number	Bylaw 9682 (RZ 15-701939)
Comments	<p>To Whom It May Concern, I would like to submit in writing my strong opposition to the proposed rezoning, specifically around the vehicle access from 7733 Turnill into the new proposed townhouse property. Being a resident of 7733 Turnill, one of my biggest concern is around the safety of the children in our townhouse complex who play outside in the driveways, including my own. Property is expensive in our city as everyone knows and not everyone can afford to live in a property that has a backyard for their kids to play in. I very much value the quietness and safety that our townhouse complex currently provides, allowing me the ability to play outside in the driveways with my kids. This will change dramatically should access be allowed to this new townhouse complex. By allowing access for another townhouse complex, more cars will be allowed to drive through which will mean less</p>

Schedule 3 to the Minutes of the
Public Hearing meeting of
Richmond City Council held on
Monday, March 20, 2017.

& DISTRIBUTED

safety for the kids. Furthermore, the area which access if being proposed is currently a dead-end. Only the cars of the 4 townhouses in that area drive on that driveway. If access is allowed, at least double the amount of cars will then drive through that area, which means increased chances for accidents to happen and a lot less safety for the children of our complex. I'm also very concerned around the wear and tear of our common property. The residents of our complex currently pay strata for the maintenance and upkeep of our common property. By allowing this access, there will be more wear and tear on our common areas which would be a concern for me as it potentially means an increase in my strata fees to pay for others not part of our strata to use our common areas. This is absolutely not acceptable. We also already have very limited visitor parking spots. By allowing access, regardless of whatever rules we put into place, visitors of this other complex may mistake their ability to use our visitor spots making it more difficult for our visitors to find spots within our complex. And other concerns I would have would be around the logistics of how this will play out such as their mailboxes and garbage/recycling area. I will assume that the expectation is that they will have their own but now that means that Canada Post and the recycling trucks who don't usually come through our driveways on a regular basis will now need to come through. What it really all comes down to is the increase of traffic and usage of our common area of our townhouse complex. To me it is not acceptable for this other complex to utilize our common area - creating a less safe area for our kids and residents and increasing the wear and tear on our common areas. It's also worth mentioning that in general, people are much more careless about areas that don't "belong" to them and as such I would be concerned about the carelessness that the residents would have with 7733 Turnill. And this is no reflection necessarily on the people that could be living there, but they will see 7733 Turnill as simply a transit area to their property and as such, will more not engage in the same care and thoughtfulness of someone who is currently part of our townhouse community. What I would like to understand is why can they not use an entry way from Garden City. The current property has an entry way from Garden City, so can they not retain this? As residents of 7733 Turnill and members who pay into our strata, how much say do we have in opposing this? To conclude I just want to again state that I strongly oppose the allowance of vehicle access through 7733 Turnill Street. Thank

	you for your consideration of my concerns, Iris Lee
--	---

Mayor and Councillors

Schedule 4 to the Minutes of the Public Hearing meeting of Richmond City Council held on Monday, March 20, 2017.

TO: MAYOR & EACH COUNCILLOR
FROM: CITY CLERK'S OFFICE

From: LENORE RADOM <lenoremail@shaw.ca>
Sent: Monday, 20 March 2017 09:31
To: Mayor and Councillors
Subject: Tow line homes

To Public Hearing	
Date:	MARCH 20/17
Item #	10
Re:	DP 16-741981

Categories: - TO: MAYOR & EACH COUNCILLOR / FROM: CITY CLERK'S OFFICE

Hello & absolutely No to the 10 storey proposal!

We fought long & hard with the Lingyen temple re the height so how Townline has the nerve to change the rules for them is beyond me.

We live across road from the temple & I sure don't want to go thru this aggravation again if you let them but not me sort of thing!!!

Where is the proposal for a 'Canada line extension' to go on the 99 Hwy to accommodate all these homes & people...& who the heck wants to live in that congested pool of traffic & people if there isn't adequate transit as there sure is NO OTHER REASON to live there!!

The low townhouse proposal below the 'din' of traffic noise might be more appealing.

Sorry, we are unable to attend the meeting this eve.

Trust our input will be considered.

Sincerely,

Ralph & Lenore Radom

Sent from my iPad

PHOTOCOPIED

mv

MAR 20 2017

& DISTRIBUTED



Mayor and Councillors

Schedule 5 to the Minutes of the
Public Hearing meeting of
Richmond City Council held on
Monday, March 20, 2017.

To Public Hearing	
Date:	March 20/17
Item #	10
Re:	DP 16-741981

From: Bell, Yvonne [HSSBC] <Yvonne.Bell@hssbc.ca>
Sent: Monday, 20 March 2017 16:56
To: Mayor and Councillors
Subject: #10 on tonight's (March 20/2017) Public Hearing agenda: Rezoning application by Townline Gardens Inc for 10788 No. 5 Road

Categories: - TO: MAYOR & EACH COUNCILLOR / FROM: CITY CLERK'S OFFICE

I do not agree that Townline Gardens Inc should be allowed to change their original proposal of a 6 storey apartment to a 10 storey apartment. I think this is too high of density for the corner of 5 road and Steveston Highway. I also do not think that Townline should be able to change the Jasmine 4 storey apartment that was supposed to be approximately 100 affordable apartments to 23 three level townhouses that would sell for current market value.

Yvonne Bell
10431 Mortfield Road

Richmond, BC

V7A 2W1



Mayor and Councillors

Schedule 6 to the Minutes of the
Public Hearing meeting of
Richmond City Council held on
Monday, March 20, 2017.

To Public Hearing	
Date:	March 20/17
Item #	10
DP 16-741981	

From: Frank Suto <fsuto@shaw.ca>
Sent: Monday, 20 March 2017 15:02
To: Mayor and Councillors
Subject: Public Hearing Townline " The Gardens "

Categories: - TO: MAYOR & EACH COUNCILLOR / FROM: CITY CLERK'S OFFICE

Mayor and Councillors:

It's my understanding that the above captioned topic will be an agenda item this evening.

As a resident of the area I'd like to suggest that the maximum height be not increased to accommodate a ten story tower as doing so would open the door to other high rise development.

The local community has resisted applications for other tall structures and the sentiment has not changed.

Should Townline feel the economics of their development become less positive if they are unable to build the higher tower (ten stories), they should be encouraged to redesign the remainder of their development with the understanding that the maximum height will be the 25 meters which has already been approved.

Sincerely,
Frank Suto

"Seas" Resident



Schedule 7 to the Minutes of the
Public Hearing meeting of
Richmond City Council held on
Monday, March 20, 2017.

Mayor and Councillors,

To Public Hearing
Date: <u>March 20/17</u>
Item # <u>10</u>
Re: <u>DP 16-741981</u>

March 20, 2017

In the beginning the Fantasy Garden site was a very unique place for a developer:
12 acres of park at the north end, which is great for retirees and gardeners, easy highway
access for young professionals who work in Vancouver, a large shopping centre and
restaurants close by, something for everyone.

The developer involved the public right from the start and all looked very promising.
The building phases started and all was well.

Until the announcement of the proposed new Fraser Bridge with 14 or more lanes, a huge
clover leaf of roads, three stories high.

That changed the remaining un-built eastern part of the site into a very difficult one,
maybe presently one of the most difficult in Richmond.

The developer, Townline Homes, is known to be able to handle unusual or difficult sites.
He built one such townhouse site at the corner of Westminster Hwy and No. 2 Road; and
he received an award for it. A treed berm on the corner takes the impact of the almost
constant traffic.

But the "Gardens" east side is much more hard to accomplish.

The presently downsized proposal has to deal with the height of the clover leaf, the width
of the proposed highway lanes, the traffic noise, and soil conditions.

Townline Homes Rick Ilich prides himself to be a successful site developer.

But to be successful at this site with all its difficulties, and to be able to add this
neighbourhood as an asset for the residents of Richmond, he needs to be supported by
council.

This is why I am asking you to accept Townline Homes proposal as it is presented today.

Thank you.

Erika Simm



Community Safety Committee

Date: Tuesday, March 14, 2017

Place: Anderson Room
Richmond City Hall

Present: Councillor Bill McNulty, Chair
Councillor Ken Johnston
Councillor Alexa Loo
Councillor Linda McPhail

Absent: Councillor Derek Dang

Also Present: Councillor Carol Day

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

MINUTES

It was moved and seconded

That the minutes of the meeting of the Community Safety Committee held on February 15, 2017, be adopted as circulated.

CARRIED

NEXT COMMITTEE MEETING DATE

April 11, 2017, (tentative date) at 4:00 p.m. in the Anderson Room

Community Safety Committee
Tuesday, March 14, 2017

LAW AND COMMUNITY SAFETY DIVISION

1. COMMUNITY BYLAWS MONTHLY ACTIVITY REPORT – JANUARY 2017

(File Ref. No. 12-8060-01) (REDMS No. 5317722)

It was moved and seconded

That the staff report titled "Community Bylaws Monthly Activity Report – January 2017", dated February 15, 2017, from the Acting General Manager, Law and Community Safety, be received for information.

CARRIED

2. PROPOSED AMENDMENT TO TRAFFIC BYLAW NO. 5870

(File Ref. No. 12-8060-20-005870) (REDMS No. 5327697 v. 3)

Discussion ensued with regard to (i) difficulty of clearing ice, (ii) informing residents and developers of the snow clearing bylaws and ticketing process, (ii) informing senior residents of volunteer programs that can help with snow clearing.

It was moved and seconded

(1) That Traffic Bylaw No. 5870, Amendment Bylaw No. 9689 be introduced and given first, second and third readings; and

(2) That Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 9690 be introduced and given first, second and third readings.

CARRIED

3. EMERGENCY PROGRAMS STATUS UPDATE

(File Ref. No. 09-5126-01) (REDMS No. 5327793)

Lainie Goddard, Manager, Emergency Programs, reviewed Emergency Programs' activities noting that (i) the City hosted a group training course on group lodging for the Sea Island Community Association, (ii) additional training workshops are scheduled in May 2017 and will be open to all community associations, (iii) the Quake Cottage will be present during the Burkeville Days event in April 2017, pending confirmation from the Sea Island Community Association, (iv) the draft of the City's evacuation plan is being reviewed, and (v) Emergency Programs staff are planning to provide staff training on emergency preparedness.

In reply to queries from Committee, Ms. Goddard noted that (i) the City's emergency plans include a staffing list and is periodically updated, (ii) the City's emergency plans are posted on the City's intranet page, and (iii) the City coordinates with the Richmond RCMP, senior levels of government and other external organizations on emergency planning.

Community Safety Committee
Tuesday, March 14, 2017

Committee suggested that emergency plans should be reviewed annually rather than every four years.

Discussion ensued with regard to the City's evacuation plans and distributing paper copies of the emergency plan to Council members.

In reply to queries from Committee, Ms. Goddard noted that completion of the Neighbourhood Emergency Program Plan for Sea Island is anticipated in the second quarter of 2017 and that Council members will be invited to attend upcoming training workshops for community associations.

It was moved and seconded

That the staff report titled, "Emergency Programs Status Update", dated February 26, 2017, from the Acting General Manager, Law and Community Safety, be received for information.

CARRIED

4. RICHMOND FIRE-RESCUE MONTHLY ACTIVITY REPORT – JANUARY 2017

(File Ref. No. 09-5000-01) (REDMS No. 5300490 v. 2)

Tim Wilkinson, Acting Fire Chief, Richmond Fire-Rescue, reviewed Richmond Fire-Rescue (RFR) January 2017 activities, noting that fire crews minimized losses from a large industrial fire on Mitchell Island.

Discussion ensued with regard to the increasing number of medical-related incidents.

In reply to queries from Committee, Acting Fire Chief Wilkinson noted that RFR staff can review increasing the level of medical training for RFR members. He added that Delta Fire and Emergency Services members have received a higher level of medical certification compared to RFR members.

Discussion ensued with regard to the benefits of raising the level of medical certification for RFR members.

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

It was moved and seconded

That staff consider a higher level of medical training for Richmond Fire-Rescue members and examine the potential costs and report back within a month.

The question on the motion was not called as discussion ensued with regard to (i) RFR dispatch procedures to prioritize incidents, (ii) RFR communication protocols with the British Columbia Ambulance Service (BCAS), and (iii) Delta Fire and Emergency Services' response procedures for medical incidents.

Community Safety Committee
Tuesday, March 14, 2017

In reply to queries from Committee, John McGowan, Acting General Manager, Law and Community Safety, noted that Provincial regulation restricts the transportation of patients by RFR.

Discussion then ensued with regard to organizing anti-bullying events at the Fire Halls. Acting Fire Chief Wilkinson noted that RFR staff can consider planning events to recognize anti-bullying day.

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

It was moved and seconded

That the staff report titled "Richmond Fire-Rescue Monthly Activity Report – January 2017", dated February 20, 2017 from the Acting Fire Chief, Richmond Fire-Rescue, be received for information.

CARRIED

5. FIRE CHIEF BRIEFING

(Verbal Report)

(i) 2017 Recruitment Campaign Update

Acting Fire Chief Wilkinson updated Committee on RFR's 2017 recruitment campaign, noting that RFR applicants will go through an extensive application process. He added that RFR will be looking to hire six to ten new members.

(ii) New Fleet for Fire Prevention Vehicles

Kim Howell, Deputy Fire Chief, briefed Committee on the new Fire Prevention Vehicles, noting that six vehicles have been replaced and that the vehicles will feature the RFR logo, social media contacts, and fire safety messages.

(iii) International Students

Acting Fire Chief Wilkinson noted that two international students from Saudi Arabia have been shadowing RFR members.

6. TOUCHSTONE FAMILY ASSOCIATION RESTORATIVE JUSTICE ANNUAL PERFORMANCE OUTCOME EVALUATION REPORT

(File Ref. No. 09-5355-01) (REDMS No. 5318279 v. 3)

Daniel McKenna, Senior Manager, Community Safety Policy and Programs, reviewed the Touchstone Family Association Restorative Justice Annual Performance Outcome Evaluation Report, noting that the City's three year contract with Touchstone Family Association will end in December 2019 and that there is a low recidivism rate for program participants.

Community Safety Committee
Tuesday, March 14, 2017

Discussion ensued with regard to the program's budget. In reply to queries from Committee, Judy Valsonis, Executive Director, Touchstone Family Association, noted that it is difficult to fully quantify the costs of offenders participating in the program compared to offenders proceeding through the criminal justice system.

It was moved and seconded

That the staff report titled "Touchstone Family Association Restorative Justice Annual Performance Outcome Evaluation Report" dated February 15, 2017 from the Acting Senior Manager, Community Safety Policy and Programs, be received for information.

CARRIED

7. 2016-2017 RICHMOND RCMP DETACHMENT ANNUAL PERFORMANCE PLAN THIRD QUARTER RESULTS (OCTOBER 1 TO DECEMBER 31, 2016)

(File Ref. No. 01-0340-35-LCSA1) (REDMS No. 5316445)

In reply to queries from Committee, Konrad Golbeck, Inspector, Richmond RCMP, noted that Council will be informed of upcoming graduation ceremonies for participants of the D.A.R.E. program.

It was moved and seconded

That the report titled "2016-2017 Richmond RCMP Detachment Annual Performance Plan Third Quarter Results (October 1 to December 31, 2016)", dated February 21, 2017 from the Acting Officer in Charge, Richmond RCMP, be received for information.

CARRIED

8. RCMP'S MONTHLY ACTIVITY REPORT - JANUARY 2017

(File Ref. No. 09-5000-01) (REDMS No. 5302618)

In reply to queries from Committee, Insp. Golbeck noted that the Richmond RCMP is involved in many volunteer crime prevention programs such as Block Watch and partners with other organizations such as Canada Post to reduce crime in the city.

It was moved and seconded

That the report titled "RCMP's Monthly Activity Report – January 2017" dated February 8, 2017 from the Officer in Charge, Richmond RCMP, be received for information.

CARRIED

Community Safety Committee

Tuesday, March 14, 2017

9. RCMP/OIC BRIEFING

(Verbal Report)

(i) Cooperation with Canada Post

Insp. Golbeck advised that there has been a reduction of thefts in Canada Post mail boxes; however thefts have increased in private mailboxes used in multi-residential units. Insp. Golbeck provided photographic examples of the mailbox thefts (attached to and forming part of these minutes as Schedule 1). He added that the Richmond RCMP is working with Canada Post, strata associations and Block Watch to address the issue.

In reply to queries from Committee, Insp. Golbeck noted that the process to hire new officers is on-going and an approval letter from the Province has been sent to the Federal government.

(i) Crime Reduction

Insp. Golbeck briefed Committee on Richmond RCMP's crime reduction strategy, noting that the strategy is reviewed every 28 days to adapt to emerging crime trends. He added that representatives from Bylaws, RFR, Transit Police, the City's Community Safety Division and members of Council are invited to attend the monthly strategy review.

(i) Community Response

Insp. Golbeck briefed Committee on positive feedback received regarding the Richmond RCMP's response to an incident of laptop theft.

(i) Fraser River Rescue

Insp. Golbeck presented a short video clip (copy on file, City Clerk's Office) of a Richmond RCMP member rescuing an individual who had fallen in the Fraser River.

10. COMMITTEE STANDING ITEM

(i) E-Comm

The Chair advised that the E-Comm board has appointed a search committee to find a Chief Administrative Officer.

11. MANAGER'S REPORT

None.

Community Safety Committee
Tuesday, March 14, 2017

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (5:12 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 14, 2017.

Councillor Bill McNulty
Chair

Evangel Biason
Legislative Services Coordinator











General Purposes Committee

Date: Monday, March 20, 2017

Place: Anderson Room
Richmond City Hall

Present: Mayor Malcolm D. Brodie, Chair
Councillor Chak Au
Councillor Carol Day
Councillor Ken Johnston
Councillor Alexa Loo
Councillor Bill McNulty
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 General Purposes Committee held on March 6, 2017, be adopted as circulated.

CARRIED

General Purposes Committee
Monday, March 20, 2017

LAW AND COMMUNITY SAFETY DIVISION

1. NON-FARM USE FILL APPLICATION FOR THE PROPERTY LOCATED AT THE EASTERN TERMINUS OF FRANCIS ROAD (PID: 023-860-481) – CRANBERRY MEADOWS FARMS LTD.

(File Ref. No. 12-8060-02) (REDMS No. 5304965)

In reply to queries from Committee, Ron Graham, Acting Manager, Community Bylaws, advised that conditions of the permit are listed on the draft Soil Deposit Permit, which is included as Attachment 3 to the staff report.

Discussion took place on the type of conditions placed on past applications of a similar nature, and it was noted that consistency is key in treating such applications.

Gordon Maichin, Owner and representative of Cranberry Meadows Farms Ltd., provided background information with regard to the subject site and spoke of the farm's soil composition. Mr. Maichin stated that the soil is currently rated as Class 3, which is a low classification with limitations that restrict the range of crops suitable for farming. He highlighted that, should the proposed permit be approved, the intent is to ameliorate the site's soil composition to a Class 1; Class 1 soil does not have limitations in use for crops, meaning that it would be suitable to grow a wide range of crops.

Lucas Hoegler, Richmond Country Farms, spoke of the farm's anticipated water needs for grape and raspberry production. He stated that the goal is to have the root system of the grape vines deep in the soil to reach the water level, thus not requiring other forms of irrigation.

It was moved and seconded

- (1) *That the application and corresponding staff report titled "Non-Farm Use Fill Application for the Property Located at the Eastern Terminus of Francis Road" (PID 023-860-481) – Cranberry Meadows Farms Ltd.", dated March 1, 2017, by the Acting General Manager; Law and Community Safety be referred to the Agricultural Land Commission (ALC); and***
- (2) *That should the ALC grant approval, the applicant must satisfy all City and ALC requirements and obtain a soil deposit permit with conditions from the City prior to any soil being deposited on the property.***

CARRIED

2.

General Purposes Committee

Monday, March 20, 2017

PLANNING AND DEVELOPMENT DIVISION & ENGINEERING AND PUBLIC WORKS DIVISION

2. **GEORGE MASSEY TUNNEL REPLACEMENT PROJECT –
ANALYSIS OF APPROVED ENVIRONMENTAL ASSESSMENT
CERTIFICATE**

(File Ref. No. 10-6350-05-08) (REDMS No. 5315720 v. 4)

In reply to a query from Committee, Peter Russell, Senior Manager, Sustainability and District Energy, and Donna Chan, Manager, Transportation Planning, advised that staff can include in the letter to the Province that the City is opposed to selling farmland to accommodate the expansion of Highway 99.

Discussion took place on the value to include relevant federal ministers in the proposed letter and there was agreement to write to the Premier of BC, the BC Minister of Transportation, the Leader of the Opposition, local MLAs, local MPs, the federal Minister of the Environment, and the Federal Minister of Transport.

Also, Committee commented on the potential benefits of Deltaport being open 24-hours a day, seven days a week and the Chair requested that staff provide Council with a status update regarding a Freedom of Information request submitted to the Province in relation to the George Massey Tunnel replacement project.

Discussion further ensued on Deltaport's hours of operation, and Committee queried the City's current bylaws with regard to time restrictions for commercial deliveries.

A letter from Deirdre Whalen was circulated on-table to Committee regarding the BC Environmental Assessment Office's Table of Conditions (attached to and forming part of these minutes as Schedule 1).

It was moved and seconded

- (1) *That the City continue to reiterate its significant outstanding concerns to the Province regarding the George Massey Tunnel Replacement Project by sending a letter to the Premier of BC, the BC Minister of Transportation and Infrastructure, the Leader of the Opposition, local MLAs, local MPs, the federal Minister of the Environment, and the federal Minister of Transport requesting that the Ministry address the concerns that were not resolved through the Environmental Assessment Application process for the Project;*

3.

General Purposes Committee
Monday, March 20, 2017

- (2) *That staff be directed to continue seeking mitigation of any potential negative impacts of the Project on Richmond and the region through participation in Working Groups and input into management plans required by the Environmental Assessment Certificate as well as on-going involvement in the design and construction phases and related permit processes; and*
- (3) *That staff report back on the potential implications for extended delivery and pick-up hours within the City.*

CARRIED

LULU ISLAND ENERGY COMPANY

3. SPECIAL GENERAL MEETING OF THE LULU ISLAND ENERGY COMPANY DISTRICT ENERGY ASSETS TRANSFER CONSIDERATION VALUE RATIFICATION

(File Ref. No. 01-0060-20-LIEC1) (REDMS No. 5309451 v. 7)

It was moved and seconded

That the ordinary resolution of the shareholder in Attachment 1 of the Lulu Island Energy Company report dated February 15, 2017 that ratifies the value of the district energy assets transferred to Lulu Island Energy Company (LIEC) be approved and adopted.

CARRIED

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (4:37 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 20, 2017.

Mayor Malcolm D. Brodie
Chair

Hanieh Berg
Legislative Services Coordinator

Presentation to General Purposes Committee Mar 20, 2017

My name is Deirdre Whalen and I live at 13631 Blundell Road Richmond. I commend City staff on their report about the City's continuing concerns regarding the Massey Tunnel replacement project. The report shows that the environmental assessment has not satisfied Richmond's concerns and as a resident of East Richmond I can certainly agree.

It is unfortunate that the federal government has given over the responsibility for environmental assessment to the provincial government in this case. The assessment therefore does not take into adequate consideration the cumulative effects on the ecosystem surrounding the provinces' proposed high level bridge project. And of course, giving the authority to the province is letting the fox guard the hen house. The staff report has done a commendable job of detailing the problems inherent in the EA in this regard.

I would like to speak to the BCEAO Table of Conditions, specifically an issue that could affect the City's responses to #29 Traffic and Access, #10 Cumulative Effects and #12 Inter-Agency Working Group.

I'm sure we have all experienced waiting to access the tunnel along with the huge number of semis trying to get through during rush hours. I checked Deltaport's website and found the port is only open during office hours and not on weekends. For a "world-class" port I was surprised to learn it was not open 24/7. Is it any wonder that semis are crowding through the tunnel while commuters are trying to get to work or home? Semis take up the space of 4 to 5 cars each so if they were able to travel at off hours, congestion would be lessened considerably.

I understand the truckers associations would prefer travelling the roads when there are no backups to consider. If they are stuck for 10, 20 minutes well, time is money. So travelling at night, on weekends and outside of rush hours would be preferable.

In relation to the BCEAO Table of Conditions, I would ask that the City consider:

- Requesting that Deltaport be added to the Inter-Agency Working Group,
- Noting that cumulative environmental effects of semis tied up in traffic should be considered, and
- Urging through Metro Vancouver that Deltaport should open for longer hours to mitigate traffic jam effects at rush hours.

Thank you,

Deirdre Whalen

604.230.3158

De_whelen@hotmail.com



Planning Committee

Date: Tuesday, March 21, 2017

Place: Anderson Room
Richmond City Hall

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

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 March 7, 2017, be adopted as circulated.

CARRIED

NEXT COMMITTEE MEETING DATE

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

PLANNING AND DEVELOPMENT DIVISION

1. **APPLICATION BY OPENROAD AUTO GROUP LTD. FOR A ZONING TEXT AMENDMENT TO THE "VEHICLE SALES (CV)" ZONE TO INCREASE THE MAXIMUM PERMITTED FLOOR AREA RATIO TO 0.70 FOR THE PROPERTY LOCATED AT 13100 SMALLWOOD PLACE**

(File Ref. No. 12-8060-20-009672; ZT 16-754143) (REDMS No. 5326902 v. 2)

Cynthia Lussier, Planner 1, reviewed the application, highlighting that the proposed development is consistent with other developments in the area and the Richmond Auto Mall Association is supportive of the application.

In reply to queries from Committee regarding waiving the requirement for on-site medium/large size loading spaces, Wayne Craig, Director, Development, noted that Richmond Auto Mall vehicle deliveries occur after hours and the proposed variance is consistent with variances granted to other new dealerships in the auto mall.

It was moved and seconded

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9672, for a Zoning Text Amendment to the "Vehicle Sales (CV)" zone, to increase the maximum permitted Floor Area Ratio (FAR) to 0.70 for the property located at 13100 Smallwood Place, be introduced and given first reading.

CARRIED

2. **APPLICATION BY MICKEY CHOW FOR REZONING AT 9680 AQUILA ROAD FROM SINGLE DETACHED (RS1/E) TO RESIDENTIAL CHILD CARE (RCC)**

(File Ref. No. 12-8060-20-009685; RZ 16-743867) (REDMS No. 5286384 v. 2)

Steven De Sousa, Planning Technician – Design, reviewed the application, noting that the proposed development would allow a maximum of 16 children in the proposed child care facility. He added that the proposal was referred to Vancouver Coastal Health and the application meets licensing requirements.

It was moved and seconded

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9685, for the rezoning of 9680 Aquila Road from "Single Detached (RS1/E)" to "Residential Child Care (RCC)", be introduced and given first reading.

CARRIED

Planning Committee
Tuesday, March 21, 2017

3. APPLICATION BY ANTHEM PROPERTIES GROUP LTD. FOR REZONING AT 10475, 10491, 10511, 10531, 10551, 10571, 10591 AND 10631 NO. 5 ROAD FROM "SINGLE DETACHED (RS1/E)" ZONE TO "MEDIUM DENSITY TOWNHOUSES (RTM3)"

(File Ref. No. 12-8060-20-009687; RZ-16-726337) (REDMS No. 5228881)

Edwin Lee, Planner 1, reviewed the application noting that the rear-yard setback and the rear lane will provide approximately 10.5 metres of separation between the proposed development and the rear property line of the single-family lots on the west side of the lane.

In reply to queries from Committee, Mr. Craig noted that (i) vehicle site access via the rear lane was not considered due to concerns expressed by neighbouring residents, (ii) affordable housing contributions options were discussed with the applicant and the applicant has opted to provide a cash contribution to the Affordable Housing Reserve Fund in accordance to the City's Affordable Housing Strategy, (iii) the applicant has opted to provide a cash-in-lieu contribution instead of providing indoor amenity space, (iv) the proposed development is required to provide a 2:1 replacement ratio for trees, and (v) that replacement trees will be the appropriate species and size for the site.

In reply to queries from Committee, Mr. Lee noted that if the applicant opted to provide indoor amenity space, the required amenity space would be approximately 750 square feet in size. Cathryn Volkering Carlile, General Manager, Community Services, noted further that the cash-in-lieu amenity contributions would be put in a reserve to be used for community amenities.

It was suggested that affordable housing options for the proposed development be discussed with the applicant at the upcoming Council meeting on March, 27, 2017.

It was moved and seconded

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9687, for the rezoning of 10475, 10491, 10511, 10531, 10551, 10571, 10591 and 10631 No. 5 Road from "Single Detached (RS1/E)" zone to "Medium Density Townhouses (RTM3)" zone, be introduced and given first reading.

CARRIED

4. APPLICATION BY BROOK POONI ASSOCIATES INC. FOR A ZONING TEXT AMENDMENT TO THE LIGHT INDUSTRIAL (IL) ZONE TO PERMIT OUTDOOR STORAGE AT 16160 AND 16268 RIVER ROAD

(File Ref. No. 12-8060-20-009697; RZ 15-707253) (REDMS No. 5333725)

In reply to queries from Committee, Kevin Eng, Planner 2, noted that for the eastern portion of the site, proposed modifications will require right-in, left-out access for large vehicles.

Planning Committee
Tuesday, March 21, 2017

It was moved and seconded

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9697, for a Zoning Text Amendment to the "Light Industrial (IL)" zone to permit "outdoor storage" at 16160 and 16268 River Road, be introduced and given first reading.

CARRIED

5. **APPLICATION BY SUNCOR ENERGY INC. (PETRO-CANADA INC.) FOR A ZONING TEXT AMENDMENT TO THE GAS STATION COMMERCIAL (ZC15) – BROADMOOR AND IRONWOOD AREA TO PERMIT A DRIVE-THROUGH RESTAURANT AT 11991 STEVESTON HIGHWAY**

(File Ref. No. 12-8060-20-009698; ZT 14-656010) (REDMS No. 5336093)

In reply to queries from Committee, Mr. Eng noted that (i) the acoustic levels associated with drive-through operations will comply with applicable provisions of the *Noise Regulation Bylaw 8856*, (ii) the restaurant drive-through will be part of the proposed redevelopment of the Petro Canada gas station, (iii) a traffic assessment was completed with turning radius analysis, (iv) the drive-through queuing lane will be able to accommodate a minimum of eight vehicles, (v) the pump station islands can potentially accommodate up to 16 vehicles, and (vi) the proposed drive-through will be located in the north-east quadrant of the site, away from the pump station islands.

It was moved and seconded

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9698, for a Zoning Text Amendment to the "Gas Station Commercial (ZC15) – Broadmoor and Ironwood" zone to permit "Restaurant, drive-through" at 11991 Steveston Highway, be introduced and given first reading.

CARRIED

6. **APPLICATION BY KRAHN ENGINEERING LTD. FOR A ZONING TEXT AMENDMENT TO THE "LIGHT INDUSTRIAL (IL)" ZONE FOR A SITE AT 9920 RIVER DRIVE**

(File Ref. No. 12-8060-20-009694; ZT 16-753545) (REDMS No. 5331834 v. 2)

Mark McMullen, Senior Coordinator - Major Projects, reviewed the application, noting that (i) the proposed reconfiguration of the site would allow for 816 parking spaces, (ii) given the long-term nature of the vehicle parking, it is anticipated that vehicle movement in the area would be minimal, (iii) access to the site via No. 4 Road would be restricted, and (iv) there will be a layered landscape buffer to the adjacent townhouse development to the east.

Discussion ensued with regard to the shortage of industrial land in the city.

Planning Committee
Tuesday, March 21, 2017

In reply to queries from Committee, Mr. Craig noted that the site will retain its industrial and zoning industrial OCP designation.

Harry Edger, representing Park'N Fly, spoke on the application, noting that the current occupants (a trucking company) may remain on-site until the lease expires on 2020. He added that there are no plans to mix operations of the trucking company and the proposed long-term vehicle parking facility in the future. He further noted that there no available sites for long-term vehicle parking within Sea-Island.

It was moved and seconded

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9694, for a Text Amendment to the "Light Industrial (IL)" zone to allow "non-accessory parking" on a site-specific basis for the property at 9920 River Drive, be introduced and given first reading.

CARRIED

Opposed: Cllr. Steves

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (4:38 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 21, 2017.

Councillor Linda McPhail
Chair

Evangel Biason
Legislative Services Coordinator



Public Works and Transportation Committee

Date: Wednesday, March 22, 2017

Place: Anderson Room
Richmond City Hall

Present: Councillor Chak Au, Chair
Councillor Harold Steves, Vice-Chair
Councillor Carol Day
Councillor Alexa Loo

Absent: Councillor Derek Dang

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 Public Works and Transportation Committee held on February 22, 2017, be adopted as circulated.

CARRIED

NEXT COMMITTEE MEETING DATE

April 20, 2017, (tentative date) at 4:00 p.m. in the Anderson Room

PLANNING AND DEVELOPMENT DIVISION

1. **TRANSLINK 2017 CAPITAL PROGRAM COST-SHARE
SUPPLEMENTAL SUBMISSIONS**
(File Ref. No. 01-0154-04) (REDMS No. 5298006 v. 2)

Public Works & Transportation Committee
Wednesday, March 22, 2017

It was moved and seconded

- (1) *That the supplemental submission of pedestrian and bicycle improvement projects for cost-sharing as part of the TransLink 2017 Major Road Network and Bicycle Program as described in the report titled, "TransLink 2017 Capital Program Cost-Share Supplemental Submissions" dated February 22, 2017 from the Director, Transportation, be endorsed; and*
- (2) *That, should the above submissions be successful, the Chief Administrative Officer and General Manager, Planning and Development be authorized to execute the funding agreements and the 2017 Capital Plan and the 5-Year Financial Plan (2017-2021) be updated accordingly.*

CARRIED

2. ICBC – CITY OF RICHMOND ROAD IMPROVEMENT PROGRAM – PROPOSED PROJECTS FOR 2017

(File Ref. No. 01-0150-20-ICBC1-01) (REDMS No. 5297022)

It was moved and seconded

- (1) *That the list of proposed road safety improvement projects, as described in Attachment 2 of the staff report titled "ICBC-City of Richmond Road Improvement Program – Proposed Projects for 2017," dated February 15, 2017 from the Director, Transportation be endorsed for submission to the ICBC 2017 Road Improvement Program for consideration of cost sharing funding; and*
- (2) *That should the above applications be successful, the Chief Administrative Officer and General Manager, Planning and Development be authorized to negotiate and execute the cost-share agreements, and that the 5-Year Financial Plan (2017-2021) be amended accordingly.*

CARRIED

ENGINEERING AND PUBLIC WORKS DIVISION

3. CLIMATE ACTION – BUILDING ENERGY BENCHMARKING POLICY ADVOCACY

(File Ref. No. 10-6125-07-02) (REDMS No. 4859414 v.8)

Correspondence items in support of the Climate Action – Building Energy Benchmarking Policy were distributed (attached to and forming part of these minutes as Schedule 1).

In reply to a query from Committee, Brendan McEwen, Sustainability Manager, acknowledged opportunities to partner with other organizations.

Public Works & Transportation Committee
Wednesday, March 22, 2017

It was moved and seconded

That, as described in the staff report titled "Climate Action – Building Energy Benchmarking Policy" from Director, Engineering, dated February 23, 2017:

- (1) a resolution be forwarded to the Lower Mainland Local Government Association and the Union of BC Municipalities calling for the province to establish requirements for energy benchmarking of large buildings;*
- (2) a letter be sent to the Chair of Metro Vancouver's Climate Action Committee calling on Metro Vancouver to lead the development of a regional benchmarking program;*
- (3) the Chief Administrative Officer and the General Manager, Engineering and Public Works be authorized to execute funding and partnership agreements with the Real Estate Foundation of BC and BC Hydro to develop benchmarking policy analysis and automated utility data exchange capabilities, and that amendments to the 5 Year Financial Plan (2017-2021) Bylaw be brought forward for up to \$155,000 in expenditures, subject to successful grant applications up to \$140,000 to be covered by grant funding and a \$15,000 City contribution from the Carbon Tax Provision; and*
- (4) staff be directed to report back to Council options to establish building energy benchmarking policy for larger buildings in Richmond as a pilot measure.*

CARRIED

4. LOWER MAINLAND FLOOD MANAGEMENT STRATEGY UPDATE
(File Ref. No. 10-6060-01) (REDMS No. 5329704)

In reply to a query from Committee, Jason Ho, Project Engineer, referenced errors identified in Phase 1 and improvements planned in Phase 2.

Discussion ensued on funding of the flood management strategy.

It was moved and seconded

That the City of Richmond commits to continue participation in the Lower Mainland Flood Management Strategy for a further two years.

CARRIED

5. 2017 LIQUID WASTE MANAGEMENT PLAN BIENNIAL REPORT
(File Ref. No. 10-6060-03-01) (REDMS No. 5303404)

Public Works & Transportation Committee
Wednesday, March 22, 2017

It was moved and seconded

That the staff report titled "2017 Liquid Waste Management Plan Biennial Report," dated February 24, 2017, from the Director, Engineering be submitted to Metro Vancouver.

CARRIED

6. 2017 CLOTHES WASHER REBATE PROGRAM

(File Ref. No. 10-6060-01) (REDMS No. 5285107)

It was moved and seconded

- (1) That the City of Richmond partner with BC Hydro to the end of 2017 to offer rebates of up to \$200, equally cost shared between BC Hydro and the City, for the replacement of inefficient clothes washers with new high efficiency clothes washers;*
- (2) That the scope of the existing Toilet Rebate Program funding be expanded to include clothes washer rebates; and*
- (3) That the Chief Administrative Officer and General Manager, Engineering and Public Works, be authorized to execute an agreement with BC Hydro to implement the Clothes Washer Rebate Program.*

CARRIED

7. SERVICING AGREEMENT WITH YYH DEVELOPMENT LTD. FOR 6340 NO. 3 ROAD

(File Ref. No. 10-6060-01) (REDMS No. 5323478)

It was moved and seconded

- (1) That the City enter into a servicing agreement with YYH Development Ltd. to remove and replace an ageing City sanitary sewer main located on their property at 6340 No. 3 Road;*
- (2) That the existing statutory rights-of-way (SRW), Registration No. A18319, 288432C, 288922C, and 52405, registered to 6340 No. 3 Road (Lot 169 Section 9 Block 4N Range 6W New Westminster Plan 41547) be discharged in its entirety; and*
- (3) That the Chief Administrative Officer and the General Manager, Engineering and Public Works, be authorized to execute the above recommendations.*

CARRIED

Public Works & Transportation Committee
Wednesday, March 22, 2017

8. **COMMUNITY ENERGY AND EMISSIONS PLAN – 2017 UPDATE**

(File Ref. No. 10-6125-07-02) (REDMS No. 5322039)

A poster titled “Energy Action in Richmond” was distributed (attached to and forming part of these minutes as Schedule 2).

Peter Russell, Senior Manager, Sustainability and District Energy, highlighted preparations for community outreach initiatives, noting that the “Energy Action in Richmond” posters would be distributed within the community.

Discussion ensued on sharing experiences with other jurisdictions, and communicating progress with the community.

It was moved and seconded

That the staff report titled "Community Energy and Emissions Plan – 2017 Update," dated February 20, 2017, from the Director, Engineering, be received for information.

CARRIED

Information on the Steveston Waterfront and Britannia Shipyard was distributed (attached to and forming part of these minutes as Schedule 3).

Discussion ensued on access to the Britannia Shipyard.

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

It was moved and seconded

That staff investigate upgrading Dyke Road to industrial/park standards, from Trites Road around Paramount Pond to the foot of No. 2 Road, sufficient to accommodate tour buses and industrial traffic.

CARRIED

9. **MANAGER’S REPORT**

(i) Federal Budget 2017

Victor Wei, Director, Transportation, reported that after staff’s further review of Federal Budget 2017, a memorandum would be distributed to Council highlighting items pertinent to the City.

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (4.35 p.m.).

CARRIED

Public Works & Transportation Committee
Wednesday, March 22, 2017

Certified a true and correct copy of the Minutes of the meeting of the Public Works and Transportation Committee of the Council of the City of Richmond held on Wednesday, March 22, 2017.

Councillor Chak Au
Chair

Sarah Kurian
Legislative Services Coordinator

TO: MAYOR & EACH
COUNCILLOR
FROM: CITY CLERK'S OFFICE

ON TABLE ITEM

Date: March 22, 2017
Meeting: PWT
Item: #3

Mayor and Councillors

From: Mayor and Councillors
Sent: Tuesday, 21 March 2017 11:10
To: 'NPegram@morguard.com'
Subject: RE: Building Energy Benchmarking Policy- 10-6125-07-02/2015-Vol 01

Categories: - TO: MAYOR & EACH COUNCILLOR / FROM: CITY CLERK'S OFFICE

Dear Mr. Pegram,

This is to acknowledge and thank you for your correspondence to Richmond City Council. A copy of your email has been forwarded to the Mayor and each Councillor. In addition, your correspondence has also been forwarded to the Public Works and Transportation Committee, and staff.

Thank you for taking the time to write to Richmond City Council.

Sincerely,
Claudia

Schedule 1 to the Minutes of the Public Works and Transportation Committee meeting of Richmond City Council held on Wednesday, March 22, 2017.

Claudia Jesson
Manager, Legislative Services
City Clerk's Office
City of Richmond, 6911 No. 3 Road, Richmond, BC V6Y 2C1
Phone: 604-276-4006 | Email: cjesson@richmond.ca

From: CityClerk
Sent: Tuesday, 21 March 2017 10:53
To: Mayor and Councillors
Subject: FW: Building Energy Benchmarking Policy- 10-6125-07-02/2015-Vol 01

From: Neil Pegram [<mailto:NPegram@morguard.com>]
Sent: Friday, 17 March 2017 15:33
To: CityClerk
Subject: Re: Building Energy Benchmarking Policy- 10-6125-07-02/2015-Vol 01

Council Members
City of Richmond Public Works
& Transportation Committee
Richmond, BC, Canada
cityclerk@richmond.ca
Re: 10-6125-07-02/2015-Vol 01

Members,

PHOTOCOPIED

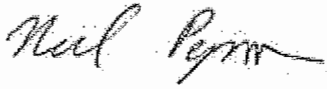
MAR 21 2017

GB
& DISTRIBUTED



I am writing in support of the recommendations regarding Richmond's Building Energy Benchmarking Policy.
Please see attached letter.

Sincerely



NEIL PEGRAM B.Sc. M.Sc.
Sustainability Department Head
333 Seymour Street, Suite 400
Vancouver, BC V6B 5A6
D 604-602-6433
E npeggram@morguard.com



Real Estate Potential. Realized.



March 17, 2017

Council Members
City of Richmond Public Works
& Transportation Committee
Richmond, BC, Canada
cityclerk@richmond.ca
Re: 10-6125-07-02/2015-Vol 01

Members,

I am writing in support of the recommendations regarding a Building Energy Benchmarking Policy.

Morguard Corporation is a real estate operating company (TSX- MRC) with an owned and managed portfolio of assets valued at more than \$21.5 billion. Morguard operates three diversified lines of business including REITs, Real Estate Advisory Services, and Portfolio Management. Morguard has significant investments and management capabilities in over 50 million sq ft of retail, office, industrial, multi-suite residential and hotels, across Canada and the U.S. Morguard has \$2.2 billion in assets under management and over 6 million sq ft of property in British Columbia.

Since our assets are spread across Canada and the U.S. we are participants in numerous state, provincial, or municipal energy benchmarking initiatives. For consistency and ease of process we have implemented NRCans Energy Star Portfolio Manager (ESPM) in all of our properties. Benchmarking is an important part of Morguard's asset and property management, helping us make informed energy management decisions.

Morguard supports benchmarking requirements when applied consistently across state, provincial and national programs. Increased data benchmarking is a necessary step in reducing our sustainability footprint, increasing the performance of our assets, and providing legislators and regulators with the data to make informed decisions and further improved performance. Consistent and accessible process will encourage all owners to adopt energy management best practice.

We encourage all members to research the current best practices that are being set across Canada and the U.S., and to move forward in supporting building energy benchmarking initiatives.

Sincerely

NEIL PEGRAM B.Sc. M.Sc.
Sustainability Department Head
D 604-602-6433
E npeggram@morguard.com



Real Estate Potential. Realized.

TO: MAYOR & EACH
COUNCILLOR
FROM: CITY CLERK'S OFFICE

ON TABLE ITEM

Date: March 22, 2017
Meeting: PWT
Item: #3

Mayor and Councillors

From: Mayor and Councillors
Sent: Tuesday, 21 March 2017 11:08
To: 'r_e_rutkowski@att.net'
Subject: RE: Building Energy Benchmarking Policy

Categories: - TO: MAYOR & EACH COUNCILLOR / FROM: CITY CLERK'S OFFICE

Dear Mr. Rutkowski,

This is to acknowledge and thank you for your correspondence to Richmond City Council. A copy of your email has been forwarded to the Mayor and each Councillor. In addition, your correspondence has also been forwarded to the Public Works and Transportation Committee, and staff.

Thank you for taking the time to write to Richmond City Council.

Sincerely,
Claudia

Claudia Jesson
Manager, Legislative Services
City Clerk's Office
City of Richmond, 6911 No. 3 Road, Richmond, BC V6Y 2C1
Phone: 604-276-4006 | Email: cjesson@richmond.ca

-----Original Message-----

From: Robert Rutkowski [mailto:r_e_rutkowski@att.net]
Sent: Monday, 20 March 2017 15:38
To: CityClerk
Cc: OIGWebmaster@state.gov
Subject: Building Energy Benchmarking Policy

City of Richmond
City Clerk's Office
6911 No. 3 Road
Richmond, B.C.
V6Y 2C1
cityclerk@richmond.ca

PHOTOCOPIED

MAR 21 2017

GB

& DISTRIBUTED



Re: Building Energy Benchmarking Policy

Dear Mayor Brodie, Councillors, and Members of the Public Works and Transportation Committee:

I am writing in support of city staff's recommendations on advancing building energy benchmarking policy in B.C. The actions proposed to the Public Works and Transportation Committee represent an opportunity for the City of Richmond to assert itself as a leader in the transition to healthy, durable, and low emissions buildings. Governments at all levels

are crafting plans to curb carbon pollution in light of new commitments under B.C.'s Climate Leadership Plan and the Pan-Canadian Framework on Clean Growth and Climate Change. These measures will also help put Richmond on track to meet its Official Community Plan targets for reducing community-level emissions.

Building energy benchmarking is a key tool for enabling informed and sound decision-making in energy management. Requiring reporting enables governments to prioritize and evaluate policies including regulation and incentives, while public disclosure enables the real estate sector to measure and value high performance buildings. A growing number of municipalities in North America now require benchmarking and disclosure, along with two U.S. states and, recently, the Province of Ontario.

I applaud the vision and commitment of the City of Richmond on climate action and building energy benchmarking, particularly the city's request for the province to consider mandatory benchmarking during development of the Climate Leadership Plan. The city can continue to lead by example by establishing a local benchmarking requirement in Richmond and disclosing energy use for City-owned buildings, as proof of the effectiveness of these policies. Such a requirement would build on progress made to date and accelerate the market transformation already underway in the city.

I support a clear and consistent framework for energy benchmarking and reporting, and believes that a provincial requirement will be the most effective and administratively feasible approach. I support staff's recommendation to bring forward a resolution to the Union of B.C.

Municipalities and Lower Mainland Local Government Association calling on the province to take this step toward meeting B.C.'s commitments under the Pan-Canadian Framework and Pacific Coast Climate Leadership Action Plan. I also support the recommendation that Metro Vancouver's Climate Action Committee be engaged to develop a regional benchmarking requirement in the event of provincial inaction on this file.

Finally, I support staff's recommendation to begin developing the data analysis and communications infrastructure that will underpin a successful benchmarking policy. Utilities are working on implementation of automated data exchange using the Green Button and Portfolio Manager Web Services protocols. At the same time, the Ministry of Energy and Mines has been investigating the creation of a Standard Energy Efficiency Data (SEED) Platform for B.C., which will greatly streamline the collection, analysis and storage of energy performance information.

By partnering with these organizations, the City of Richmond can accelerate the development of B.C.'s benchmarking infrastructure and empower building owners and governments with improved access to data.

The implementation of a benchmarking and disclosure policy in the City of Richmond (and B.C. as a whole) would provide a low-cost and effective tool to reduce carbon pollution from buildings. Promoting high levels of energy performance will also improve the quality and health of the homes and buildings in which residents live and work, create jobs in the clean economy, and support innovation in the local supply chain.

I commend the City of Richmond for its continued leadership role in green building policy.

Yours sincerely,
Yours sincerely,
Robert E. Rutkowski, Esq.

cc:
U.S. Department of State
Public Communication Division
PA/PL, Room 2206
Washington, DC 20520
Phone: (202) 647-6575
E: OIGWebmaster@state.gov

2527 Faxon Court
Topeka, Kansas 66605-2086
USA
P/F: 1 785 379-9671
E-mail: r_e_rutkowski@att.net

Mayor and Councillors

TO: MAYOR & EACH
COUNCILLOR
FROM: CITY CLERK'S OFFICE

ON TABLE ITEM

Date: March 22, 2017
Meeting: PWT
Item: #3

From: CityClerk
Sent: Tuesday, 21 March 2017 14:30
To: Mayor and Councillors
Subject: FW: Public Works and Transportation Committee- Submission for circulation
Attachments: City of Richmond- EWRB (March 2017).pdf

Categories: - TO: MAYOR & EACH COUNCILLOR / FROM: CITY CLERK'S OFFICE

From: Brooks Barnett [<mailto:BBarnett@realpac.ca>]
Sent: Monday, 20 March 2017 09:27
To: CityClerk
Cc: McEwen, Brendan
Subject: Public Works and Transportation Committee- Submission for circulation



Good Afternoon,

Please find attached a copy of REALPAC's submission on "Climate Action- Building Energy Benchmarking Policy Advocacy" for circulation to members of Public Works and Transportation Committee – which I understand is meeting this week to consider this matter. Please contact me if any questions or concerns with this submission.

With thanks,

Brooks Barnett

PHOTOCOPIED

MAR 21 2017

GB

& DISTRIBUTED



77 King St W
TD North Tower
Suite 4030 PO Box 147
Toronto ON M5K 1H1
Canada

t 416.642.2700
tf 1.855.REALPAC (732.5722)
w realpac.ca

City of Richmond
Public Works and Transportation Committee

March 20, 2017

RE: Climate Action – Building Energy Benchmarking Policy Advocacy

Dear Committee Members,

The Real Property Association of Canada (REALPAC) is Canada's senior national industry association for owners and managers of investment real estate. Our members include publicly traded real estate companies, real estate investment trusts (REITs), private companies, large Canadian pension funds, banks and life insurance companies, with collective investment real estate assets of over \$250 Billion. The association is further supported by large owner/occupiers and pension fund advisors as well as individually selected investment dealers and real estate brokerages. REALPAC is an exclusive, executive organization whose vision is to be Canada's most influential voice in the real property investment industry.

Recently, REALPAC has become aware of the City of Richmond's potential request for provincial implementation of energy reporting and benchmarking program and related policies. Energy and water reporting and benchmarking has been a key topic for the national commercial real estate industry. The association has been actively participating in the Ontario policy implementation process and is actively consulting with the various jurisdictions within Canada on potential energy and water reporting and benchmarking initiatives.

REALPAC is prepared to work with municipal and provincial policy partners in developing an energy and water reporting and benchmarking framework that can lead to meaningful energy and emissions reductions, without being burdensome on B.C property owners.

As many of our members own, manage and develop considerable real estate assets in British Columbia, and would be subject to the requested provincial requirements, REALPAC is pleased to provide various policy comments on the policy.

Energy and water reporting and benchmarking initiatives for large buildings would require property owners to track their building's energy and water usage—as well as greenhouse gas emissions—over time, to determine how a building's energy performance is changing and how it compares to other, similar buildings. This ongoing review would help building owners identify opportunities to save energy and water, thereby saving money on their utility bills. It would also help tenants and buyers make informed property decisions, enabling property and financial markets to value energy- and water-efficient buildings, and it would help B.C and its many municipalities (including Richmond) meet their conservation and greenhouse gas reduction goals.

B.C's commercial real estate industry is ready for such a program. In fact, most of the province's largest property portfolios are already measuring and benchmarking their energy consumption, voluntarily. Building owners understand that 'what gets measured, gets managed', and this can be translated into a bottom-line benefit. Extending these requirements to large buildings would align the province's policy with jurisdictions across the United States, Europe, the United Kingdom and Asia.

It is expected that more and more Canadian jurisdictions will introduce energy and water reporting and benchmarking in the next few years. As we know, the Province of Ontario is introducing Canada's first subnational program, in which buildings will report energy data followed by some form of public disclosure. REALPAC is also aware that energy reporting and disclosure was a key policy inclusion as part of the Pan-Canadian Climate Plan signed by the federal government and provinces in 2016. The importance of not building a policy mismatch – in which different policies apply to different jurisdictions nationally – cannot be overstated. As many of the major corporations in our industry



own and operate considerable real estate assets across the country, it is important that jurisdictions discussing energy reporting and benchmarking policies understand the benefit of integration with other established systems. We strongly encourage the City of Richmond and provincial government of British Columbia to consider this matter with the knowledge that Ontario has crafted a system that is progressive, effective, and supported by the industry that it is meant to assist. Should this matter move forward, REALPAC would recommend working with Ontario policy makers to craft a B.C framework built on similar principles.

While progress toward an energy and water reporting and benchmarking policy has been more meaningful in Ontario, the City of Richmond's request to the province of B.C may once again identify this policy as one of the meaningful ways in which energy consumption and carbon emissions may be reduced in the buildings industry. REALPAC and our industry allies are eager to collaborate with the City and Province should there be a policy direction taken on this matter.

Respectfully submitted,

A handwritten signature in cursive script, reading "Brooks Barnett".

Brooks Barnett
Manager, Government Relations and Policy
bbarnett@realpac.ca
416-642-2700 X224

TO: MAYOR & EACH
COUNCILLOR
FROM: CITY CLERK'S OFFICE

ON TABLE ITEM

Date: March 22, 2017
Meeting: PWT
Item: #3

Mayor and Councillors

From: Mayor and Councillors
Sent: Tuesday, 21 March 2017 14:44
To: Russell, Peter
Subject: FW: Comment on City of Richmond Public Works and Transportation Committee.
Attachments: Ltr of Support-Richmond Benchmarking Policy_igt170321.pdf

Categories: - TO: MAYOR & EACH COUNCILLOR / FROM: CITY CLERK'S OFFICE

From: Mayor and Councillors
Sent: Tuesday, 21 March 2017 14:43
To: 'igtheaker@gmail.com'
Subject: RE: Comment on City of Richmond Public Works and Transportation Committee.



Dear Mr. Theaker,

This is to acknowledge and thank you for your correspondence. Please be advised that your correspondence has been forwarded to the Public Works and Transportation Committee and appropriate staff.

Thank you for taking the time to write on this matter.

Sincerely,
Claudia

Claudia Jesson
Manager, Legislative Services
City Clerk's Office
City of Richmond, 6911 No. 3 Road, Richmond, BC V6Y 2C1
Phone: 604-276-4006 | Email: cjesson@richmond.ca

PHOTOCOPIED

MAR 21 2017

GB
& DISTRIBUTED

From: CityClerk
Sent: Tuesday, 21 March 2017 14:23
To: Mayor and Councillors
Subject: FW: Comment on City of Richmond Public Works and Transportation Committee.

From: Ian G. Theaker [<mailto:igtheaker@gmail.com>]
Sent: Tuesday, 21 March 2017 12:00
To: CityClerk
Subject: Comment on City of Richmond Public Works and Transportation Committee.

Hello,

You should find attached my letter of support (attached) for item PWT 24 - "Climate Action - Building Energy Benchmarking Policy Advocacy" scheduled to be discussed at tomorrow's (March 22) Public Works and Transportation Committee meeting.

Could you please forward this letter to its Chair and members?

Thanks in advance!

Warm regards,
Ian Theaker B.Sc. Mech. Eng., P.Eng.

igtheaker@gmail.com

416.414.6388

[Linkedin Profile](#)

"The greatest challenge to any thinker is stating the problem in a way that will allow a solution." Bertrand Russell

Committee Members and Chair
Public Works and Transportation Committee
City of Richmond
6911 No. 3 Road
Richmond, BC V6Y 2C1

Ian G. Theaker
435 Main Street
Toronto, Ontario M4C 4Y1

March 21, 2017

Re: **Support for Proposed Climate Action – Building Energy Benchmarking Policy**
Richmond File: 10-6125-07-02/2015- Director, Engineering Vol 01

Dear Committee Members and Chair:

I'm writing to express my heartfelt support for the Building Energy Benchmarking Policy proposed for your consideration, both as a professional engineer focused on green buildings, and as a graduate student researching these policies with UBC's Institute for Resources, Environment and Sustainability.

Well-crafted benchmarking regulations across the U.S. have been found to be remarkably effective in reducing energy costs, waste and greenhouse gas emissions of buildings^{1,2,3,4}. They address a key barrier to policy and market action, widespread lack of reliable data on building energy and climate performance^{5,6,7}.

Mandatory benchmarking and data transparency have created powerful new drivers for continued improvement, investment and local employment in many real estate markets^{7,8}. My own thesis research shows that Toronto condo buyers share a universal but frustrated desire for performance information, to inform their purchase decisions and exposure to rising energy and emissions costs. Industry benchmarking stakeholders I interviewed in 2015 for the City of Vancouver broadly supported a benchmarking regulation, if automated utility data exchange, assistance for owners and managers, and information quality are properly addressed⁹.

The staff proposal addresses these concerns, and offers several useful recommendations. Common province-wide benchmarking policy, compliance and data infrastructure would ensure consistency and quality, and reduce both public and private costs, and engaging the BC Real Estate Foundation and BC Hydro would help build industry support and capacity. In short, I am very pleased to see Richmond considering this proposal, and urge your favourable vote.

Sincerely,



Ian G. Theaker P.Eng., MA RES Candidate

References

1. plaNYC. (2014). 2014 NYC LL84 Benchmarking Report (NYC LL84 Benchmarking Reports). City of New York. Retrieved from http://www.nyc.gov/html/planyc/downloads/pdf/publications/2014_nyc_ll84_benchmarking_report.pdf
2. Seattle Office of Sustainability & Environment. (2015). Seattle Building Energy Benchmarking Analysis Report - 2013 Data. Retrieved from <https://www.seattle.gov/Documents/Departments/OSE/EBR-2013-report.pdf>
3. City of Chicago. (2016). City of Chicago Energy Benchmarking Report - 2016. City of Chicago. Retrieved from https://www.cityofchicago.org/content/dam/city/progs/env/EnergyBenchmark/2016_Chicago_Energy_Benchmarking_Report.pdf
4. SF Environment, & ULI Greenprint Center for Building Performance. (2015). San Francisco Existing Commercial Buildings Performance Report 2010-2014. City of San Francisco. Retrieved from <https://sfenvironment.org/download/san-francisco-existing-commercial-buildings-performance-report-20102014>
5. Stern, P.C. & Aronson, E. (1984). Energy Use: the Human Dimension. National Academy of Sciences. Retrieved from <https://www.nap.edu/read/9259/chapter/1>
6. Rajagopalan, P., & Leung Tony, C. Y. (2012). Progress on building energy labelling techniques. *Advances in Building Energy Research*, 6(1), 61–80. <https://doi.org/10.1080/17512549.2012.672002>
7. UK Department for Communities & Local Government. (2012, April). Making energy performance certificate and related data publicly available. Retrieved August 10, 2016, from https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/6058/2121729.pdf
8. Institute for Market Transformation. (2016). Building Energy Performance Policy. Retrieved November 13, 2016, from <http://www.imt.org/policy/building-energy-performance-policy>
9. Theaker, I. G. (2015). BC Building Energy Benchmarking Stakeholder Perspectives Report. Vancouver, B.C.: City of Vancouver.

Mayor and Councillors

TO: MAYOR & EACH
COUNCILLOR
FROM: CITY CLERK'S OFFICE

MARCH 22/17 PWT
ITEM 3

From: Mayor and Councillors
Sent: Tuesday, 21 March 2017 09:41
To: 'Dylan Heerema'
Subject: RE: Letter in support of Building Energy Benchmarking Policy Advocacy

Categories: - TO: MAYOR & EACH COUNCILLOR / FROM: CITY CLERK'S OFFICE

Dear Mr. Heerema,

This is to acknowledge and thank you for your correspondence to Richmond City Council. A copy of your email has been forwarded to the Mayor and each Councillor. In addition, your correspondence has also been forwarded to the Public Works and Transportation Committee, and staff.

Thank you for taking the time to write to Richmond City Council.

Sincerely,
Claudia

Claudia Jesson
Manager, Legislative Services
City Clerk's Office
City of Richmond, 6911 No. 3 Road, Richmond, BC V6Y 2C1
Phone: 604-276-4006 | Email: cjesson@richmond.ca

From: Dylan Heerema [<mailto:dylanh@pembina.org>]
Sent: Monday, 20 March 2017 09:17
To: CityClerk
Cc: Mayor and Councillors
Subject: Letter in support of Building Energy Benchmarking Policy Advocacy

Good morning,

On behalf of the Pembina Institute, please find attached our correspondence in support of Item #3 (Building Energy Benchmarking Policy Advocacy) on the Public Works and Transportation Committee meeting agenda for Wednesday, March 22, 2017.

Best Regards,

Dylan Heerema M.Eng.
Analyst | Pembina Institute
dylanh@pembina.org | c: 587-224-8043
Suite 610, 55 Water Street, Vancouver, BC V6B 1A1
www.pembina.org

PHOTOCOPIED

MAR 21 2017

CB

& DISTRIBUTED



March 20, 2017

Delivered via e-mail (cityclerk@richmond.ca)

City of Richmond
City Clerk's Office
6911 No. 3 Road
Richmond, B.C.
V6Y 2C1

Dear Mayor Brodie, councillors, and members of the Public Works and Transportation Committee:

Re: Building Energy Benchmarking Policy

We are writing in support of city staff's recommendations on advancing building energy benchmarking policy in B.C. The actions proposed to the Public Works and Transportation Committee represent an opportunity for the City of Richmond to assert itself as a leader in the transition to healthy, durable, and low emissions buildings. Governments at all levels are crafting plans to curb carbon pollution in light of new commitments under B.C.'s Climate Leadership Plan and the Pan-Canadian Framework on Clean Growth and Climate Change. These measures will also help put Richmond on track to meet its Official Community Plan targets for reducing community-level emissions.

Building energy benchmarking is a key tool for enabling informed and sound decision-making in energy management. Requiring reporting enables governments to prioritize and evaluate policies including regulation and incentives, while public disclosure enables the real estate sector to measure and value high performance buildings. A growing number of municipalities in North America now require benchmarking and disclosure, along with two U.S. states and, recently, the Province of Ontario.

The Pembina Institute applauds the vision and commitment of the City of Richmond on climate action and building energy benchmarking, particularly the city's request for the province to consider mandatory benchmarking during development of the Climate Leadership Plan. The city can continue to lead by example by establishing a local benchmarking requirement in Richmond and disclosing energy use for City-owned buildings, as proof of the effectiveness of these policies. Such a requirement would build on progress made to date and accelerate the market transformation already underway in the city.

The Pembina Institute supports a clear and consistent framework for energy benchmarking and reporting, and believes that a provincial requirement will be the most effective and administratively feasible approach. We support staff's recommendation to bring forward a resolution to the Union of B.C. Municipalities and Lower Mainland Local Government Association calling on the province to take this step toward meeting B.C.'s commitments under the Pan-Canadian Framework and Pacific Coast Climate Leadership Action Plan. We also support the recommendation that Metro Vancouver's Climate Action Committee be engaged to develop a regional benchmarking requirement in the event of provincial inaction on this file.

Finally, we support staff's recommendation to begin developing the data analysis and communications infrastructure that will underpin a successful benchmarking policy. Utilities are working on implementation of automated data exchange using the Green Button and Portfolio

Manager Web Services protocols. At the same time, the Ministry of Energy and Mines has been investigating the creation of a Standard Energy Efficiency Data (SEED) Platform for B.C., which will greatly streamline the collection, analysis and storage of energy performance information. By partnering with these organizations, the City of Richmond can accelerate the development of B.C.'s benchmarking infrastructure and empower building owners and governments with improved access to data.

The implementation of a benchmarking and disclosure policy in the City of Richmond (and B.C. as a whole) would provide a low-cost and effective tool to reduce carbon pollution from buildings. Promoting high levels of energy performance will also improve the quality and health of the homes and buildings in which residents live and work, create jobs in the clean economy, and support innovation in the local supply chain.

We commend the City of Richmond for its continued leadership role in green building policy.

Yours sincerely,



Karen Tam Wu
Director, Buildings and Urban Solutions Program
Pembina Institute

TO: MAYOR & EACH
COUNCILLOR
FROM: CITY CLERK'S OFFICE

ON TABLE ITEM

MARCH 22/17 PWT
ITEM 3

Mayor and Councillors

From: Mayor and Councillors
Sent: Tuesday, 21 March 2017 09:31
To: 'Jayson Antonoff'
Subject: RE: Letter of Support - City of Richmond - Building Energy Benchmarking Report to Committee

Categories: - TO: MAYOR & EACH COUNCILLOR / FROM: CITY CLERK'S OFFICE

Dear Mr. Antonoff,

This is to acknowledge and thank you for your correspondence to Richmond City Council. A copy of your email has been forwarded to the Mayor and each Councillor. In addition, your correspondence has also been forwarded to the Public Works and Transportation Committee, and staff.

Thank you for taking the time to write to Richmond City Council.

Sincerely,
Claudia

Claudia Jesson
Manager, Legislative Services
City Clerk's Office
City of Richmond, 6911 No. 3 Road, Richmond, BC V6Y 2C1
Phone: 604-276-4006 | Email: cjesson@richmond.ca

From: Jayson Antonoff [<mailto:jayson@imt.org>]
Sent: Monday, 20 March 2017 16:11
To: CityClerk
Cc: Mayor and Councillors; Cliff Majersik
Subject: Letter of Support - City of Richmond - Building Energy Benchmarking Report to Committee

Dear Mayor Brodie, Councillors, and Members of the Public Works and Transportation Committee:

I am submitting the attached letter on behalf of the Institute for Market Transformation, to express our support for the recommendations of the "Climate Action – Building Energy Benchmarking Policy Advocacy" report being presented to the City of Richmond's Public Works and Transportation Committee. We believe that establishing requirements for energy benchmarking of large buildings, both at the local level and at the provincial level, would be an important step in helping the City of Richmond achieve its sustainability and GHG emissions reductions targets, and hope that the City will demonstrate leadership by implementing all of the recommendations of the report.

Sincerely

Jayson Antonoff
Associate Technical Director, Building Performance Policy

PHOTOCOPIED

MAR 21 2017

6B
CNCL 79 DISTRIBUTED



Institute for Market Transformation
1707 L Street NW | Suite 1050 | Washington, DC 20036
202-525-2883 ext. 315 (o) | 206-354-2278 (m)
Jayson@imt.org | www.imt.org



IMT
INSTITUTE
FOR MARKET
TRANSFORMATION

1707 L St. NW | Suite 1050
Washington, DC 20036

202.525.2883

IMT.org

To: City of Richmond Public Works and Transportation Committee &
Richmond City Council

**RE: Climate Action – Building Energy Benchmarking Policy
Advocacy**

I am writing on behalf of the Institute for Market Transformation to support the recommendations of the “Climate Action – Building Energy Benchmarking Policy Advocacy” report being presented to the City of Richmond’s Public Works and Transportation Committee.

The Institute for Market Transformation (IMT) is a non-profit organization that for more than 20 years has worked toward a future in which all buildings are highly efficient. IMT assists North American cities, states, and provinces in developing energy efficiency initiatives. A key focus of IMT’s work is building energy benchmarking reporting and transparency policies.

With IMT’s help, benchmarking reporting requirements have to date been enacted in the province of Ontario, the states of Washington and California, and 25 cities across North America, with more jurisdictions currently considering such requirements. These policies now cover more than 10 percent of all space in large commercial and multifamily buildings in the U.S.

IMT has seen first-hand how benchmarking can reduce energy costs and emissions. Benchmarking allows owners and occupants to understand their building’s relative energy performance, and helps identify opportunities to cut energy waste. A recent analysis by the U.S. Environmental Protection Agency showed that buildings that were benchmarked saved on average 7 percent in energy over three years.

Moreover, benchmarking requirements allow cities and their partners to better target programs to help buildings save energy. Once jurisdictions establish benchmarking requirements, they are able to deliver superior educational programming in partnership with utilities and local building owners and managers associations. Such assistance can be particularly powerful for Class B and C office and multifamily buildings, which typically do not have access to dedicated energy management support. In our experience, mandatory benchmarking requirements are one of the most



1707 L St. NW | Suite 1050
Washington, DC 20036

202.525.2883

IMT.org

effective ways to reach anywhere near the full population of buildings in a jurisdiction, and are key to optimizing community energy performance.

IMT is engaged with the Pacific Coast Collaborative (PCC), a partnership of British Columbia, California, Oregon, Washington and Alaska on policy matters. The Pacific Coast Collaborative's Climate Leadership Plan commits its members to collaborating with West Coast cities to further expand large building energy benchmarking and transparency throughout the region.

Implementing the recommendations of the "Climate Action – Building Energy Benchmarking Policy Advocacy" report will demonstrate leadership by the City of Richmond towards a sustainable, higher-performing built environment. We at IMT hope our resources and knowledge of best practices in this area will help the City of Richmond, the province of British Columbia, and other regional stakeholders, implement benchmarking reporting requirements in British Columbia.

Yours truly,

A handwritten signature in black ink, appearing to read "Cliff Majersik", written in a cursive style.

Cliff Majersik
Executive Director, Institute for Market Transformation

Mayor and Councillors

TO: MAYOR & EACH
COUNCILLOR
FROM: CITY CLERK'S OFFICE

ON TABLE ITEM

MARCH 22/17 PWT
ITEM 3

From: Mayor and Councillors
Sent: Tuesday, 21 March 2017 09:34
To: 'Akua Schatz'
Subject: RE: Letter of Support - Building Energy Benchmarking Initiatives
Categories: - TO: MAYOR & EACH COUNCILLOR / FROM: CITY CLERK'S OFFICE

Dear Akua Schatz,

This is to acknowledge and thank you for your correspondence to Richmond City Council. A copy of your email has been forwarded to the Mayor and each Councillor. In addition, your correspondence has also been forwarded to the Public Works and Transportation Committee, and staff.

Thank you for taking the time to write to Richmond City Council.

Sincerely,
Claudia

Claudia Jesson
Manager, Legislative Services
City Clerk's Office
City of Richmond, 6911 No. 3 Road, Richmond, BC V6Y 2C1
Phone: 604-276-4006 | Email: cjesson@richmond.ca

From: Akua Schatz [<mailto:aschatz@cagbc.org>]
Sent: Monday, 20 March 2017 15:40
To: CityClerk
Cc: Mayor and Councillors
Subject: Letter of Support - Building Energy Benchmarking Initiatives

Dear City of Richmond Council Members,

Please find attached a letter of support from the Canada Green Building Council in advance of your discussions regarding energy benchmarking initiatives on March 22 and 27th. We are thrilled with the steps being considered by the City of Richmond and we wholeheartedly applaud the leadership role it has undertaken by championing energy benchmarking policy.

Sincerely,

Akua

Akua Schatz
Director, Advocacy and Development
Canada Green Building Council
1021 West Hastings Street, Suite 550, BC, V6E 0C3

PHOTOCOPIED

MAR 21 2017

GB

& DISTRIBUTED



Email: aschatz@cagbc.org

Work: 604-282-7793

Cell: 604-306-8703



Canada Green Building Council

Conseil du bâtiment durable du Canada

March 20, 2017

RE: Building Energy Benchmarking Policy

Dear City of Richmond Council Members,

We congratulate the City of Richmond for the leadership role it has taken to advance energy benchmarking and reporting programs for the municipality and the Province of British Columbia.

Energy benchmarking regulations are a critical component to reducing GHG emissions from the built environment. While there is a good deal of momentum toward energy conservation in the Province, the lack of data is a consistent challenge that can inhibit the success of energy efficiency interventions. We know that buildings can be designed and operated more efficiently, however we lack information about which buildings are performing badly and why.

Energy benchmarking, reporting and disclosure requirements help overcome the data transparency challenge. Building owners use a common tool to calculate energy use and compare their building's consumption against other buildings, and against themselves over time. Reporting energy use to a government body ensures that policy makers have the information they need to make significant improvements and address inefficiencies. Disclosure of data provides information to owners and tenants and can help guide investment decisions.

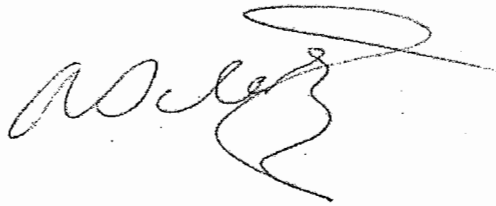
Energy benchmarking regulations have served to improve the performance of buildings in over 30 jurisdictions (cities and states) across the United States for several years. The connection between energy benchmarking data and improvements to buildings is closely linked. For example, through its energy benchmarking program, NYC Office of Sustainability identified steam heat as a key opportunity under its Retrofit Accelerator Program, estimating that five percent of GHGs can be reduced from the NYC's annual emissions, with building owners saving 15 percent in energy costs.

In Canada, many building owners already participate in energy benchmarking efforts for their building portfolios and have acquired the skills necessary to collect, monitor and assess performance data. Recently benchmarking policies have made entry into the Canadian context with the Province of Ontario being the first jurisdiction to implement

mandatory energy benchmarking requirements for large commercial, institutional, and multi-residential buildings. Specific issues regarding privacy of data and exceptions for certain building types have faced thorough review and consideration in Ontario and other jurisdictions. Richmond and the province of British Columbia will be well-positioned to build on the best practices and experience of others who have already implemented benchmarking policies.

The CaGBC strongly supports the four steps that the City of Richmond is seeking to undertake and we feel that collectively they will have a substantial impact on advancing energy benchmarking policy for the Province of British Columbia and the cities of in the Lower Mainland.

Sincerely,



Akua Schatz
Director of Advocacy and Development
Canada Green Building Council

The Canada Green Building Council (CaGBC) is a not-for-profit, national organization that has been working since 2002 to advance green building and sustainable community development practices in Canada. Through its innovative programs that include the Leadership in Energy and Environmental Design (LEED™) rating system, a national network of green professionals/practitioners and real estate owners, and alongside over 1,300 member organizations, the CaGBC has made excellent inroads toward reducing the environmental impact of the built environment in Canada.

The CaGBC has a long-standing commitment in the development of energy benchmarking policies and regulations across Canada. Our White Paper last spring, titled Energy Benchmarking, Reporting & Disclosure: A Guide to a Common Framework outlines how benchmarking policies are a proven approach to reducing the energy consumption and associated greenhouse gas emissions from the building sector and serves as a guide to local and provincial governments developing energy benchmarking policies and regulations across Canada.

ON TABLE ITEM

Mayor and Councillors

TO: MAYOR & EACH
COUNCILLOR
FROM: CITY CLERK'S OFFICE

MARCH 22/17 PWT
ITEM 3

From: Mayor and Councillors
Sent: Tuesday, 21 March 2017 09:38
To: 'dale littlejohn'
Subject: RE: Support for energy benchmarking for large buildings

Categories: - TO: MAYOR & EACH COUNCILLOR / FROM: CITY CLERK'S OFFICE

Dear Mr. Littlejohn,

This is to acknowledge and thank you for your correspondence to Richmond City Council. A copy of your email has been forwarded to the Mayor and each Councillor. In addition, your correspondence has also been forwarded to the Public Works and Transportation Committee, and staff.

Thank you for taking the time to write to Richmond City Council.

Sincerely,
Claudia

Claudia Jesson
Manager, Legislative Services
City Clerk's Office
City of Richmond, 6911 No. 3 Road, Richmond, BC V6Y 2C1
Phone: 604-276-4006 | Email: cjesson@richmond.ca

From: dale littlejohn [<mailto:dlittlejohn@communityenergy.bc.ca>]
Sent: Monday, 20 March 2017 10:51
To: CityClerk
Cc: Mayor and Councillors
Subject: Support for energy benchmarking for large buildings

Mayor and Council,
I have attached a short letter expressing CEA's support for energy benchmarking for large buildings. If this exciting initiative goes forward, I also encourage City of Richmond to apply for CEA's Climate and Energy Action Award for 2017.
<http://communityenergy.bc.ca/climate-and-energy-action-awards/>

...Dale.

Dale Littlejohn, Executive Director, Community Energy Association
www.communityenergy.bc.ca dlittlejohn@communityenergy.bc.ca
T: 604-628-7076 C: 604-785-5130

QUALIFY TO BECOME A CERTIFIED COMMUNITY ENERGY MANAGER: VISIT WWW.COMMUNITYENERGY.BC.CA/EDU TO REGISTER

PHOTOCOPIED

MAR 21 2017

CNCL - 87 
& DISTRIBUTED





Community Energy
Association

Dale Littlejohn, Executive Director
Community Energy Association
326 – 638 West 7th Ave Vancouver, BC V5Z 1B5
dlittlejohn@communityenergy.bc.ca
Tel: 604-628-7076 Cell: 604-785-5130

March 20, 2017

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

Dear Mayor and Council,

Re: Energy Benchmarking for Large Buildings

Congratulations on Richmond's continued leadership on helping residents and businesses save energy, emissions, and money.

Community Energy Association (CEA) is a non-profit research and advisory organization with a mandate to support local governments across BC in developing and implementing their climate and energy goals.

CEA supports energy benchmarking for large buildings. This approach has delivered measurable results in other jurisdictions and we fully expect that benchmarking would deliver positive energy and emissions savings in BC.

Please contact me if you have any questions or concerns. I can be reached at 604-628-7076 or dlittlejohn@communityenergy.bc.ca.

Yours sincerely,

A handwritten signature in cursive script that reads "Dale Littlejohn".

Dale Littlejohn Executive Director, Community Energy Association

ENERGY ACTION IN RICHMOND

The City of Richmond is committed to making our community a healthy and vibrant place to live, learn, work, and play. To achieve this, Richmond's 2041 Official Community Plan (OCP) commits the City to reduce greenhouse gas (GHG) emissions by 33% by 2020, and 80% by 2050, below 2007 levels. The City's Community Energy and Emissions Plan (CEEP) defines strategies and actions organized around the five themes below to help realize these targets.

How are we doing overall?

City's population increased by 7% but overall GHG emissions decreased by 6% over the same time period.



Neighbourhoods and Buildings

2,403
new residential units located within a 5 minute walk of Canada Line stations have been issued since the beginning of 2010, bringing people closer to transit.

667
new townhouse units approved with beyond-code energy efficiency performance since 2015.

The City is implementing the West Cambie and Hamilton Area Plans as **complete, compact** and **affordable** neighbourhoods.

Sustainable Infrastructure and Resources

At full build out, the Oval Village and Alexandra District Energy Utilities will reduce **6,000 tonnes** of GHG emissions annually,

equivalent to removing **2,000 cars** from the road each year.



In 2015, the City achieved **74%** waste diversion from single-family homes.



Alexandra District Energy Utility won the International District Energy Association's **System of the Year** award in 2016.



District Energy in Richmond provides energy to almost **2 million** sq. ft. of buildings.



Resilient Economy

Between 2007 and 2014, Richmond residents cut electricity use by **10.3%** and natural gas by **12.3%**, saving an estimated **\$12.8 million** on energy bills annually.



In its first year, participants in the Building Energy Challenge reduced GHG emissions by **12%**

450 tonnes of carbon and **\$220,000** saved annually through the Water Savings Pilot Program.



Climate Action Leadership

Over **8000** Richmond students engaged on climate action.



For the **third year straight**, Richmond achieved carbon neutrality in 2015.



In 2016 the City became the first municipality to receive a **Platinum Rating** from E3 Fleet.



The City has achieved **48%** reduction in GHG emissions from City owned buildings.



City Council has further endorsed a new target of **65%** from 2007 levels by 2020.

Mobility and Access

71 kilometres of bike routes.



692 Richmond riders registered through the City funded online portal for Bike to Work Week in 2016, riding a total distance of 84,000 km, thereby avoiding 18.2 tonnes of GHGs.



96 special crosswalks to support walking and access to transit.



Referral to Public Works and Transportation
Submitted by Harold Steves

In 1985 Richmond Council adopted the Steveston Waterfront Conservation Plan prepared by Norman Hotson and Associates.

The report concluded that:

“As an overall strategy for tourism for the community of Steveston ... this development is one of a number of ‘beads on a string’ interconnected with roads, walkways, bike ways and a possible ferry route. In this fashion, a number of public use areas from London Farm in the east to Garry Point in the west are made part of the overall system.”

The accompanying map shows three major nodes on the waterfront, London Farm, Britannia Shipyard and Gulf of Georgia Cannery. (1)(Steveston Waterfront Conservation – adopted 1985)

Another map from a previous report by Hotson shows the recommended road access with two major access roads to the waterfront from No 2 Rd. not Trites Rd. (2)(Steveston Waterfront Development Sites)

The 1993 Britannia Heritage Shipyard Park Concept Plan provided tour bus parking in a widened portion of Westwater Drive/Dyke Road and proposed reconstruction of the road to industrial/park standards to avoid curb and gutter and concrete sidewalks. (3)(4)

In 1997 the Steveston Harbour Authority asked that the road be closed around Paramount Pond. (5)(Paramount Site)

The City was interested in expanding the Britannia shipyard property further east in trade for any land lost around the pond. City staff suggested that the road could continue north of Paramount Pond directly to No. 2 Rd. as recommended by Norman Hotson.

Subsequently the western section of the road was paved to industrial/park standards but the eastern portion was not, pending negotiations with the Federal Government and SHA. The negotiations were recently concluded and the SHA no longer has any interest in closing the road around the pond or giving up land in trade adjacent to the Britannia Shipyard.

Parks staff has prepared a business plan for the Britannia site. An application for National Heritage recognition of the area is being prepared. City Council has endorsed increased spending for the Britannia Shipyard and it is assumed that final restoration of the remaining buildings will soon be underway. At that time the site will be fully operational, expecting 10s to hundreds of thousands of visitors.

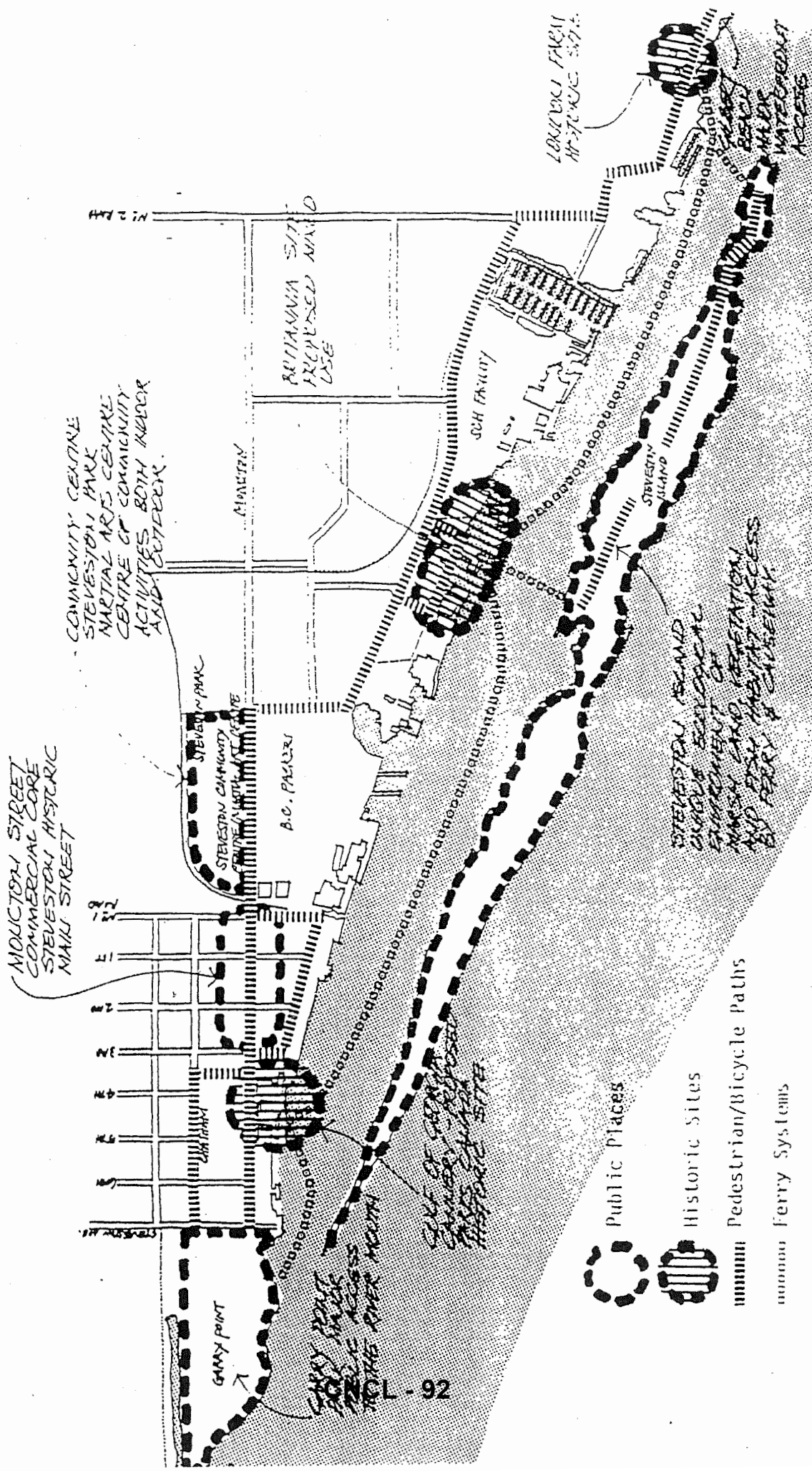
Upgrading the No. 2 Rd box culvert system from Steveston Highway to London Rd. has been approved by Council.

Rezoning the remaining Trites Rd. industrial lands has been approved. Maintaining Trites Rd. as an Industrial road is incompatible with residential use. While some industrial trucking from the SHA may continue to use Trites Rd. the major boat launching ramp site is best served from the foot of No. 2 Rd.

As Britannia nears completion more direct access for tour buses will be needed. As previously envisioned, a tour bus route that connects London Farm, Britannia and Gulf of Georgia Cannery is desirable.

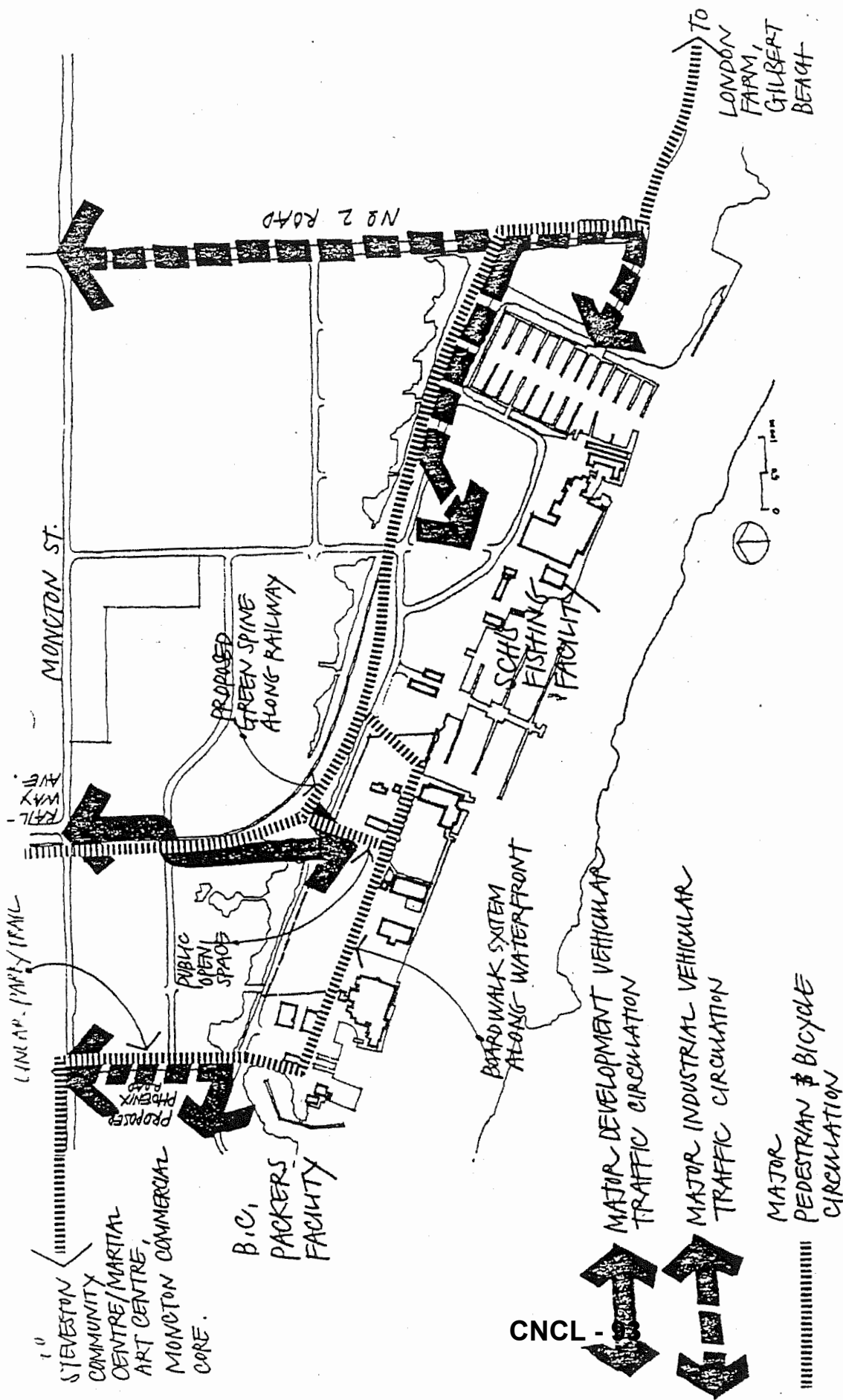
Recommendation:

Recommended that Dyke Rd. be upgraded to industrial/park standards from Trites Rd. around Paramount Pond to the foot of No 2 Rd. sufficient to accommodate tour buses and industrial traffic. (6)



PUBLIC PLACES AND LINKAGES

STEVESTON WATERFRONT
CONSERVATION - ADOPTED 1985



VEHICULAR TRAFFIC, PEDESTRIAN AND BICYCLE CIRCULATION

STEVESTON WATERFRONT
DEVELOPMENT SITES 1983

4.0 SITE PLAN AND RATIONALE

The site concept plan for the Britannia Heritage Shipyard Park appears as a two-part fold-out at the back of this report. The rationale for and features of the plan are described below.

4.1 Road Access and Parking

The general configuration of the park road was determined at the time the site was obtained by the City and zoned for park purposes. The road leaves the current alignment on the dyke at the foot of Railway Avenue to loop around the multiple family development site which was retained in private ownership. The intention for relocating the road in the western portion of the site was to bring drivers closer to views of the waterfront. To the east of the development site, the road rejoins the dyke alignment and follows it to Trites Road.

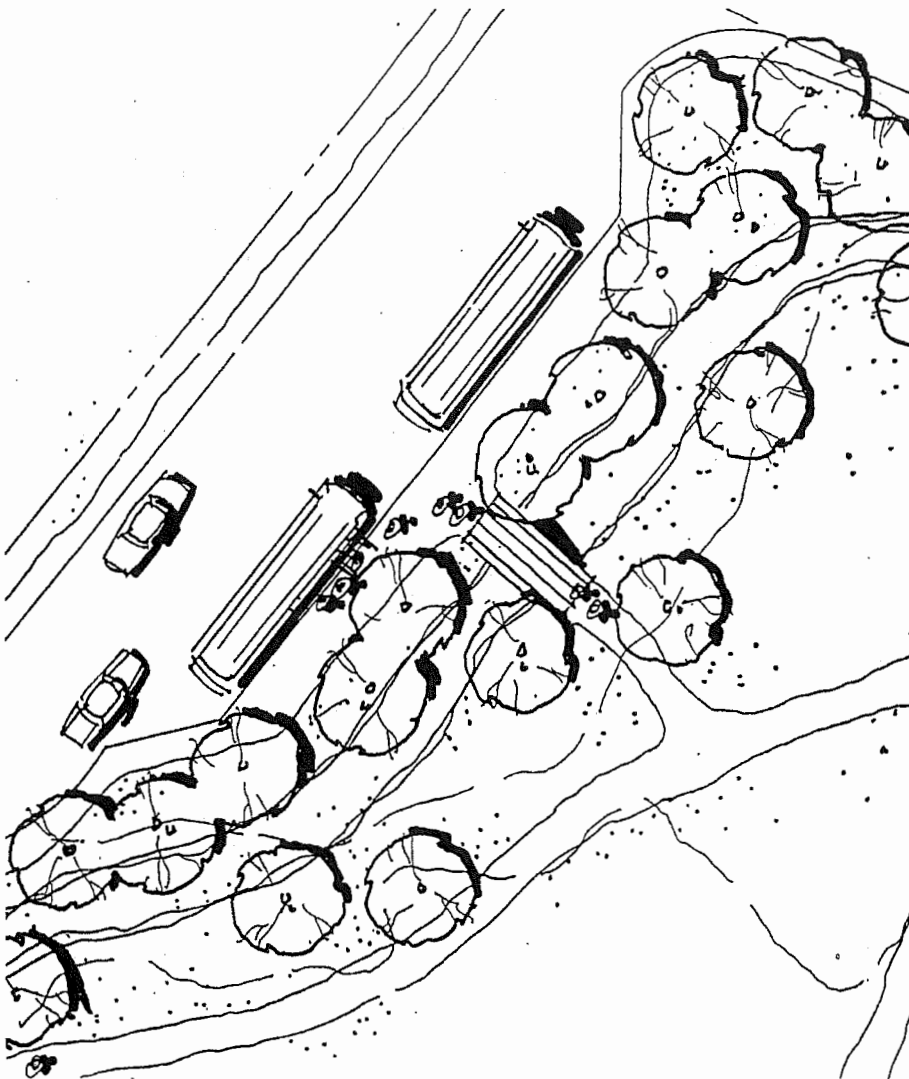
At the west end of the site, the new road will be built to City of Richmond standards for a local road southward to the gate to B.C. Packers' Phoenix property in order to accommodate industrial truck traffic. Once east of this gate, the road will be constructed to a narrower park configuration suited to the rural, historical appearance desired for the park. The road is intended to be without curbs and surfaced in asphalt. Swales will be used along the south edge of the road to control vehicles at the edge, where there is sufficient space to accommodate them. Where the road is too close to existing buildings for a swale to be used, an alternate form of vehicular control will be needed, preferably made of wood.

Parking will be provided for approximately 30 cars in a lot south of the park road in the eastern portion of the park. Access to this lot will be provided by a driveway shared with the access route into the outdoor boat yard. These areas will also be without curbs and paved in asphalt.

Some additional parking for a few vehicles will be available in the boat yard, especially for the convenience of people working on boats for easy access to tools and equipment in their vehicles.

Overflow parking will be available on the gravel shoulders of the park road in the portion of the site where the road is on the dyke. It will also be feasible to use parking on adjacent collector roads such as Railway Avenue and Trites Road and in the parking lot of the T. Homma Elementary School on weekends, holidays, and during the summer.

Two temporary parking spaces for tour buses have been provided in a lay-by on the south side of the park road immediately west of the entrance to the parking lot. It is intended that these spaces will be used for dropping off and picking up passengers only and that the buses will move to suitable longer-term parking elsewhere in the vicinity while the tours are conducted.



Detail Plan of the Temporary Parking for Tour Buses

4.2 Pedestrian Access and Circulation

Pedestrian access to and from the Britannia Heritage Shipyard Park is well provided by the Steveston Waterfront Trail System. East-west access is available from the Steveston trail which connects Garry Point Park to the foot of No.3 Road for both pedestrians and cyclists. The Steveston trail will bring visitors to the site from the west along a separate trail parallel to the dyke and will encourage pedestrians to enter the park and make use of the boardwalk circulation network. Bicycle riders will be asked either to walk their bikes or to use the park road. From the point where the park road rejoins the dyke to Trites Road, the Steveston Waterfront Trail will be located in a separate alignment immediately north of the park road.

Road Access and Parking

- **Park Road**
 - 8.0 m rough asphalt (coarse aggregate)
 - no curbs
 - 1.5 m gravel shoulder (both sides)
- **Park Road**
 - 8.0 m rough asphalt (coarse aggregate)
 - no curbs
 - no shoulder
- **City Road**
 - 12.0 m to City of Richmond Standards
 - industrial truck traffic to B.C. Packers
- **Existing Bridges**
 - vehicular and pedestrian
 - wood construction
- **Swale Headwalls**
 - wood construction
 - park signage
- **Public Parking**
 - coarse aggregate asphalt, no curbs
 - 30 stalls total
 - additional parking for boatyard
 - picnics, picnic area
- **Overflow Parking**
 - on gravel shoulder or park road
 - on collector roads, i.e. Railway Avenue, Trices Road

Central Open Space

- **Larger Open Space**
 - native grasses, wild flowers
- **Trip Lined Edges**
 - park signage
 - pedestrian bridges, wooded
- **Informal Park Activities**
 - picnicking, play, sitting, resting

Foreshore Sub-Area

- **Bulkhead at Boardwalk**
 - restored bulkhead and boardwalk
 - in historical location
- **Net Rack**
 - possible reconstruction of jet-rack
 - ruins for visual interpretation
- **Krazer River "Red Zone"**
 - important fish habitat
 - forebush established by park plan
 - non-accessible

Sub-Area

- **Building**
 - restoration
- **Building**
 - historic
 - for archives

B.C. Packers Waterlot

Park Road

Murakami Complex

CNCL - 96

Japanese Pavilion Building

State Net Rack Building

Historic Residential Interpretation

Bulkhead

Boatways Ways

Historic Boardwalk

Boat Yard

The Boat

The Boat

The Boat

The Boat

The Boat

The Boat

The Boat

The Boat

The Boat

The Boat

The Boat

The Boat

The Boat

The Boat

The Boat

The Boat

The Boat

The Boat

The Boat

The Boat

The Boat

The Boat

The Boat

The Boat

The Boat

The Boat

The Boat

City of Richmond

Stevenson Waterfront Trail

Historic Residential

Historic Residential

Historic Residential

Historic Residential

Historic Residential

Historic Residential

Historic Residential

Historic Residential

Historic Residential

Historic Residential

Historic Residential

Historic Residential

Historic Residential

Historic Residential

Historic Residential

Historic Residential

Historic Residential

Historic Residential

Historic Residential

Historic Residential

Historic Residential

Historic Residential

Historic Residential

Historic Residential

Historic Residential

Historic Residential

Historic Residential

Historic Residential

Historic Residential

Historic Residential

Historic Residential

Historic Residential

Historic Residential

Historic Residential

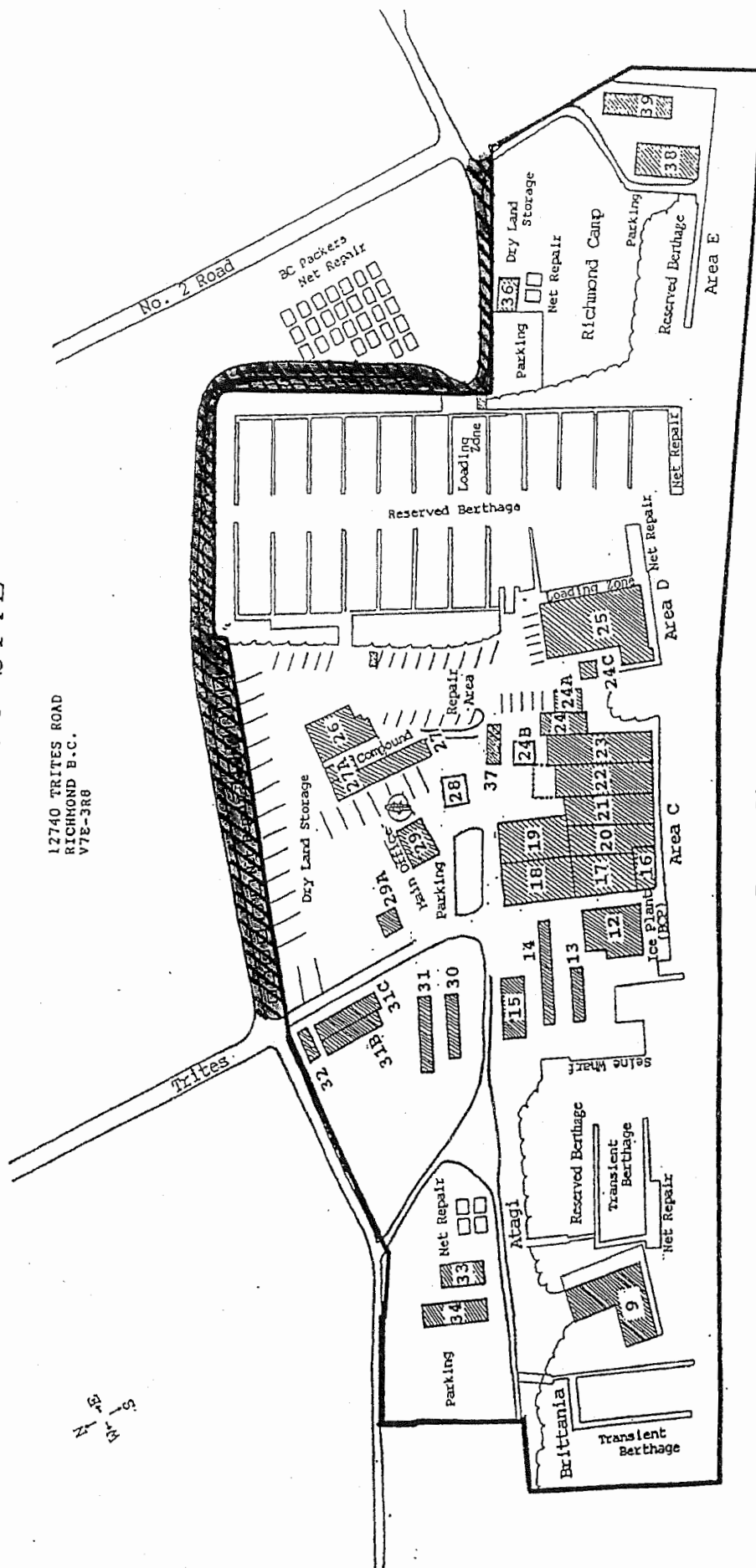
Historic Residential

Historic Residential

Historic Residential

Historic Residential

12740 TRITES ROAD
RICHMOND B.C.
V7E-3R8



Fraser River

STEVESTON HARBOUR AUTHORITY
REVISED MARCH 29/93



Denotes Civic property proposed for landswap

February 1, 2017

- 4 -

Attachment 1





City of Richmond

Report to Committee

To: Community Safety Committee

Date: February 24, 2017

From: Ron Graham
Acting Manager, Community Bylaws

File: 12-8060-20-005870

Re: **Proposed Amendment to Traffic Bylaw No. 5870**

Staff Recommendation

1. That Traffic Bylaw No. 5870, Amendment Bylaw No. 9689 be introduced and given first, second and third readings; and
2. That Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw No. 9690 be introduced and given first, second and third readings.

Ron Graham
Acting Manager, Community Bylaws
(604-247-4601)

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER ^(Acting)
Engineering	<input checked="" type="checkbox"/>	
Roads & Construction	<input checked="" type="checkbox"/>	
Law	<input checked="" type="checkbox"/>	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: 	APPROVED BY CAO

Staff Report

Origin

This report responds to a referral from the Community Safety Committee meeting January 10, 2017.

That staff review bylaw 5870, section 6.1, to analyze potential amendments to include single-family homes and enforcement measures with regard to snow clearing regulations and report back.

Currently, Section 6.1 of the Traffic Bylaw obligates owners/occupiers of commercial, industrial and multi-family dwellings (other than duplexes) to remove snow and ice from adjacent sidewalks no later than 10:00 a.m. everyday.

This report supports Council's 2014-2018 Term Goal #1 A Safe Community:

Maintain emphasis on community safety to ensure Richmond continues to be a safe community.

Analysis

Background

Relative to the remainder of the province the majority of lower mainland municipalities experience negligible annual snowfall. This is due to our temperate climate and, in the case of Richmond, the City's proximity to sea level. Historically average annual snowfall within the lower mainland has remained unremarkable except on two occasions, the first being the winter of 2008 - 2009 and the second being this past winter of 2016 - 2017.

Weather History	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
Total Snowfall (cm)	109	26	17	24	27	12	26	0	28	36
<i>Annual snowfall within Vancouver British Columbia courtesy of "weatherstats.ca"</i>										

In conjunction, the City of Richmond has grown by about 10 per cent since the 2006 census and property development over the past decade has led to considerable City densification.

The combination of these events resulted in an extraordinary increase in snow-clearing complaints from the public during the winter of 2016 - 2017. Prior to 2016 the City processed about a dozen complaints per year. However, this season alone, the City processed 106 such complaints representing nearly an 80 per cent increase. Further, it is estimated that 25 per cent of these complaints are associated with single family homes.

In response to the rise in complaints the Community Bylaw Department launched an educational initiative, which sought to remind the public of their responsibility to remove snow and ice from City sidewalks. Consequently, bylaw officers attended 242 local businesses and strata complexes in an effort to promote compliance. The existing snow-clearing regulations, set out in the City's Traffic Bylaw, do not require owner and residents of single family homes and duplexes to clear snow from sidewalks.

Regulations

Traffic Bylaw No. 5870, Section 6.1, stipulates the following, which does not currently apply to single family homes or duplexes:

The owner or occupier of any parcel of real property which is developed for, or used in whole or in part for, commercial, industrial or multi-family dwelling use other than a two-family dwelling shall remove all snow and ice from any sidewalk adjacent to such parcel for a distance that coincides with the property line of his real property, not later than 10:00 a.m. of everyday, including Sunday.

Recommendation

Proposed Amendment to Traffic Bylaw No. 5870

It is recommended that Traffic Bylaw No. 5870 be amended by replacing Section 6.1 with the following so that owners and occupants of all commercial industrial or residential properties in the City must remove all snow and ice from their adjacent sidewalks no later than 10:00 a.m. every day:

The owner or occupier of any parcel of real property which is developed for, or used in whole or in part for commercial, industrial, multi-family dwelling, or single-family dwelling use shall remove all snow and ice from any sidewalk adjacent to such parcel for a distance that coincides with the property line of their real property, not later than 10:00 a.m. of everyday, including Sunday.

Traffic Bylaw No.5870. Amendment Bylaw No. 9689 is attached to this report.

Proposed Amendments to Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122

In order to increase compliance with snow removal obligations, a penalty is recommended to be added to the Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, such that each failure to remove snow and ice from sidewalks will be subject to a penalty of \$70 per incidence. Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122. Amendment Bylaw No. 9690 is attached to this report.

Financial Impact

There may be an initial increase in ticketing revenue following adoption of the bylaw amendments. It is anticipated that the amount of tickets issued during the heavy snow fall in the winter months will level off once the general public becomes familiar with the new snow removal regulations.

Conclusion

The proposed bylaw amendments would expand the existing snow clearing regulations to apply to single family homes and duplexes. It will also apply a bylaw violation notice and fine if snow is not cleared.

February 24, 2017

- 4 -

In addition, the penalty for not clearing snow or ice from sidewalks may increase compliance.

A handwritten signature in black ink, appearing to read 'R. Graham', with a stylized, cursive script.

Ron Graham
Acting Manager, Community Bylaws

RG:rg

- Att. 1: Traffic Bylaw No. 5870, Amendment Bylaw No. 9689
2: Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, Amendment Bylaw
No. 9690



**Traffic Bylaw No. 5870
Amendment Bylaw No. 9689**

The Council of the City of Richmond enacts as follows:

1. **Traffic Bylaw No. 5870**, as amended, is further amended at Section 6 – “[Obstruction of Traffic]” by replacing the existing paragraph 6.1 with the following:

“6.1 The **owner** or occupier of any parcel of real property which is developed for, or used in whole or in part for, commercial, industrial, multi-family dwelling, or single-family dwelling use shall remove all snow and ice from any sidewalk adjacent to such parcel for a distance that coincides with the property line of their real property, not later than 10:00 a.m. of everyday, including Sunday.”.

2. This Bylaw is cited as “**Traffic Bylaw No. 5870, Amendment Bylaw No. 9689**”.

FIRST READING



SECOND READING

THIRD READING

ADOPTED

MAYOR

CORPORATE OFFICER

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



**Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122,
Amendment Bylaw No. 9690**

The Council of the City of Richmond enacts as follows:

1. Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122, as amended, is further amended by adding the following to the beginning of the Traffic Bylaw No. 5870 (1992) portion of Schedule A of Bylaw No. 8122:

A1 Bylaw	A2 Description of Contravention	A3 Section	A4 Compliance Agreement Available	A5 Penalty	A6 Early Payment Option	A7 Late Payment Amount	A8 Compliance Agreement Discount
	Period of Time from Receipt (inclusive)		n/a	29 to 60 days	1 to 28 days	61 days or more	n/a
Traffic Bylaw No. 5870 (1992)	Failure to clear snow from sidewalk (commercial, industrial and residential)	6.1	No	\$ 70.00	\$ 45.00	\$ 95.00	n/a

2. This Bylaw is cited as “**Notice of Bylaw Violation Dispute Adjudication Bylaw No. 8122,
Amendment Bylaw No. 9690**”.

FIRST READING



SECOND READING

THIRD READING

ADOPTED

MAYOR

CORPORATE OFFICER

CITY OF RICHMOND
APPROVED for content by originating Division 
APPROVED for legality by Solicitor 



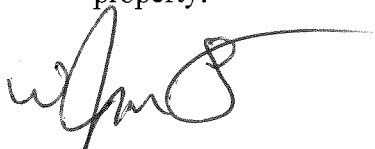
City of Richmond



Report to Committee

To: General Purposes Committee **Date:** March 1, 2017
From: John McGowan **File:** 12-8060-02/01-Vol01
Acting General Manager, Law and Community
Safety
Re: **Non-Farm Use Fill Application for the Property Located at the Eastern
Terminus of Francis Road (PID: 023-860-481) – Cranberry Meadows Farms
Ltd.**

Staff Recommendation

1. That the application and corresponding report titled “Non-Farm Use Fill Application for the Property Located at the Eastern Terminus of Francis Road” (PID 023-860-481) – Cranberry Meadows Farms Ltd.”, dated March 1, 2017, by the Acting General Manager; Law and Community Safety be referred to the Agricultural Land Commission (ALC); and
2. Should the ALC grant approval, the applicant must satisfy all City and ALC requirements and obtain a soil deposit permit from the City prior to any soil being deposited on the property.


John McGowan
Acting General Manager, Law and Community Safety
(604-276-4104)
Att. 4

REPORT CONCURRENCE			
ROUTED TO:	CONCURRENCE	REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS:
Finance Department	<input checked="" type="checkbox"/>	APPROVED BY CAO 	
Engineering	<input checked="" type="checkbox"/>		
Roads & Construction	<input checked="" type="checkbox"/>		
Sustainability	<input checked="" type="checkbox"/>		
Law	<input checked="" type="checkbox"/>		
Policy Planning	<input checked="" type="checkbox"/>		
Transportation	<input checked="" type="checkbox"/>		

Staff Report

Origin

The City of Richmond is in receipt of a soil deposit application, deemed to be non-farm use (the "Application") by the ALC, submitted by Cranberry Meadows Farms Ltd. for PID 023-860-481 (the "Property"). The intent of the application is to place fill on the property located at the Eastern Terminus of Francis Road to improve the property's agricultural capability for the purpose of grape and raspberry farming.

The property is situated within the Agricultural Land Reserve (ALR) and is subject to provisions of the *ALC Act*, *Agricultural Land Reserve Use, Subdivision, and Procedure Regulation*, and the City's current Soil Removal and Fill Deposit Regulation Bylaw 8094 (the "Bylaw").

Pursuant to applicable provincial regulations, non-farm use applications for land that is zoned by bylaw to permit agricultural or farm use require Council authorization to be referred to the ALC. Should the application receive Council resolution to be referred to the ALC and should it subsequently be approved by the ALC, the applicant would be required to satisfy the requirements of the Bylaw before a soil deposit permit would be issued.

Analysis

The property is located at the Eastern Terminus of Francis Road and is zoned AG1 (Agriculture). The current zoning permits a wide range of farming and compatible uses consistent with the provisions of the *ALC Act* and *Regulation* and the City's Official Community Plan (OCP) and Zoning Bylaw.

The applicant has been operating a cranberry farm for the past eleven years. The *Fill Deposition Plan* (the "Plan") prepared by Pottinger Gaherty Environmental Consultants Ltd. (the "Consultant") indicates that the location of the property, near the mouth of the Fraser River, experiences high saline levels in the sourced water used for frost protection in the fall (Attachment 1). The plan notes that the increased salinity levels have negatively impacted the property's agricultural capability for cranberry production resulting in decreased harvest volume.

City staff notes that the drainage/irrigation network that serves the subject property is protected from high levels of salt in irrigation water by an automated valve at the system intake at the No. 6 Road South pump station. The automated valve closes when Fraser River salinity levels are above the levels appropriate for farming. City staff have not been provided evidence indicating that high levels of salt are present in the irrigation water at the subject property or the surrounding area.

Uses on Adjacent Lots

- To the North: Golf Course
- To the East: Industrial
- To the South: ALR – Land is not in production
- To the West: ALR – Land is not in production

Item	Existing	Proposed
Owner (PID 023-860-481)	Cranberry Meadows Farms Ltd. No. BC0729542	No change
Applicant	Cranberry Meadows Farms Ltd. No. BC0729542	No change
Authorized Agent	PGL Environmental Consultants	No change
Lot Size	8.05 hectares (19.89 acres)	No change
Land Uses	Cranberry production	Raspberry and grape production
OCP Designation	Agriculture	No change
ALR Designation	Property is within the ALR	No change
Zoning	AG1	No change
Riparian Management Area (RMA)	5.0 meters RMA	No change

Project Overview

The applicant proposes to raise the property and improve the agricultural capability in order to produce grapes and raspberries.

The total project area of the property is approximately 8.05 hectares (19 acres). The property is presently in agricultural production of cranberries and is comprised of Richmond and Lulu series soils. Lulu soils are suitable for the production of annual legumes, blueberries, cereals, cole crops, corn, perennial forage crops, root crops, and shallow-rooted annual vegetables.

As noted in the consultant's report, grape vines are deep-rooted plants that require an adequate soil depth. The applicant is proposing to import and deposit 362,000 cubic metres of fill (approximately 51,700 truckloads), to improve the property's drainage, slope, aspect, and rooting depth for the production of grapes and raspberries. The property will be raised by approximately 6m to 8m deep at the north section and approximately 2m deep at the south side of the property.

Lulu and Richmond soils have very poor drainage due to a high water table that is present for most of the year. The applicant intends to improve the drainage through the deposition of suitable fill and the establishment of a shallow slope. It is proposed that the site grading will maintain well-drained conditions and restrict surface ponding.

Existing drainage on the perimeter of the property will be retained to manage seasons of high rainfall; however, ditches separating the existing cranberry fields will be filled as part of the fill deposit activities. The conversion to grape and raspberry production will negate the need to induce a harvest flood as the new crops will utilize drip irrigation.

The proposed fill will be sourced from multiple locations within the Lower Mainland. The material will be coarse-textured (sandy) soil with a small percentage of fines, which will improve

site drainage and crop selection. While the target fill material is sandy soil, any stony material which may make up the fill, will be segregated onsite, screened and placed at depth to ensure that it does not hinder cultivation of site soils. Soil screening to remove material over 2.5cm in diameter will be conducted onsite.

The proposal includes blending salvaged organic soil from the property with loamy material to provide a highly suitable growth medium. The plan states that the Lulu and Richmond soils range from 0.4m to 1.6m in depth. The applicant intends to salvage the top 0.25m of organic soil material and utilize the organic soil for mixing with mineral soil to prepare a suitable growing medium for grapes and raspberries, as per the Fill Deposition Plan.

The applicant has advised that the proposed duration of the project will be three years. This includes topsoil preparation and crop transitioning from cranberries to grape and raspberry production. Fourteen acres of the property will be dedicated to grape vines that favor the cooler Metro Vancouver temperatures; while the remaining four acres will be used to produce raspberries to support the Richmond Country Farm market.

The Consultant concludes:

“The Fill Deposition Plan is expected to improve the Site’s historically mapped agricultural improved capability from O3LW (with limitations of degree of decomposition-permeability and excess water) to an agricultural capability of Class 1 or 2A, with significantly improved agricultural productivity and increased crop selection.”

Richmond Agricultural Advisory Committee Consultation

The Agricultural Advisory Committee (AAC) discussed the proposal on April 26, 2016. It should be noted the committee did not have quorum; however, the members did provide the following comment:

“The Committee noted that it understands the issue related to the quality of water and rationale behind the proposed soil fill. Committee agreed that raising the profile of the site will enhance the agricultural viability of the site and enable the owners to pursue a positive venture.”

The AAC introduced the following motion:

“That the ALR soil fill application for the site (PID: 023-860-481) be supported as presented.”

Please refer to Attachment 2 for a copy of the AAC meeting discussion notes.

Staff Comments

City staff have prepared a comprehensive soil deposit permit (the “Permit”) that addresses a number of key issues, including but not limited to, protection of the surrounding Riparian

Management Areas (RMA), public safety, drainage, eliminating impacts to neighbouring properties and City infrastructure, security deposits, and the permitted hours/days of operation (Attachment 3).

The open watercourse adjacent to the Francis Road right-of-way is a protected RMA. As this work is farm activity it is not subject to Riparian Area Regulation requirements. While it is an accepted best practice to maintain riparian setbacks to support effective agricultural drainage, the City has no authority to require protection and management of the 5m RMA setback in this application.

The applicant will be required to take all necessary precautions to prevent sedimentation of any stream, creek, waterway, watercourse, ditch, drain, catch basin, culvert, or manhole either on or adjacent to the property. Sediment control and erosion measures will be installed/constructed and inspected by the consultant. City staff will inspect to ensure compliance prior to the importation of any soil onto the property. This will be a separate condition within the permit that requires that the applicant meet the City's current Watercourse Protection and Crossing Bylaw and the current Pollution Prevention and Clean-Up Bylaw.

The City will require a comfort letter from a professional engineer confirming that, should the proposal receive approval, the soil will have no impact to surrounding properties including, but not limited to, impacts on the neighbouring properties' groundwater table, open or closed drainage infrastructure connecting to the City's storm drainage infrastructure.

Should the project receive approval, the applicant may be required to install a wheel wash prior to the importation of any soil onto the property.

The permit holder will be required to maintain an accurate daily log of trucks depositing soil on the property. This log will be made available for inspection by City staff when requested. At the sole discretion of the City, alternate measures may be used (i.e. survey, etc.) in order to establish the volume of soil deposited on the property.

Staff are recommending to the ALC as a condition of approval, that the applicant be required to post a substantial performance bond in a form and amount deemed acceptable by the ALC. The performance bond should be of a sufficient amount to ensure that all required mitigation and monitoring measures are completed as proposed and to ensure the rehabilitation of the property in the event the project is not completed. The performance bond will be held by the ALC.

Staff are also recommending to the ALC that the project be monitored by a professional agrologist. Furthermore, that the agrologist provides quarterly inspection reports to the City and ALC. This will be a separate condition within the permit that may include the provision that a report may be required upon request by the City.

Prior to permit issuance, the City will require that the applicant provide a security deposit. The deposit will not be returned until all of the conditions as stated in the permit and the ALC approval, should one be granted, are satisfied in their entirety to the satisfaction of the City. City staff will also require confirmation in writing from the applicant's consultant and the ALC, that

the project is completed as per the initial approval. City staff will conduct a final inspection prior to closing the file.

City staff will monitor the property to regularly ensure compliance with the conditions of the permit and ALC approval, should approval be granted.

Geotechnical & Drainage Considerations

The applicant has contracted Geo Pacific Consultants Ltd. to conduct a geotechnical investigation to determine impacts to surrounding properties and drainage should the project be approved. Please refer to Attachment 4 for a copy of the Geotechnical Investigation Report. It is the opinion of the report's author(s):

"The proposed fill program is feasible without adversely impacting drainage or groundwater levels beyond the site."

As per the investigation and assessment, the report indicates the probability of considerable settlement of up to 6m to 8m beyond the fill area. The report further indicates the likelihood that maintenance may be required to "ensure [...] level access roads and positively flowing ditches." Staff are recommending that the approved fill area be setback a minimum of 8m from property lines in order to mitigate any future impact to neighbouring properties due to potential settlement related issues.

In addition, the planned Vancouver Airport fuel delivery pipeline is projected to be placed within the Francis Road corridor next to the proposed soil deposit project. Geo Pacific has provided an additional geotechnical investigation report assessing potential impacts on the proposed pipeline should the soil deposit project be approved. The report concludes that the pipeline will be setback 12 to 14m from the soil deposit project. Furthermore, the report states:

"While measurable movements of the pipeline are likely, they are expected to be low differentially at less than 1mm/metre and should not impact the jet fuel line."

Geo Pacific has identified and City staff are recommending that a pipeline monitoring plan be implemented for the duration of the fill project. Any cost for monitoring would be assumed by the applicant.

Staff will require a topographic survey identifying pre and proposed post-fill elevations prior to the project commencing.

Environmental Considerations

The applicant will be required to ensure that there is no damage to adjacent watercourses. Conditions of the permit will require that the applicant install adequate erosion/sediment control measures prior to the importation of soil.

The proposed fill site borders Freshwater Wetland Environmentally Sensitive Area (ESA) on its western property boundary and also on the south across the road. Erosion and sediment control will be required to prevent impacts to the ESA.

Any trees of 20cm caliper located on the property and trees located on neighbouring properties within 2m of any property line are to be protected as per the City's information bulletin Tree-03 "Protection of Existing Trees during Demolition and Construction".

As per Fisheries & Oceans Canada, it is recommended that residents self-assess any proposed works to ensure that a project avoids causing serious harm to fish. This applies to work being conducted in or near water bodies that support fish that are part of or that support a commercial, recreational, or Aboriginal fishery.

Agricultural Considerations

The applicant retained the consultant in order to provide the agricultural land capability assessment and any site mitigation recommendations for the proposed soil deposit project.

The owner has identified a number of agricultural considerations with respect to the property. They include, but are not limited to, the following:

- High salt levels recorded in the farm's water source (south arm of the Fraser River) has been detrimental to crop yields and farming operations.
- During the past seven years the crop has averaged a yield of 180,800lbs, while the previous seven years averaged 277,900lbs. This represents a 35% reduction of production per year on average;
- Reductions in cranberry production over the last two years have resulted in Cranberry Meadows being ranked in the bottom 27% of all Ocean Spray growers;
- Farm harvest occurs in the fall and was often delayed due to the quality and quantity of the water from the Fraser River;
- The farm was required in 2010 to use a 3 inch-metered water main from the adjacent golf course to help dilute excess salt water from the Fraser River during harvest flood.

As per the City's report (re: Salinity Intrusion in the Fraser River) identified within the consultant's assessment, City staff identified the potential for the salt wedge to advance beyond the No. 6 Road irrigation water intake during tidal cycles. As noted in the report:

"[T]he City installed a salinity meter at the [No. 6 Rd. South] pump station that shuts off flow from the Fraser River when salt content becomes too high."

The salinity meter and automated valve protect the irrigation system from high levels of salinity. The salinity meter and automated valve are in working order and there are no instances where fault or failure have allowed water with high salt content into the system. While the Fraser River source water does experience high salt concentrations on a regular basis, the irrigation system is maintained at a salinity level appropriate for Richmond farming. There are many farms in the

vicinity of the subject farm that utilize provided irrigation water and maintain successful farming operations.

As indicated, Lulu soils are typically suited for production of annual legumes, blueberries, cereals, cole crops, corn, perennial forage crops, root crops and shallow-rooted vegetables. Production of other crops including grapes and raspberries, which are proposed for the site, are limited by inadequate drainage of these soils causing winter injury due to a high water table.

Consideration should be given to the desirability of man-made transformation of Lulu soils that have traditionally been successfully used for a wide range of agriculture crops throughout Richmond to the specific use of grapes and raspberries.

Should the proposal achieve final approval, the City will require that the consultant be retained to monitor the project and provide regular reporting. Should the consultant not be retained or cease providing regular oversight and reporting, the City would reserve the right as per the permit, to suspend and/or void the permit until such time as a new qualified agrologist, agreeable to the City and ALC, is retained to monitor the project and provide regular reporting.

Road & Traffic Considerations

A traffic management plan has been provided to ensure public safety. Truck contractors accessing the site will be required to adhere to speed and weight limit conditions and must only access No. 6 Road from Steveston Highway. Due to truck weight limit and speed limit considerations, no access will be permitted on No. 6 Road from Williams Road to Westminster Highway. The City will reserve the right, as per the permit conditions, to request modifications to the traffic management plan should it be deemed necessary by staff.

The proponent must ensure that measures for dust and noise control are in place to ensure there is no damage from dust to the cranberry crop on the adjacent cranberry farm or noise disturbance to poultry for the adjacent turkey operation.

Should the soil deposit proposal receive approval, it will be the responsibility of the applicant and his contractor(s) to contact officials with the Vancouver Airport Fuel Facilities Corporation to ensure soil deposit operations (i.e. truck traffic) and pipeline construction do not conflict.

Security Bonds

Should the soil deposit project receive approval, the City will require that the applicant provide the following security bonds:

- \$5,000 pursuant to section 8(d) of the current Boulevard and Roadway Protection Regulation Bylaw 6366 to ensure that roadways and drainage systems are kept free and clear of materials, debris, dirt, or mud resulting from the soil deposit activity; and

- \$10,000 pursuant to section 4.2.1 of the current Soil Removal and Fill Deposit Regulation Bylaw 8094 to ensure the full and proper compliance with the provisions of this Bylaw and all other terms and conditions of the permit.

The security bonds are required prior to issuance of the permit.

Financial Impact

While there is no incremental financial impact to the City, there are costs associated with City staff monitoring the fill site throughout the duration of the project, as ALC staff do not actively monitor fill projects. In addition, an external consultant's review may be requested should staff deem such a review necessary. Funding is set aside within the existing budget to pay for costs associated with a review.

As per the bylaw, the applicant has provided the City's non-refundable application fee in the amount of \$600. In addition, the applicant has submitted the ALC application fee in the amount of \$600.

Conclusion

Staff recommends that Council refer the non-farm use fill application for the property located at the Eastern Terminus of Francis Road (PID 023-860-481) to the ALC for their review and consideration.



Ron Graham
Acting Manager, Community Bylaws
(604-247-4601)

RG:mm

- Att. 1: Copy of the Fill Deposition Plan (PGL Environmental Consultants) dated October 2016
2: Copy of the AAC meeting discussion notes dated April 26, 2016.
3: Draft copy of the proposed City of Richmond Soil Deposit Permit
4: Copy of the Geotechnical Investigation Report (Geo Pacific Consultants Ltd.) dated January 11, 2017

Eastern Terminus of Francis Road
Richmond, BC

Fill Deposition Plan



PREPARED FOR:

Cranberry Meadows Farm Ltd.
11450 92A Avenue
Delta, BC V4C 3M5

PREPARED BY:

PGL Environmental Consultants
#1200 – 1185 West Georgia Street
Vancouver, BC V6E 4E6

PGL File: 4402-01.01

October 2016



solve and simplify

Table of Contents

1.0	Introduction.....	1
2.0	Background.....	1
2.1	Fill Requirement to Support Existing Wine Production	2
2.2	Soil Requirements for Grape Production	3
3.0	Municipal Fill Deposition Requirements	4
4.0	Site Description	4
4.1	Legal Description.....	4
4.2	Zoning and Current Land Use	4
4.3	Soils.....	5
4.3.1	BC Ministry of Environment Mapping	5
4.3.2	Current Onsite Inspection	5
5.0	Proposed Fill Plan	6
5.1	Soil Conservation and Management	6
5.1.1	Fill Plan	6
5.1.2	Fill Monitoring Plan	7
5.1.3	Soil Composition	8
5.1.4	Fill Volume and Slopes	8
5.1.5	Erosion Control	9
5.1.6	Drainage Control	10
5.1.7	Site Access	10
5.1.8	Buffer.....	11
5.1.9	Noise Control	11
5.1.10	Dust Control	11
5.1.11	Riparian Area Management.....	13
5.2	Potential Impacts on Nearby Agricultural Operations	14
6.0	Proposed Planting Plan	14
7.0	Summary and Conclusions	15

LIST OF TABLES

Table A: Fill Deposition Summary	9
Table B: Summary of Potential Sources of Fugitive Dust Emissions.....	12
Table C: Source of Fugitive Dust Emissions: Unpaved Roads/Areas.....	12
Table D: Source of Fugitive Dust Emissions: Material Stockpiles.....	13

LIST OF FIGURES

Figure 1	Site Location
Figure 2	Site Plan
Figure 3	Surrounding Land Use
Figure 4	Truck Routing
Figure 5	Fill Plan
Figure 6	Planting Plan

LIST OF APPENDICES

Appendix 1:	Site Photographs
Appendix 2:	Erosion Control Plan Figure
Appendix 3:	GeoPacific Geotechnical Investigation Report
Appendix 4:	Traffic Control/Management Plan



1.0 INTRODUCTION

PGL Environmental Consultants (PGL) has been retained by Cranberry Meadows Farm Ltd. (Cranberry Meadows) to develop a fill deposition plan to improve agricultural capability for grape and raspberry production at the eastern terminus of Francis Road (C Sec 21 BLK4N RG5W PL LMP 3438 [BL299792]), in Richmond, BC (the Site; Figure 1). The property owner would like to use appropriate fill materials to raise the majority of the 8.05ha property so that it is at the same elevation as the surrounding properties in the southern portion, and suitably high enough in the northern portion to permit grape production.

2.0 BACKGROUND

The site of an old mined-out peat farm, Cranberry Meadows has been operating a pre-existing cranberry farm for the past eleven years. During that time, crop production has been impacted by the agricultural capability of the property given its current limitations. These limitations are largely due to the quantity and quality of water that is sourced from the South Arm of the Fraser River.

Water required by Cranberry Meadows in the fall for frost protection and harvest flooding is sourced from the Fraser River through the No. 6 South Road Pump Station. Agricultural activities at the site have been increasingly impacted over the years due to high salinity which adversely impacts agricultural production. The location of this property is unique as it requires Cranberry Meadows to source its water closer to the mouth of the Fraser River than other cranberry operations. Most farms in Richmond source their water from further upstream on the North Arm of the Fraser River, which is less saline. In his staff report on salt intrusion into the Fraser River dated July 5, 2010, Richmond's engineering director, John Irving, noted that evidence suggests that the No. 6 Road South Pump Station is impacted by higher saline conditions owing to saltwater intrusion during periods of low flow and high tides. These conditions are associated with periods of the year in which Cranberry Meadows requires water for frost protection and harvest. John Irving further indicated that water quality at the No. 7 North and No. 8 North Pump Stations, which provide water for most agricultural operators in Richmond, are not impacted by saltwater intrusion and associated saline conditions. Consequently, high salinity concentrations have not been a significant impediment for these operations. The property owner has indicated that these concerns have been previously documented by the City of Richmond (the City) staff resulting in a meeting with the City's engineering department. While the City has attempted to address the high salinity issues, a suitable solution has not been identified.

Cranberry Meadows would like to continue using the property for agricultural production but would like to change the crop production from cranberries to grapes and raspberries. This will eliminate the need for spring/fall frost protection and harvest flood, which will provide a significant advantage as it will eliminate the farm's reliance on the Fraser River. The owners of Cranberry Meadows already have a portion of their Richmond Country Farms in grape production. The proposed grape production for the Site will supplement their current grape and wine production. Grape production however, will require improvements to the Site soils and the addition of slopes to facilitate drainage, both of which can be achieved through the proposed fill deposition plan.

The property owner/operator of Cranberry Meadows Farms is a four-generation farming family in Richmond, and they have identified the following specific agricultural considerations:

- High salt levels recorded in the farm's water source (south arm of Fraser River) has been detrimental to crop yields and farming operations;

- During the past seven years the crop has averaged a yield of 180,800lbs, while the previous seven years averaged 277,900lbs. This represents a 35% reduction of production per year on average;
- Reductions in cranberry production over the last two years have resulted in Cranberry Meadows being ranked in the bottom 27% of all Ocean Spray growers;
- Farm harvest occurs in the fall and was often delayed due to the quality and quantity of the water from the Fraser River;
- In 2013, a pre-harvest screening showed unacceptable levels of malathion residue. Malathion is known to be used extensively on blueberry farms in the area but not in Cranberry Meadows operations. Harvest was delayed for two weeks while the residue dissipated;
- Farm operations are impacting area residents as the farm requires water levels in ditches to be raised resulting in localized flooding;
- By introducing new crops, the farm will convert to drip irrigation and drastically reduce the need for large volumes of water from the Fraser River. Irrigation will only be required for the first two years following grape planting, after which irrigation will not be required;
- The farm was required in 2010 to use a 3"-metered water main from the adjacent golf course to help dilute excess salt water from the Fraser River during harvest flood;
- By raising the profile of the property and introducing new crops the farm will convert to drip irrigation, which will be the most efficient form of irrigation and reduce the need for spring/fall frost protection and harvest flood; and
- A temperature difference exists between the surface of the recessed cranberry bog and the elevated properties surrounding the farm, resulting in a temperature differential of approximately 6°C (as observed by the land owner) due to radiative frost conditions (frost pockets) where cold air collects, which reduces the growing season in some years.

2.1 Fill Requirement to Support Existing Wine Production

Richmond Country Farms Ltd. which has a winery division under the name Country Vines will be using the proposed grape production primarily for their white wine production. However, they would like to grow some red varieties under hay grove tunnels as well. Currently Country Vines has approximately 4 acres of white varieties under cultivation, which produces roughly 10 tonnes of grapes. The Agriculture Land Commission (ALC) permits land-based wineries on Agricultural Land Reserve (ALR) land to buy a certain amount of grapes or grape juice from other farms/vineyards in BC, but not all of it.

They state:

"The ALC regulation permits licensed wineries on a parcel in the ALR, provided at least 50% of the farm products (fruit) used to make the wine is produced on the farm on which the winery is located. The farm may be comprised of one or several parcels of land owned or operated by a farmer of farm business. Alternatively, the use is permitted if the farm that grows the fruit to make the wine is 2 ha or larger and at least 50% of the fruit used to make the wine comes from a BC farm under a minimum 3 year contract to provide fruit to the winery. The 50% threshold is measured by the quantity of farm product processed on an annual basis."

The Liquor Distribution Branch (LDB) also put a restriction on the amount a land-based winery can buy from other farms.

They state:

“at least 25% of the grapes that a winery uses must come from land owned or leased by the winery.”

In recent discussions, the LDB has indicated that they may increase this percentage in the coming years to prevent land-based wineries from turning into satellite liquor stores.

Successful wineries such as Chaberton Estate winery in the Fraser Valley grow over 50 acres of their own grapes and produce over 50 thousand cases a year. Their most popular seller is a white varietal named Bacchus from Germany. It is a cool-season, early white that is grown primarily in the Fraser Valley where it thrives on a lower temperature and growing degree-days. In order to be successful making wine, a winery needs control of its own grapes. Grapes for wine are grown for quality not quantity. When a Fraser Valley winery is buying from vineyards in the interior, it is hard for them to crop thin to the tonnage per acre that makes the best quality grape that a winemaker wants. Country Vines would like to grow into a 5000+ case winery, as well as produce high-quality estate wines. More local acreage will be required to legally operate under a land-based winery license.

2.2 Soil Requirements for Grape Production

Vine health and productivity depends on a healthy root system. Roots operate most effectively in neutral, deep, well-drained, and well-aerated soil with good organic matter and an adequate supply of nutrients. Grape vines are deep-rooted plants requiring adequate soil depth, and they are not suited to shallow soils.

Grapes are grown on a variety of soil types, such as course-textured sands, fine gravels, and imperfectly drained clay soils, but they grow best on well-drained soils in Canada¹. Most expert sources suggest sandy loam as the best soil type for growing grapes. This type of soil offers the best blend of characteristics. It drains well but contains a moderate amount of organic matter to retain nutrients and generally lies within the preferred pH range. Silt loam and clay loam soils will also support the healthy growth of grapes as long as they drain well. In most cases, the latter types will benefit from moisture balancing amendments. Grapes will tolerate heavier clay-type soils but this will delay the maturity of crops and vines.

Soils most suitable for commercial grape production have the following characteristics²:

- Well drained;
- Water table > 2m of the surface;
- No restriction to root development;
- pH of 6 to 7.5 in the top 40cm;
- Nil to slightly calcareous in the top 40cm, and slight to moderately calcareous beyond 40cm;
- Non saline;
- Preferably medium to high cation exchange capacity;
- Medium to warm soil temperature;
- A gradual slope (3 to 4%) to the south or southwest; and
- Mineral soils with a minimum of 1% organic matter or more for BC interior soils, and 4% or more organic matter in BC coastal soils.

¹ Crop Profile for Grape in Canada. Agriculture and Agri-Food Canada. 2006

² BC Ministry of Agriculture and Lands. (2010). Best Practices Guide for Grapes for BC Growers, 2010. pp:200.

Few native soils have these characteristics. Most soils need to be modified before planting, and need to be managed to maintain these characteristics. Cranberry Meadows has the opportunity to produce these conditions through their screening and fill plan.

3.0 MUNICIPAL FILL DEPOSITION REQUIREMENTS

Deposition of fill requires a Fill Deposit Permit under the City of Richmond's Soil Removal and Fill Deposit Regulation (Bylaw No. 8094) and approval for a Non-farm Use to Place Fill or Remove Soil under the *Agricultural Land Commission Act*.

Application to the City for fill deposit as detailed in Bylaw No. 8094 requires completion of a fill deposition plan. The scope of the plan meets the City's requirements and includes:

- Description of the composition and volume of fill to be deposited;
- Completion of a plan diagram showing the location of proposed fill deposit and all pertinent topographic features, including existing buildings, structures, watercourses, and tree cover;
- Depths and proposed slopes, which will be maintained upon completion;
- Proposed methods to control the erosion of the banks of deposited fill;
- Proposed methods to control drainage for the Site during and after deposition of fill;
- Proposed methods to access the deposit area during operation, including a scale map of proposed routing, and scheduling of truck and vehicular traffic;
- The location and size of any buffer zones necessary to provide a visual and sound barrier between the permit area and adjacent lands; and
- Proposed methods to control noise and dust during fill deposition.

4.0 SITE DESCRIPTION

The Site is located on the eastern Terminus of Francis Road, east of No. 6 Road in Richmond, BC (Figure 1). The surrounding area is illustrated in Figure 3 and is characterized by:

- North: A golf course (Country Meadows Golf Course);
- West: Holding property (agricultural-zoned land);
- South: Holding property (agricultural-zoned land owned by Richmond Landfill); and
- East: Industrial land (Richmond Landfill)

4.1 Legal Description

The Site is comprised of one parcel. The legal description of the parcel is:

- C Sec 21 BLK4N RG5W PL LMP 3438 [BL299792]
The Parcel Identification Number is 023-860-481.

4.2 Zoning and Current Land Use

The Site is zoned by the City as AG1 (traditional sites zoned for agriculture), and lies within the Agricultural Land Reserve. The Site is also designated as an Environmentally Sensitive Area within the City of Richmond Official Community Plan. The Environmentally Sensitive Area designation is Freshwater Wetlands. The Official Community Plan has also identified the property as Agriculture.

The City considers Freshwater Wetlands to be areas with vegetation and soils influenced by the presence of freshwater in the rooting zone for plants. This includes open, forested, and shrub bogs, swamps, marshes, wet meadows, seasonally flooded fields, and shallow (<2m or 6.56ft. depth) ponds and ditches.

The 8.05ha subject property is currently used for cranberry production. The Site is entirely cleared and has been improved with four cranberry fields, a ditch and access road network surrounding the cranberry fields, as well as several outbuildings located on the southwestern portion of the Site.

4.3 Soils

4.3.1 BC Ministry of Environment Mapping

The 1:25,000 scale published soils mapping in the RAB Bulletin 18: Soils of the Langley-Vancouver Map Area indicate the Site has Richmond and Lulu soil series. Richmond soil series consist of 0.4m to 1.6m of well-decomposed organic matter overlying fine-textured deltaic deposits. Lulu soil series consist of 0.4m to 1.6 m of partially-decomposed organic matter over lying moderately fine-textured deltaic deposits. Richmond and Lulu soil series are very poorly drained and acidic in nature.

Historical surveys indicate the main agricultural limitation of the soils in the area is excess water and the degree of decomposition – permeability. The existing, less-detailed historical survey had mapped the Site with an improved agricultural capability classification of 100% Ø3LW (Agricultural Capability Map 92G.3h) throughout the property.

4.3.2 Current Onsite Inspection

The subject property indicated evidence of surficial disturbance to enable trafficability and access to the Site. The western portion had areas of gravel fill, including a driveway along the north property line and a footprint of a former structure near the south property line. A raised portion of the north side of the property has been covered in sawdust or hog fuel.

Peat mining appears to have previously occurred onsite. Test holes advanced on the access roads as part of the geotechnical investigation found that peat occurred in all investigation locations and varied in thickness between 0.4 and 1m³. Peat within the farmed portion of the Site may be thicker as it has not been compressed with fill associated with road construction.

Beneath the peat, an overbank sequence between 2m and 4m thick of clayey silt to silty clay deposits overlays a fine sandy silt to silty sand transitional sequence. River channel deposited sands occur beneath the transitional sequence, which extend to a depth of about 25–27m.

The static groundwater level is expected to be in close proximity to the existing elevation of the farm field, and is expected to vary seasonally with generally higher levels during the wetter winter and spring months.

³ Geotechnical Investigation Report – Proposed Fill Site Terminus of Francis Road – East of No. 6 Road, Richmond, BC. GeoPacific. 2016

5.0 PROPOSED FILL PLAN

The Site's agricultural capability is primarily limited by poorly-drained, naturally infertile and acidic soil. The salinity of water extracted from the irrigation ditch also limits the Site's agricultural production potential. Improvement of the agricultural capability requires improved drainage for the predominantly organic soils to increase crop selection, lengthen the growing season, and increase trafficability.

Lulu soils are typically suited for production of annual legumes, blueberries, cereals, cole crops, corn, perennial forage crops, root crops, and shallow-rooted annual vegetables. Production of other crops including grapes and raspberries, which are proposed for the Site, are limited by inadequate drainage of these soils causing winter injury due to a high water table. This results from their low-lying position and resulting high organic composition which impedes drainage. Filling will improve drainage, which is required for grape production.

Material which will be used for fill will be coarse-textured (sandy loam) soil with a small percentage of fines, which will improve Site drainage and crop selection. While the target fill material is sandy soil, any stoney material which may make up the fill will be segregated onsite, screened, and placed at depth to ensure that it does not hinder cultivation of Site soils. Soil screening to remove material over 2.5cm in diameter will be conducted onsite with an instrument identical to the screen used by the City of Richmond at the Sidaway Road soil depot. The Fill Deposition Plan also involves blending salvaged organic soil from the Site with loamy material to provide a highly suitable growth medium.

The Fill Deposition Plan is expected to improve the Site's historically mapped agricultural improved capability from O3LW (with limitations of degree of decomposition-permeability and excess water) to an agricultural capability of Class 1 or 2A, with significantly improved agricultural productivity and increased crop selection.

5.1 Soil Conservation and Management

5.1.1 Fill Plan

The fill plan has been developed to minimize the impacts to agriculture and surrounding land use, and produce a significant improvement to the Site's agricultural capability. Improvements to agricultural capability will result from reducing the excess water conditions currently experienced onsite, thereby permitting production of a greater variety of agricultural products.

In addition, the fill plan has been developed to allow agriculture to continue on portions of the Site during fill deposition and transition from a cranberry crop to grape/raspberry production.

As the existing soils are organic and not mineral, soil-salvage measures will be completed to salvage portion of the organic soil which will be mixed in with the top soil. Fill will be deposited onto the existing soil surface with coarse material at depth to ensure adequate drainage is maintained.

The fill deposition has been designed to occur over a three-year period. The filling procedures are summarized below. Additional details pertaining to soil composition, slopes and erosion, drainage, buffer, and noise and dust mitigation are provided in the following sections.

Soil will be segregated prior to final placement at the Site to ensure that the maximum improvement to agricultural capability is realized. This will include ensuring that any texture or stoniness limitations associated with the material is managed appropriately.

Fill will be sourced from multiple locations within the Lower Mainland. To maximize improvements to agriculture, fill material will be segregated onsite. The proposed fill placement plan includes:

- Stripping and salvaging the top 0.25m of surface organic soils and stockpiling until final elevations are almost achieved. Organics will be blended with topsoil to achieve the final elevation;
- Screening all soils brought to the Site with an onsite screen plant to produce a sandy loam fill, and placing fill to reach required elevation, while providing adequate drainage for crop production. Screening will be completed using the property owner's Terex Finaly 883 Soil Reclaimer, which has the ability to process up to 600 tons of material per hour;
- Top-dressing the filled area with the previously stripped organic material, sand, and other suitable loam material to achieve an appropriate growth medium required for grapes and raspberries; and
- Should any stony or high-clay-content soil make up a portion of the fill, placing it at depth to ensure that those soil types do not adversely affect drainage of the upper soils and any stony material will not hinder cultivation.

Staging will progress from the eastern portion of the Site towards the western portion of the Site, enabling the farm to phase out the cranberry operations gradually over the course of the fill operation. This staging process will aid the drainage and silt erosion control measures being implemented at the Site prior to releasing the treated water back into the City of Richmond's ditch network at the southwest corner of the Site.

5.1.2 Fill Monitoring Plan

In addition to retaining a geotechnical engineer to oversee fill placement, all material brought to the Site will be monitored by accompanying documentation from its place of origin to ensure that no potential environmental risks are associated with the material. This typically requires completion of a Phase 1 Environmental Site Investigation which assesses current and historic land uses on the site and surrounding properties and identified any potential activities of environmental concern.

To ensure that the soil meets the intended purpose of improving the Site's agricultural capability, a Professional Agrologist will conduct regular Site visits following the start of the project to confirm that fill has been placed as described in the information submitted with the application.

A final report will be submitted to the City of Richmond upon completion of the project. The final report will include, but is not limited to:

- A written description of the project;
- Evidence that the fill placement project has been completed as described in the application;
- Final cross-section profiles of the fill project area showing final contours;
- Clear and accurate measurements of the fill project area, depths, and volumes of imported fill;
- Photographs of the project area accompanied by a scale drawing; and
- A hydrological overview with respect to drainage of the project area.

5.1.3 Soil Composition

Soils are currently mapped as a mixture of Lulu and Richmond soils. Richmond soil series consist of 0.4m to 1.6m of well-decomposed organic matter overlying fine-textured deltaic deposits. Lulu soil series consist of 0.4m to 1.6 m of partially-decomposed organic matter overlying moderately fine-textured deltaic deposits. Richmond and Lulu soil series are very poorly drained and acidic in nature.

The fill deposition plan includes leaving the existing soils in place to prevent an adverse impact to drainage in an area which currently is subject to a shallow groundwater table.

Fill will be sourced from non-contaminated residential development sites in the western portion of Vancouver. Soils in this part of Vancouver have not been historically mapped for agricultural purposes but surficial geology maps have characterized the soils as developing from Vashon Drift and Capilano Sediments⁴.

Based on historic mapping and the property owner's previous experience, excavated soil will primarily be characterized by glaciomarine and marine deposits. Additional excavated materials may include the underlying glacial drift which includes lodgment and minor flow till, lenses and interbeds of substratified glacial river sand, to gravel and lenses and interbeds of glacial lake laminated stony silt.

Suitable fill material will be free of any large, woody organic material or construction waste.

5.1.4 Fill Volume and Slopes

To create suitable growing conditions, Cranberry Meadows proposes to fill the Site to 1m above surrounding grade (Francis Road) to improve rooting conditions. Class 1 agricultural capability soils include slopes between 0–5%. Additional fill will be placed onsite to create a 3% grade, increasing from the southern edge of the Site towards the north. A 3% grade will create the required aspect to maximize heat accumulation and will provide good cold-air drainage to reduce potential of frost pockets and produce suitable grape producing conditions, as well as permitting production for the full range of climatically suitable soil-based crops in the future. Sites with a slight slope (3 to 4%) to the south or southwest are required to produce the most suitable conditions for commercial grape production.

In order to maximize the area of land that would be available for agricultural production, all side slopes will be established at a slope of 1:2. The north-facing slope will be planted with suitable tree or shrub species to create additional buffering to reduce any potential visual impact to the adjacent property.

To achieve the proposed slopes, deposition of 362,000m³ of soil will be required. The top elevation of the fill will vary on the western side of the Site as Cranberry Farms intends to maintain the infrastructure located in the southwest corner of the property. Land north of the developed Site (northwest corner) will be filled to the same slope angle as the remainder of Site, but due to the shallower width of the developed southwest corner, the resulting top elevation will be lower than the remainder of the Site. Expected elevations along the north end of the fill are summarized in Table A.

⁴ Surficial Geology of Vancouver, Map 1486A, Geological Survey of Canada, 1974 Geological Survey of Canada, 1976 and 1977

Table A: Fill Deposition Summary

Slope	Soil Volume (m3)	Top elevation (above grade*)	Top elevation northwest corner (above grade)
3%	362,000m ³	6.1m	4.4m

Note: *For planning purposes, grade is the current grade of Francis Road.

5.1.5 Erosion Control

Erosion control measures will be required during fill deposition, as well as during agricultural operation. Erosion control measures are summarized below.

The main objective of the erosion and sediment control (ESC) measures during fill deposition will be to prevent sediment discharges to all Site watercourses/drainage ditches, thereby ensuring that runoff does not exceed applicable suspended solid levels. The ESC measures will be in place before commencement of work at the Site.

The basic ESC measures for the Site may include:

- A wheel wash for trucks leaving the Site;
- Silt sacks on catch basins on and off the Site (if required);
- Meeting regulatory requirements for total suspended solids of discharge water;
- Street sweeping (if required);
- Installing silt fencing along the edges of all watercourses/ditches;
- Installing silt fencing along the bases of all fill slopes;
- Covering fill slopes with polyethylene sheeting or mulch, or having them hydroseeded if they are present for the long term; and
- Having the ESC measures inspected on a regular basis and before/after significant rainfall events.

A truck wheel wash facility will be installed at the exit from the Site on the west side of the property. The location of the truck wheel wash and schematic is provided in the attached Erosion Control Plan figure. Cranberry Meadow confirms their obligation to keep City of Richmond roads/highways clean by sweeping and/or flushing soil that may originate from their filling activities on a regular basis as stated in the attached letter.

During fill deposition, Cranberry Meadows will modify and/or halt activity during periods of excessively heavy precipitation when the potential for erosion is unacceptably high.

Once the fill deposition has been completed and slopes have been established, the following general soil management strategies will be implemented to control water erosion:

- Runoff water will be controlled to prevent erosion of surface soils. This will include retention of existing perimeter ditches;
- Vegetation cover will be maintained to prevent mobilization of surface soil and to allow better infiltration of water; and
- Soil structure with good internal drainage will be maintained to permit infiltration.

5.1.6 Drainage Control

Site soils have been historically mapped as Lulu and Richmond soils which have very poor drainage due to the high water table which is present for most of the year. The high water table restricts the agricultural capability of the land by limiting the range of crops that can be grown and the trafficability of the soils. Cranberry Meadows intends to improve the drainage through the deposition of suitable sandy loam fill. A shallow slope (3%) will be established to provide ideal growing conditions.

Some of the proposed fills, including the marine, glaciomarine, glaciolacustrine and glacial till deposits, would have a relatively low permeability once placed and compacted if placed as-is. However, Cranberry Meadows intends to screen all imported fill with a screening unit and blend soil to produce a sandy loam which will not have the same permeability issues and will not adversely impact drainage.

No subsurface drainage is required. Soils will be coarse-grained with some fines, which will provide good infiltration and internal drainage during high-rainfall periods. Water will flow due to Site grading via both overland and internal flow to the existing ditches. Existing drainage works, including the perimeter drainage ditch, will be retained to manage high rainfall inputs during the fall, winter and spring. Ditches separating the existing cranberry fields will be filled as part of the deposition activities, but the Site grading will maintain well-drained conditions.

The proposed fill plan does not include any additional open or closed drainage infrastructure which may connect to the City of Richmond infrastructure. Drainage will be through infiltration and overland flow to the existing ditch network. As detailed in the attached GeoPacific Geotechnical Investigation Report, it is their opinion that the proposed fill plan is feasible without impacting drainage beyond the Site. GeoPacific's report also assesses whether geotechnical information on the potential impact on surrounding properties or drainage based on the weight of fill and its long-term compacting effects on the subsoil and on local and regional drainage characteristics.

Surface ponding will be further restricted by establishing a 3% grade following the completion of fill deposition. This will also result in a low erosion hazard (Bertrand et al. 1991).

5.1.7 Site Access

Cranberry Meadows intends to undertake fill deposition on the Site over a three-year period. To complete the required filling, approximately 630 truck trips will be completed per month over the proposed three-year period.

Truck traffic will be routed to the Site from Steveston Highway to the south to No. 6 Road prior to accessing Francis Road. The Site is located at the terminus of Francis Road which only services one other agricultural property.

Robert Gilchrist, Supervisor of Traffic Operations at City of Richmond, has stated that the City of Richmond does not require an assessment of associated traffic impacts, but instead requires a Traffic Control/Management Plan for the period that fill will be delivered to the site. The Traffic Control/Management Plan (attached) identifies correct signage and placement as per the Traffic Control Manual for Work on Roadways as published by the Highways Engineering Branch, Ministry of Transportation and Highways and Richmond Traffic Bylaw Pt.V. Sect 18.4.

5.1.8 Buffer

The Site is located at the terminus of Francis Road within an agricultural zoned area of Richmond. Site fill deposition activities have the potential to impact adjacent properties through changes in visual quality, as well as noise and dust generation during fill and re-contouring activities. However, existing natural buffering, as well as management programs detailed in the following sections, are expected to minimize or offset any residual impacts. Existing buffers include:

- North: Treed buffer separating the Country Meadows Golf Course from the Site. Furthermore, both the golf course and Cranberry Meadows are operated by the same individuals;
- West: Recently logged and cleared parcel which separates the Site from the nearest residence located 400m to the west;
- South: Forested parcel with the nearest residence located over 750m south of the Site; and
- East: Constructed earthen berm separating the Site from the Richmond Landfill.

5.1.9 Noise Control

Heavy equipment, including earth moving equipment and trucks, will be required to accomplish the proposed fill deposition activities. While activities will produce noise, the expected impact of noise is considered to be minimal given the location of the Site and surrounding land use. The Site is located at the terminus of Francis Road within a larger area of agricultural land use with no significant residential use. The closest residence is located approximately 400m to the west of the Site.

While a golf course is located immediately north of the Site, a treed barrier currently exists between the properties which will assist with buffering the noise associated with the fill deposition program. The golf course is currently owned by individuals related to those who operate Cranberry Meadows. The remaining surrounding properties are either treed or used for landfill purposes.

Although no sensitive receptors exist adjacent to or immediately near the Site, Cranberry Meadows intends to incorporate mitigation options and a noise management program to minimize noise effects:

- Operating hours will be in accordance with the City's requirements;
- There will be regular maintenance of acoustic seals, mufflers, anti-vibration mounts and other noise-reducing features on vehicles and equipment; and
- Equipment will be turned off when not in use and unnecessary idling will be avoided when practical.

5.1.10 Dust Control

Fill deposition activities have the potential to generate fugitive dust emissions that could impact adjacent blueberry operations. To minimize impacts, additional precautions will be taken to minimize dust generation, including dust suppression and soil/stockpile management. Measures to minimize fugitive dust from exposed or un-vegetated cover soils will also be implemented.

Identification of Potential Sources of Fugitive Dust Emissions

The potential sources of fugitive dust at the Site are summarized in Table B. For each potential source of fugitive dust emissions, the potential causes of dust emission and parameters that may

impact dust emissions are identified in the table. A key step in controlling fugitive dust emissions is to evaluate each of these parameters and determine how they can be controlled.

Table B: Summary of Potential Sources of Fugitive Dust Emissions

Potential Sources of Fugitive Dust Emissions		Potential Causes of Dust Emissions	Parameters that May Impact Fugitive Dust Emissions
A	Unpaved Roads/Areas: <ul style="list-style-type: none"> Unpaved roads Haul trucks Excavators 	<ul style="list-style-type: none"> Suspension (by traffic movement or wind) of fines generated from heavy traffic/equipment movement Traffic movement onsite 	<ul style="list-style-type: none"> Moisture content Surface silt loading Vehicle speed Distance travelled
B	Material Stockpiles	<ul style="list-style-type: none"> Low moisture content Disturbing the storage pile Wind erosion of the storage piles 	<ul style="list-style-type: none"> Moisture content Fines content Wind erosion Stockpile height

Fugitive Dust Control Methodology

Control measures and inspection observation criteria for fugitive dust emissions from Unpaved Roads/Areas and Material Stockpiles is summarized in Tables C and D.

Table C: Source of Fugitive Dust Emissions: Unpaved Roads/Areas

Potential Cause(s) of Fugitive Dust	Control Methodology and Frequency	Inspection Observation Criteria
Suspension by traffic	<ul style="list-style-type: none"> Apply water as a dust suppressant (e.g., access roads) 	<ul style="list-style-type: none"> Check that mobile equipment when driving the speed limit has no observable dust being kicked up by the tires Check that road surfaces have no observable tracking of dust and dirt Check that road surfaces have a visible crust or hard surface
Traffic movement onsite	<ul style="list-style-type: none"> Speed limit maximum of 20km/hr. Clean trucks prior to leaving the Site during inclement weather to reduce mud tracking 	<ul style="list-style-type: none"> Check if drivers are travelling the speed limit Check trucks are clean when they leave the Site and are not tracking dirt offsite

Table D: Source of Fugitive Dust Emissions: Material Stockpiles

Potential Cause(s) of Fugitive Dust	Control Methodology and Frequency	Inspection Observation Criteria
Low moisture content	<ul style="list-style-type: none"> Moisture level of material must be high enough to prevent silt/dust from leaving the pile 	<ul style="list-style-type: none"> Check that no observable plume or dust leaves the stockpile.
Disturbing the stockpile	<ul style="list-style-type: none"> Excavation operators must limit the disturbed area of the stockpile during shipping 	
High stockpile height	<ul style="list-style-type: none"> Minimize the height of stockpiles 	
Wind erosion	<ul style="list-style-type: none"> Cover piles or ensure pile surface has a hard surface (i.e., dust suppressant) on the windward side Work from one side of the pile if possible to minimize the disturbance of material 	

Stockpiled materials will be placed within the designated, temporary stockpile storage areas, and graded by the contractor to shed water. If dust suppression becomes necessary during the soil stockpiling, at the discretion of the environmental consultant, exposed soils will be wetted by the contractor.

5.1.11 Riparian Area Management

The Riparian Management Area (RMA) associated with the ditch running along the north side of Francis Road has been set at 15m by the City of Richmond. However, this overlaps with non-valuable habitat features associated with the existing land use (Francis Road) as well as agricultural land use. As such, the current available riparian habitat is less than the 15m RMA. Nevertheless, the proposed filling will encroach on the vegetated portion of the RMA currently used for agricultural production.

To facilitate the erosion control plan while maximizing available land for agricultural production, a 1m-wide horizontal strip between the toe of the proposed fill slopes and the top-of-bank of the perimeter ditches will be provided to further reduce the encroachment into the RMA.

Encroachment into the already disturbed RMA is unavoidable if agricultural productivity on the Site is to be maximized. If encroachment can be permitted, a detailed Riparian Areas Regulation (RAR) assessment may be completed to a) determine the RAR applicable streamside protection and enhancement area (SPEA), b) quantify the proposed encroachment area within the SPEA, and c) initiate a variance approval process under the RAR system. If a variance cannot be provided, the toe of the slope may need to be adjusted to prevent encroachment, resulting in a loss of farmable area.

Cranberry Meadows confirms that no fill activities will impact the City of Richmond-owned RMA without an RMA protection plan from a Qualified Environmental Professional and the written review

and approval of the City of Richmond. Cranberry Meadows also confirms that no new watercourse crossing within the RMA, or improvement of the existing watercourse crossings that includes an increased width of the crossing, are permitted without an RMA protection plan completed by a Qualified Environmental Professional and the written review and approval of the City of Richmond.

5.2 Potential Impacts on Nearby Agricultural Operations

Onsite activities, including trucking, are not expected to affect the existing cranberry and turkey farm located southwest of the Site. Management of potential impacts including noise, dust, and traffic controls are detailed in Sections 5.1.6, 5.1.8, and 5.1.9 of the 2014 Fill Deposition Plan. Proposed controls have been developed to address the City of Richmond's requirements for all land uses located along the trucking route or adjacent to the Site, including agricultural uses. Filling to improve agricultural capability and its associated activities, including trucking and earth moving is a permitted activity within the City of Richmond and the ALR when approved. Cranberry Meadows intends to follow best management practices as detailed in the Fill Deposition Plan to minimize any impacts during the filling period. Following completion of the filling, no potential noise, dust, or vibration sources will be associated with the farm once in operation.

In addition to the proposed controls, Cranberry Meadows does not expect any significant impacts to the turkey operation, as the turkey operation activities occur within enclosed structures located 250m east of the Site. While trucks will pass by the turkey farm, their impacts will be minimized by the controls detailed in the Fill Deposition Plan. Furthermore, the Site is located in an area with surrounding agricultural and industrial use where use of heavy machinery is typical and permitted.

Vibration impacts are typically associated with significant sources, including rail traffic and blasting activities. No potential project-related sources of vibration were identified for the proposed filling program. Using information provided by the Cranberry Meadows operators and a review of conventional trucking and filling methods information, PGL has ascertained that no vibration impacts will occur.

6.0 PROPOSED PLANTING PLAN

Due to the Site's limitations to adequately produce cranberries, Cranberry Meadows proposes to shift its crop production from cranberries to grapes to supply its winery business. The owners currently have seven acres of wine grapes under cultivation on their Richmond Country Farms property on the Steveston Highway. Six tonnes of grapes were produced at the Steveston Highway property in 2013, the second year of production. It is estimated that the four-acre crop of white wine grapes will eventually produce upwards of four to five tons per acre. The required increase in grape production needed for the winery can be accomplished by converting 14 acres of the Francis Road site to grape production. The remaining four acres will be dedicated to raspberry production to support their Richmond Country Farm market.

The planting plan developed for the Francis Road site will favour the cool season white wine varieties including Reisling and Gewurztraminer. White wine grapes will be grown over 10 acres while popular red wine varieties such as Cabernet Sauvignon, Cabernet Franc and Merlot will be grown across four acres. To meet the higher temperature requirements needed for red wine grapes, Cranberry Meadows will use Haygrove Tunnels, a greenhouse growing system that will support red wine grape production and harvest.

All grape vines will be from grafted root stock suited for the Lower Mainland climate. Rows will be spaced 8' apart with plantings spaced at 4' intervals, resulting in approximately 1360 plants per acre (Figure 6). Drip tape will be used to provide adequate irrigation.

Raspberries will be planted over four acres and will include a combination of early variety Malahat raspberries and late season Tulameen raspberries. As with the grapes, raspberry rows will be spaced 8' apart, while individual plants will be spaced at 3' intervals. Drip irrigation will also be used for raspberry production.

7.0 SUMMARY AND CONCLUSIONS

PGL has been retained by Cranberry Meadows to develop a fill deposition plan to improve agricultural capability for grape and raspberry production at the Site. Deposition of fill requires a Fill Deposit Permit under the City of Richmond's Soil Removal and Fill Deposit Regulation (Bylaw No. 8094) and approval for a Non-farm Use to Place Fill or Remove Soil under the *Agricultural Land Commission Act*. This fill deposition plan was developed to meet the requirements set out in the City of Richmond's Bylaw No. 8094.

The Site's agricultural capability is primarily limited by poorly-drained, naturally infertile and acidic soil, and it has previously experienced peat removal resulting in a farming surface below surrounding grade. The salinity of water extracted from the irrigation ditch also limits the Site's agricultural production potential.

Improvement of the agricultural capability requires improved drainage for the predominantly organic soils to increase crop selection, lengthen the growing season, and increase trafficability. Cranberry Meadows proposed filling the Site with suitable soil to establish a 3% grade across the Site, which will create the required aspect to produce suitable grape-producing conditions while maintaining a desirable slope that will provide surface drainage and not restrict any potential for the full range of climatically suitable crops in the future.

Filling would be completed through deposition of fill sourced from the western portion of Vancouver over a three-year period. All fill will be sorted and blended to produce a sandy loam soil ideal for grape and raspberry production, as well as a wide range of suited and well-suited crops. The fill deposition plan has been developed to permit the operation of agricultural activities during the filling period as the Site transitions from cranberry production to grape and raspberry production. The proposed grape production for the Site will supplement the property owners current grape and wine production.

The proposed fill deposition plan will dramatically improve the agricultural capability from Class 3 soils with significant limitations (salinity, excess water) and will result in an improved agricultural capability to Class 1 or 2, while minimizing any potential impacts to agriculture, the environment, or adjacent property and land uses.

Respectfully submitted,

PGL ENVIRONMENTAL CONSULTANTS

Per:



Stewart Brown, M.Sc. P.Ag., R.P.Bio.
Lead Consultant



E.L. (Ned) Pottinger, M.Sc., P.Geo., P.Ag.
Chairman

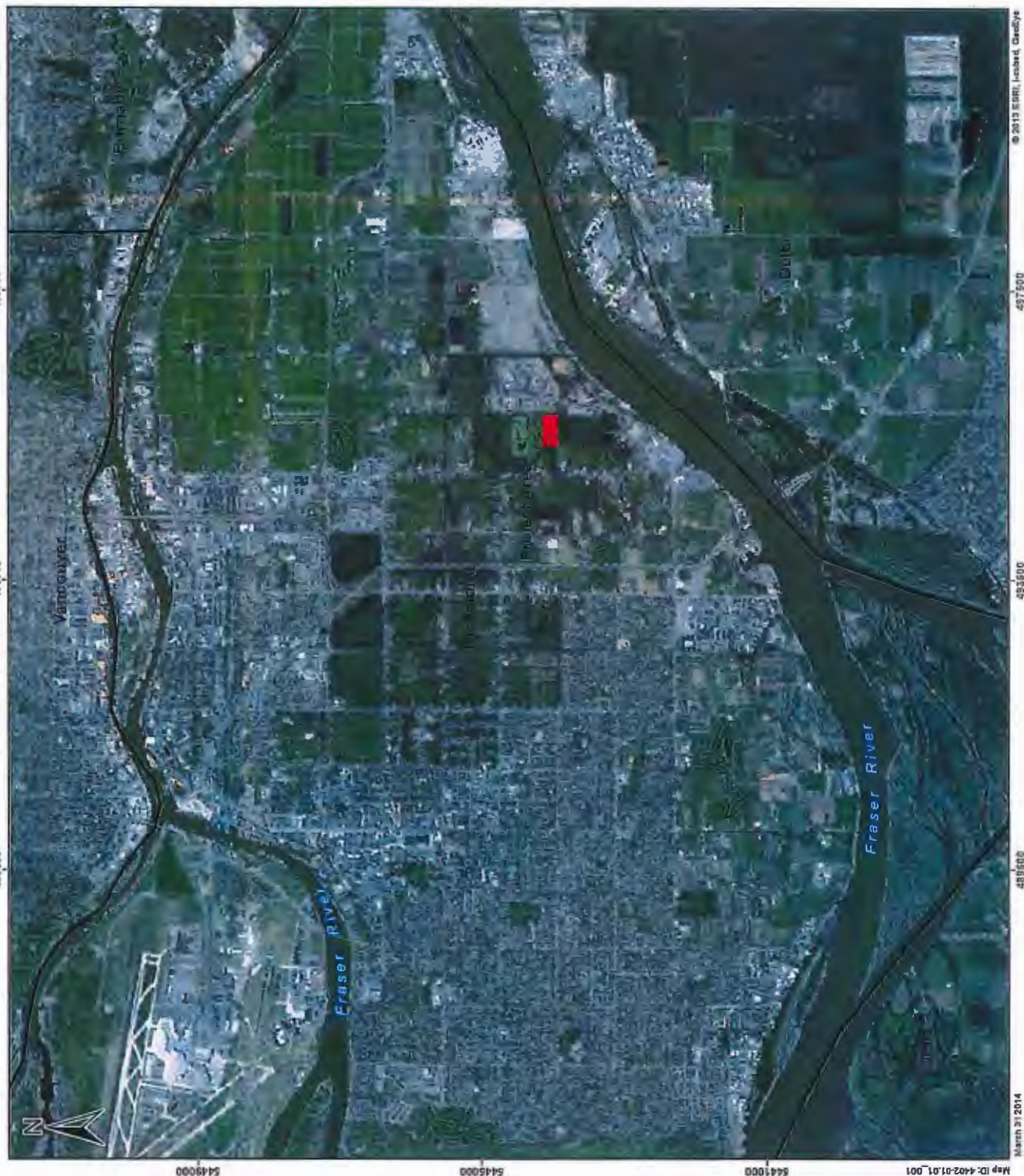
CSB/ELP/mtl/slr/mtl

\\pgl-van-file1\Project Files\4400-4499\4402 - Cranberry Meadows Farms Ltd\01-01\Client Docs\Fill Plan-Oct16\4402-01-01-Fill Plan-Oct16.docx



Figures





Site Location

Project Location



0 1,000 2,000
1:75,000

Metres

Coordinate System: NAD 1983 UTM Zone 10N



Figure 1



Site Plan

Project Location

Cross Section ID
Figure No.

0 115,000 230
Metres

PGL | Potlanger Gaherty
ENGINEERING CONSULTANTS
Figure 2



Surrounding Land Use

Project Location

Zoning Boundary

Agriculture Land Reserve (ALR)

AG1 Agriculture

I Industrial

GC Golf Course

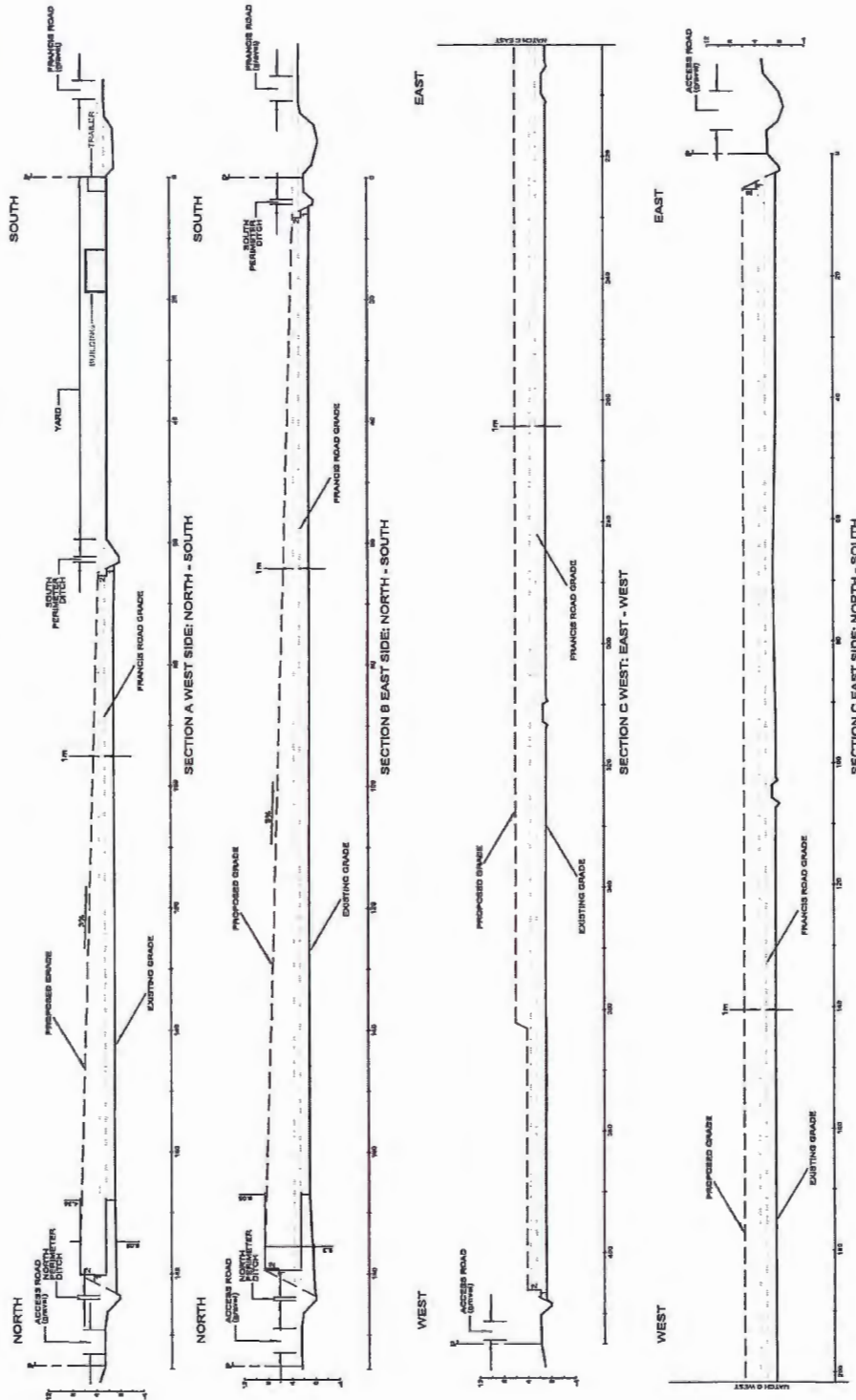
0 100,000 200
Metres

PGL | Pottinger Gaherty
ENVIRONMENTAL CONSULTANTS

Figure 3



Truck Routing

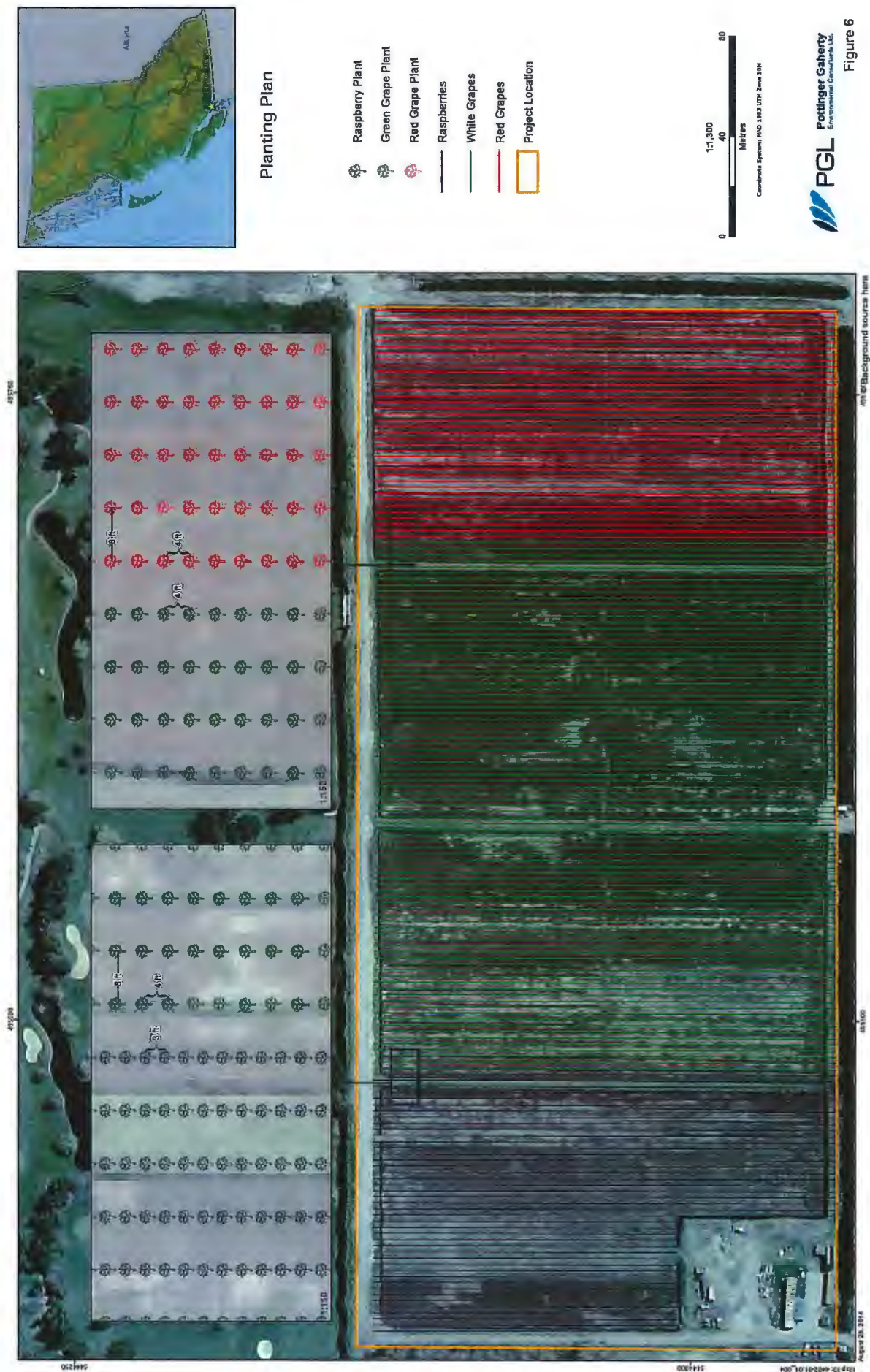


Fill Plan

CNCL - 137

Map ID: 4428-01.01_005

JUNE 28, 2014



Appendix 1
Site Photographs





Photograph 1:

**Looking north from the centre
of the Site towards Country
Meadows Golf Course**



Photograph 2:

**Looking west from the centre
of the Site**



Photograph 3:

Looking east from the centre of the Site towards Richmond Landfill. Note the steep raised slope of the adjacent property.



Photograph 4:

Looking south from the centre of the Site towards lands owned by the Richmond Landfill



Photograph 5:

**Access path between the
centre two cranberry bogs,
looking north**



Photograph 6:

**Ditch along north perimeter
access road and cranberry
bog, looking east**



Photograph 7:

**Canal along the east perimeter
access road and east access
path, looking north**



Photograph 8:

**Pump station on the south
canal located at the centre of
the Site, looking west**



Photograph 9:

**Organic soils overlying
fine-textured mineral soil in
Test Pit 01 on the northeast
side of the Site**



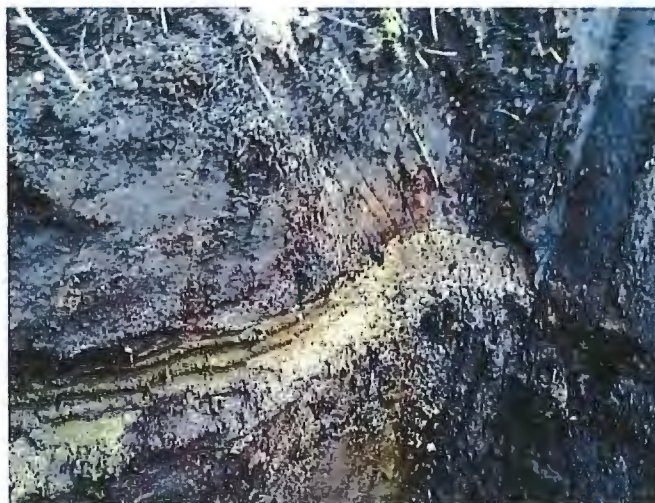
Photograph 10:

**Organic soils overlying
fine-textured mineral soil in
Test Pit 02 on the southeast
side of the Site**



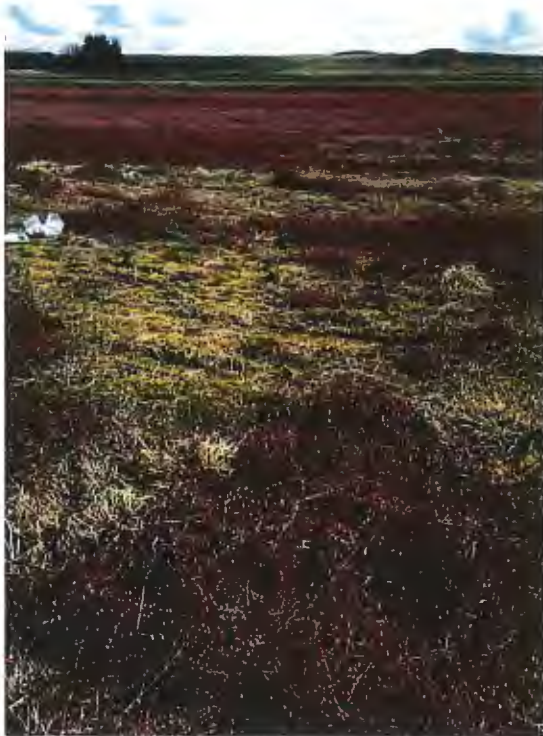
Photograph 11:

**Organic soils overlying
fine-textured mineral soil in
Test Pit 05 on the west side of
the Site**



Photograph 12:

**Sand lense between 0.2m and
0.6m in TP06 on the northwest
side of the Site**



Photograph 13:

Signs of crop damage on the south side of the Site



Photograph 14:

East side of Site, with raised Ecowaste Landfill adjacent to Site



Photograph 15:

Site, looking south with crop damage



Photograph 16:

Soil reclaimer intended for use to screen soil and produce sand loam for filling purposes



Photograph 17:

**Soil reclaimer and associated
screened material**

Appendix 2
Erosion Control Plan Figure





Appendix 3
GeoPacific Geotechnical Investigation Report





GEOPACIFIC
VANCOUVER KAMLOOPS CALGARY

P (604) 439 0922
F (604) 439 9189
www.geopacific.ca
#215-1200 West 73rd Ave.
Vancouver, B.C. Canada V6P 6G5

Cranberry Meadows Farms Ltd.
11450 92A Avenue
Delta, BC
V4C 3M5

January 20, 2016
File: 13570

Attention: Gord Maichin

**Re: Geotechnical Investigation Report - Proposed Fill Site
Terminus of Francis Road - East of No. 6 Road, Richmond, B.C.**

1.0 INTRODUCTION

We understand that you propose to fill the above referenced 8.05 hectare parcel of farm land to elevations varying between 4.4 and 6 m geodetic to permit the farming of grapes and raspberries. We further understand that the City of Richmond requires a geotechnical assessment of the site to determine impacts to surrounding properties and drainage due to the contemplated filling program.

This report presents the results of a geotechnical investigation of the soil and groundwater conditions at the site and presents our assessment of the potential drainage and off-site impacts of the development.

This report has been prepared exclusively for Cranberry Meadows Farms Ltd, for their use, the use of others on their design team, and the City of Richmond for use in the development and permitting process.

2.0 SITE DESCRIPTION

The fill site is located in east Richmond, east of No. 6 Road, and directly north of Francis Road. The site is rectangular with east-west dimension of approximately 410 m and north-south dimension of about 194 m. The site is presently employed as a cranberry farm with equipment lay down and storage area located at the southwest corner of the property. Existing elevations vary from 0 to 1 m geodetic in the farm field with surrounding ditches at lower elevations. Francis Road and gravel access roads surrounding the site are at elevations of about 1 to 2 m geodetic. The site is essentially flat.

The location of the site relative to surrounding properties and roads is shown on our site plan, Drawing 13570-01, attached to this report.

3.0 FIELD INVESTIGATION

GeoPacific completed an investigation of the site on January 6, 2016. The investigation included a total of 4 auger test holes, to depths of 6 m below current site grade and 4 Cone Penetration Test (CPT) soundings, advanced to depths of 22.6 to 30 m below grade. The test holes and CPT soundings were completed using a subcontracted, track mounted auger drill rig operated by On Track Drilling Inc. of Coquitlam, B.C. All test holes were logged in the field by a technician from our office and backfilled immediately upon completion of testing and logging.

As the cone penetrometer is advanced into the ground, it records cone tip resistance, sleeve friction, pore water pressure, temperature and inclination every 50 mm to a purpose built data acquisition system. Analysis of the CPT sounding data allows an estimation of geotechnical design parameters and inference of the sub-surface stratigraphy from soil-type behaviour characteristics. The stratigraphic interpretation was verified with the augured test holes as described above. The CPT sounding results are presented in Appendix B of this report. Geotechnical parameters interpreted from the CPT soundings, such as undrained shear strength and standard penetration $N_{1(60)}$ values, are presented in Appendix C of this report while Liquefaction Analyses are presented in Appendix D.

Test holes were completed on the access roads surrounding the farm land and equipment storage area as the farm land itself is not capable of supporting a heavy drill rig.

The approximate location of the auger test holes and CPT soundings with respect to the property are shown on our Drawing No. 13750-01.

4.0 SUBSURFACE CONDITIONS

4.1 Soil Conditions

The existing soil profile at the site, from the surface downwards, generally consists of 0.6 and 1.4 m of fill around the site perimeter, and then natural soils of PEAT followed by low plastic clayey SILT to silty CLAY over interbedded silty fine SAND to fine sandy SILT over silty to clean SAND. The sand is underlain by a thick sequence of marine clay silt interbedded with fine sands below depths of 25 to 27 m. Based on our general knowledge of the area, and published geology, we anticipate the marine clay silt extends to a depth of about 60 metres where it is underlain by dense glacially consolidated deposits.

A detailed description of the soils encountered is given below.

Fill

Fill was encountered at each test hole and varied from pavement structure related sand and gravel to wood chips to organic rich silty sand (topsoil). These materials were also encountered on the access roads and lay down area surrounding the farm field. We do not expect much, if any, mineral based fill in the farm field itself.

Peat

Peat was present at all test hole locations and varied in thickness between 0.4 and 1 m with moisture contents between 167% and 274%. These moisture content values are relatively low for peat and are expected to be a function of the consolidation induced by the presence of the above referenced fills. We anticipate that the peat will likely be thicker with higher moisture content within the farm land, and therefore more susceptible to larger settlements induced by filling.

Peat is highly compressible when loaded in excess of its current insitu stress. Conventional site preparation measures to limit post construction settlements also have a limited benefit on peat. Long term settlements of peat are caused by the gradual decay of the organic constituent that makes up the majority of the peat. These settlements are unavoidable.

Clayey Silt to silty Clay (Overbank Sequence)

The peat is underlain by between 2 and 4 m of silt to clay. The silt is typically firm with some organic content and brown in the upper 200 to 500 mm, below this becoming firm to soft and grey in colour. Laboratory testing yielded moisture contents ranging from 50 to 123%. Shear strength in the soft portion of the clayey silt profile is interpreted at between 15 and 50 kPa below the upper desiccated zone as shown in Appendix C. The desiccated zone is typically about 300 mm thick and has a shear strength of between 75 and 120 kPa. The soft portion of the clayey silt zone is significantly compressible under the contemplated fill loads.

Fine Sandy Silt to Silty Sand (Transitional Sequence)

Underlying the clay silt is about 2 m of a transitional sequence comprised of loose to compact silty fine SAND to fine sandy SILT. The sequence is non plastic and therefore somewhat compressible under moderate to heavy loading only.

Clean Sand to Silty Sand (Channel Sequence)

The silt and interbedded sand and silt described above is underlain by a sequence of river channel deposited sands. The slight variations in the in-situ density, compressibility, mineralogy and grain size are reflected in the shape of the tip resistance curves shown on the CPT plots in Appendix B. In general the Fraser River channel sands are well graded, medium grained, predominantly quartz, highly stratified and loose to medium dense. These deposits extend to about 25 to 27 m depth at our CPT soundings,.

Occasional zones of clayey silts are interbedded in the predominantly sand, channel sequence, as shown on the soil behaviour type plots given in Appendices B and C.

Deep Marine Clay Silt

The sand is underlain by a thick sequence of deep marine clay silt below 25 to 27 m. This zone is expected to extend down to the glacial deposits, inferred to extend to about 60 m below local site grades. This zone is considered compressible given the height and extent of the contemplated filling. Due to the thickness of this zone and it's low permeability, post filling settlements will continue for many years after the completion of the site preparation work. This long term settlement behaviour is not uncommon in Richmond with long term post construction settlements occurring as a result of mid-rise tower development, for example.

For a more detailed description of the subsurface soil conditions refer to the Test Hole Logs and CPT Sounding Logs in Appendices A and B, following the text of this report.

4.2 Groundwater Conditions

The static groundwater level is expected to be in close proximity to the existing elevation of the farm field. Groundwater levels are expected to vary seasonally with generally higher levels during the wetter winter and spring months. It has been our experience that near surface groundwater levels are often controlled by surface water levels in local ditches and thus levels can rise to near ambient ground level during periods of

heavy and prolonged rainfall.

5.0 DISCUSSION

5.1 Fill Program

We understand that the filling program is proposed to occur over a period of 3 years with a total of 362,000 m³ of material imported to the site. The site will be sloped at approximately 3% with finished site elevations varying from 4.4 to 6 m geodetic. The margins of the fill site will be sloped at 2H:1V. The existing soils will be left in place with new fill derived from sites in western Vancouver varying from Vashon Drift to Capilano sediments. These soils vary in composition and may include glacial till (well graded sand, silt, and gravel), glaciofluvial sand to gravel, glaciolacustrine silts, marine and glaciomarine silts, and beach deposited sands.

5.2 Drainage

The natural soil profile consists of relatively low permeability peat and overbank deposited silts which grade into channel deposited sands at depth. The proposed fill operation will result in significant consolidation of the peat and silt. While the permeability of these upper will reduce, the main aquifer of sand below 6 m depth will not be affected. We would expect normal flows in these Fraser River sands to control the surrounding property groundwater levels.

The current conditions allow for natural infiltration of rainwater into the topsoil of the farm field. Some of the proposed fills including the marine, glaciomarine, glaciolacustrine, and glacial till deposits will have a relatively low permeability once placed and compacted. Negligible infiltration into these materials will occur. We expect that some rainwater will be retained in the topsoil of the future grape and raspberry fields, but some will also flow to the perimeter of the site. We anticipate that a cleaner granular soil will be placed below the upper topsoil to facilitate drainage as required. Regardless, the surface runoff would be directed to perimeter site drainage to ensure no mounding of groundwater levels at adjacent properties. Any potential groundwater impact in this regard can be mitigated substantially with the incorporation of an efficient ditch and drainage system around the periphery of the site which conveys surface run off to the surrounding City storm system.

In summary, it is our geotechnical opinion that the proposed fill program is feasible without adversely impacting drainage or groundwater levels beyond the site. Some maintenance of the drainage system during the filling process as well as in the future due to the predicted long term settlements, described in Section 5.3, should be expected.

5.3 Settlement

Due to the large extent of the fill area, significant consolidation of the upper compressible peat and silt deposits will occur along with the deep marine deposits. Due to the thickness and low permeability of the marine deposits, consolidation of this stratum will continue to occur for several years after placement of the fill. Our analysis indicates that total settlements on the order of 1.2 to 1.8 m should be anticipated at the mid point of the fill site. Settlements are predicted to decrease to about 600 mm to 900 mm at the margin of the fill area. We anticipate that approximately 60 to 70% of this settlement will occur during fill placement with the remainder accumulating over about 20 to 25 years.

The majority of the settlement is derived from the surficial peat and silt, which accounts for approximately

60% of the total settlements. The primary consolidation of these two strata should occur relatively quickly within a few months of completion of the fill program. Significant secondary consolidation will be as a result of gradual consolidation of the marine deposits at depth. Some limited settlement will be realized from gradual decay of the peat as well, but this is anticipated to be small in relation to the predicted total.

Significant differential settlements should be anticipated within 6 to 8 m of the fill area. These settlements will likely require some maintenance of the surrounding area to ensure, for example, level access roads and positively flowing ditches.

Settlements will be measurable off-site. We estimate settlements at about 8 m beyond the fill area to range from 50 to 150 mm. These settlements are derived from the marine deposits located below about 26 m depth. Therefore, the surface projection of these deep settlements typically result in small differentials of less than 2 mm/metre and are generally not damaging to surface infrastructure. However, the long term impacts on gravity based services surrounding the site should be reviewed. Similar behaviour occurs beyond mid-rise towers in Richmond.

6.0 CLOSURE

The preceding comments and calculations are based on theoretical consolidation approaches and stress distribution procedures. Some variation between theoretical and actual settlements is likely. Any changes to the fill plan should be provided to GeoPacific for review and update our settlement estimates.

Please do not hesitate to call the undersigned if you should require any clarification or additional details.

For:

GeoPacific Consultants Ltd.

Reviewed by:



John Carter, M.Eng., P.Eng.
Principal Engineer

Keith Robinson, M.Eng., P.Eng.
Principal Consultant



SITE PLAN

*TEST LOCATIONS ARE APPROXIMATE

LEGEND:

- ◆ CPT16-01 - CONE PENETRATION TEST (CPT) LOCATION
- △ TH16-01 - TEST HOLE (TH) LOCATION

REFERENCE

REVISIONS

- A.
- B.
- C.

FILE NO.: 13570

DWG. NO.: 13570-01

CRANBERRY MEADOWS
TERMINUS OF FRANCES ROAD (EAST OF NO. 6 ROAD), RICHMOND, BC
TEST HOLE SITE PLAN

DATE: 2016-Jun-1

DRAWN BY: ED

APPROVED BY: JC

REVIEWED BY: JC

SCALE: AS SHOWN

#15-0300-0001-0000
VANCOUVER
P 104-000-0001
P 104-000-0002
P 104-000-0003

GEOPACIFIC
VANCOUVER LANDSCAPE CONSULTANTS



FROM PHOTO SET 13117

APPENDIX A - TEST HOLE LOGS

Test Hole Log: TH16-01 (CPT16-01)

File: 13570

Project: CRANBERRY MEADOWS

Client: CRANBERRY MEADOWS FARMS LTD

Site Location: TERMINUS OF FRANCES ROAD (EAST OF NO. 6 ROAD), P215 - 1200 West 73rd Avenue, Vancouver, BC, V6P 6G5
Tel: 604-439-0922 Fax: 604-439-8189



GEO PACIFIC
CONSULTANTS

INFERRED PROFILE				Moisture Content (%)	DCPT (blows per foot) 10 20 30 40	Groundwater / Well	Remarks
Depth	Symbol	SOIL DESCRIPTION	Depth (m)/Elev (m)				
0		Ground Surface	0.0				
1		Sand and gravel compact SAND and GRAVEL fill, brown, slightly moist					
2							
3		moist after 1.1m					
4							
5		Peat firm to soft PEAT, red-brown, moist to wet	1.4	186.1			
6							
7		Silt soft SILT, trace organics, grey, wet	1.8				
8							
9							
10				123.3			
11		sand lens at 3.2m					
12							
13				49.6			
14							
15		Silt firm sandy SILT, grey, wet	4.3				
16							
17		sandy SILT to silty SAND after 5.3m		36.9			
18							
19							
20							
21		End of Borehole	6.1				
22							
23							
24							
25							
26							

Logged: ED

Method: Solid stem auger/CPT

Date: 2016-Jan-6

Datum: Ground elevation

Figure Number: A.01

Page: 1 of 1

Test Hole Log: TH16-02 (CPT16-02)

File: 13570

Project: CRANBERRY MEADOWS

Client: CRANBERRY MEADOWS FARMS LTD

Site Location: TERMINUS OF FRANCES ROAD (EAST OF NO. 6 ROAD), 215 - 1200 West 73rd Avenue, Vancouver, BC, V6P 6G5
Tel: 604-439-0922 Fax: 604-439-9189



GEO PACIFIC
CONSULTANTS

INFERRED PROFILE				Moisture Content (%)	DCPT (blows per foot) 10 20 30 40	Groundwater / Well	Remarks
Depth	Symbol	SOIL DESCRIPTION	Depth (m)/Elev (m)				
0		Ground Surface	0.0				
1		Sand and gravel compact SAND and fine grained GRAVEL fill, grey, slightly moist	0.3				
2							
3		Fill compact wood chip fill, brown, moist wet at 0.8m	0.8	189.2			
4							
5		Peat firm to soft PEAT, red-brown, moist wet after 1.2m	1.2	273.8			
6							
7		Silt soft organics rich SILT, brown, wet	1.8				
8							
9		Silt soft SILT, trace organics, grey, wet	2.3				
10				101.7			
11		no organics after 3.2m					
12							
13		trace to some fine grained sand after 4.0m		62.0			
14							
15							
16		Silt firm sandy SILT, grey, wet	4.6				
17							
18							
19				33.4			
20							
21		End of Borehole	6.1				
22							
23							
24							
25							
26							

3.2m estimated water table
depth based on CPT pore
pressure data

Logged: ED

Method: Solid stem auger/CPT

Date: 2016-Jan-6

Datum: Ground elevation

Figure Number: A.02

Page: 1 of 1

Test Hole Log: TH16-03 (CPT16-03)

File: 13570

Project: CRANBERRY MEADOWS

Client: CRANBERRY MEADOWS FARMS LTD

Site Location: TERMINUS OF FRANCES ROAD (EAST OF NO. 6 ROAD), 215 - 1200 West 73rd Avenue, Vancouver, BC, V6P 6G5
Tel: 604-439-0922 Fax: 604-439-9189



GEOPACIFIC
CONSULTANTS

INFERRED PROFILE				Moisture Content (%)	DCPT (blows per foot) 10 20 30 40	Groundwater / Well	Remarks
Depth	Symbol	SOIL DESCRIPTION	Depth (m)/Elev (m)				
0		Ground Surface	0.0				
1		Sand and gravel compact silty SAND and GRAVEL fill, brown, slightly moist	0.6				
2		Fill compact to loose organics rich silty SAND fill, dark brown, moist wet after 3.5	1.5	98.5			
3		Peat soft PEAT, red-brown, wet silty after 2.0m	2.3	203.1			
4		Silt soft organics rich SILT, grey-brown, wet	2.6				
5		Silt soft SILT, trace to some organics, grey, moist to wet	4.3	66.9			
6		Silt firm sandy SILT, grey, wet	4.6				
7		Sand compact silty SAND, grey, wet	5.2	34.7			
8		Sand compact SAND, grey, wet	6.1				
9		End of Borehole					

Logged: ED

Method: Solid stem auger/CPT

Date: 2016-Jan-6

Datum: Ground elevation

Figure Number: A.03

Page: 1 of 1

Test Hole Log: TH16-04 (CPT16-04)

File: 13570

Project: CRANBERRY MEADOWS

Client: CRANBERRY MEADOWS FARMS LTD

Site Location: TERMINUS OF FRANCES ROAD (EAST OF NO. 6 ROAD), 215 - 1200 West 73rd Avenue, Vancouver, BC, V6P 6G5
Tel: 604-439-0922 Fax: 604-439-9189



GEOPACIFIC
CONSULTANTS

INFERRED PROFILE				Moisture Content (%)	DCPT (blows per foot) 10 20 30 40	Groundwater / Well	Remarks
Depth	Symbol	SOIL DESCRIPTION	Depth (m)/Elev (m)				
0		Ground Surface	0.0				
1		Sand and gravel compact to dense silty SAND and GRAVEL fill, grey, slightly moist					
2							
3							
4		Peat firm to soft PEAT, red-brown, moist	1.2	166.5			
5							
6							
7		Silt soft organics rich SILT, peat like organics, brown, wet	2.1	259.9			
8			2.4				
9		Silt soft SILT, some organics, grey-brown, wet trace organics after 2.7m		51.2			
10							
11							
12							
13				78.5			
14							
15		trace fine grained SAND after 4.6m					
16							
17							
18				46.4			
19							
20							
21		End of Borehole	6.1				
22							
23							
24							
25							
26							

Logged: ED

Method: Solild stem auger/CPT

Date: 2016-Jan-6

Datum: Ground elevation

Figure Number: A.04

Page: 1 of 1

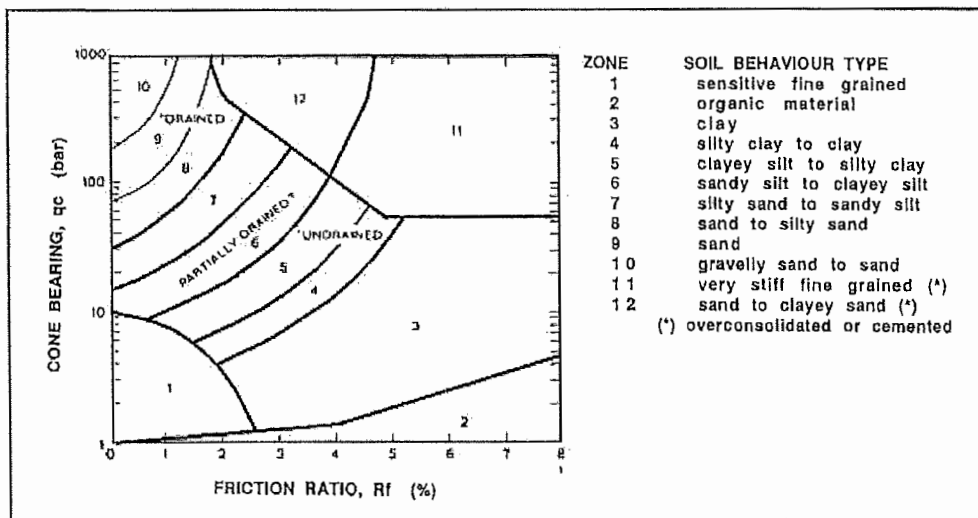
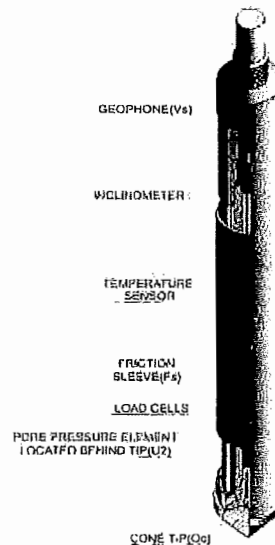
APPENDIX B - ELECTRONIC CONE PENETRATION RESULTS

The system used is owned and operated by GeoPacific and employs a 35.7 mm diameter cone that records tip resistance, sleeve friction, dynamic pore pressure, inclination and temperature at 5 cm intervals on a digital computer system. The system is a Hogentogler electronic cone system and the cone used was a 10 ton cone with pore pressure element located behind the tip and in front of the sleeve as shown on the adjacent figure.

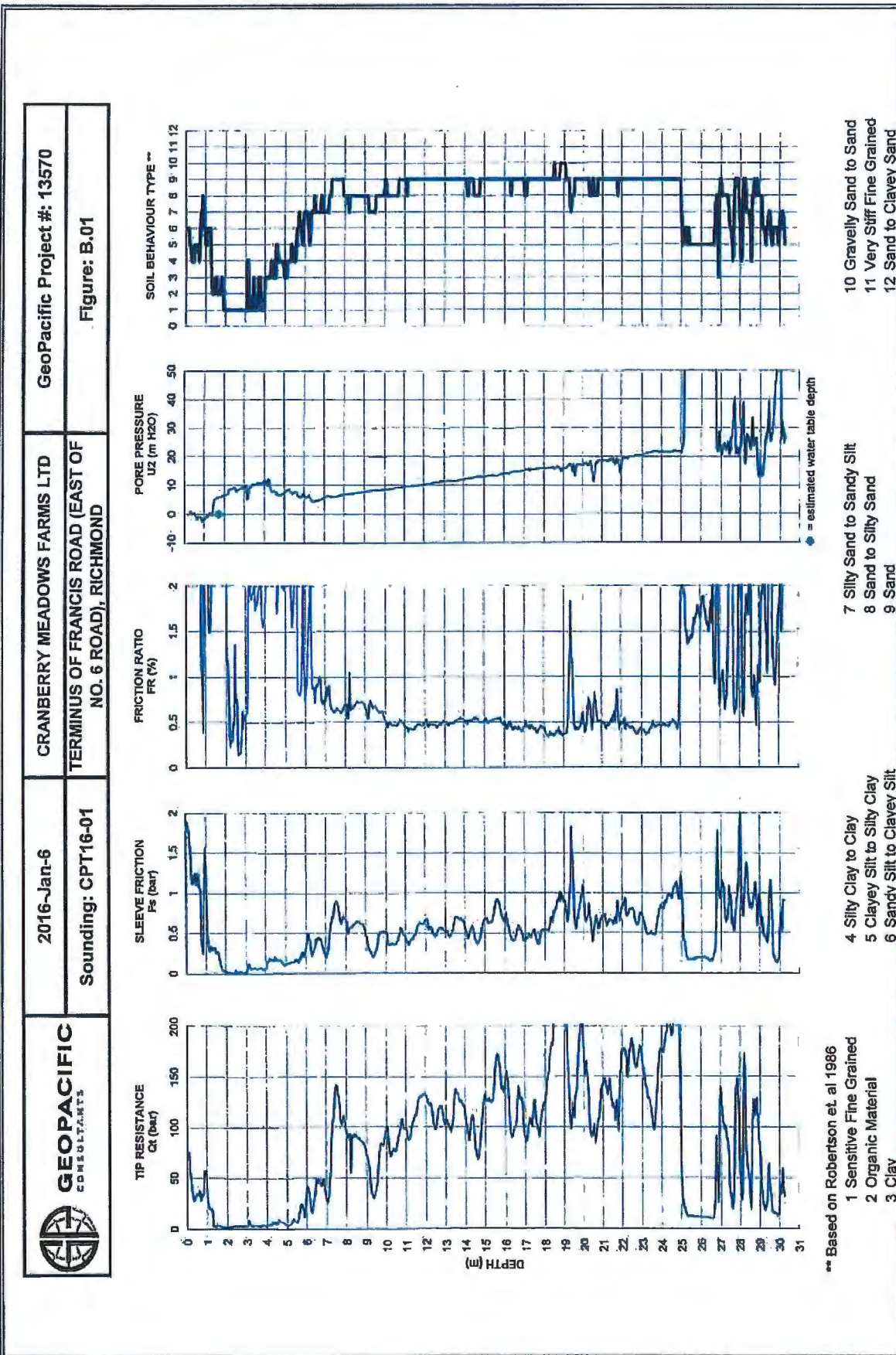
In addition to the capabilities described above, the cone can be stopped at specified depths and dissipation tests carried out. These dissipation tests can be used to determine the groundwater pressures at the specified depth. This is very useful for identifying artesian pressures within specific layers below the ground surface.

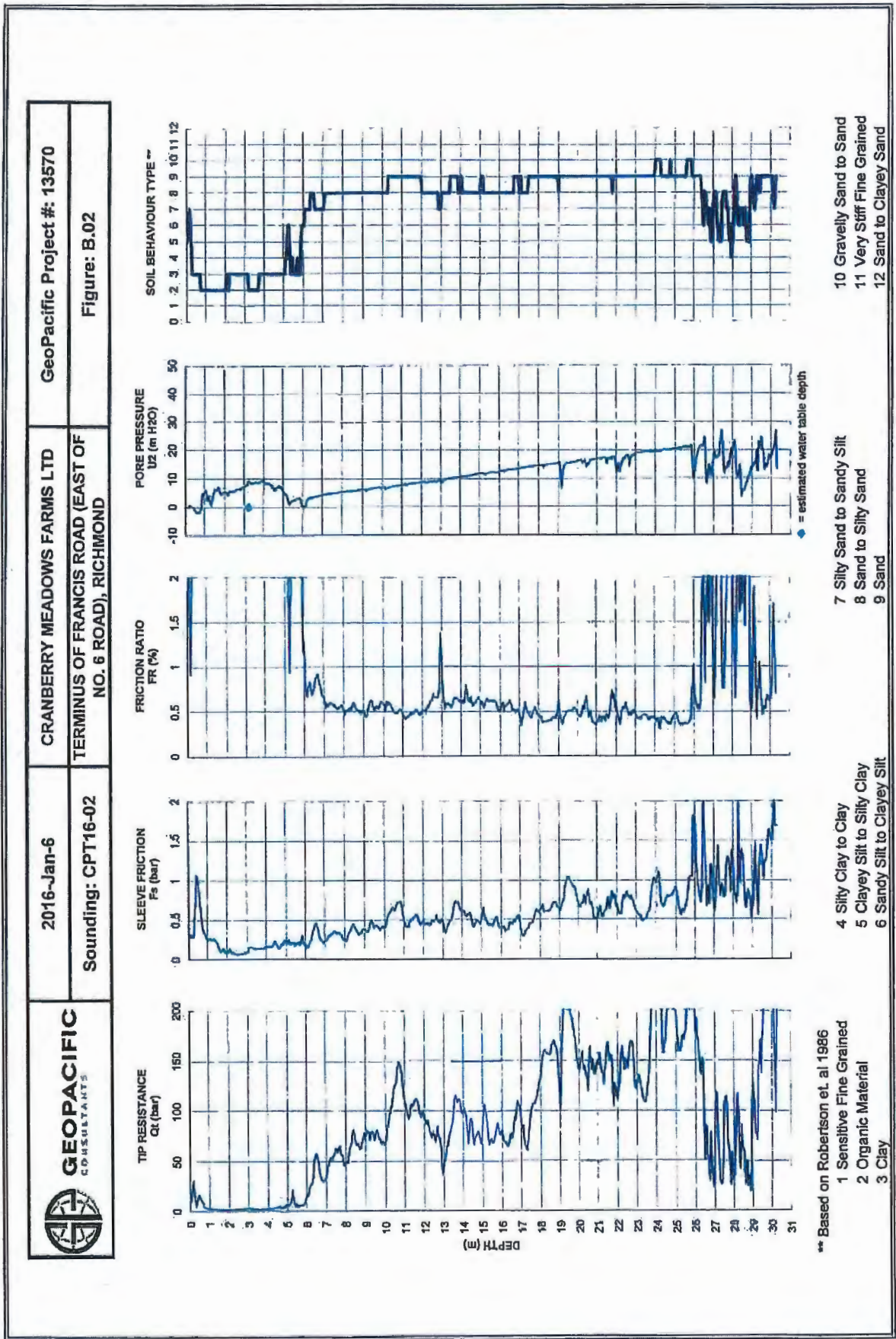
Interpretation of the cone penetration test results are carried out by computer using the interpretation chart presented below by Robertson¹. Raw data collected by the field computer includes tip resistance, sleeve friction and pore pressure. The tip resistance is corrected for water pressure and the friction ratio is calculated as the ratio of the sleeve friction on the side of the cone to the corrected tip resistance expressed as a percent. These two parameters are used to determine the soil behaviour type as shown in the chart below. The interpreted soil type may be different from other classification systems such as the Unified Soil Classification that is based upon grain size and plasticity.

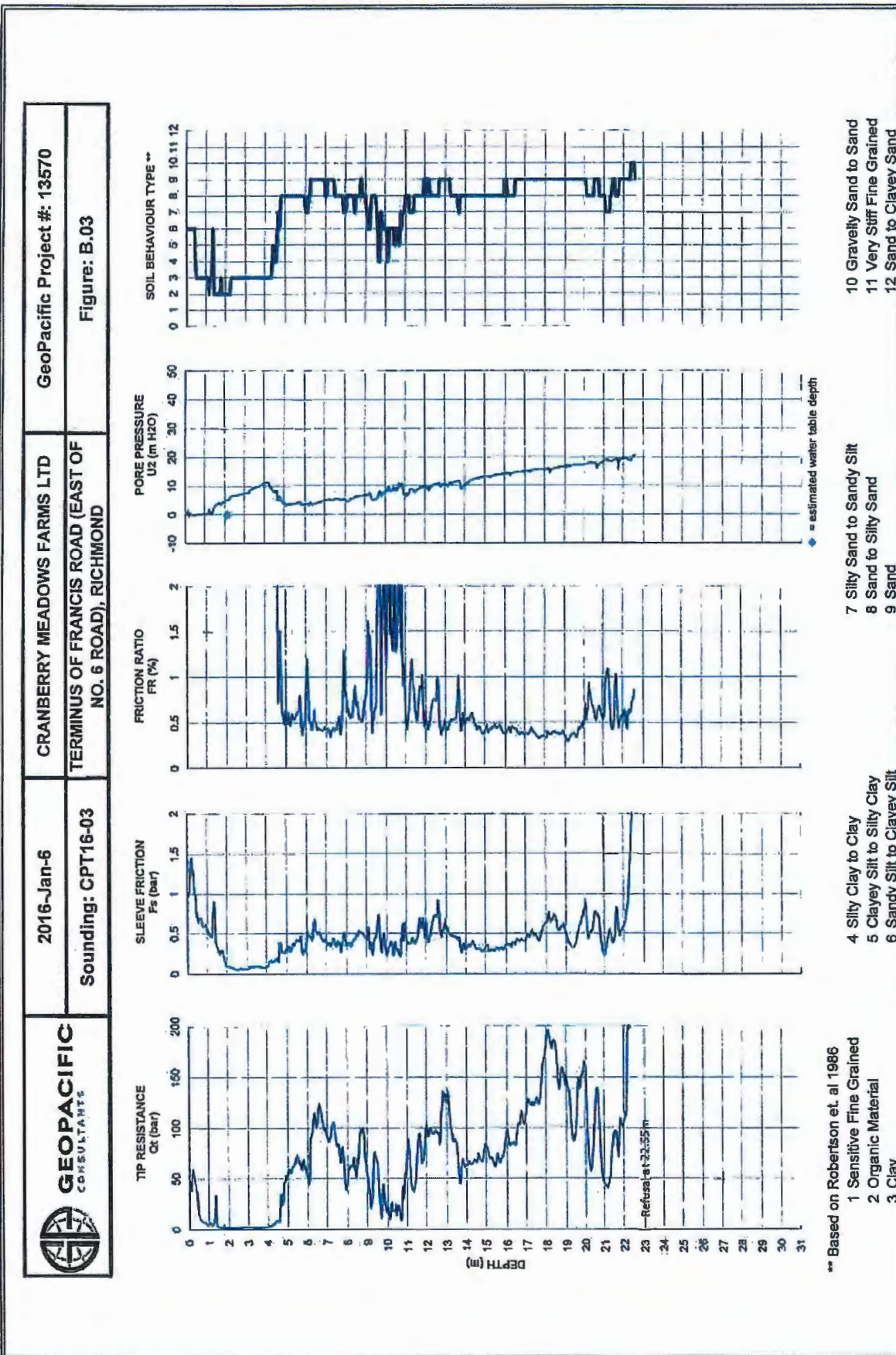
Electronic Cone Penetrometer



¹ Robertson, P.K., 1990, "Soil Classification using the cone penetration test", 1990 Canadian Geotechnical Colloquium, Canadian Geotechnical Journal, Vol. 27, No. 1, 1990









GEO PACIFIC
CONSULTANTS

2016-Jan-6

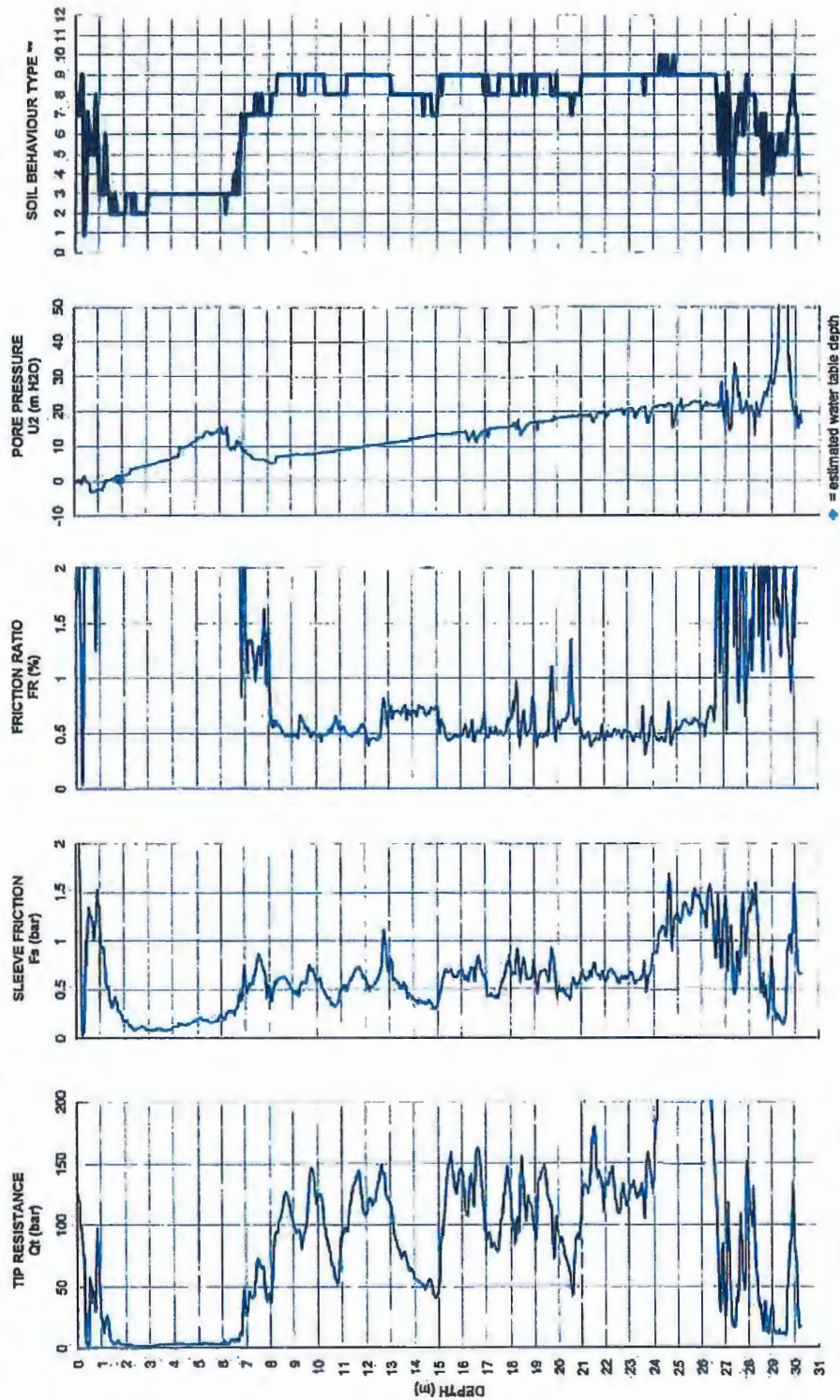
Sounding: CPT16-04

CRANBERRY MEADOWS FARMS LTD

TERMINUS OF FRANCIS ROAD (EAST OF
NO. 6 ROAD), RICHMOND

GeoPacific Project #: 13570

Figure: B.04



*** Based on Robertson et. al 1986

- 1 Sensitive Fine Grained
- 2 Organic Material
- 3 Clay

- 4 Silty Clay to Clay
- 5 Clayey Silt to Silty Clay
- 6 Sandy Silt to Clayey Silt

- 7 Silty Sand to Sandy Silt
- 8 Sand to Silty Sand
- 9 Sand

- 10 Gravelly Sand to Sand
- 11 Very Stiff Fine Grained
- 12 Sand to Clayey Sand

APPENDIX C - INTERPRETED PARAMETERS

The following charts plot the Standard Penetration Test (SPT) values and the undrained strength of fine grained soils based upon generally accepted correlations. The methods of correlation are presented below.

STANDARD PENETRATION TEST CORRELATION

The Standard Penetration Test $N_{(60)}$ value is related to the cone tip resistance through a Q_c/N ratio that depends upon the mean grain size of the soil particles. The soil type is determined from the interpretation described in Appendix B and the data of Table C.1 below is used to calculate the value of $N_{(60)}$.

Table C.1. Tabulated $Q_c/N_{(60)}$ Ratios for Interpreted Soil Types

Soil Type	Q_c/N Ratio
Organic soil - Peat	1.0
Sensitive Fine Grained	2.0
Clay	1.0
Silty Clay to Clay	1.5
Clayey Silt to Silty Clay	2.0
Silt	2.5
Silty Sand to Sandy Silt	3.0
Clean Sand to Silty Sand	4.0
Clean Sand	5.0
Gravelly Sand to Sand	6.0
Very Stiff Fine Grained	1.0
Sand to Clayey Sand	2.0

The $Q_c/N_{(60)}$ ratio is based upon the published work of Robertson (1985)². The values of N are corrected for overburden pressure in accordance with the correction suggested by Liao and Whitman using a factor of 0.5. Where the correction is of the form:

$$N_1 = 0.5 * N$$

All calculations are carried out by computer using the software program CPTint.exe developed by UBC Civil Engineering Department. The results of the interpretation are presented on the following Figures.

UNDRAINED SHEAR STRENGTH CORRELATION

It is generally accepted that there is a correlation between undrained shear strength of clay and the tip resistance as determined from the cone penetration testing. Generally the correlation is of the form:

$$S_u = \frac{(q_c - \sigma_v)}{N_k}$$

where q_c = cone tip resistance, σ = in situ total stress, N_k = cone constant

The undrained shear strength of the clay has been calculated using the cone tip resistance and an N_k factor of 12.5. All calculations have been carried out automatically using the program CPTint.exe. The results are presented on the Figures following.

APPENDIX C - OVER CONSOLIDATION RATIO ANALYSIS

The over consolidation ratio (OCR) is defined as the ratio between the maximum past vertical pressure on the soil versus the current in-situ vertical pressure. The maximum past vertical pressure is typically caused by the presence of excess overburden which is removed by either natural or man-made reasons. Soil ageing and other chemical precipitation affects can also cause a soil to behave as if it has a higher maximum past pressure, which is sometimes described as pseudo-overconsolidation.

Research by Schmertmann (1974) showed the following equation reasonably approximates the OCR of medium plastic to clayey soils:

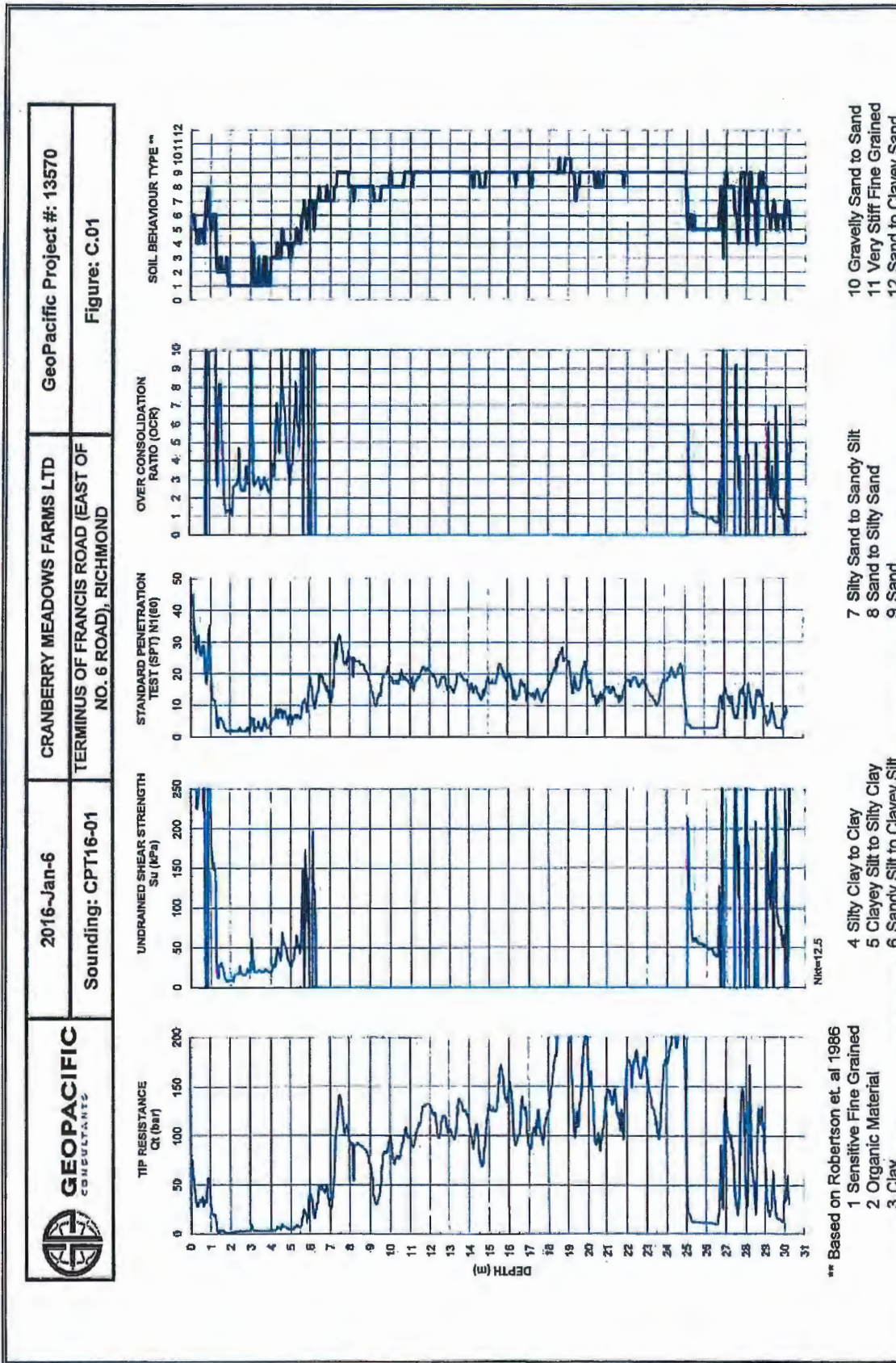
$$OCR = \left(\frac{\left(\frac{S_u / p'_{oc}}{S_u / p'_{nc}} \right)^{5/3} + 0.82}{1.82} \right)$$

S_u / p'_{oc} = The undrained shear strength to effective stress ratio of the over consolidated soil

S_u / p'_{nc} = The undrained shear strength to effective stress ratio of a normally consolidated soil
(OCR = 1). Typically = ~0.2

Soils which are subject to loads less than the maximum past pressure of the soil are typically subject to relatively small elastic settlements. Loads which exceed the maximum past pressure on the soil typically cause consolidation which is the gradual settlement of the ground as a result of expulsion of water from the pores of the soil. The rate of settlement and the time to complete consolidation is a function of the permeability of the soil.

The Schmertman equation has been employed to estimate the OCR of the soils with depth employing the CPT data provided in Appendix B and C.





GEOPACIFIC
CONSULTANTS

2016-Jan-6

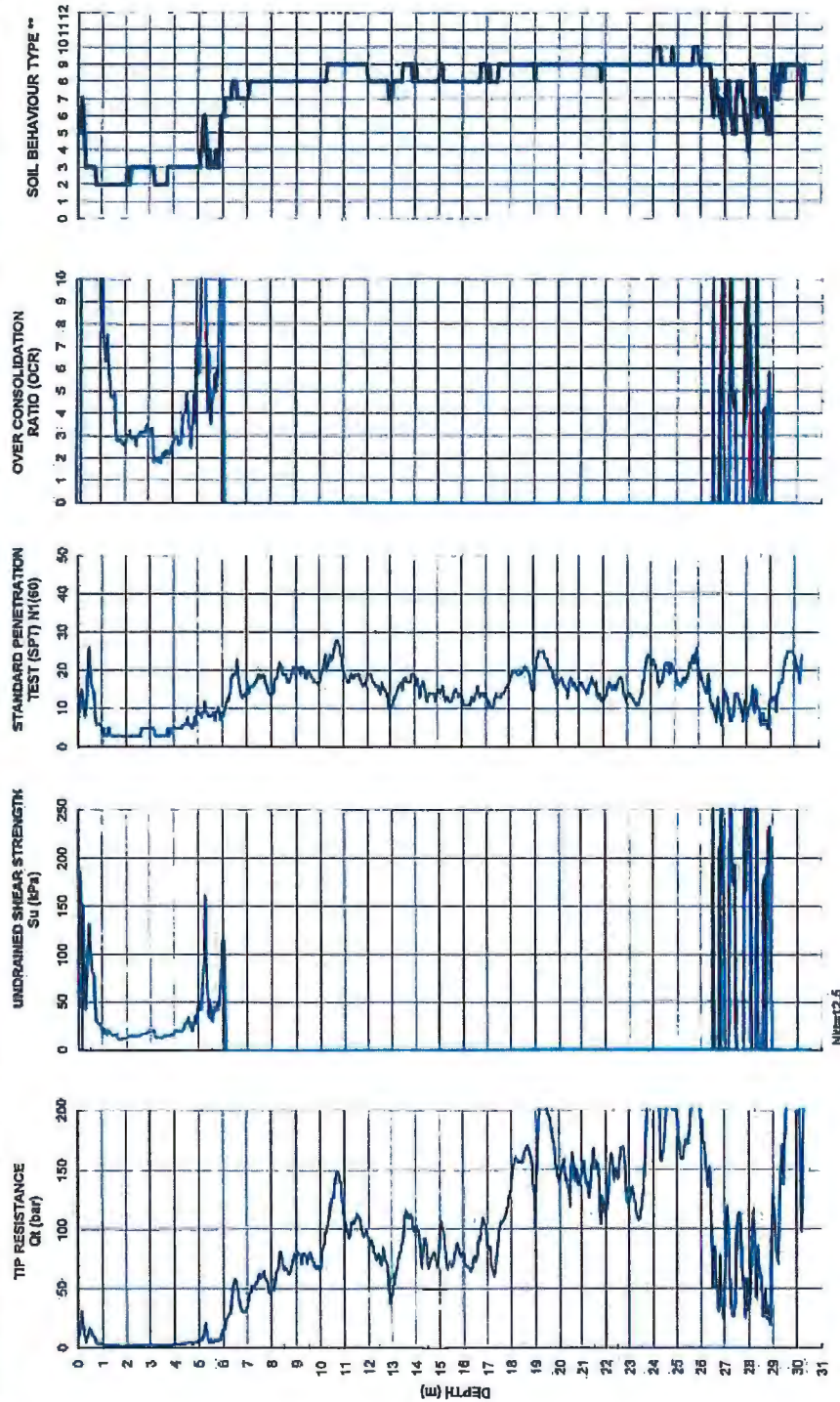
Sounding: CPT16-02

CRANBERRY MEADOWS FARMS LTD

TERMINUS OF FRANCIS ROAD (EAST OF
NO. 6 ROAD), RICHMOND

GeoPacific Project #: 13570

Figure: C.02



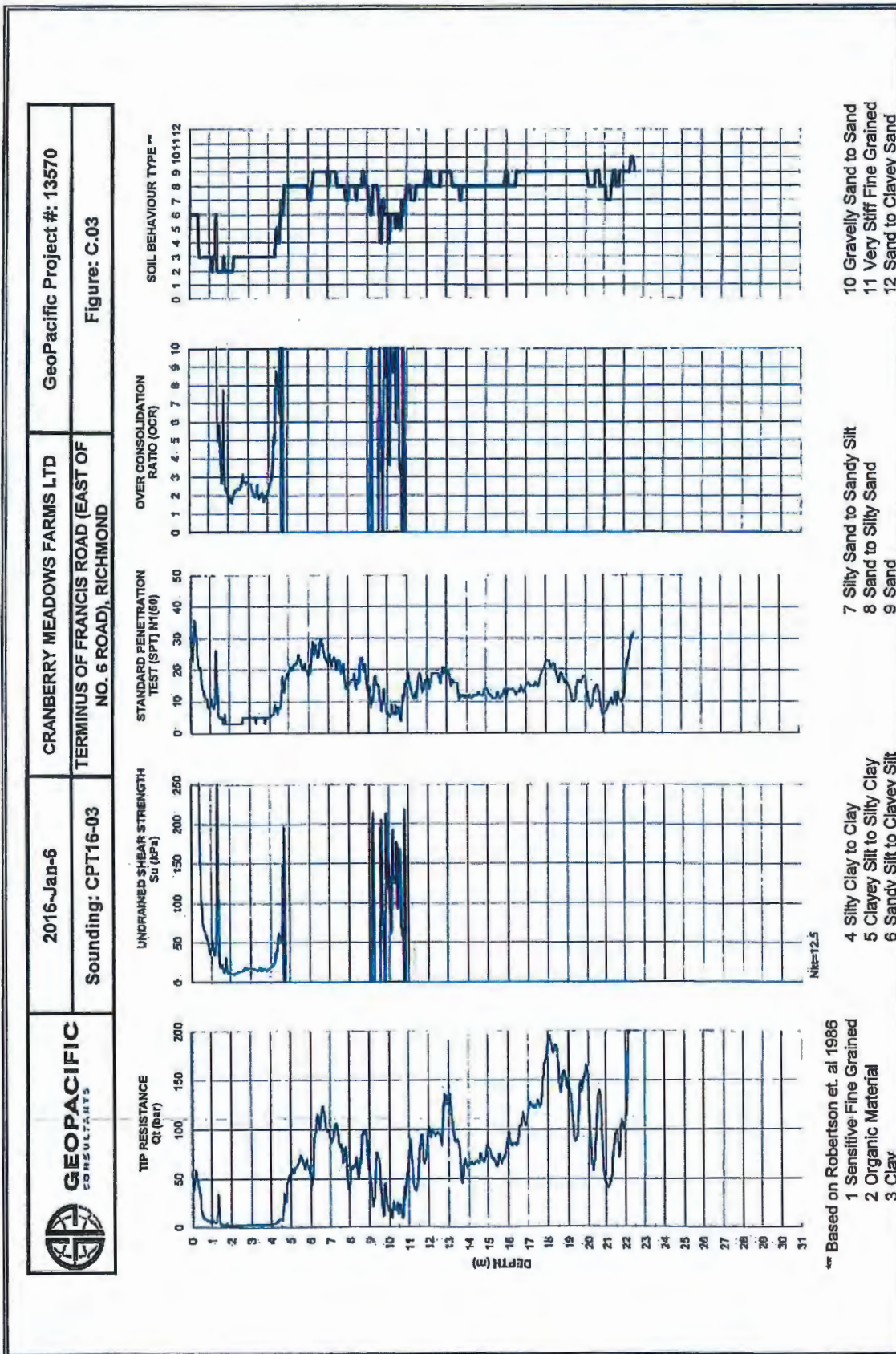
** Based on Robertson et. al 1986

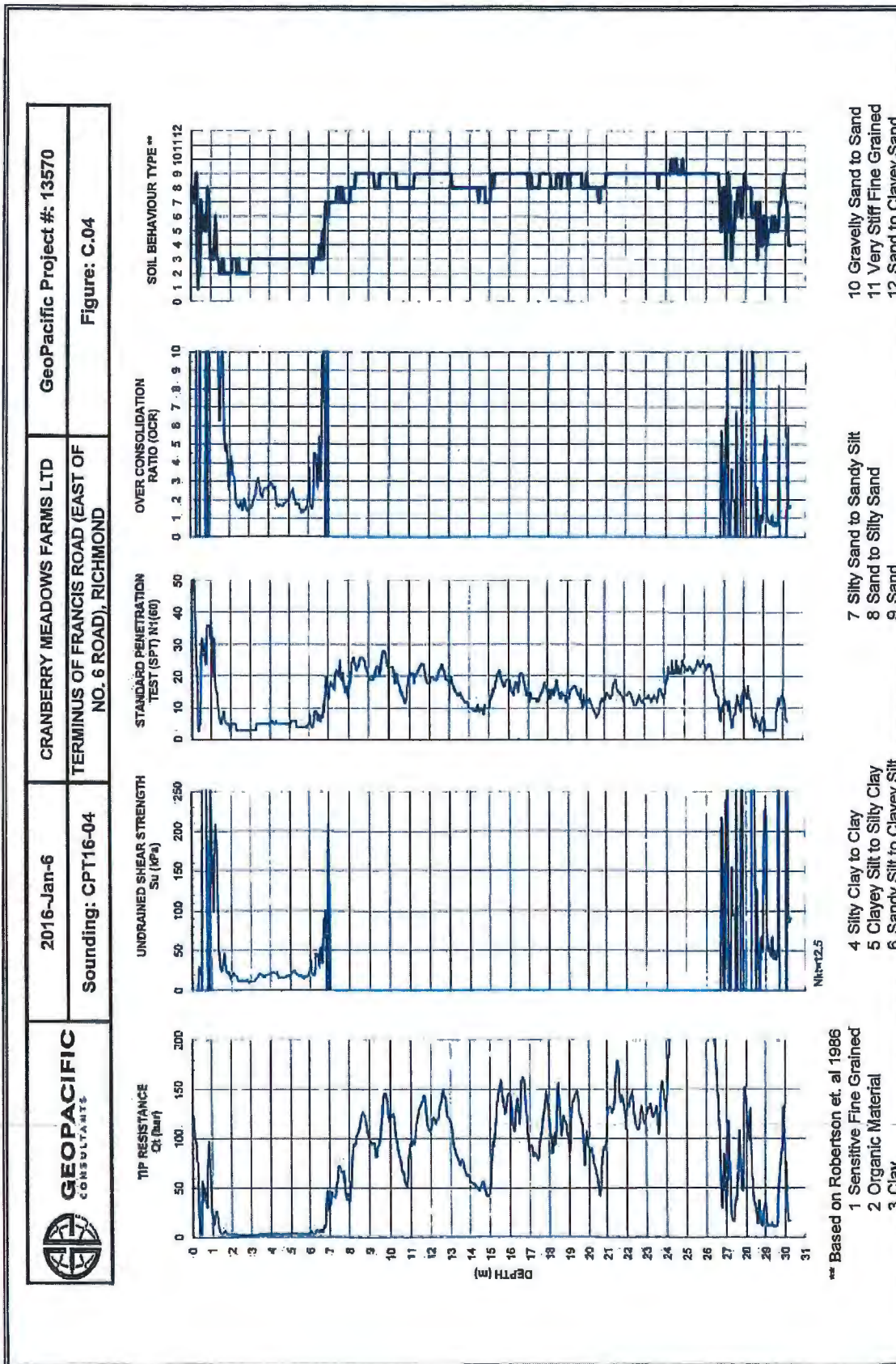
- 1 Sensitive Fine Grained
- 2 Organic Material
- 3 Clay

- 4 Silty Clay to Clay
- 5 Clayey Silt to Silty Clay
- 6 Sandy Silt to Clayey Silt

- 7 Silty Sand to Sandy Silt
- 8 Sand to Silty Sand
- 9 Sand

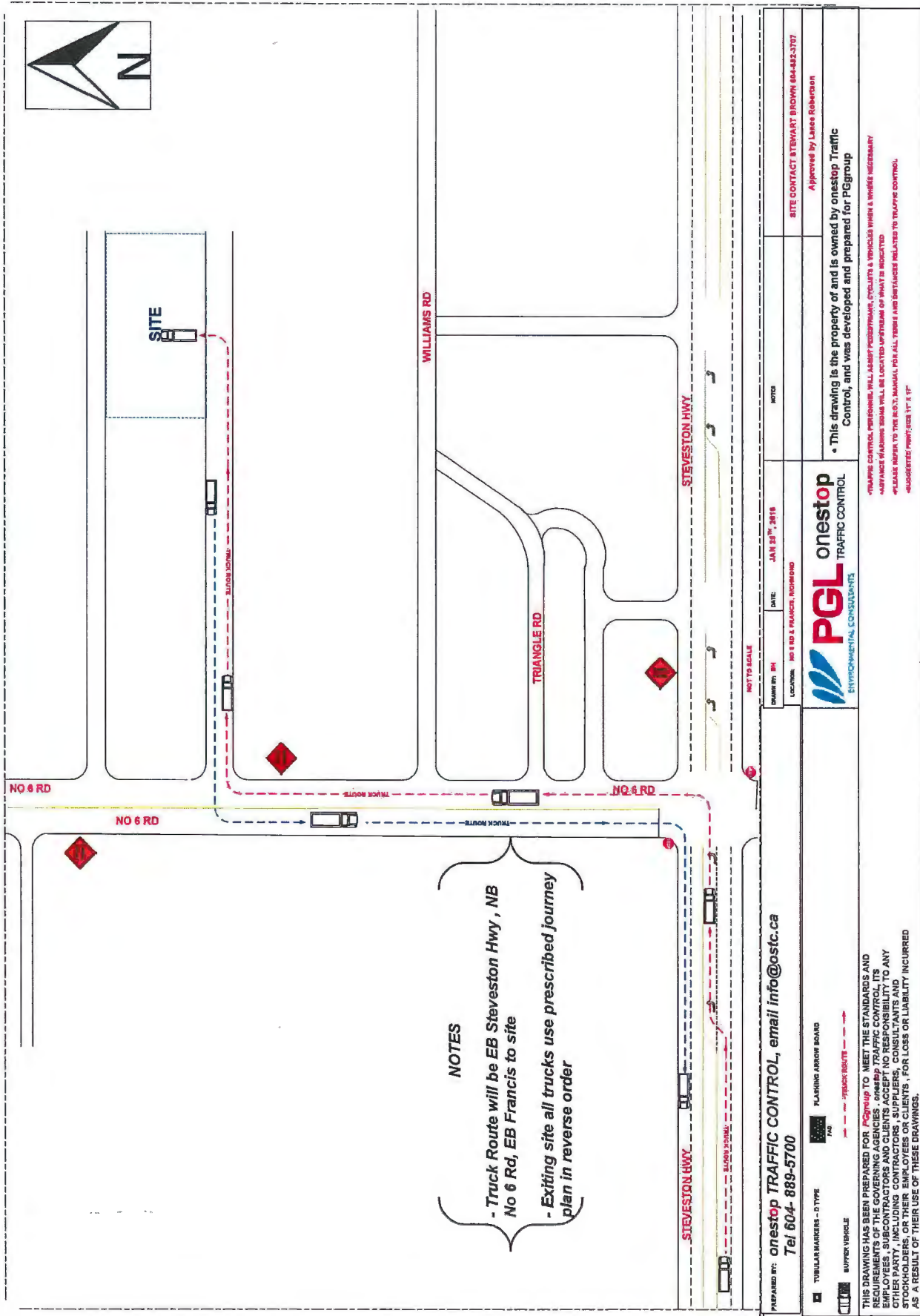
- 10 Gravelly Sand to Sand
- 11 Very Stiff Fine Grained
- 12 Sand to Clayey Sand





Appendix 4
Traffic Control/Management Plan







City of Richmond

Discussion Notes (no quorum meeting)

AGRICULTURAL ADVISORY COMMITTEE (AAC)

Held Thursday, April 26, 2016 (7:00 pm)

M.2.002

Richmond City Hall

In Attendance:

Steve Easterbrook (Co-Chair); Krishna Sharma; Doug Wright; Scott May; Robert Savage; Minhee Park (Policy Planning); Terry Crowe (Policy Planning); John Hopkins (Policy Planning); Michelle Orsetti (Community Bylaw); Kevin Connery (Parks); Dieter Geesing (Ministry of Agriculture); Tony Pellett (Agricultural Land Commission)

Regrets:

Councillor Harold Steves; Todd May (Co-Chair); Janet Langelaan; Kyle May; Teresa Murphy; Colin Dring

Guests:

Theresa Duynstee (Metro Vancouver)

1. Adoption of the Agenda

Since there was no quorum, the Committee could not formally adopt the agenda.

2. AAC Communication Process

Terry Crowe clarified the role of the AAC and draft communication process to be used when the AAC comments on development applications related to agriculture. He noted that the AAC comments are advisory only, and the applicants are not automatically required to address the comments. After the AAC meeting, staff will discuss the AAC's recommendation and comments with the applicant who may choose either to act on the AAC's recommendation or not act on it. If the applicant chooses not to act on it, staff may either request that the applicant do so to provide a complete report to Council or recommend that the applicant not do so and let the Planning Committee decide. The final decision will be made by the Planning Committee and Council.

Mr. Crowe requested feedback from the Committee. The Committee did not have specific comments or concerns.

3. Development Proposal – Non-farm Use Application (Soil fill) 14791 Westminster Highway

Community Bylaw Staff (Michelle Orsetti) provided an overview of the Agricultural Land Reserve (ALR) soil fill application to establish a tree nursery at 14791 Westminster

Highway. The application was initially considered by the Committee on September 24, 2015. Staff noted that the applicant had provided all the information previously requested by the Committee. The Chair invited the applicant and the project agrologist to the table.

The Committee had the following questions and comments:

- Committee asked about the source of subsoil. The applicant noted that it will be sourced from a single local provider.
- Committee asked whether the owner plans to grow only local trees. The applicant noted that, unless there is a request for exotic trees, they will grow mostly local trees.
- Discussion ensued regarding suitability of the site for the proposed use and proposed improvement. The agrologist noted that the site can be used for a tree nursery with some improvement.
- Committee noted that it wants to see a long term business plan when reviewing a development application in the ALR to ensure that the proposed proposal makes sense. Committee also would like to see a long term commitment from the applicant and ensure the site will still be agriculturally productive after fill activities are completed in case the nursery operation ceases in the future.
- The soil contractor from Hexcel Construction Ltd. was invited to the table and provided details of the operation and soil quality. He noted that soil will be tested and certified, and it will mostly be from Richmond.
- A Committee member noted that the site has been fallow for 40-50 years, and there must be a reason for it. Another member also noted that the plan makes sense, and Committee's role is to provide comments on the plan, not to enforce it.
- The chair introduced the following motion:

That the ALR non-farm use application for soil fill at 14791 Westminster Highway be supported subject to the following conditions:

- 1. The applicant ensures that there is no drainage impact on neighbouring properties.*
- 2. The applicant commits to using only non-contaminated soil supported by a Phase 1 Environmental Site Assessment report and not to bring in construction materials and/or non-excavated soil.*
- 3. No soil sub-contractor, other than the designated soil provider, to be used to ensure the soil quality.*
- 4. A performance bond to be provided*
- 5. The property must be left to a condition that it can still be viable for agriculture once the tree nursery operation ceases.*

Due to the absence of quorum, the motion could not be considered.

4. Development Proposal – Non-farm Use Application (Soil Fill) PID: 023-860-481 (no civic address)

Staff provided a brief overview of the non-farm use application. The Chair invited the applicants to the table. The applicant explained the current limitations of the site due to the high salinity of water that is sourced from the South Arm of the Fraser River. The proponent would like to change the crop production from cranberries to grapes and raspberries. The grape production on the site will supplement their current grape and wine production on another site in Richmond.

The Committee had the following questions and comments:

- In response to Committee's query, the proponent provided further information about the current winery operation. The proponent noted that more than 50% of the products used to manufacture wine will be produced on the farm but they will also continue to purchase grapes from Okanagan.
- The Committee asked how much raspberry production is planned on the site. The proposed raspberry production will be roughly around 5 acres and will use drip irrigation.
- The Committee noted that it understands the issue related to the quality of water and rationale behind the proposed soil fill. Committee agreed that raising the profile of the site will enhance the agricultural viability of the site and enable the owners to pursue a positive venture.

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

That the ALR soil fill application for the site (PID: 023-860-481) be supported as presented.

Carried Unanimously

5. Verbal Update – Soil Fill at 12871 Steveston Highway

Ms. Orsetti provided an update on the soil fill activity at 12871 Steveston Highway. She noted the conditions of the ALC approval.

The ALC, Community Bylaw, and the City's Agrologist have been monitoring the site to ensure these conditions are met. The City conducted a joint inspection with the ALC staff on October 23, 2015. They noted that the surface of the site was clean and there was large asphalt for access road base. The departing trucks were also clean.

In January 2016, the City and the ALC conducted another joint inspection. Since it was not clear adequate amount of soil and top soil had been placed, a survey was requested to verify the volume of fill. The survey was provided and it was confirmed that the amount of soil brought to the site was in accordance with the approved plans. However, the amount of top soil is inadequate so the applicant is working to correct the issue.

Another inspection is scheduled for early May, 2016. The ALC will take further action if the top soil issue does not get corrected.

The Committee requested staff to send the conditions of the ALC approval to the members by email.

6. Agriculture Impact Assessment Guidelines

Theresa Duynstee, Regional Planner from Metro Vancouver, provided highlights of the Agricultural Impact Assessment Guidelines. The AIA process can be used to better understand the effects of non-farm use developments. She noted the table "Screening Significance Indicator" on page 7 of the guidelines can be used in reviewing development applications. Committee noted that the guidelines would be useful and the City should consider using the guidelines in reviewing development applications. Staff noted that staff will review how the AIA guidelines could be integrated into the 2041 Official Community Plan and Agricultural Viability Strategy.

7. Garden City Lands Update

Parks staff (Kevin Connery) noted that, since the Garden City Lands Legacy Landscape Plan was adopted by Council in 2014, staff had continued with developing a more detailed design. The presentation was to share the findings of the hydrogeological assessments with the AAC and discuss the implications on the Legacy Landscape Plan.

The Committee had the following questions and comments:

- In response to the Committee's query regarding the source of water, Mr. Connery answered that it is precipitation only, and there is no other source on the site. He also noted that there is a concern regarding the long-term viability of the bog and ideas to keep the bog viable are being discussed.
- In response to the Committee's query about the current status, Mr. Connery noted that 5.2 million has been approved by Council to develop the perimeter trail, mid dyke, farm road and water management system and implement the farm plan.
- Committee requested further information about the proposed land uses and farming. Mr. Connery noted that ultimately approximately 20 acres will be used for farming with partnership with Kwantlen Polytechnic University. Mr. Connery said that farm plan is currently being developed and would likely be ready in June.
- Farming will be based on sustainable agriculture practices; it will focus more on research and investigation, not production.
- Committee asked if there is any water feature.
- It was suggested that GCL should showcase ethnic diversity through farming (ethnic crops and practices.)
- In response to the Committee's query regarding the next steps, Mr. Connery noted that an open house is planned for early June, and the City will prepare an application to the ALC for non-farm use.

8. Meeting Minutes and Business Arising from February 4, 2016 Meeting.

Since there was no quorum, the said minutes will be formally approved by the Panel in its next meeting.

9. Action Item Table – Review and Update

No update.

10. Updates

No update.

11. New Business/Information and Update Items

None.

12. Next Meeting date – May 26, 2016 (Tentative)

13. Adjournment



SOIL DEPOSIT PERMIT 42047

Property Location:	PID: 023-860-481 (the "Lands")	
Name of Owner(s):	Cranberry Meadow Farms Ltd.	Phone: 604.802.4775
Name of Agent:	NA	Phone: NA
A.L.C. Approval Date:	Date?	
A.L.C. Expiration Date:	Date?	
Permit Issuance Date:	Date?	
Permit Expiry Date:	Date?	
Permitted Volume of Soil or Fill:	volume of soil or fill m3	

This permit is issued pursuant to section 4.3 of the City of Richmond's current *Soil Removal & Fill Deposit Regulation Bylaw No. 8094*, as may be amended, updated, or replaced.

Deposition and removal of soil or fill must be done in compliance with all requirements of the City of Richmond's *Soil Removal & Fill Deposit Regulation Bylaw No. 8094*, as may be amended, updated, or replaced. This permit is also issued subject to compliance with all of the following conditions:

GENERAL CONDITIONS OF THE PERMIT

- 1) This permit is issued subject to full and continual compliance with all conditions for the deposition and/or removal of soil or fill as contained in the City of Richmond's *Soil Removal & Fill Deposit Regulation Bylaw No. 8094* (the "Bylaw") and the current *Agricultural Land Commission (ALC) Act*, as may be amended, updated, or replaced.
- 2) The permit holder will comply with all other applicable Acts, regulations, and decisions and orders of any person or body having jurisdiction over the Lands.
- 3) The owner of the Lands, as well as the permit holder, will both indemnify and save harmless the City of Richmond (the "City") from any and all claims, proceedings, liabilities, obligations, damages, costs and expenses whatsoever arising from, or in connection with the soil or fill project (the "Project") which is authorized by this permit, including but not limited to, claims in relation to the subject Lands or neighbouring properties.
- 4) Prior to commencement of the project; the permit holder may be required, at the Manager of Community Bylaw's (the "Manager") sole discretion, to arrange for the perimeter of the approved project area(s) to be staked out so as to make the area(s) clearly visible. The project may not be permitted to commence until the staked area has been inspected and approved by City staff.

- 5) Prior to the depositing of any soil or fill, all existing trees that measure 20cm calliper or greater located on the site require tree protection fencing to be installed around the drip line (and inspected by City staff) as per Tree Protection Bulletin Tree-03, as may be amended, updated, or replaced.
- 6) The deposition of soil or fill will not be permitted on weekends or statutory holidays or between the hours of **7:00 p.m. and 8:00 a.m.**, unless identified within the *Special Conditions* or unless exempted by the Manager.
- 7) The City must be advised **forty-eight (48) hours** prior to the project proceeding unless exempted by the Manager.
- 8) No soil or fill will be placed within **three (3) metres** of any property line unless exempted by the Manager.
- 9) The permit placard issued by the City for this permit will be placed in a visible location at the front of the Lands for the duration of the project authorized by this permit.
- 10) The placement of cedar hog fuel and any other forms of wood waste within the area designated for soil or fill is strictly prohibited. In addition, no concrete, asphalt, construction debris, petroleum products, toxic wastes, contaminated materials, or any other non-soil material (the "Other Material") will be deposited on the Lands.
- 11) The deposition of concrete and asphalt waste material is not permitted for driveway and road base on the Lands, unless exempted by the Manager, ALC staff, or the *ALC Act or Regulations*.
- 12) The Lands are to be secured at all times to prevent unauthorized deposition of soil, fill, or other material. The owner of the Lands, as well as the permit holder, will both remain responsible for the removal of, or placement of unauthorized soil, fill, or other material on the Lands.
- 13) Caution will be exercised with the storage and handling of fuels and lubricants on-site. Soil or fill contaminated by spills will be removed immediately and disposed of at a permitted facility in accordance with the requirements of the current *BC Environmental Management Act*, as may be amended, updated, or replaced.
- 14) The deposition of soil or fill will not, in any way, interfere with the above or below ground drainage pattern of any adjoining properties to the Lands, and will not cause the groundwater table to rise on adjoining properties to the Lands, so as to cause flooding or malfunctioning of any sewage disposal system.
- 15) Groundwater and surface run off is not to drain into or onto adjoining properties to the Lands at greater rates after commencement than prior to the commencement of the project authorized by this permit.
- 16) The owner of the Lands, as well as the permit holder, will both remain responsible for any adverse effects, including drainage, caused by the placement of the soil or fill and will ensure any adverse effects are corrected upon written request by the City.
- 17) All necessary precautions must be taken to prevent sedimentation of any stream, creek, waterway, watercourse, ditch, drain, catch basin, culvert, or manhole either on or adjacent to the Lands. Sediment control and erosion measures will be installed/constructed and inspected by the Manager, if required by the Manager, at his/her sole discretion.

- 18) The permit holder is responsible for any contamination of ground/surface water which is attributable to the project authorized by this permit.
- 19) The permit holder will ensure that all dirt, mud, and debris resulting from the project authorized by this permit is removed from all public roads, as many times per day that is required to keep the road safe for both pedestrian and vehicular traffic, or as directed by the Manager, at his/her sole discretion. Should the permit holder fail to perform the necessary cleaning work, the City may undertake the cleaning work and recover the costs of such work by drawing on the security deposit, as well as pursue the owner and permit holder for repayment for any such costs incurred by the City.
- 20) Dust control measures are to be implemented, if required by the Manager, at his/her sole discretion.
- 21) The soil or fill to be deposited pursuant to this permit will consist of good quality soil or fill, substantially free of stones and other material, and which is suitable for the intended development use.
- 22) Any soil or other material deposited under this permit must be free and clear of any invasive species, including plant fragments or seeds, as identified in the provincial *Weed Control Act*, as may be amended, updated, or replaced, and any related regulations. If invasive species, including any plant fragments or seeds, are identified in the subject soil or other material, the Manager, at his/her sole discretion, may suspend the permit. In addition, a report must be prepared by a Qualified Environmental Professional (QEP), including proposed remediation steps and an implementation plan. This report must include best management practices for either chemical or mechanical treatment, and must be submitted within thirty (30) days and approved by the City's Environmental Coordinator. The QEP must supervise the agreed upon remediation efforts contained in the report, including monitoring the site for three (3) years for any emerging invasive plants post-treatment, unless determined otherwise by the QEP, and agreed to by the City. The QEP must also supervise any required follow-up treatments. The QEP must deliver a final report to the City confirming that the deposited soil or other material is free and clear of any invasive species, including plant fragments or seeds, as identified in the provincial *Weed Control Act*, as may be amended, updated, or replaced, and any related regulations, prior to the City returning the security deposit and closing its soil deposit file for this property.
- 23) The approved project area(s) will be seeded as soon as possible following completion of the project authorized by this permit, as required by the Manager, at his/her sole discretion.
- 24) The permit holder will, upon request of the City, provide a detailed traffic management plan, in form and substance acceptable to the Manager. The Manager may request modification of the plan prior to or at any time throughout the soil deposit project.
- 25) Trucks will access the approved project site from designated truck routes in accordance with the City's current *Traffic Control & Regulation Bylaw*, as may be amended, updated, or replaced. Where soil or fill is transported to the Lands over any road which is a non-designated truck route, the permit holder will be responsible for any damage occurring to that road as a result of the transportation of the soil or fill.
- 26) No truck traffic is permitted to be parked or staged on any Municipal roadway/allowance.
- 27) The permit holder will maintain an accurate daily log of trucks depositing soil or fill on the site. This log will be made available for inspection by the Manager when requested. At the sole discretion of the Manager, alternate measures may be used (i.e. survey, etc) in order to determine the volume of soil or fill deposited on or removed from the Lands.

- 28) Subject to any requirements of a Provincial enactment, the Manager is hereby authorized at all reasonable times to enter upon and inspect the Lands to determine whether the requirements, restrictions, regulations, terms, conditions, and directions of this this permit, the Bylaw, and *ALC Act* are being followed.
- 29) Non-compliance with any of the terms and conditions contained in this permit may render this permit suspended or void. If suspended, the Manager may order that the deposition of soil or fill cease until such a time as the permit holder has rectified the issue of non-compliance within the timeframe required by the Manager, to the Manager's satisfaction.
- 30) This permit may be voided by the Manager, at his/her sole discretion, if non-compliant issues are not rectified to the Manager's satisfaction. The Manager, at his/her sole discretion, may void the permit without suspension.
- 31) Should the applicant be non-compliant with any conditions of this permit, the Manager, at his/her sole discretion, may draw a partial or full amount of the security deposit and cancel or suspend the permit until a new amount for the security deposit is provided to the City, to the Manager's satisfaction.
- 32) Prior to the security deposit being returned, the permit holder will provide the Manager with any reports or information that may be required by the Manager in order to confirm that the deposit or removal which is the subject matter of this permit is in compliance with the permit conditions, bylaws, Acts, enactments, applicable legislation, or other requirements of any person or body having any jurisdiction over the Lands.
- 33) Prior to the security deposit being returned, all conditions as stated in this permit and ALC approval, will be satisfied in their entirety, to the satisfaction of the Manager, and only after the City has carried out a final site inspection and confirmed, in writing, that the site is in a condition satisfactory to the Manager.
- 34) The security deposit may be used by the City to pay for or recover costs incurred by the City or to pay outstanding fees to the City.
- 35) Should a permit extension be required, the permit holder will provide reasonable advance notice to the City, and if applicable, to the ALC, prior to the expiration of this permit.

SPECIAL CONDITIONS OF THE PERMIT

- 36) The permit holder will arrange for a site meeting with City staff prior to work commencing to ensure all pre-fill requirements have been satisfied.
- 37) All soil or fill shall be deposited as per the *Fill Deposition Plan* prepared by Pottinger Gaherty Environmental Consultants Ltd. dated October 2016.
- 38) All soil or fill shall be deposited in full compliance with the conditions as stipulated in the decision from the *Agricultural Land Commission (ALC)* dated «adddate». The project may not commence until such time as all ALC approval conditions have been satisfied.
- 39) Upon completion of the soil deposit project, a final topographic survey will be provided that identifies the finished elevations and the total volume of soil deposited on the Lands.
- 40) If additional soil or fill is required beyond the permitted volume, the permit holder may be required to complete a new *Soil Removal / Fill Deposit* form as per the City's current *Soil Removal & Fill Deposit Regulation Bylaw*, at the Manager's sole discretion.

42047

If the permit holder fails to satisfy or comply with any condition of this permit, the owner of the Lands agrees to immediately satisfy or comply with the applicable condition, upon request by the City. Further, the issuance of this permit does not, in any way, relieve the owner of the Lands, any occupier of the Lands, or the permit holder, from having to comply with any and all applicable legislation; including but not limited to, all applicable zoning, subdivision, and other land use bylaws of the City, as well as all other applicable Acts or regulations, and any and all decisions of responsible authorities which may apply to the Lands.

Enter Your Name
SOIL BYLAW OFFICER

Date

Enter Name
Owner/Agent

Date

**GEOPACIFIC**
VANCOUVER KAMLOOPS CALGARYP 604.439.0922
F 604.429.9189
geopacific.ca
1779 W 75th Ave.
Vancouver, B.C. Canada V6P 6P2Cranberry Meadows Farms Ltd.
11450 92A Avenue
Delta, BC
V4C 3M5January 11, 2017
File: 13570

Attention: Gord Maichin

**Re: Geotechnical Investigation Report - Proposed Fill Site
Terminus of Francis Road - East of No. 6 Road, Richmond, B.C.****1.0 INTRODUCTION**

We understand that you propose to fill the above referenced 8.05 hectare parcel of farm land to elevations varying between 4.4 and 6 m geodetic to permit the farming of grapes and raspberries. We further understand that the City of Richmond requires a geotechnical assessment of the site to determine impacts to surrounding properties and drainage due to the contemplated filling program. We also note that it is intended to install a new jet fuel pipeline to service Vancouver International Airport, which will be installed within the Francis Road right-of-way adjacent to the proposed fill site.

This report presents the results of a geotechnical investigation of the soil and groundwater conditions at the site and presents our assessment of the potential drainage and off-site impacts of the development.

This report has been prepared exclusively for Cranberry Meadows Farms Ltd, for their use, the use of others on their design team, and the City of Richmond for use in the development and permitting process.

2.0 SITE DESCRIPTION

The fill site is located in east Richmond, east of No. 6 Road, and directly north of Francis Road. The site is rectangular with east-west dimension of approximately 410 m and north-south dimension of about 194 m. The site is presently employed as a cranberry farm with equipment lay down and storage area located at the southwest corner of the property. Existing elevations vary from 0 to 1 m geodetic in the farm field with surrounding ditches at lower elevations. Francis Road and gravel access roads surrounding the site are at elevations of about 1 to 2 m geodetic. The site is essentially flat.

The location of the site relative to surrounding properties and roads is shown on our site plan, Drawing 13570-01, attached to this report.

3.0 FIELD INVESTIGATION

GeoPacific completed an investigation of the site on January 6, 2016. The investigation included a total of 4 auger test holes, to depths of 6 m below current site grade and 4 Cone Penetration Test (CPT) soundings, advanced to depths of 22.6 to 30 m below grade. The test holes and CPT soundings were completed using

a subcontracted, track mounted auger drill rig operated by On Track Drilling Inc. of Coquitlam, B.C. All test holes were logged in the field by a technician from our office and backfilled immediately upon completion of testing and logging.

As the cone penetrometer is advanced into the ground, it records cone tip resistance, sleeve friction, pore water pressure, temperature and inclination every 50 mm to a purpose built data acquisition system. Analysis of the CPT sounding data allows an estimation of geotechnical design parameters and inference of the sub-surface stratigraphy from soil-type behaviour characteristics. The stratigraphic interpretation was verified with the augured test holes as described above. The CPT sounding results are presented in Appendix B of this report. Geotechnical parameters interpreted from the CPT soundings, such as undrained shear strength and standard penetration $N_{1(60)}$ values, are presented in Appendix C of this report while Liquefaction Analyses are presented in Appendix D.

Test holes were completed on the access roads surrounding the farm land and equipment storage area as the farm land itself is not capable of supporting a heavy drill rig.

The approximate location of the auger test holes and CPT soundings with respect to the property are shown on our Drawing No. 13750-01.

4.0 SUBSURFACE CONDITIONS

4.1 Soil Conditions

The existing soil profile at the site, from the surface downwards, generally consists of 0.6 and 1.4 m of fill around the site perimeter, and then natural soils of PEAT followed by low plastic clayey SILT to silty CLAY over interbedded silty fine SAND to fine sandy SILT over silty to clean SAND. The sand is underlain by a thick sequence of marine clay silt interbedded with fine sands below depths of 25 to 27 m. Based on our general knowledge of the area, and published geology, we anticipate the marine clay silt extends to a depth of about 60 metres where it is underlain by dense glacially consolidated deposits.

A detailed description of the soils encountered is given below.

Fill

Fill was encountered at each test hole and varied from pavement structure related sand and gravel to wood chips to organic rich silty sand (topsoil). These materials were also encountered on the access roads and lay down area surrounding the farm field. We do not expect much, if any, mineral based fill in the farm field itself.

Peat

Peat was present at all test hole locations and varied in thickness between 0.4 and 1 m with moisture contents between 167% and 274%. These moisture content values are relatively low for peat and are expected to be a function of the consolidation induced by the presence of the above referenced fills. We anticipate that the peat will likely be thicker with higher moisture content within the farm land, and therefore more susceptible to larger settlements induced by filling.

Peat is highly compressible when loaded in excess of its current insitu stress. Conventional site

preparation measures to limit post construction settlements also have a limited benefit on peat. Long term settlements of peat are caused by the gradual decay of the organic constituent that makes up the majority of the peat. These settlements are unavoidable.

Clayey Silt to silty Clay (Overbank Sequence)

The peat is underlain by between 2 and 4 m of silt to clay. The silt is typically firm with some organic content and brown in the upper 200 to 500 mm, below this becoming firm to soft and grey in colour. Laboratory testing yielded moisture contents ranging from 50 to 123%. Shear strength in the soft portion of the clayey silt profile is interpreted at between 15 and 50 kPa below the upper desiccated zone as shown in Appendix C. The desiccated zone is typically about 300 mm thick and has a shear strength of between 75 and 120 kPa. The soft portion of the clayey silt zone is significantly compressible under the contemplated fill loads.

Fine Sandy Silt to Silty Sand (Transitional Sequence)

Underlying the clay silt is about 2 m of a transitional sequence comprised of loose to compact silty fine SAND to fine sandy SILT. The sequence is non plastic and therefore somewhat compressible under moderate to heavy loading only.

Clean Sand to Silty Sand (Channel Sequence)

The silt and interbedded sand and silt described above is underlain by a sequence of river channel deposited sands. The slight variations in the in-situ density, compressibility, mineralogy and grain size are reflected in the shape of the tip resistance curves shown on the CPT plots in Appendix B. In general the Fraser River channel sands are well graded, medium grained, predominantly quartz, highly stratified and loose to medium dense. These deposits extend to about 25 to 27 m depth at our CPT soundings.

Occasional zones of clayey silts are interbedded in the predominantly sand, channel sequence, as shown on the soil behaviour type plots given in Appendices B and C.

Deep Marine Clay Silt

The sand is underlain by a thick sequence of deep marine clay silt below 25 to 27 m. This zone is expected to extend down to the glacial deposits, inferred to extend to about 60 m below local site grades. This zone is considered compressible given the height and extent of the contemplated filling. Due to the thickness of this zone and it's low permeability, post filling settlements will continue for many years after the completion of the site preparation work. This long term settlement behaviour is not uncommon in Richmond with long term post construction settlements occurring as a result of mid-rise tower development, for example.

For a more detailed description of the subsurface soil conditions refer to the Test Hole Logs and CPT Sounding Logs in Appendices A and B, following the text of this report.

4.2 Groundwater Conditions

The static groundwater level is expected to be in close proximity to the existing elevation of the farm field.

Groundwater levels are expected to vary seasonally with generally higher levels during the wetter winter and spring months. It has been our experience that near surface groundwater levels are often controlled by surface water levels in local ditches and thus levels can rise to near ambient ground level during periods of heavy and prolonged rainfall.

5.0 DISCUSSION

5.1 Fill Program

We understand that the filling program is proposed to occur over a period of 3 years with a total of 362,000 m³ of material imported to the site. The site will be sloped at approximately 3% with finished site elevations varying from 4.4 to 6 m geodetic. The margins of the fill site will be sloped at 2H:1V. The existing soils will be left in place with new fill derived from sites in western Vancouver varying from Vashon Drift to Capilano sediments. These soils vary in composition and may include glacial till (well graded sand, silt, and gravel), glaciofluvial sand to gravel, glaciolacustrine silts, marine and glaciomarine silts, and beach deposited sands.

5.2 Drainage

The natural soil profile consists of relatively low permeability peat and overbank deposited silts which grade into channel deposited sands at depth. The proposed fill operation will result in significant consolidation of the peat and silt. While the permeability of these upper soils will reduce, the main aquifer of sand below 6 m depth will not be affected. We would expect normal flows in these Fraser River sands to control the surrounding property groundwater levels.

The current conditions allow for natural infiltration of rainwater into the topsoil of the farm field. Some of the proposed fills including the marine, glaciomarine, glaciolacustrine, and glacial till deposits will have a relatively low permeability once placed and compacted. Negligible infiltration into these materials will occur. We expect that some rainwater will be retained in the topsoil of the future grape and raspberry fields, but some will also flow to the perimeter of the site. We anticipate that a cleaner granular soil will be placed below the upper topsoil to facilitate drainage, as required. Regardless, the surface runoff would be directed to perimeter site drainage to ensure no mounding of groundwater levels at adjacent properties. Any potential groundwater impact can be mitigated substantially with the incorporation of an efficient ditch and drainage system around the periphery of the site which conveys surface run off to the surrounding City storm system.

In summary, it is our geotechnical opinion that the proposed fill program is feasible without adversely impacting drainage or groundwater levels beyond the site. Some maintenance of the drainage system during the filling process as well as in the future, due to the predicted long term settlements described in Section 5.3, should be expected.

5.3 Settlement

Due to the large extent of the fill area, significant consolidation of the upper compressible peat and silt deposits will occur along with the deep marine deposits. Due to the thickness and low permeability of the marine deposits, consolidation of this stratum will continue to occur for several years after placement of the fill. Our analysis indicates that total settlements on the order of 1.2 to 1.8 m should be anticipated at the mid point of the fill site. Settlements are predicted to decrease to about 600 mm to 900 mm at the margin of the fill area. We anticipate that approximately 60 to 70% of this settlement will occur during fill placement with the remainder accumulating over about 20 to 25 years.

The majority of the settlement is derived from the surficial peat and silt, which accounts for approximately 60% of the total settlements. The primary consolidation of these two strata should occur relatively quickly within a few months of completion of the fill program. Significant secondary consolidation will be as a result of gradual consolidation of the marine deposits at depth. Some limited settlement will be realized from gradual decay of the peat as well, but this is anticipated to be small in relation to the predicted total.

Significant differential settlements should be anticipated within 6 to 8 m of the fill area. These settlements will likely require some maintenance of the surrounding area to ensure, for example, level access roads and positively flowing ditches.

Settlements will be measurable off-site. We estimate settlements at about 8 m beyond the fill area to range from 50 to 150 mm. These settlements are derived from the marine deposits located below about 26 m depth. Therefore, the surface projection of these deep settlements typically result in small differentials of less than 2 mm/metre and are generally not damaging to surface infrastructure. However, the long term impacts on gravity based services surrounding the site should be reviewed. Similar behaviour occurs beyond mid-rise towers elsewhere in Richmond.

5.4 Francis Road - Jet Fuel Pipe Line

We understand that it is proposed to install a new pipe line within the Francis Road right-of-way fronting the site which will supply jet fuel to Vancouver International Airport. Details of the pipeline are shown on the Construction Plan (DWG 1452-AL-A04, dated November 30, 2016) prepared by CCI.

The contemplated fill plan includes a fill setback from Francis Road of 10 to 12 m. The above referenced jet fuel plan indicates that the pipe line will be installed at about the mid point of the existing road, which would result in a pipeline to fill setback of approximately 12 to 14 m. The jet fuel line is to be installed by horizontal directional drilling with entry and exit pits located within Francis Road at the approximate easterly and westerly ends of the development property. At the pit locations the pipe depth will be 1.5 to 4 m. The pipe will be deepest at the midpoint of the property at a depth of approximately 15 m.

While measurable movements of the pipeline are likely, they are expected to be low differentially at less than 1 mm/metre and should not impact the jet fuel line. We also assume that the pipeline designers have considered that properties along the alignment are likely to develop over time and considerations for settlements have been incorporated into their pipe design.

Filling much closer to, and at greater heights than this project has been completed successfully by GeoPacific adjacent to the existing jet fuel pipeline on Bridgeport Road, directly east of Sea Island. This work included placement of a preload up to 12 m in height within 2 m of the jet fuel pipe line. That pipe was monitored by Kinder Morgan's geotechnical engineer during the site preparation work with no damage reported, and no remedial repairs required. We expect that a similar monitoring program will have to be developed with the geotechnical engineer for the new pipeline prior to filling.

6.0 CLOSURE

The preceding comments and calculations are based on theoretical consolidation approaches and stress distribution procedures. Some variation between theoretical and actual settlements is likely. Any changes to the fill plan should be provided to GeoPacific for review and update our settlement estimates.

Please do not hesitate to call the undersigned if you should require any clarification or additional details.

For:

GeoPacific Consultants Ltd.

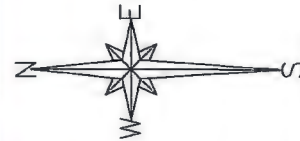
Reviewed by:



JAN 11 2017

John Carter, M.Eng., P.Eng.
Principal Engineer

Keith Robinson, M.Eng., P.Eng.
Principal Consultant



SITE PLAN

*TEST LOCATIONS ARE APPROXIMATE

LEGEND:

- CPT##-# - CONE PENETRATION TEST (CPT) LOCATION
- △ TH##-# - TEST HOLE (TH) LOCATION

REFERENCE:

FILE NO:	13570	REVISIONS:
DWG. NO.:	13570-01	A.
		B.
		C.

CRANBERRY MEADOWS
TERMINUS OF FRANCES ROAD (EAST OF NO. 6 ROAD), RICHMOND, BC
TEST HOLE SITE PLAN

DATE:	2016-Jan-1	APPROVED BY:	REVIEWED BY:
DRAWN BY:	ED	JC	JC
SCALE:	AS SHOWN		

10215-1200 West 73rd Ave.
Vancouver, B.C. V6P 6G5
P 604.439.0922
F 604.439.0909

GEO PACIFIC
VANCOUVER LANDSCAPE CONSULTANTS



APPENDIX A - TEST HOLE LOGS

Test Hole Log: TH16-01 (CPT16-01)

File: 13570

Project: CRANBERRY MEADOWS

Client: CRANBERRY MEADOWS FARMS LTD

Site Location: TERMINUS OF FRANCES ROAD (EAST OF NO. 6 ROAD), 215 - 1200 West 73rd Avenue, Vancouver, BC, V6P 6G5
Tel: 604-439-0922 Fax: 604-439-9189



GEOPACIFIC
CONSULTANTS

INFERRED PROFILE				Moisture Content (%)	DCPT (blows per foot) 10 20 30 40	Groundwater / Well	Remarks
Depth	Symbol	SOIL DESCRIPTION	Depth (m)/Elev (m)				
0		Ground Surface	0.0				
1		Sand and gravel compact SAND and GRAVEL fill, brown, slightly moist					
2							
3		moist after 1.1m					
4							
5		Peat firm to soft PEAT, red-brown, moist to wet	1.4	186.1			
6							
7		Silt soft SILT, trace organics, grey, wet	1.8				
8							
9							
10				123.3			
11		sand lens at 3.2m					
12							
13				49.6			
14							
15		Silt firm sandy SILT, grey, wet	4.3				
16							
17		sandy SILT to silty SAND after 5.3m		36.9			
18							
19							
20							
21		End of Borehole	6.1				
22							
23							
24							
25							
26							

Logged: ED

Method: Solid stem auger/CPT

Date: 2016-Jan-6

Datum: Ground elevation

Figure Number: A.01

Page: 1 of 1

Test Hole Log: TH16-02 (CPT16-02)

File: 13570

Project: CRANBERRY MEADOWS

Client: CRANBERRY MEADOWS FARMS LTD

Site Location: TERMINUS OF FRANCES ROAD (EAST OF NO. 6 ROAD), F215 - 1200 West 73rd Avenue, Vancouver, BC, V6P 6G5
Tel: 604-439-0922 Fax: 604-439-9189



GEO PACIFIC
CONSULTANTS

INFERRED PROFILE				Moisture Content (%)	DCPT (blows per foot) 10 20 30 40	Groundwater / Well	Remarks
Depth	Symbol	SOIL DESCRIPTION	Depth (m)/Elev (m)				
0		Ground Surface	0.0				
1		Sand and gravel compact SAND and fine grained GRAVEL fill, grey, slightly moist	0.3				
2		Fill compact wood chip fill, brown, moist wet at 0.8m	0.8	189.2			
3		Peat firm to soft PEAT, red-brown, moist wet after 1.2m		273.8			
4		Silt soft organics rich SILT, brown, wet	1.8				
5		Silt soft SILT, trace organics, grey, wet	2.3				
6		no organics after 3.2m		101.7			
7		trace to some fine grained sand after 4.0m		62.0			
8		Silt firm sandy SILT, grey, wet	4.6				
9				33.4			
10		End of Borehole	6.1				
11							
12							
13							
14							
15							
16							
17							
18							
19							
20							
21							
22							
23							
24							
25							
26							

Logged: ED

Method: Solid stem auger/CPT

Date: 2016-Jan-6

Datum: Ground elevation

Figure Number: A.02

Page: 1 of 1

Test Hole Log: TH16-03 (CPT16-03)

File: 13570

Project: CRANBERRY MEADOWS

Client: CRANBERRY MEADOWS FARMS LTD

Site Location: TERMINUS OF FRANCES ROAD (EAST OF NO. 6 ROAD), F215 - 1200 West 73rd Avenue, Vancouver, BC, V6P 6G5
Tel: 604-439-0922 Fax: 604-439-9189



GEO PACIFIC
CONSULTANTS

INFERRED PROFILE				Moisture Content (%)	DCPT (blows per foot) 10 20 30 40	Groundwater / Well	Remarks
Depth	Symbol	SOIL DESCRIPTION	Depth (m)/Elev (m)				
0		Ground Surface	0.0				
1		Sand and gravel compact silty SAND and GRAVEL fill, brown, slightly moist	0.0				
2		Fill compact to loose organics rich silty SAND fill, dark brown, moist wet after 3.5	0.6	98.5			
3		Peat soft PEAT, red-brown, wet silty after 2.0m	1.5	203.1			
4		Silt soft organics rich SILT, grey-brown, wet	2.3				
5		Silt soft SILT, trace to some organics, grey, moist to wet	2.6	66.9			
6		Silt firm sandy SILT, grey, wet	4.3				
7		Sand compact silty SAND, grey, wet	4.6	34.7			
8		Sand compact SAND, grey, wet	5.2				
9		End of Borehole	6.1				
10							
11							
12							
13							
14							
15							
16							
17							
18							
19							
20							
21							
22							
23							
24							
25							
26							

Logged: ED

Method: Solid stem auger/CPT

Date: 2016-Jan-6

Datum: Ground elevation

Figure Number: A.03

Page: 1 of 1

Test Hole Log: TH16-04 (CPT16-04)

File: 13570

Project: CRANBERRY MEADOWS

Client: CRANBERRY MEADOWS FARMS LTD

Site Location: TERMINUS OF FRANCES ROAD (EAST OF NO. 6 ROAD), P215 - 1200 West 73rd Avenue, Vancouver, BC, V6P 6G5
Tel: 604-439-0922 Fax: 604-439-9189



GEOPACIFIC
CONSULTANTS

INFERRED PROFILE				Moisture Content (%)	DCPT (blows per foot) 10 20 30 40	Groundwater / Well	Remarks
Depth	Symbol	SOIL DESCRIPTION	Depth (m)/Elev (m)				
0 ft 0 m		Ground Surface	0.0				
1		Sand and gravel compact to dense silty SAND and GRAVEL fill, grey, slightly moist					
2							
3							
4		Peat firm to soft PEAT, red-brown, moist	1.2	166.5			
5							
6							
7		Silt soft organics rich SILT, peat like organics, brown, wet	2.1	259.9			
8			2.4				
9		Silt soft SILT, some organics, grey-brown, wet trace organics after 2.7m		51.2			
10							
11							
12							
13				78.5			
14							
15		trace fine grained SAND after 4.6m					
16							
17							
18				46.4			
19							
20							
21		End of Borehole	6.1				
22							
23							
24							
25							
26							

Logged: ED
Method: Solid stem auger/CPT
Date: 2016-Jan-6

Datum: Ground elevation
Figure Number: A.04
Page: 1 of 1

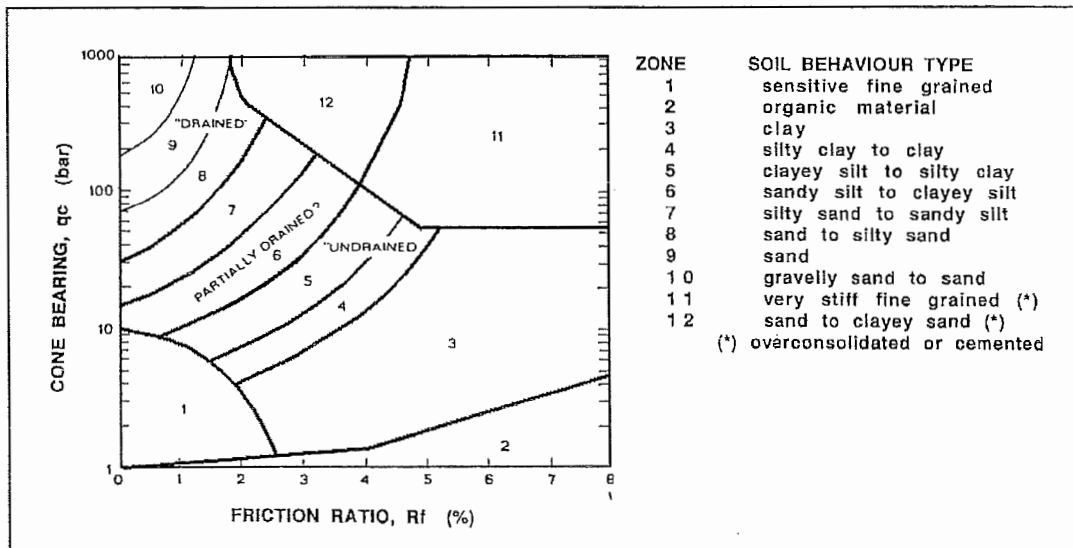
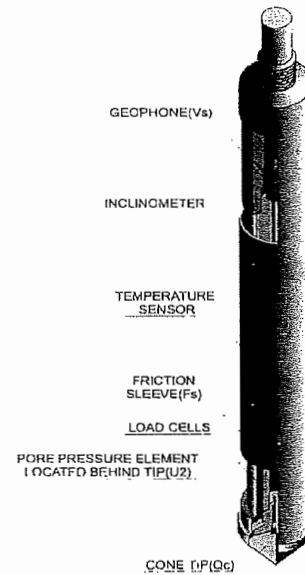
APPENDIX B - ELECTRONIC CONE PENETRATION RESULTS

The system used is owned and operated by GeoPacific and employs a 35.7 mm diameter cone that records tip resistance, sleeve friction, dynamic pore pressure, inclination and temperature at 5 cm intervals on a digital computer system. The system is a Hogentogler electronic cone system and the cone used was a 10 ton cone with pore pressure element located behind the tip and in front of the sleeve as shown on the adjacent figure.

In addition to the capabilities described above, the cone can be stopped at specified depths and dissipation tests carried out. These dissipation tests can be used to determine the groundwater pressures at the specified depth. This is very useful for identifying artesian pressures within specific layers below the ground surface.


Interpretation of the cone penetration test results are carried out by computer using the interpretation chart presented below by Robertson¹. Raw data collected by the field computer includes tip resistance, sleeve friction and pore pressure. The tip resistance is corrected for water pressure and the friction ratio is calculated as the ratio of the sleeve friction on the side of the cone to the corrected tip resistance expressed as a percent. These two parameters are used to determine the soil behaviour type as shown in the chart below. The interpreted soil type may be different from other classification systems such as the Unified Soil Classification that is based upon grain size and plasticity.

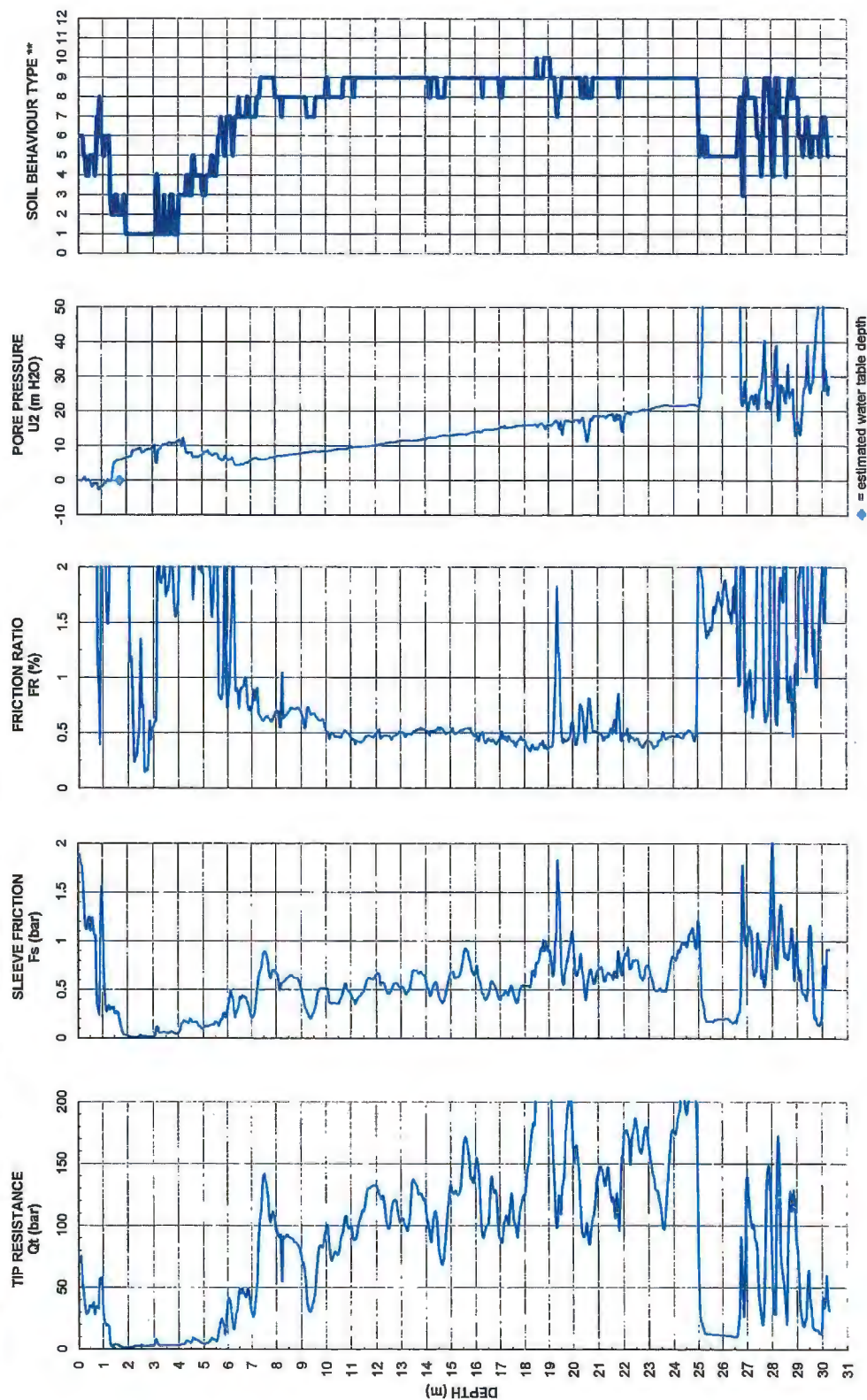
Electronic Cone Penetrometer



¹

Robertson, P.K., 1990, "Soil Classification using the cone penetration test", 1990 Canadian Geotechnical Colloquium, Canadian Geotechnical Journal, Vol. 27, No. 1, 1990

 GEO-PACIFIC CONSULTANTS	2016-Jan-6 Sounding: CPT16-01	CRANBERRY MEADOWS FARMS LTD TERMINUS OF FRANCIS ROAD (EAST OF NO. 6 ROAD), RICHMOND	GeoPacific Project #: 13570 Figure: B.01
---	----------------------------------	---	---



** Based on Robertson et. al 1986

1 Sensitive Fine Grained
2 Organic Material
3 Clay
4 Silty Clay to Clay
5 Clayey Silt to Silty Clay
6 Sandy Silt to Clayey Silt
7 Silty Sand to Sandy Silt
8 Sand to Silty Sand
9 Sand
10 Gravely Sand to Sand
11 Very Stiff Fine Grained
12 Sand to Clayey Sand



2016-Jan-6

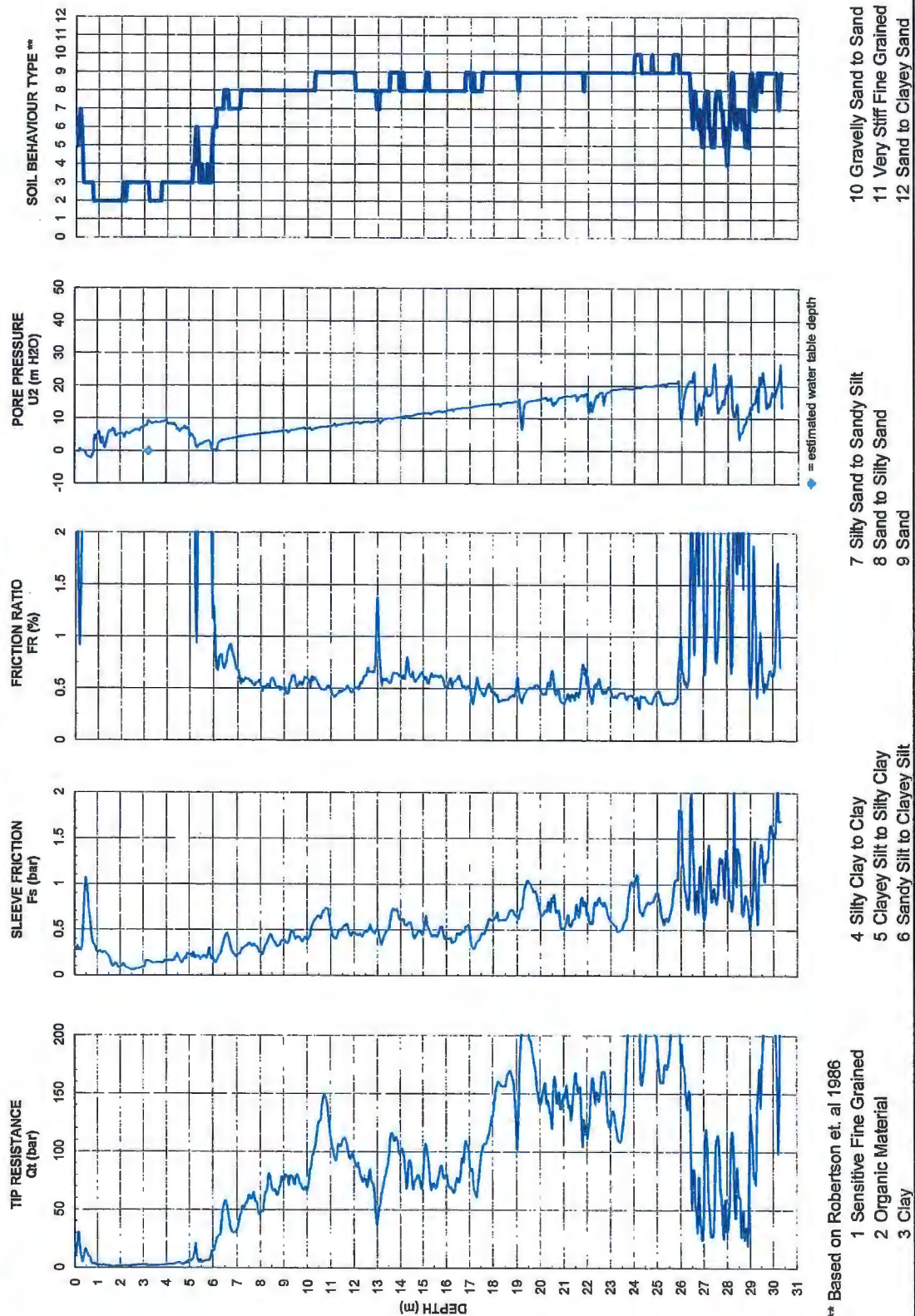
Sounding: CPT16-02

CRANBERRY MEADOWS FARMS LTD


TERMINUS OF FRANCIS ROAD (EAST OF
NO. 6 ROAD), RICHMOND

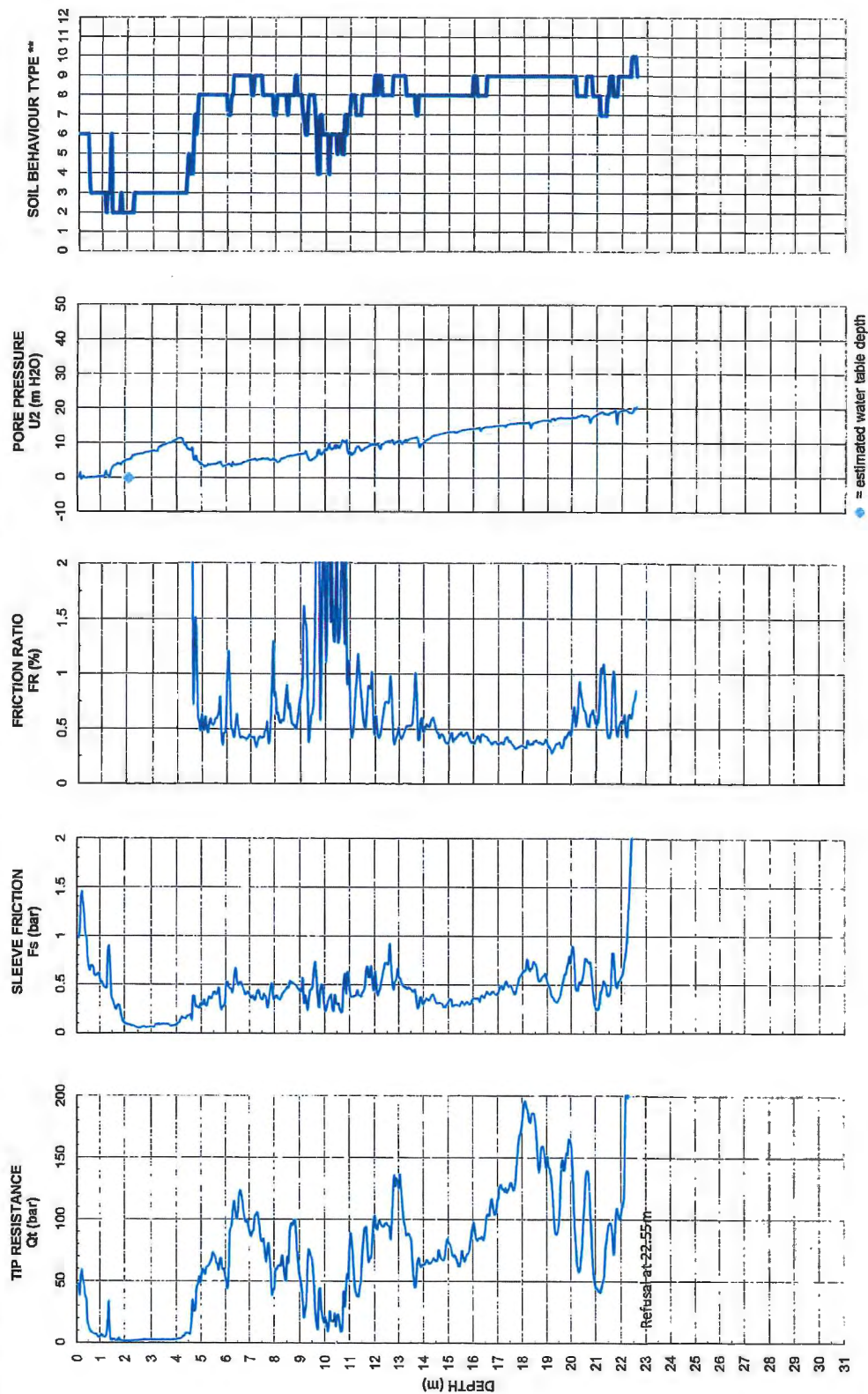
GeoPacific Project #: 13570

Figure: B.02




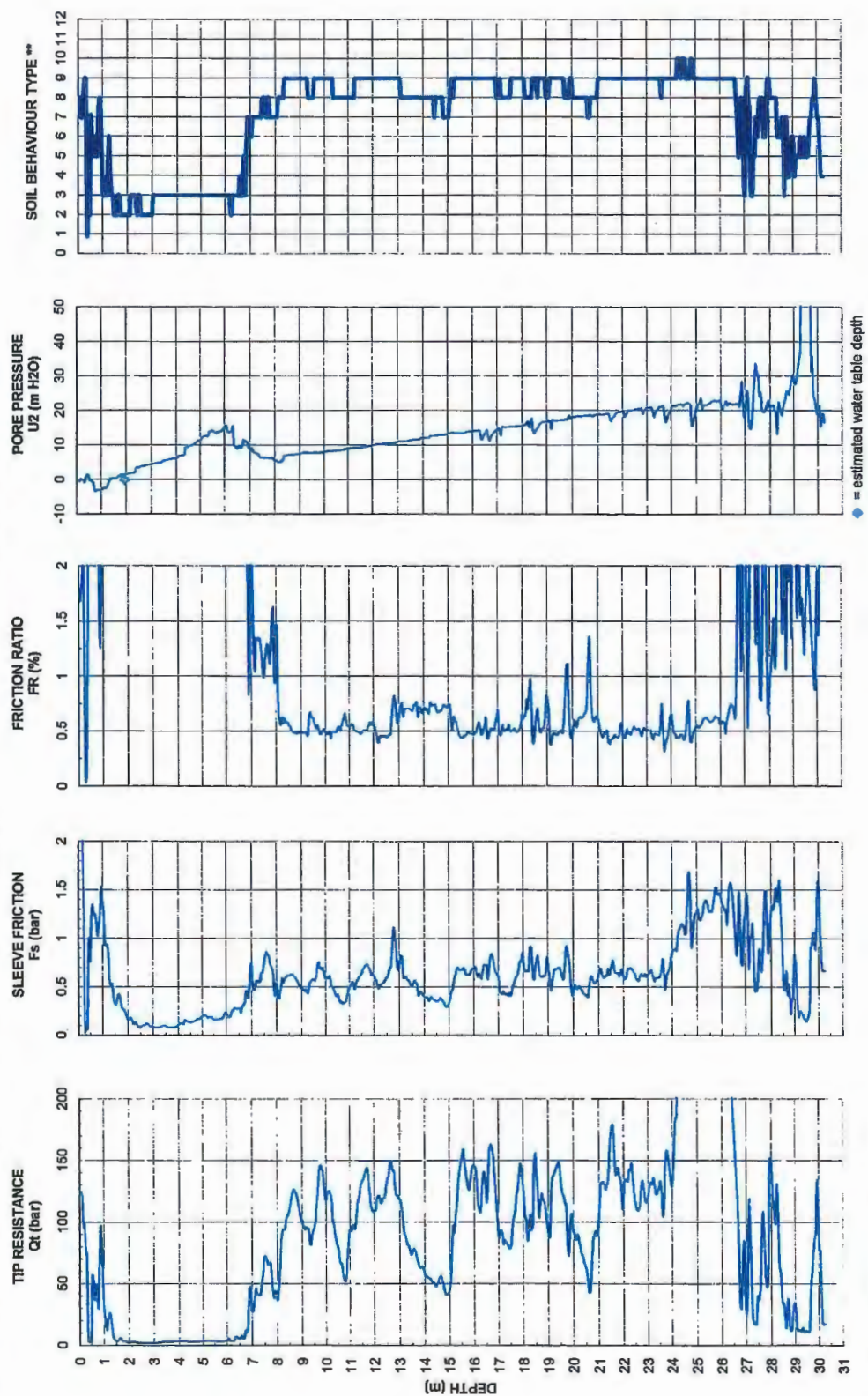
** Based on Robertson et. al 1986

 GEO PACIFIC CONSULTANTS	2016-Jan-6 Sounding: CPT16-03	CRANBERRY MEADOWS FARMS LTD TERMINUS OF FRANCIS ROAD (EAST OF NO. 6 ROAD), RICHMOND	GeoPacific Project #: 13570 Figure: B.03
---	----------------------------------	---	---



- ** Based on Robertson et. al 1986
- | | | |
|-----------------------------|----------------------------|----------------------------|
| 1 Sensitive Fine Grained | 7 Silty Sand to Sandy Silt | 10 Gravelly Sand to Sand |
| 2 Organic Material | 8 Sand to Silty Sand | 11 Very Stiff Fine Grained |
| 3 Clay | 9 Sand | 12 Sand to Clayey Sand |
| 4 Silty Clay to Clay | | |
| 5 Clayey Silt to Silty Clay | | |
| 6 Sandy Silt to Clayey Silt | | |
- = estimated water table depth

 GEO PACIFIC CONSULTANTS	2016-Jan-6 Sounding: CPT16-04	CRANBERRY MEADOWS FARMS LTD TERMINUS OF FRANCIS ROAD (EAST OF NO. 6 ROAD), RICHMOND	GeoPacific Project #: 13570 Figure: B.04
---	----------------------------------	---	---



- ** Based on Robertson et. al 1986
- 1 Sensitive Fine Grained
 - 2 Organic Material
 - 3 Clay
 - 4 Silty Clay to Clay
 - 5 Clayey Silt to Silty Clay
 - 6 Sandy Silt to Clayey Silt
 - 7 Silty Sand to Sandy Silt
 - 8 Sand to Silty Sand
 - 9 Sand
 - 10 Gravelly Sand to Sand
 - 11 Very Stiff Fine Grained
 - 12 Sand to Clayey Sand

APPENDIX C - INTERPRETED PARAMETERS

The following charts plot the Standard Penetration Test (SPT) values and the undrained strength of fine grained soils based upon generally accepted correlations. The methods of correlation are presented below.

STANDARD PENETRATION TEST CORRELATION

The Standard Penetration Test $N_{1(60)}$ value is related to the cone tip resistance through a Q_c/N ratio that depends upon the mean grain size of the soil particles. The soil type is determined from the interpretation described in Appendix B and the data of Table C.1 below is used to calculate the value of $N_{1(60)}$.

Table C.1. Tabulated $Q_c/N_{1(60)}$ Ratios for Interpreted Soil Types

Soil Type	Q_c/N Ratio
Organic soil - Peat	1.0
Sensitive Fine Grained	2.0
Clay	1.0
Silty Clay to Clay	1.5
Clayey Silt to Silty Clay	2.0
Silt	2.5
Silty Sand to Sandy Silt	3.0
Clean Sand to Silty Sand	4.0
Clean Sand	5.0
Gravelly Sand to Sand	6.0
Very Stiff Fine Grained	1.0
Sand to Clayey Sand	2.0

The $Q_c/N_{1(60)}$ ratio is based upon the published work of Robertson (1985)². The values of N are corrected for overburden pressure in accordance with the correction suggested by Liao and Whitman using a factor of 0.5. Where the correction is of the form:

$$N_1 = \sigma^{0.5} * N$$

All calculations are carried out by computer using the software program CPTint.exe developed by UBC Civil Engineering Department. The results of the interpretation are presented on the following Figures.

UNDRAINED SHEAR STRENGTH CORRELATION

It is generally accepted that there is a correlation between undrained shear strength of clay and the tip resistance as determined from the cone penetration testing. Generally the correlation is of the form:

$$S_u = \frac{(q_c - \sigma_v)}{N_k}$$

where q_c = cone tip resistance, σ = in situ total stress, N_k = cone constant

The undrained shear strength of the clay has been calculated using the cone tip resistance and an N_k factor of 12.5. All calculations have been carried out automatically using the program CPTint.exe. The results are presented on the Figures following.

APPENDIX C - OVER CONSOLIDATION RATIO ANALYSIS

The over consolidation ratio (OCR) is defined as the ratio between the maximum past vertical pressure on the soil versus the current in-situ vertical pressure. The maximum past vertical pressure is typically caused by the presence of excess overburden which is removed by either natural or man-made reasons. Soil ageing and other chemical precipitation affects can also cause a soil to behave as if it has a higher maximum past pressure, which is sometimes described as pseudo-overconsolidation.

Research by Schmertmann (1974) showed the following equation reasonably approximates the OCR of medium plastic to clayey soils:

$$OCR = \left(\frac{\left(\frac{Su / p'_{oc}}{Su / p'_{nc}} \right)^{5/3} + 0.82}{1.82} \right)$$

Su/p'_{oc} = The undrained shear strength to effective stress ratio of the over consolidated soil

Su/p'_{nc} = The undrained shear strength to effective stress ratio of a normally consolidated soil (OCR = 1). Typically = ~0.2

Soils which are subject to loads less than the maximum past pressure of the soil are typically subject to relatively small elastic settlements. Loads which exceed the maximum past pressure on the soil typically cause consolidation which is the gradual settlement of the ground as a result of expulsion of water from the pores of the soil. The rate of settlement and the time to complete consolidation is a function of the permeability of the soil.

The Schmertman equation has been employed to estimate the OCR of the soils with depth employing the CPT data provided in Appendix B and C.



GEO PACIFIC
CONSULTANTS

2016-Jan-6

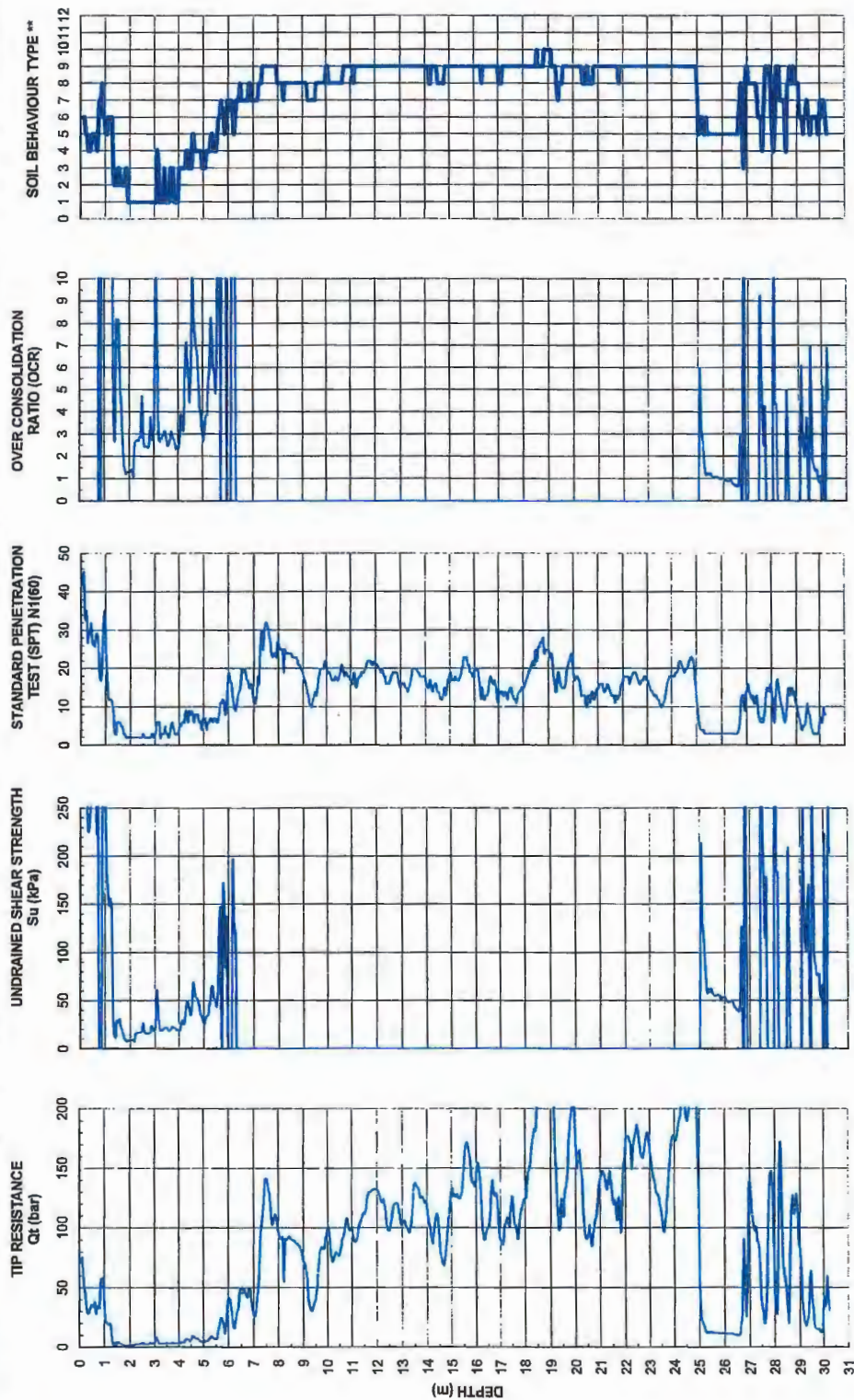
Sounding: CPT16-01

CRANBERRY MEADOWS FARMS LTD

TERMINUS OF FRANCIS ROAD (EAST OF
NO. 6 ROAD), RICHMOND

GeoPacific Project #: 13570

Figure: C.01



** Based on Robertson et. al 1986

- 1 Sensitive Fine Grained
- 2 Organic Material
- 3 Clay

- 4 Silty Clay to Clay
- 5 Clayey Silt to Silty Clay
- 6 Sandy Silt to Clayey Silt

- 7 Silty Sand to Sandy Silt
- 8 Sand to Silty Sand
- 9 Sand

- 10 Gravelly Sand to Sand
- 11 Very Stiff Fine Grained
- 12 Sand to Clayey Sand



2016-Jan-6

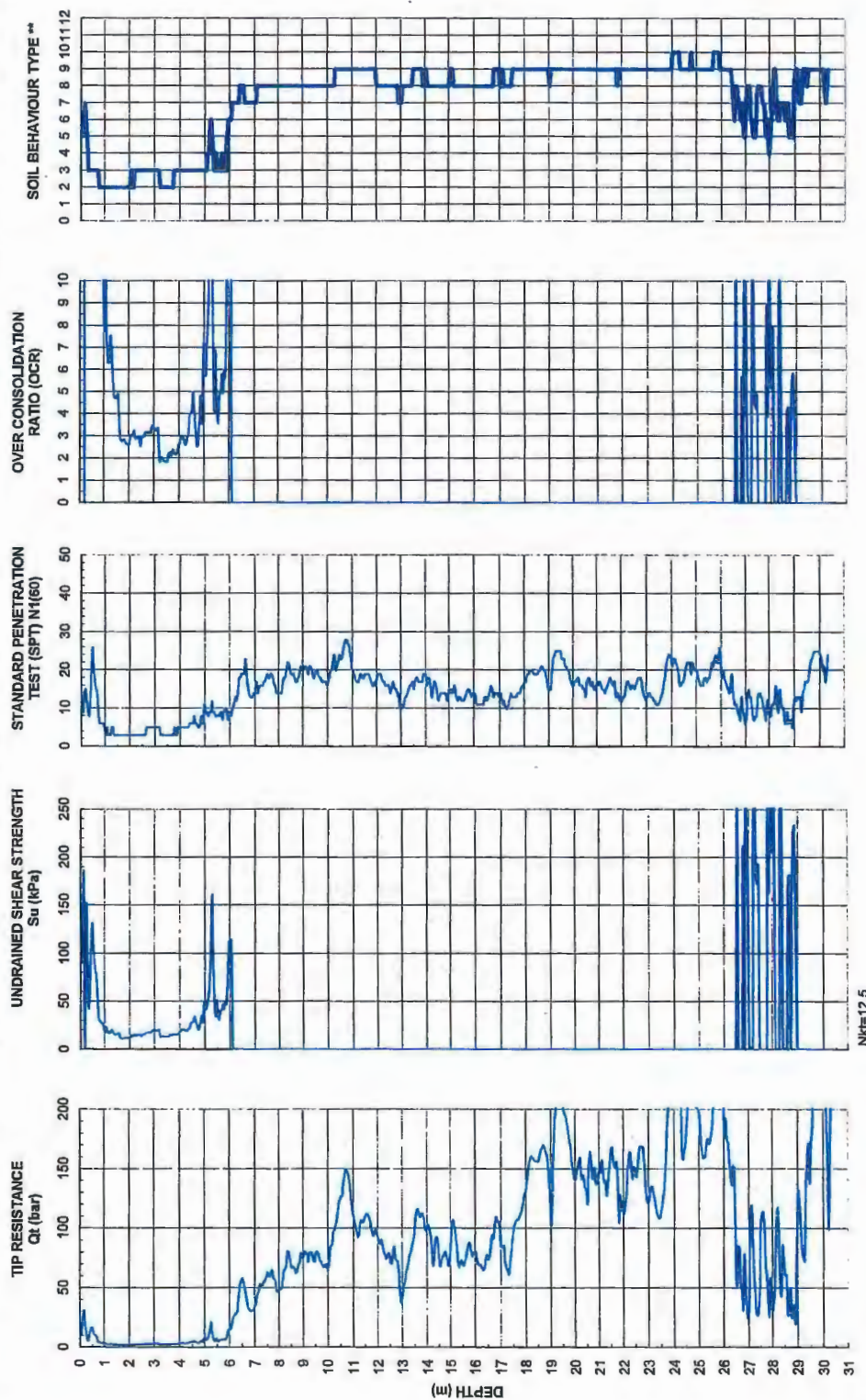
Sounding: CPT16-02

CRANBERRY MEADOWS FARMS LTD

TERMINUS OF FRANCIS ROAD (EAST OF
NO. 6 ROAD), RICHMOND

GeoPacific Project #: 13570

Figure: C.02



** Based on Robertson et. al 1986

- 1 Sensitive Fine Grained
- 2 Organic Material
- 3 Clay

- 4 Silty Clay to Clay
- 5 Clayey Silt to Silty Clay
- 6 Sandy Silt to Clayey Silt

- 7 Silty Sand to Sandy Silt
- 8 Sand to Silty Sand
- 9 Sand

- 10 Gravelly Sand to Sand
- 11 Very Stiff Fine Grained
- 12 Sand to Clayey Sand



GEO PACIFIC
CONSULTANTS

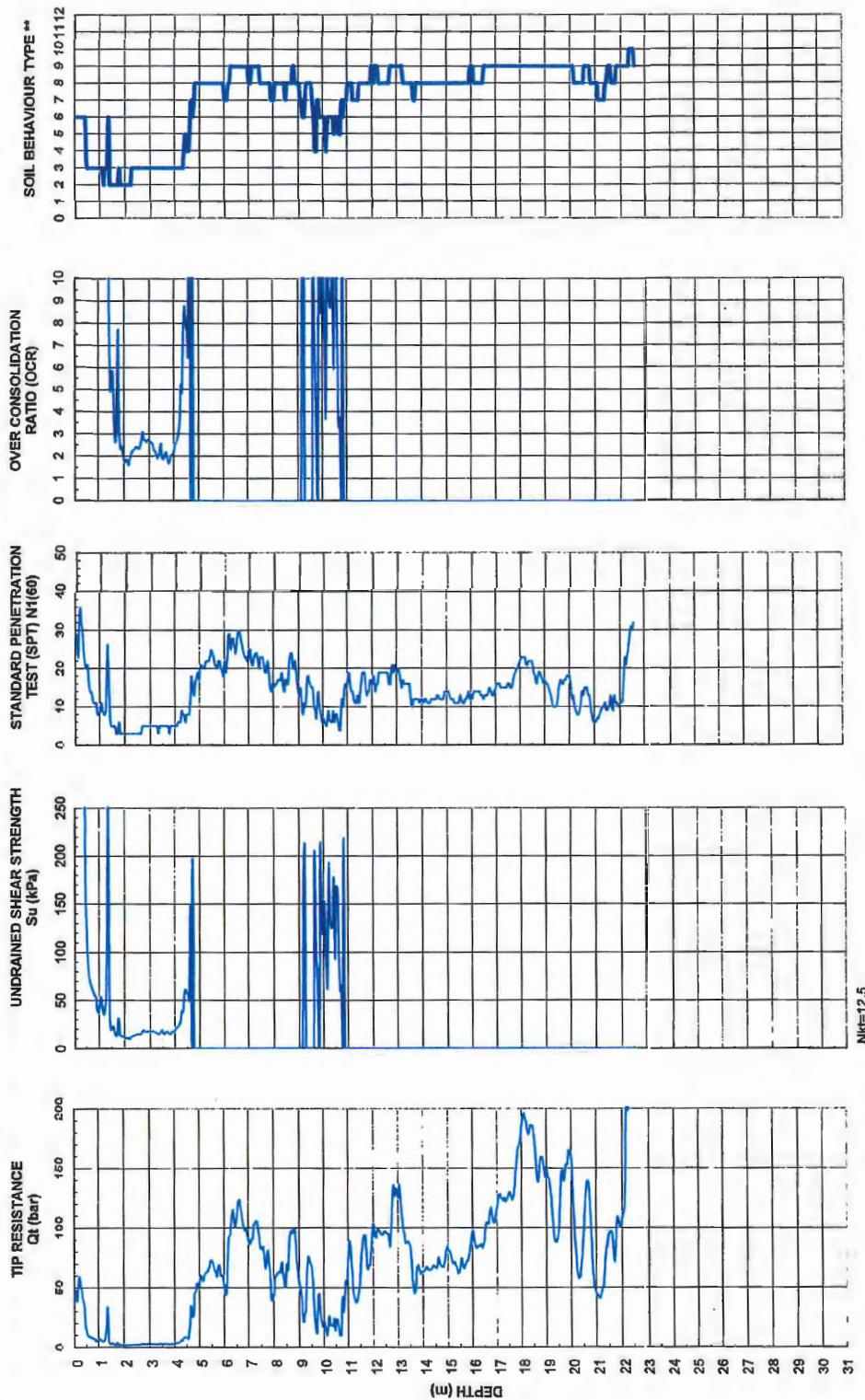
2016-Jan-6

GeoPacific Project #: 13570

Sounding: CPT16-03

TERMINUS OF FRANCIS ROAD (EAST OF
NO. 6 ROAD), RICHMOND

Figure: C.03



Nkt=12.5

** Based on Robertson et. al 1986

- 1 Sensitive Fine Grained
- 2 Organic Material
- 3 Clay

- 4 Silty Clay to Clay
- 5 Clayey Silt to Silty Clay
- 6 Sandy Silt to Clayey Silt

- 7 Silty Sand to Sandy Silt
- 8 Sand to Silty Sand
- 9 Sand

- 10 Gravelly Sand to Sand
- 11 Very Stiff Fine Grained
- 12 Sand to Clayey Sand



GEOPACIFIC
CONSULTANTS

2016-Jan-6

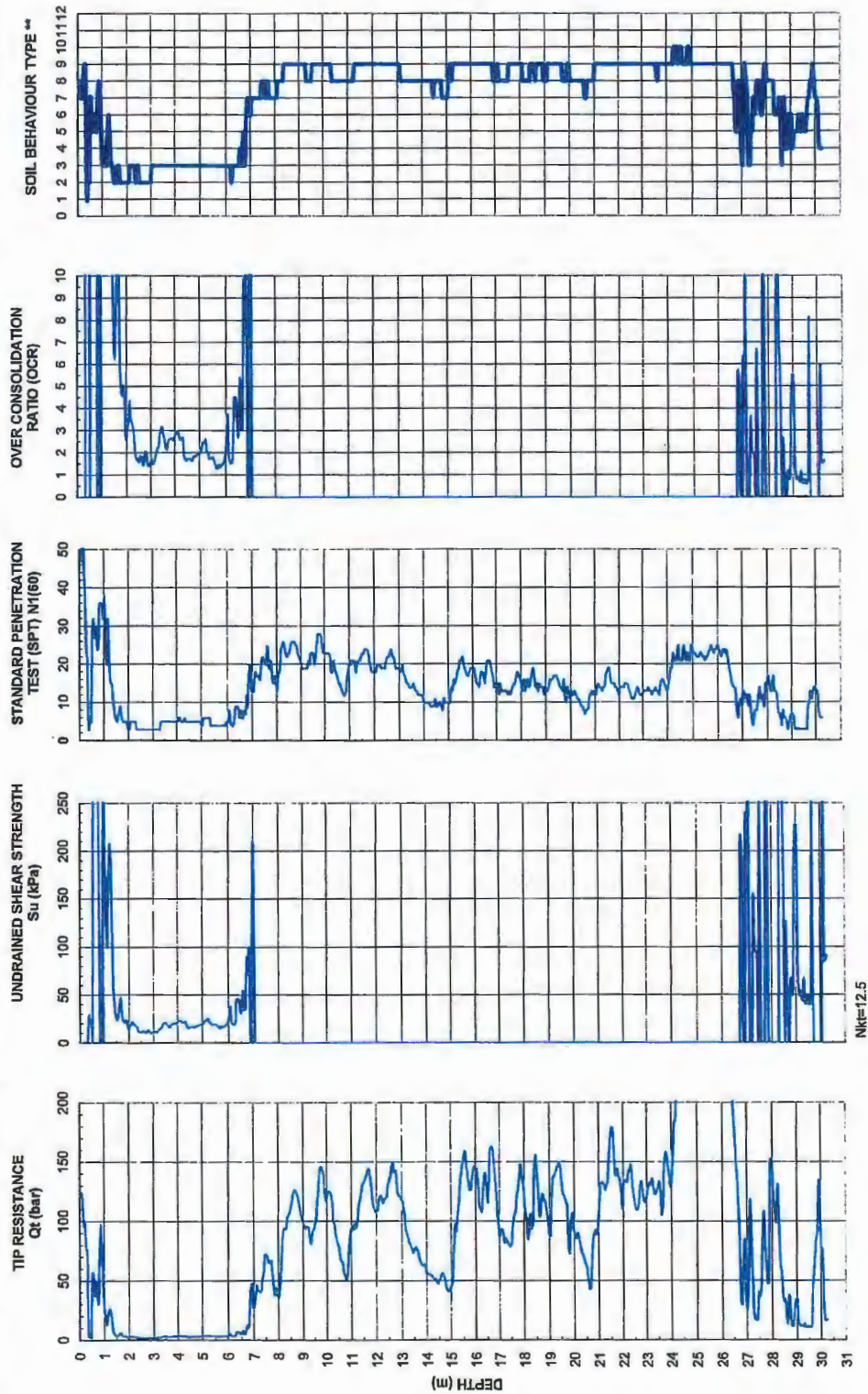
Sounding: CPT16-04

CRANBERRY MEADOWS FARMS LTD

TERMINUS OF FRANCIS ROAD (EAST OF
NO. 6 ROAD), RICHMOND

GeoPacific Project #: 13570

Figure: C.04



** Based on Robertson et. al 1986

- 1 Sensitive Fine Grained
- 2 Organic Material
- 3 Clay

- 4 Silty Clay to Clay
- 5 Clayey Silt to Silty Clay
- 6 Sandy Silt to Clayey Silt

- 7 Silty Sand to Sandy Silt
- 8 Sand to Silty Sand
- 9 Sand

- 10 Gravelly Sand to Sand
- 11 Very Stiff Fine Grained
- 12 Sand to Clayey Sand



City of Richmond

Report to Committee

To: General Purposes Committee

Date: February 21, 2017

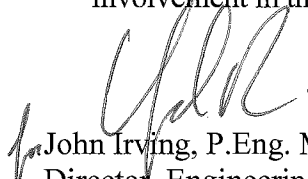
From: John Irving, P.Eng. MPA
Director, Engineering
Victor Wei, P.Eng.
Director, Transportation


File: 10-6350-05-08/2017-
Vol 01

Re: **George Massey Tunnel Replacement Project – Analysis of Approved
Environmental Assessment Certificate**

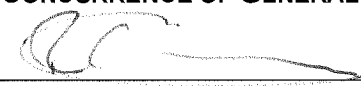

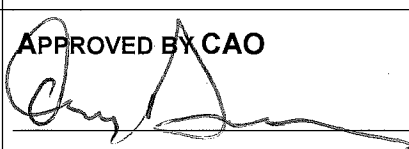
Staff Recommendation

1. That the City continue to reiterate its significant outstanding concerns to the Province regarding the George Massey Tunnel Replacement Project by sending a letter to the Ministry of Transportation and Infrastructure requesting that the Ministry address the concerns that were not resolved through the Environmental Assessment Application process for the Project; and
2. That staff be directed to continue seeking mitigation of any potential negative impacts of the Project on Richmond and the region through participation in Working Groups and input into management plans required by the Environmental Assessment Certificate as well as on-going involvement in the design and construction phases and related permit processes.


John Irving, P.Eng. MPA
Director, Engineering
(604-276-4140)


Victor Wei, P.Eng.
Director, Transportation
(604-276-4131)

Att. 3

REPORT CONCURRENCE		
ROUTED TO: Parks Policy Planning Fire-Rescue	CONCURRENCE <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	CONCURRENCE OF GENERAL MANAGER 
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: 	APPROVED BY CAO 

Staff Report

Origin

On July 27, 2016, the BC Environmental Assessment Office (BCEAO) advised the City that the 180-day Application Review stage for the George Massey Tunnel Replacement Project (the Project) was initiated. During this period, the BCEAO received and reviewed comments from the Working Group (includes City staff), Richmond City Council (via Council resolutions and associated staff reports) and the public. At the same time, the BCEAO compiled the Assessment Report, Certified Project Description and Table of Conditions, which were referred to the Minister of Environment and the Minister of Community, Sport and Cultural Development, along with the recommendation of the BCEAO, for decision on January 19, 2017.

On February 9, 2017, the Ministers issued an Environmental Assessment Certificate (the Certificate) to the Ministry of Transportation and Infrastructure (the Ministry) that includes 33 legally enforceable conditions (the Conditions). This report provides an assessment of the final Assessment Report, Certified Project Description and Table of Conditions and the extent to which they address the numerous concerns with the Project repeatedly identified by the City throughout the environmental assessment (EA) process.

Analysis

City Input during EA Process

During the EA process, Council expressed a preference for a new or improved tunnel (Council Resolution R16/17-6 of October 11, 2016) as opposed to the proposed 10-lane bridge and reiterated its key concerns related to land use and agricultural impacts, the scale of the infrastructure, traffic impacts on local roads and at the Oak Street Bridge, and the decommissioning of the tunnel enabling potential future dredging of the Fraser River. To ensure these concerns were considered during the EA process, the City provided input or commentary on the Project through the following means:

- Working Group: Staff participation in the EA Working Group that included meetings to develop, review and propose conditions for inclusion in the Table of Conditions.
- Letters to Senior Governments: Letters communicating Council resolutions were sent to senior government staff and elected officials.
- Meetings with Project Staff: City staff regularly met every two weeks with Project staff.
- Public Open Houses: Attendance at BCEAO open houses.

Section 3.5 (Local Government Consultation) of the Assessment Report fully itemizes the City's concerns. However, the Report either accepts the analyses and rationale presented by Project staff in the EA Application that the components of the Project would have little to no adverse residual effects or, where Conditions are imposed that are intended to address some of the City's concerns (discussed below), the City's role is typically limited to the provision of input as part of the consultation process with no guarantee that the feedback will be acted upon or result in changes to the Project that will be satisfactory to the City.

Certified Project Description

The Project has been given a Certificate based on the scope described in the EA application:

- Highway 99 Improvements: dedicated transit/HOV lanes, integrated transit stops at Steveston Highway and Highway 17A interchanges, up to four new general purpose lanes and ramp connections, replacement of Highway 99 interchanges at Westminster Highway, Steveston Highway and Highway 17A, and replacement of overpasses/underpasses at Cambie Road, Shell Road, Blundell Road, Ladner Trunk Road, and 112th Street.
- Bridge and Approaches: 10-lane bridge with a clear span over the Fraser River, southbound exit ramp to River Road South in Delta and removal of the Deas Slough Bridge.
- Tunnel Decommissioning: removal and offsite disposal of the four central in-river segments, decommissioning of the two remaining segments on either side of the four central segments, which will be left in place, and decommissioning of the approaches, ventilation shafts, and associated works.
- Temporary Activities: components that may be located anywhere within the Project corridor during construction including access roads, barging facilities, bridges at some or all Highway 99 interchanges and overpasses, laydown activities, and site office(s).

As evidenced by this unchanged Project description, there were no revisions to the Project scope (e.g., crossing scenario changed to a new tunnel, retention of the existing tunnel or a lower bridge with fewer lanes) in response to Council's conveyed concerns.

Table of Conditions

The Certificate has a total of 33 Conditions (the categories are shown in Attachment 1) that primarily ensure implementation of the mitigation measures where required and allow for on-going consultation with stakeholders (including the City) after issuance of the Certificate. Notwithstanding the approved Project scope, some of the City's concerns have been recognized as a result of the City's involvement and contributions and are reflected in selected Conditions. For each of the City concerns, the following sections summarize the Assessment Report's consideration of the concerns and, if a Condition has been identified to address the concern, compare the City's requested changes versus the final wording of the Condition. Attachment 2 provides a full comparison of the City's requested changes versus the final Certified Project Description and Table of Conditions.

Compatibility with Land Use Plans

City Concerns: The Project's expanded vehicle capacity for single occupant vehicles is not consistent with the Mayors' Council Vision, the Regional Growth Strategy or the City's Official Community Plan and may spur unplanned increased development south of the Fraser River and the conversion of farming land to non-agricultural uses.

City Requested Change: Add a new Condition that would require the Ministry to obtain written support from the Metro Vancouver Board that the Project is considered compatible with the Regional Growth Strategy.

Consideration in Assessment Report: The Report states the Ministry response that “*the Project has been designed to support a range of transportation, land use and economic development objectives identified in a number of regional and local land use and transportation plans and is generally consistent with these plans.*” The Project influence on land use is deemed to be moderate due to the lack of available developable land and the presence of restrictive land use controls. Thus, there is no new Condition associated with land use or the City’s concern.

Agricultural Impacts

City Concerns: The City identified the following concerns related to agriculture:

- Net Gain: No guarantee that highway right-of-way identified for return to agricultural use will be farmed to off-set the loss of the actively cultivated parcels required for the Project.
- Topsoil Conservation: Clarify how topsoil conservation will be undertaken.
- Soil Quality: Validate that soil quality of highway right-of-way identified for return to agricultural use will be equal to or better than that of the parcels required for the Project.
- Salt Wedge: Potential movement of the salt wedge as a result of the tunnel decommissioning.

City Requested Changes: That the draft Agricultural Management Plan be revised to include:

- how the Ministry will ensure that there will be new farming activity;
- how the highway right-of-way identified for return to agricultural use will be primed for farming including improvement of its soil capability class;
- how the topsoil reclamation program will be implemented; and
- greater monitoring of the salt wedge and the mitigation measures to be deployed should adverse changes be detected.

Consideration in Assessment Report (Condition 21): The Agricultural Management Plan must be developed in consultation with stakeholders including the City and the Richmond Farmers Institute and the final plan be provided to stakeholders no less than 60 days prior to the planned start date of construction. The implementation period of the Plan has been extended beyond construction only to two years post-construction, which will lengthen the window for the City to provide input. The Plan is to include the following key elements with respect to the City’s concerns (bold text identifies additions to the draft Condition):

- description of how the Ministry will offset the acquisition of parcels of farmland by restoring suitable lands within unused portions of the Highway 99 right-of-way and make these lands available for agricultural use;
- **the means by which topsoil salvage and reclamation will be implemented;** and
- the timing, duration and frequency of in-river salinity monitoring to be undertaken at the 80th Street Pump Station in Delta. Should the monitoring show that Project effects are not mitigated to the extent identified in the Application or are not predicted, then an adaptive management plan to address the effects is required.

However, the exact requirements of the measures are not specified. Thus, for example, there is no guarantee that the Ministry will ensure that that highway right-of-way identified for return to agricultural use will be farmed. The City will be able to provide input into the development of the Plan but the City’s endorsement is not required.

Visual and Noise Impacts

City Concerns: The proposed three-level configuration of the Steveston Highway Interchange and the widened Highway 99 are likely to have noise and visual impacts on adjacent land use, including the Gardens site, the City's Gardens Agricultural Park and the daycare within the site, area residents, and businesses. With respect to BC Hydro's relocation of its transmission line, Council expressed a preference for either an underground crossing or a transmission line attached to the new bridge.

City Requested Changes: Add a new Condition that the Ministry be required to re-examine the rationale for a 10-lane bridge and seek to minimize the extent of Highway 99 widening. Revise the draft Inter-Agency Working Group terms of reference to:

- state that the Ministry should obtain the support of the City on the design of Project infrastructure to be constructed in the city; and
- include BC Hydro as a member with the agency required to revise the scope of its transmission line relocation project to achieve the least visual impacts.

Consideration in Assessment Report (Conditions 12 & 24): The Inter-Agency Working Group (Condition 12) terms of reference must state how the Ministry will seek input from members on the following key elements related to the City's concerns (bold text identifies additions to the draft Condition) prior to the start of construction:

- design of infrastructure for the Project, including drainage, **cycling and pedestrian trails**, landscaping and visual considerations;
- **meeting Project lighting requirements that minimize light spill on adjacent areas;** and
- implementation of noise mitigation.

The Working Group must now remain active during operations as well as construction, which will extend the window for the City to provide input. However, the support of the City on the design of Project infrastructure is not required.

Implementation of the Noise Management Plan (Condition 24) is now extended beyond the construction phase to include the first 12 months following the start of operations. The Plan must include follow-up measures to be implemented if the specified minimum noise level objectives in the Ministry's Noise Policy have not been met during operations. Typically, mitigation measures will be implemented at noise-sensitive locations (e.g., residences, schools, places of worship) as warranted to avoid exceedances of specified noise thresholds in the Ministry's Noise Policy and achieve a minimum target noise reduction of 5 dBA.

With respect to the significantly expanded vehicle capacity of the crossing, the Report accepts the Ministry rationale that "*a 10-lane bridge would still be needed even with a tolled bridge and that, with an 8-lane bridge, there would still be peak hour congestion on opening day.*" The Report considers the cumulative visual effects of the BC Hydro transmission line relocation but concludes that the impact is not significant as the transmission line and towers are aligned with the bridge deck and piers. Accordingly, there are no Conditions related to BC Hydro.

Traffic Impacts

City Concerns: The City identified the following traffic-related concerns:

- Oak Street Bridge: Despite the claim of 40 percent of the traffic through the Tunnel destined to/from Vancouver, no contingency plans are identified to address the potential lengthening queues at the Oak Street Bridge during the peak periods.
- Local Road, Pedestrian and Cycling Networks: Lack of traffic analysis of the Project impacts at all intersections in Richmond adjacent to the Highway 99 corridor and no consideration of the impact of the proposed transit only lanes underneath the Oak Street Bridge that will cut across the Bridgeport Trail and the off-street multi-use pathway on Van Horne Way.

City Requested Changes: Revise the draft terms of reference for the Transportation Working Group for Highway 99 to require the Ministry to commit to monitor traffic operations at Oak Street Bridge and at all local intersections adjacent to the Highway 99 for a minimum of one year, provide a reserve contingency fund that can be used exclusively to address any unforeseen deficiencies caused by the Project and maintain the contingency fund for a minimum of two years after the full opening of the Project. In addition, the period of implementation for the Traffic Access Management Plan should be extended from during construction only to operations as well.

Consideration in Assessment Report (Conditions 12 & 28): The Transportation Working Group for Highway 99 (Condition 28) terms of reference must describe the scope and mandate to be addressed or implemented by the Working Group including the requirement of the Ministry to (bold text identifies additions to the draft Condition):

- present the results of traffic monitoring following the first year of Operations **and the third year of Operations**; and
- moderate a forum for members to identify and discuss the operation of transportation infrastructure in the Project area and the improvement of the operation of Project-related infrastructure and integration with adjacent infrastructure.

However, no contingency fund is required as part of the conditions and the monitoring is within the Highway 99 corridor only. The Transportation Working Group for Highway 99 is intended to be a forum for discussion only with no compulsory consultation. The Report quotes from the EA Application that “*northbound commuters who may change their preferred travel time to take advantage of potential time savings from the new bridge may result in longer queue lengths at Oak Street, if drivers choose to commute during the busiest part of rush-hour.*” The Report also states that the Ministry provided Richmond with analysis during the EA process that predicted that the Project would provide “*relief for a number of local Richmond roads, in particular for adjacent north-south municipal roads.*” This conclusion is questionable given that the Ministry’s shared analysis was limited to a single intersection adjacent to Highway 99 (Steveston Highway and No. 5 Road).

As noted above for Condition 12, the Inter-Agency Working Group, the City’s input is now required on the infrastructure design of cycling and pedestrian trails to address the City’s concern with the impact of the proposed transit only lanes underneath the Oak Street Bridge on the Bridgeport Trail and the off-street multi-use pathway on Van Horne Way. In addition, Condition

29, Traffic and Access Management Plan, must now be implemented during construction and operations, which will extend the window for the City to provide input.

Tunnel Decommissioning, Seismic Risk and Potential Future Dredging of Fraser River

City Concerns: While the Vancouver Fraser Port Authority may not have any current expressed plans for capital dredging, the removal of the tunnel would eliminate a key obstacle to future dredging of the Fraser River in order to enable larger vessels to navigate the river. In addition, the Project will be located in a high risk area for seismic activities.

City Requested Changes: Revise the draft Construction Marine Access Management Plan to require a commitment from the Port Authority that capital dredging of the river will not be undertaken. Require the Ministry to provide further analysis to substantiate that a bridge can be safely built in the proposed location given the soil conditions and identify the potential impacts to the Project infrastructure should a seismic event occur.

Consideration in Assessment Report: The Report accepts the Ministry rationale that the removal of the four in-stream segments of the tunnel is to mitigate potential damage to the bridge if there is a seismic event, to meet best practice regarding management of obsolete infrastructure and to provide opportunities to restore Fraser River habitat. The Report also notes the Port Authority's statement that the agency "*currently has no plans to dredge the Fraser River to create a wider or deeper navigation channel.*" The Certificate does not include a Condition to prohibit the future capital dredging of the Fraser River.

Further, the Report acknowledges that the Project would be situated in a high risk area for seismic activities but concludes that despite the consequence of damage considered to be moderate to high, the occurrence of seismic event causing permanent damage to Project infrastructure is considered remote. There is no requirement for the Ministry to undertake further analysis regarding construction of the bridge in the planned location.

Air Quality Impacts

City Concern: The Application's air quality study only addresses emissions from traffic within the Highway 99 corridor but the Project could cause significant traffic changes away from the study corridor (e.g., at other bridge crossings and gateway intersections in Richmond to avoid the toll and due to induced traffic resulting from land use changes south of the Fraser River).

City Requested Changes: Revise the draft Construction Environmental Management Plan to include the monitoring of local air quality at gateway locations in Richmond and bridge crossings as well as regional air quality for a minimum of five years during the operations phase or until the monitoring results meet the forecast improved local and regional air quality levels stated in the Application (i.e., forecast concentrations of various contaminants such as carbon monoxide (CO), volatile organic compounds (VOCs), particulate matter (PM), etc).

Consideration in Assessment Report: The Report accepts the Ministry's rationale that local air quality within Highway 99 corridor would improve primarily due to reductions in congestion-related idling and that "*a reasonable assumption is that reduced local emissions would result in decreased...contaminants on a regional scale.*" The Report concludes that the Project would

result in changes in ambient air quality during construction only; there is no Condition that requires the monitoring of air quality during the operations phase.

Drainage and Stormwater

City Concerns: The Project may impact the City's drainage and irrigation system and should incorporate flood protection measures.

City Requested Changes: Revise the draft Drainage and Stormwater Management Plan to explicitly identify that a performance objective of the Plan be that the Project does not negatively impact the hydraulic grade line in the City's drainage and irrigation system and the Ministry commit to incorporating flood protection and dike improvement measures as part of the Project.

Consideration in Assessment Report (Condition 16): The Drainage and Stormwater Management Plan now explicitly states that roadside ditches must be designed and constructed in a manner that maintains or improves water quality and pre-construction flow regimes. The Plan will now be active during construction and operations and will include measures to rectify any lack of conformance with performance objectives which, however, are not explicitly identified. In addition, as noted above for Condition 12, the Inter-Agency Working Group, the City's input is required on the infrastructure design of drainage.

With respect to mid-island flood protection, the Report states the Ministry's response that "*the Project includes a higher than standard median barrier design, with specifications to be determined during final detailed design.*" The EA Application states that dike reinforcement and bank protection where required will be incorporated into the Project design to maintain the integrity of the dike and to reduce the potential for erosion at the new bridge footings and support components.

Riparian Management Areas and Environmentally Sensitive Areas

City Concerns: The City has repeatedly requested that the Project replace, compensate and establish a net gain of Riparian Management Areas (RMA) and Environmentally Sensitive Areas (ESA) habitat. The City also noted concerns regarding the management of invasive plants (e.g., knotweed).

City Requested Changes: Revise the draft Agricultural Management Plan to explicitly identify that the plan must validate how the Ministry will ensure that there will be net area gain of RMAs and ESAs in Richmond within the Project scope.

Consideration in Assessment Report: The Report states the Ministry's response that the Project would include measures to improve habitat conditions and ecological productivity associated with water courses that exist within the Highway 99 right-of-way "*in a manner that is consistent with the intent of Richmond's RMA and ESA frameworks.*" The improvements would be achieved through the establishment of riparian buffers planted with appropriate vegetation (i.e., native shrubs and trees). The Report also references that the Ministry's permit application to the Ministry of Forests, Lands and Natural Resource Operations under the *Water Sustainability Act* would include an accounting of improvements to habitat values. The permit application has been referred to the City for review and comment and through this process the City is seeking a net gain in habitat.

In addition, the Construction Environmental Management Plan (Condition 13) must now include the additional elements of invasive plant managements, re-vegetation, site restoration, and accidents and malfunctions.

New Conditions Added

The final Certificate contains the following four Conditions that were added by the BCEAO subsequent to the City's review of the draft Conditions:

- Cumulative Effects (Condition 10): During any phase of the Project, the Ministry must participate in initiatives related to the monitoring, assessment, or management of cumulative environmental effects if requested by federal, provincial or regional government agencies.
- Involvement of Aboriginal Groups in Construction Monitoring (Condition 11): The Ministry must offer opportunities for members of Aboriginal Groups to participate in monitoring activities during Construction, including activities that may affect traditional use and related environmental values.
- Site Preparation in Advance of Construction (Condition 14): The Ministry must develop, in consultation with the City, an environmental management plan for addressing environmental effects associated with site preparation (see further discussion below under Next Steps).
- Aboriginal Cultural Awareness and Recognition (Condition 31): A plan must be developed that describes the process and opportunities for Aboriginal cultural awareness and recognition during construction and operations.

Outstanding City Concerns and On-Going Opportunities for Input

Given that the City's outstanding concerns with the Project have not been substantively addressed through the EA process, staff recommend that the City continue to reiterate these concerns to the Province by sending a letter to the Ministry of Transportation and Infrastructure requesting that the Ministry address the concerns separate from the EA process.

Going forward, in addition to membership in the Working Groups and input into the preparation of management plans required by the Certificate, the City will also have opportunities to continue to address some outstanding issues as the project proceeds due to on-going involvement in the design and construction phases and related permit processes, including the continuation of regular meetings held every two weeks with the Project team and, in the future, the Preferred Proponent.

Next Steps for Project

The Project team has advised the City that the start of site preparation in advance of construction works is anticipated within the coming weeks when all required authorizations are in place. Relevant Conditions to be met before this work can proceed include Condition 14 (Site Preparation in Advance of Construction, noted above) and Condition 9, which requires the retention of an Independent Environmental Monitor (IEM). The terms of engagement for the IEM must be developed in consultation with the City and the Ministry must submit the proposed IEM and the terms of reference to the BCEAO for approval at least 30 days prior to the start of site preparation. Separate from the EA process, the Agricultural Land Commission approved the Ministry's application for Transportation, Utility and Recreational Use along the Highway 99 Corridor on February 24, 2017.

Site preparation activities include land clearing, establishment of site access, drainage works, placement of preload material to facilitate ground improvements, and management of soil or other removed material. The work in Richmond will occur from Blundell Road south to the Fraser River.

The Request for Proposals (RFP) was issued to a short-list of three proponents on October 4, 2016. Upcoming RFP milestones are the Technical Submittal (March 15, 2017 deadline), which includes the design and construction strategies and schedules; followed by the Financial Submittal (deadline to be determined) that includes the price proposal and financial model. The Project team anticipates that a Preferred Proponent will be selected by June/July 2017. The Preferred Proponent will enter into a 30-year Concession Agreement for the delivery of the Project.

Financial Impact

None.

Conclusion

Based on the recommendation of the BC Environmental Assessment Office, the Province of BC has issued a conditional Environmental Assessment Certificate that allows the George Massey Tunnel Replacement Project to proceed. While no changes to the Project scope were made to reflect the City's key concerns, some of the 33 conditions of the Certificate have been revised as a result of the City's involvement and contributions such as increased opportunities to provide input on infrastructure design.

Staff recommend that the City continue to reiterate its outstanding concerns with the Project by sending a letter to the Ministry of Transportation and Infrastructure requesting that the Ministry address the concerns that were not resolved through the Environmental Assessment Application process for the Project. In addition, staff's participation in Working Groups and input into management plans required by the Certificate and on-going involvement in the design and construction phases and related permit processes would provide further opportunities to seek to address outstanding issues and mitigate any potential negative impacts of the Project on the community and the region.



Joan Caravan
Transportation Planner
(604-276-4035)



Kimberley Armour, B.Sc., M.A.
Environmental Coordinator
(604-276-4230)



Donna Chan, P.Eng., PTOE
Manager, Transportation Planning
(604-276-4126)

JC:jc

Att. 1: Categories of BCEAO Table of Conditions

Att. 2: Comparison of Staff Comments on Draft versus Final Certified Project Description

Att. 3: Comparison of Staff Comments on Draft versus Final Table of Conditions

Categories of BCEAO Table of Conditions

No.	Condition
1	Document Review and Implementation
2	Plan Development
3	Consultation
4	Compliance Reporting and Verification
5	Project Status Notification
6	Compliance Notification
7	Transfer of Certificate
8	Transfer of Interest in Project
9	Independent Environmental Monitor
10	Cumulative Effects
11	Involvement of Aboriginal Groups in Construction Monitoring
12	Inter-Agency Working Group (IAWG)
13	Construction Environmental Management Plan
14	Site Preparation in Advance of Construction
15	Water Quality
16	Drainage and Stormwater

No.	Condition
17	A) Fish and Fish Habitat B) B) Fish Habitat Offsetting
18	Marine Mammals
19	A) Wildlife – Construction B) B) Wildlife – Operations
20	A) Vegetation – Construction B) Vegetation – Site Habitat Assessment Surveys C) Invasive Plant Species
21	Agricultural Use
22	River Bed and Hydrology
23	Lulu Island-Delta Water Main
24	Noise
25	Marine Users Group
26	Marine Access
27	Fisheries Access
28	Transportation Working Group for Highway 99
29	Traffic and Access
30	Archaeological - Heritage Resources
31	Aboriginal Cultural Awareness and Recognition
32	Aboriginal Engagement Reports
33	Public Communications and Engagement

Comparison of Staff Comments on Draft versus Final Certified Project Description

Section	City Comment on Draft Description	Addressed in Final Description?	Final Wording of Description
1.1 Highway 99 Improvements	<p>Add new additional bullets that the Project includes:</p> <ul style="list-style-type: none"> • multi-use pathways on new overpasses; • to fulfill the Ministry's Cycling Policy, provision of alternative cycling routes on local roads in Richmond and Delta that parallel Highway 99 between Van Horne Way in Richmond and Highway 91 in Delta in lieu of cycling facilities being provided within the Highway 99 right-of-way. 	No	The requested text was not added.
1.2 Bridge and Approaches	<p>Revise the list of items to be included in the Project to include:</p> <ul style="list-style-type: none"> • Connections between the multi-use pathways on the bridge to Steveston Highway, Rice Mill Road, River Road South, and the Millennium Trail. • Southbound Highway 99 ramp exit to Rice Mill Road and northbound Highway 99 ramp access from Rice Mill Road. 	No	The requested text was not added.

Comparison of Staff Comments on Draft versus Final Table of Conditions

Condition	City Comment on Draft Condition	Addressed in Final Condition?	Final Wording of Condition
3 Consultation	Specify minimum of 60 days for parties to provide comments on any plans, programs or document.	No	No minimum time for review is specified.
5 Project Status Notification	Parties to be notified should include local governments.	Yes	The City of Richmond, Corporation of Delta and Metro Vancouver have been added as parties to be notified 30 days prior to the start of site preparation, construction, tunnel decommissioning, and operations.
9 Independent Environmental Monitor	<p>The terms of engagement for IEM should provide authority to issue stop work orders in cases of non-compliance with environmental regulations.</p> <p>IEM reports to the BCEAO should be made available to the public.</p>	Partially	<p>The terms of engagement for the IEM must now also include:</p> <p>f) The situations in which the IEM will have the authority to stop work on part or all of the Project if the IEM determined that:</p> <p>i) The Holder has not, or may have not, complied fully with the requirements of this Certificate; and</p> <p>ii) Stopping work is necessary to prevent or reduce Project-related adverse effects as determined by the IEM or any IEM support;</p> <p>There is no requirement for the IEM report to be made available to the public.</p>
12 Inter-Agency Working Group	<p>Consultation on the draft Terms of Reference should occur prior to their finalization.</p> <p>The Terms of Reference should include:</p> <ul style="list-style-type: none"> That the Ministry obtain the support (rather than only seek input) of the City on the design and visual impacts of Project infrastructure to be constructed in the city and the scope of Project-related plans and programs to be implemented in the city during construction and 	No	<p>There is no requirement for consultation on the Terms of Reference.</p> <p>The final Terms of Reference:</p> <ul style="list-style-type: none"> do not require that the Ministry obtain the support of the City (i.e., unchanged as input only); do not include BC Hydro as a member or require the agency to revise the scope of its transmission line relocation project; specify a minimum of 30 (not 60) calendar days for the provision of comments

Comparison of Staff Comments on Draft versus Final Table of Conditions

Condition	City Comment on Draft Condition	Addressed in Final Condition?	Final Wording of Condition
	<p>operations;</p> <ul style="list-style-type: none"> BC Hydro be included as a member of the Inter-Agency Working Group and be required to revise the scope of its transmission line relocation project to achieve the least visual impacts; Minimum of 60 calendar days to provide comments on materials circulated; Maximum of 30 calendar days within which meeting notes should be distributed after each meeting. 		<p>on materials circulated;</p> <ul style="list-style-type: none"> do not specify a maximum time within which meeting notes should be distributed. <p>The final Terms of Reference now also include that the Ministry must seek input on:</p> <ul style="list-style-type: none"> cycling and pedestrian trails; meeting Project lighting requirements that minimize light spill on adjacent areas; adaptive management plans. <p>The IAWG must now be implemented during construction as well as operations.</p>
13 Construction Environmental Management Plan	<p>The Plan should include the monitoring of local air quality at gateway locations in Richmond and at bridge crossings as well as regional air quality for a minimum of five years during the operations phase (not just during construction) or until the monitoring results meet the forecast improved local and regional air quality levels stated in the Application, and the identification of measures to mitigate any adverse effects due to the Project.</p> <p>Explicitly identify groundwater management as part of the waste management strategy and the erosion and sediment control strategy.</p> <p>Clarify how the BCEAO would moderate disputes regarding elements of the Plan.</p>	No	<p>The Plan does not include air quality monitoring during the operations phase.</p> <p>Groundwater management is not identified as part of the waste management strategy or the erosion and sediment control strategy.</p> <p>There is no wording regarding how the BCEAO would moderate any disputes regarding elements of the CEMP.</p> <p>Elements of the Plan must now include:</p> <ul style="list-style-type: none"> human-wildlife contact; invasive plant management re-vegetation; site restoration; accidents and malfunctions.
15 Water Quality	<p>Management of turbidity levels should be expanded include metals content, pH levels and any other applicable water quality criteria in addition to turbidity levels.</p>	No	<p>There is no change to the wording regarding the management of turbidity levels.</p> <p>The Plan must now include:</p> <ul style="list-style-type: none"> measures to mitigate soil

Comparison of Staff Comments on Draft versus Final Table of Conditions

Condition	City Comment on Draft Condition	Addressed in Final Condition?	Final Wording of Condition
			<p>erosion and prevent sediment-laden water from affecting water quality;</p> <ul style="list-style-type: none"> • means by which re-suspension of sediments will be minimized during tunnel decommissioning.
<p>16 Drainage and Stormwater Management</p>	<p>The Plan should explicitly identify that:</p> <ul style="list-style-type: none"> • a performance objective be that the Project does not negatively impact the hydraulic grade line in the City's drainage and irrigation system; • the Ministry commit to incorporating flood protection measures along Highway 99 with a City preference for raising the entire highway; • the Ministry commit to incorporating the following foreshore dike improvement measures as part of the Project: <ul style="list-style-type: none"> ○ construction of new Dike to elevation of 5.5 as shown on the Reference Concept Plan; ○ 3:1 slopes constructed down from elevation 5.5 m to tie-in to the existing dike at elevation approximately 3.4 m at the west and east ends; ○ enhanced dike to tie into the new pile caps with location and extent of new pile caps as shown on the concept plan and concept elevation of the top of pile cap at 6 m; ○ dike crest width to be a minimum of 4 m; ○ ground improvements, consisting of stone 	<p>Partially</p>	<p>The final Plan does not:</p> <ul style="list-style-type: none"> • specify the performance objectives to be included; • require the Ministry to commit to incorporate flood protection measures along Highway; • require the Ministry to commit to incorporate the City's desired foreshore dike improvements. <p>The Plan now also requires the Ministry to design and construct roadside ditches in a manner that maintains or improves water quality and pre-construction flow regimes in these watercourses.</p>

Comparison of Staff Comments on Draft versus Final Table of Conditions

Condition	City Comment on Draft Condition	Addressed in Final Condition?	Final Wording of Condition
	<p>columns, extending 10 m beyond the main bridge pile caps;</p> <ul style="list-style-type: none"> ○ in the area between the pile caps, ground improvements, consisting of stone columns, extending from the pile caps to the existing ventilation building; ○ dike cross section with water facing and land facing slopes to be 3:1 slopes; ○ dike enhancements to be in accordance with Seismic Design Guidelines for Dikes, 2nd Edition dated June 2014. 		
17 A) Fish and Fish Habitat	The condition does not identify Riparian Management Areas in Richmond.	No	There is no identification of Riparian Management Areas in Richmond.
17 B) Fish Habitat Offsetting	Expand to include reference to upland fish habitat, the City's Riparian Management Areas, and that the Plan should involve the City of Richmond.	No	There is no reference to upland fish habitat or the City's Riparian Management Areas. The City is not identified as a party involved in the development of the Plan.
21 Agricultural Use	<p>Explicitly identify that the Plan must validate:</p> <ul style="list-style-type: none"> • how the Ministry will ensure that there will be new farming activity to off-set the loss of the actively cultivated parcels that are required for the Project; • how the topsoil reclamation program will be implemented; • that the highway right-of-way identified for potential return to agricultural use will be improved to a soil capability class equal to or better than that for the parcels required for the Project to ensure a net gain in soil quality; • greater monitoring of the 	Partially	<p>Elements of the Plan are to include:</p> <ul style="list-style-type: none"> a) The means by which topsoil salvage and reclamation will be implemented; b) Description of post-construction monitoring to be conducted to ensure reconstructed roadside ditches that are used or will be used for agricultural purposes are functioning as intended; c) The timing, duration and frequency of in-river salinity monitoring to be undertaken at the 80th Street Pump Station; d) Methods to identify and inform potentially-affected farm operators of any

Comparison of Staff Comments on Draft versus Final Table of Conditions

Condition	City Comment on Draft Condition	Addressed in Final Condition?	Final Wording of Condition
	<p>salt wedge and the mitigation measures to be deployed should adverse changes be detected;</p> <ul style="list-style-type: none"> a commitment by the Ministry to consult with the City of Richmond and the Richmond Farmers Institute if there are any further impacts to agricultural land beyond those identified in the Application; how the Ministry will ensure that there will be net area gain of RMAs and ESAs in Richmond within the Project scope. <p>The Condition should identify the Richmond Farmers Institute as one of the parties to receive the plan prior to commencement of construction.</p>		<p>potential disruption to utility services during construction; and</p> <p>e) Description of how the Ministry will offset the acquisition of parcels of farmland by restoring suitable lands within unused portions of the Highway 99 right-of-way and how the Ministry will make these lands available for agricultural use.</p> <p>The elements of the Plan are not explicitly identified nor is the Ministry required to validate the measures.</p> <p>There is no requirement to ensure that there will be a net area gain of RMAs and ESAs in Richmond within the Project scope.</p> <p>The Richmond Farmers Institute is now identified as one of the parties to receive the plan prior to commencement of construction.</p>
24 Noise	<p>As the Ministry's Noise Policy does not address passive parks in a quantitative manner similar to residential uses, the Project should be required to provide mitigation measures to the satisfaction of the City to address adverse noise effects on users of the Gardens Agricultural Park (e.g., noise berms and/or walls).</p>	No	<p>The Condition does not identify mitigation measures to address adverse noise effects on users of the Gardens Agricultural Park.</p> <p>The Plan must now also include:</p> <ul style="list-style-type: none"> A noise monitoring and follow-up program developed in accordance with MOTI's Noise Policy, which includes where, when, and the road-use conditions under which, noise monitoring will be conducted during construction and the first 12 months of operations; The means by which the Ministry will mitigate noise if the noise monitoring and follow-up program indicate

Comparison of Staff Comments on Draft versus Final Table of Conditions

Condition	City Comment on Draft Condition	Addressed in Final Condition?	Final Wording of Condition
			the minimum objectives specified in MOTI's Noise Policy have not been met.
26 Marine Access	Require a commitment from the Port of Vancouver that capital dredging of the river will not be undertaken.	No	The Condition does not include a requirement that the Port of Vancouver commit to not undertake any capital dredging of the river.
28 Transportation Working Group for Highway 99	<p>The Working Group should include that the Ministry commit to:</p> <ul style="list-style-type: none"> • extend the spatial boundaries and monitoring of traffic operations within the Highway 99 corridor to include all local intersections on either side of Highway 99 in Richmond for a minimum of one year; • provide a pool of funding to address any anticipated and unforeseen adverse traffic-related effects or deficiencies caused by the Project to the local road, pedestrian and cycling networks as well as the northbound Oak Street Bridge approach; • maintain this pool of contingency funding for local road, pedestrian and cycling network improvements for a minimum of two years after the Project becomes fully operational. <p>This contingency funding should total a minimum of \$5 million to ensure sufficient resources to address traffic-related impacts to the local road, pedestrian and cycling networks within Richmond and the northbound Oak Street Bridge approach.</p> <p>The Working Group should be established prior to commencement of construction (not operations), as the</p>	No	<p>The Ministry is not required to:</p> <ul style="list-style-type: none"> • extend the spatial boundaries and monitoring of traffic operations beyond the Highway 99 corridor; • provide or maintain a pool of contingency funding. <p>The Working Group is to be established prior to commencement of operations.</p> <p>The Working Group is not involved in the development of the Traffic Access Management Plan.</p>

Comparison of Staff Comments on Draft versus Final Table of Conditions

Condition	City Comment on Draft Condition	Addressed in Final Condition?	Final Wording of Condition
	Construction Traffic and Access Management Plan is to be prepared in consultation with the Working Group.		
29 Traffic and Access	<p>Some components of the Traffic and Access Management Plan refer to both construction and operation and thus require clarification. The condition should explicitly state that the Plan is to be implemented throughout construction <u>and operations</u> to the satisfaction of EAO.</p> <p>The condition states that the plan is to be developed in consultation with the Transportation Working Group for Highway 99 and provided to the TWG a minimum of 60 days prior to planned commencement of construction. However, the draft condition for the TWG states that the terms of reference for the TWG must be developed prior to the commencement of operations. It is not clear that the TWG will be established in order to be consulted on and review the plan.</p>	Partially	<p>The Plan must now be implemented throughout construction and operation.</p> <p>The Plan must now also include:</p> <ul style="list-style-type: none"> • Description of the requirements for consultation with TransLink in regards to potential impacts to transit operations and routing during construction; • The means by which the Ministry will provide opportunities for Aboriginal Groups, that have plant gathering areas identified through Project traditional land use studies, to access these areas in order to harvest, salvage or translocate any traditional use plants that would be cleared, prior to the commencement of clearing.
New Condition: Land Use	<p>Add a new condition to require the Ministry to:</p> <ul style="list-style-type: none"> • obtain written support from the Metro Vancouver Board that the Project is considered compatible with the Regional Growth Strategy; and • re-examine the rationale for a 10-lane bridge and the design for the widening of Highway 99 north of Steveston Highway Interchange with a view to minimizing the extent of widening. 	No	No new Condition was added.



City of Richmond

Report to Committee

To: General Purposes Committee **Date:** February 28, 2017

From: George Duncan
Chief Administrative Officer and Chair of the
Board, Lulu Island Energy Company **File:** 01-0060-20-
LIEC1/2016-Vol 01

Robert Gonzalez
Deputy CAO and General Manager, Engineering
and Public Works and Chief Executive Officer,
Lulu Island Energy Company

Re: **Lulu Island Energy Company - District Energy Assets Transfer
Consideration Value Ratification**

Staff Recommendation

That the ordinary resolution of the shareholder in Attachment 1 of the Lulu Island Energy Company report dated February 15, 2017 that ratifies the value of the district energy assets transferred to Lulu Island Energy Company (LIEC) be approved and adopted.

George Duncan
Chief Administrative Officer and
Chair of the Board, Lulu Island
Energy Company Inc.
(604-276-4338)

Robert Gonzalez, P.Eng
Deputy CAO and General Manager,
Engineering and Public Works and
Chief Executive Officer,
Lulu Island Energy Company Inc.
(604-276-4150)

Att. 2

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



Report

6911 NO. 3 ROAD
RICHMOND, BC V6Y 2C1

DATE: February 15, 2017

TO: Board of Directors

FROM: Alen Postolka, District Energy Manager

Cindy Gilfillan, Manager, Financial Reporting

Re: Special General Meeting of the Lulu Island Energy Company District Energy Assets Transfer Consideration Value Ratification

Staff Recommendation

That the Board recommends to the Council (Shareholder) to approve and adopt the ordinary resolution in Attachment 1 of the staff report dated February 15, 2017 which will approve and ratify the dollar value of the Assets transferred to Lulu Island Energy Company (LIEC).

Origin

On October 11, 2016, Council authorized staff to transfer the City's district energy assets ("the Assets") to LIEC under the material terms and conditions set out in the staff report titled, "District Energy Assets Transfer from the City to Lulu Island Energy Company" dated August 26, 2016.

On November 7, 2016, the Shareholder approved that LIEC allot and issue to the City an additional three hundred fifty (350) common shares at a deemed issue price equal to the fair market value of the transferred Assets after the transfer is completed. At the same meeting, Shareholder also resolved that the dollar value of the transferred Assets ("Transfer Consideration") be ratified and confirmed by an ordinary resolution of the sole shareholder by March 31, 2017.

The purpose of this report is to request that the Shareholder consider and adopt the ordinary resolution which will approve and ratify the dollar value of the Assets transferred to Lulu Island Energy Company (LIEC).

Analysis

As directed by Council and endorsed by the LIEC Board of Directors, the Asset Purchase Agreement (APA) dated December 16, 2016 has been executed and provides for an initial closing date of December 31, 2016 and a second and final closing date of March 31, 2017. As per the APA, a Closing Valuation Statement has been prepared determining and setting out the value of the Assets (Attachment 2).

The value of the Assets is based on the net book value of the Assets as of the date(s) of closing, calculated in accordance with generally accepted accounting principles.

The operations of the Alexandra District Energy Utility are transferred to LIEC effective December 31, 2016 at 11:59:59pm. Effectively, all operations for 2016 are recorded under the City and activity as of January 1, 2017 is recorded under LIEC. Note, there is no overall impact to the consolidated financial statements; however, the activity will be presented under the appropriate segment for the period of control.

Financial Impact

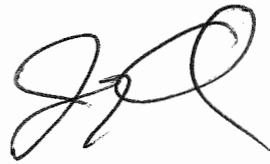
The City is to receive 350 common shares valued at \$26,997,113.50.

Conclusion

The completion of the district energy assets transfer to LIEC was the final step towards Council's goal of assigning LIEC the function of providing district energy services on behalf of the City. The ratification of the fair and correct dollar value of the transferred assets is a requirement under the Shareholder's resolution of November 7, 2016 and is important in order to support the ongoing successful establishment of LIEC, which will return additional benefits to Richmond residents in the long term.



Alen Postolka, P.Eng, CEM
Manager, District Energy
Lulu Island Energy Company
(604-276-4283)



Jerry Chong
Chief Financial Officer,
Lulu Island Energy Company
Director, Finance, City of Richmond,
(604-276-4064)

RG:ap

- Att. 1: Lulu Island Energy Company Consent Resolutions of the Shareholder
- 2: Closing Valuation Statement



CONSENT RESOLUTIONS OF THE SHAREHOLDER OF

LULU ISLAND ENERGY COMPANY LTD.
(the "Company")

The undersigned, being the sole voting shareholder of the Company, hereby consents to and adopts in writing the following resolutions:

Transfer Consideration

WHEREAS:

A. The Company entered into an asset purchase agreement dated for reference December 16, 2016, with the City of Richmond (the "**Asset Purchase Agreement**"), providing for the transfer of the Assets (as that term is defined in the Asset Purchase Agreement) in exchange for the issuance of shares by the Company at an issue price equal to the net book value of the Assets (the "**Transfer Consideration**").

B. The Asset Purchase Agreement provides that the Company and the City of Richmond shall determine the net book value of the Transfer Consideration on or before March 31, 2017.

C. Pursuant to the resolution of the Company's shareholder dated November 7, 2016, the dollar value of the Transfer Consideration is to be ratified and confirmed by ordinary resolution of the shareholder by March 31, 2017.

RESOLVED THAT:

1. the value of the Transfer Consideration is hereby ratified and confirmed to be \$26,997,113.50; and
2. the issue price for each of the 350 Common shares issued to the City of Richmond on March 31, 2017, is hereby determined to be \$77,134.61 per share.

DATED as of _____, 2017.

CITY OF RICHMOND

Per: _____

District Energy Utility Asset Closing Valuation Statement

	December 31, 2016	March 31, 2017	Total transfer value
Net Book Value of Tangible Capital Assets			
Alexandra Phase 1 and 2 assets and associated ETS	3,840,309.88	-	3,840,309.88
Alexandra Phase 3 assets and associated ETS	12,320,291.59	1,842.03	12,322,133.62
Alexandra Phase 4 assets and associated ETS	6,996,624.58	40,001.74	7,036,626.32
Total NBV of TCA	\$23,157,226.05	\$41,843.73	\$23,199,069.82
	December 31, 2016	March 31, 2017	Total transfer value
Unspent Capital Funding			
Alexandra Phase 3	-	199,256.95	199,256.95
Alexandra Phase 4	-	666,563.75	666,563.75
City Centre	-	400,025.29	400,025.29
Total Unspent Capital Funding	\$-	\$1,274,465.99	\$1,274,465.99
	December 31, 2016	March 31, 2017	Total transfer value
DEU Operations			
ADEU accumulated surplus	\$-	\$2,523,577.89	\$2,523,577.89
	December 31, 2016	March 31, 2017	Total transfer value
Total Value of Asset Transfer	\$23,157,226.05	\$3,839,887.46	\$26,997,113.50

Note: all March 31, 2017 figures are projected.



City of Richmond

Report to Committee Planning and Development Division

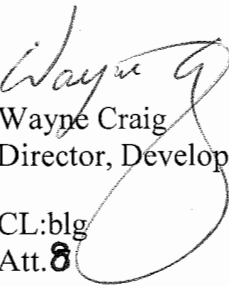
To: Planning Committee
From: Wayne Craig
Director, Development

Date: March 13, 2017
File: ZT 16-754143

Re: Application by OpenRoad Auto Group Ltd. for a Zoning Text Amendment to the "Vehicle Sales (CV)" Zone to Increase the Maximum Permitted Floor Area Ratio to 0.70 for the Property Located at 13100 Smallwood Place

Staff Recommendation


That Richmond Zoning Bylaw 8500, Amendment Bylaw 9672, for a Zoning Text Amendment to the "Vehicle Sales (CV)" zone, to increase the maximum permitted Floor Area Ratio (FAR) to 0.70 for the property located at 13100 Smallwood Place, be introduced and given first reading.


Wayne Craig
Director, Development

CL:blg
Att. 8

REPORT CONCURRENCE

CONCURRENCE OF GENERAL MANAGER


FOR JOE ERCEG

Staff Report

Origin

OpenRoad Auto Group Ltd. has applied to the City of Richmond for a Zoning Text Amendment to the "Vehicle Sales (CV)" zone in order to increase the maximum permitted Floor Area Ratio (FAR) to 0.70 for the property located at 13100 Smallwood Place, to allow the development of an auto dealership. A location map of the subject site is included in Attachment 1. A survey of the site is included in Attachment 2.

Findings of Fact

The applicant proposes a text amendment to the "CV" zone to increase the maximum permitted FAR on the subject site to 0.70 FAR based on consideration of the site-specific context (i.e., the Richmond Auto Mall), and the feasibility of accommodating the proposed density on the subject site. Under the current "CV" zone, the maximum permitted FAR is 0.50. The "CV" zone includes reference to three other properties within the Richmond Auto Mall where the maximum density ranges from 0.58 FAR to 0.78 FAR. The proposed 0.70 FAR at the subject site would be consistent with other developments in the auto mall, and evolving trends for new car dealerships to more intensively utilize the land.

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

Site Description and Surrounding Development

The subject property is located within the Richmond Auto Mall at the northeast corner of the intersection of Westminster Highway and Jacombs Road. The former fleet facility operated by OpenRoad Auto Group Ltd. at the subject site has been demolished and the applicant has commenced site preparation for the proposed auto dealership. Existing land uses and development immediately surrounding the subject site are as follows:

- To the North, immediately across Smallwood Place, is an existing Hyundai dealership on a site zoned "Vehicle Sales (CV)" within the Richmond Auto Mall at 13171 Smallwood Place.
- To the South, across Westminster Highway and a frontage road further south, are large properties zoned "Agriculture (AG1)" in the Agricultural Land Reserve (ALR), which contain single-family dwellings and accessory buildings.
- To the East is an existing Nissan dealership on a site zoned "Vehicle Sales (CV)" within the Richmond Auto Mall at 13220 Smallwood Place.
- To the West, across Jacombs Road, is the "Richmond Nature Park East" on a site zoned "School & Institutional Use (SI)" at 5991 Jacombs Road.

Related Policies & Studies**Official Community Plan/East Cambie Area Plan**

The subject site is designated “Commercial” in both the Official Community Plan (OCP) and the East Cambie Area Plan (Attachment 4). The proposed auto dealership at the subject site is consistent with the OCP and Area Plan land use designations.

Agricultural Land Reserve (ALR) Buffer Zone

Where there is an intervening road between ALR lands and non-ALR lands, the OCP encourages an appropriate landscaping buffer on the non-ALR lands through the rezoning and Development Permit processes.

The applicant’s proposal is consistent with these land use considerations in the OCP, as follows:

- The Agricultural Land Reserve (ALR) is located to the south of the site and to the west (Richmond Nature Park). The site is separated from the ALR by existing roads (Jacombs Road and Westminster Highway). Formal landscaping plans to adequately buffer the site from the ALR will be a requirement of the forthcoming Development Permit for the proposed auto dealership.
- There is an existing 1.8 m high solid fence along the south property line next to Westminster Highway and the applicant proposes a row of new trees, a 3 m setback to on-site surface parking, and a setback of approximately 15 m to the south building façade.
- The applicant also proposes to retain the existing planting and 1.8 m high solid fence along the west property next to Jacombs Road, replace the existing London Plane trees (which are in poor condition) with a new row of Ginkgo Biloba trees, and to provide a minimum 3 m setback to on-site surface parking and proposed buildings.

Details of the landscaping plans will be finalized during the Development Permit.

Prior to final adoption of the rezoning bylaw, the applicant is required to register a legal agreement on title to identify the buffer area and ensure that landscaping planted within the buffer is maintained and will not be abandoned or removed. The covenant is also to indicate that the property is potentially subject to impacts of noise, dust, and odour resulting from agricultural operations.

Floodplain Management Implementation Strategy

The proposed redevelopment must meet the requirements of the Richmond Flood Plain Designation and Protection Bylaw 8204. Registration of a flood indemnity covenant on Title is required prior to final adoption of the rezoning bylaw. In this location, the required Flood Construction Level is 2.9 m GSC for habitable spaces.

Aircraft Noise Sensitive Development Policy

The OCP's Air Noise Sensitive Development (ANSD) Policy applies to the subject site, which is located within the "Restricted Area (Area 1B)". The proposed auto dealership at the subject site is consistent with the ANSD Policy as it is not a residential use.

Registration of an Aircraft Noise Indemnity Covenant on Title will be required prior to final adoption of the rezoning bylaw. At future Building Permit stage, the applicant is required to submit an Acoustic Report and to incorporate noise mitigation into building construction.

Ministry of Transportation and Infrastructure (MOTI) Approval

As the subject site is located within 800 m of an intersection of a Provincial Limited Access Highway and a City road, this redevelopment proposal was referred to MOTI. Preliminary approval from MOTI for the proposed development was granted for a period of one year (i.e., until January 10, 2018). Final approval from MOTI is required prior to final adoption of the rezoning bylaw.

Ministry of Environment (MOE) Approval

Since the Site Profile submitted by the applicant identifies that the subject site had been used for one of the industrial or commercial purposes or activities set out in the provincial Contaminated Sites Regulation, this rezoning application may not be approved until a Certificate of Compliance (or alternative approval) has been provided by the MOE.

Richmond Auto Mall Association Review

The applicant has confirmed that the proposed Zoning Text Amendment to permit increasing the density on the subject site from 0.5 FAR to 0.70 FAR is supported by the Richmond Auto Mall Association (Attachment 5).

Public Consultation

A rezoning sign has been installed on the subject property. Notification signage of the associated Development Permit application for the auto dealership is also currently posted on-site. Staff have not received any comments from the public about the Zoning Text Amendment application in response to the placement of the rezoning sign on the property.

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

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

Analysis

Site Access, Built Form and Architectural Character

The applicant has submitted preliminary concept plans of the proposed auto dealership, associated on-site uses and surface parking, and landscaping, as shown in Attachment 6. Further review of the preliminary concept plans, including transportation-related issues, will be undertaken as part of the Development Permit Application review process to ensure consistency with the design guidelines in the OCP with specific consideration of the Richmond Auto Mall context.

The proposed concept plans show a principal two-storey building in the centre of the subject site with surface parking and landscaping located around the perimeter of the site. A one-storey carwash and garbage/recycling enclosure is proposed in the southwest of the site. The main floor of the principal building is to contain the sales reception area, vehicle showroom, customer lounge, and associated uses such as offices, auto servicing and detailing, parts and tool storage, accessory retail of parts, etc. The upper and rooftop levels of the principal building are to contain vehicle display, storage, and delivery areas, as well as meeting rooms and offices, indoor and outdoor staff amenity areas.

Vehicle access to the site is proposed from Smallwood Place via two driveway crossings. Pedestrian access is proposed from Smallwood Place to the building main entry via a wide walkway and entry plaza.

Variances Requested

Based on the proposed preliminary concept plans, the applicant will be requesting to vary the provisions of Richmond Zoning Bylaw 8500 at the Development Permit Application review stage to:

- 1) Waive the requirement for on-site medium/large size loading spaces.
- 2) Increase the maximum permitted height for a building from 12.0 m to a maximum of 15.44 m for rooftop mechanical equipment and storage, as well as an elevator and stairways, which enable access to/maintenance of the rooftop parking area.

Staff is supportive of the proposed variances, as they are similar to those that have been granted to other auto dealerships in recent years, due to the special context and operating characteristics within the Richmond Auto Mall. These variance requests will be reviewed and analysed further at the Development Permit Application review stage.

Tree Retention and Replacement

The applicant has submitted a Certified Arborist's Report, which identifies on-site and off-site tree species, assesses tree structure and condition, and provides recommendations on tree retention and removal relative to the proposed development. The Report assesses a number of undersized and bylaw-sized trees on-site, on the adjacent property to the east at 13220

Smallwood Place, and on City-owned property along Smallwood Place, Jacombs Road, and Westminster Highway.

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

- 10 trees located on-site have been historically topped (are in poor condition) and should be removed and replaced with new trees on-site along Jacombs Road (Trees # C11 to C20).
- Nine trees located on-site are in good condition and should be retained and protected (Trees # 2105 to 2113).
- One tree located on the shared neighbouring property line with 13220 Smallwood Place to the East is in good condition and should be retained and protected (Tree # OS1)
- Tree protection fencing must be installed as per the City's Tree Protection Information Bulletin TREE-03.
- Replacement trees should be specified at a 2:1 ratio, as per the OCP.

The City's Parks Department staff have reviewed the Arborist's Report and provide the following comments:

- Three trees on City-owned property along Smallwood Place are authorized for removal due to conflict with the proposed construction and site access (Trees # C3, C4, C5), and three trees along Jacombs Road are authorized for removal due to poor structure and health (Trees # C8, C9, C10).
- The remaining 12 trees on City-owned property are to be retained and protected as per the City's Tree Protection Information Bulletin TREE-03 (Trees # C1, C2, C6, C7 and OS2 to OS9).

Tree Protection

A total of nine trees on-site, one tree shared with 13220 Smallwood Place, and 12 trees off-site are proposed to be retained and protected (Trees # 2105 to 2113, C1, C2, C6, C7, and OS1 to OS9). The applicant has submitted a Tree Management Drawing showing the trees to be retained and the required tree protection zones (Attachment 7).

To ensure that the trees identified for retention are protected at development stage, the applicant is required to complete the following items:

- Prior to final adoption of the rezoning bylaw:
 - Submission to the City of a contract with a Certified Arborist for the supervision of all works conducted within or in close proximity to tree protection zones. The contract must include the scope of work required, the number of proposed monitoring inspections at specified stages of construction, any special measures required to ensure tree protection, and a provision for the arborist to submit a post-construction impact assessment to the City for review.

- Submission of a Tree Survival Security in the amount of \$16,000 for Trees # 2105 to 2113.
- Submission of a Tree Survival Security in the amount of \$22,300 for Trees # C1, C2, C6, C7 and OS2 to OS9 on City-owned property.
- Prior to Building Permit issuance:
 - Installation of tree protection barriers in accordance with the City's Tree Protection Information Bulletin TREE-03.

Tree Replacement

The applicant proposes to remove 9 bylaw-sized trees from the subject site (Trees # C12 to C20). According to the 2:1 replacement ratio specified in the OCP and the size requirements for replacement trees in Tree Protection Bylaw No. 8057, a total of 18 replacement trees are required to be planted and maintained on-site, with a minimum size of 6 cm caliper (deciduous) or 3.5 m high (conifer).

The preliminary Landscape Plan illustrates that the applicant proposes to plant 45 trees on-site, of a variety of sizes. To ensure that the proposed Landscape Plan and replacement trees are installed and maintained on-site, the applicant is required to submit a Landscaping Security in the amount of 100% of a cost estimate prepared by the Registered Landscape Architect prior to Development Permit issuance.

The applicant proposes to remove six trees located off-site on City-owned property (Trees # C3, C4, C5, C8, C9, C10). The applicant is required to submit a cash-in-lieu contribution in the amount of \$7,800 to the City's Tree Compensation Fund prior to final adoption of the rezoning bylaw (\$650/tree at a 2:1 replacement ratio).

Existing Legal Encumbrances

There is an existing 1.5 m wide statutory right-of-way for utilities (X135851, Plan 68776) along the north property line to which the City is a party, as well as a covenant (Y2390) registered on title to ensure that the original development at the subject site was consistent with the original Development Permit (DP 84-134). Covenant Y2390 must be discharged from title as part of the new Development Permit application process (DP 16-741123).

The applicant is required to ensure that the proposed development at the subject site does not conflict with any other third party charges registered on title.

Site Servicing and Frontage Improvements

The City's Engineering Department has conducted a review of the proposed development, and has identified that a Servicing Agreement is required prior to Building Permit issuance to design and construct water, storm and sanitary sewer connections, as well as a drainage upgrade along Jacombs Road. The requirements involve the granting of a 3.0 m wide Statutory Right-of-Way

for utilities parallel to the Smallwood Place frontage. Further details on the scope of the required servicing and frontage works associated with this application are described in Attachment 8.

The City's Transportation Department has conducted a review of the proposed development, and has identified that road dedication of a 4 m x 4 m corner cut at the southeast corner of Jacombs Road and Smallwood Place is required prior to final adoption of the rezoning bylaw. All other transportation-related aspects of the proposal will be reviewed as part of the Development Permit application process.

Financial Impact


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

Conclusion

OpenRoad Auto Group Ltd. has applied to the City of Richmond for a Zoning Text Amendment to the "Vehicle Sales (CV)" zone in order to increase the overall allowable Floor Area Ratio (FAR) to 0.70 for the property located at 13100 Smallwood Place; where the development of an auto dealership is proposed.

The list of Rezoning Considerations is included in Attachment 8, which has been agreed to by the applicant (signed concurrence on file).

It is recommended that Richmond Zoning Bylaw 8500, Amendment Bylaw 9672 be introduced and given first reading.



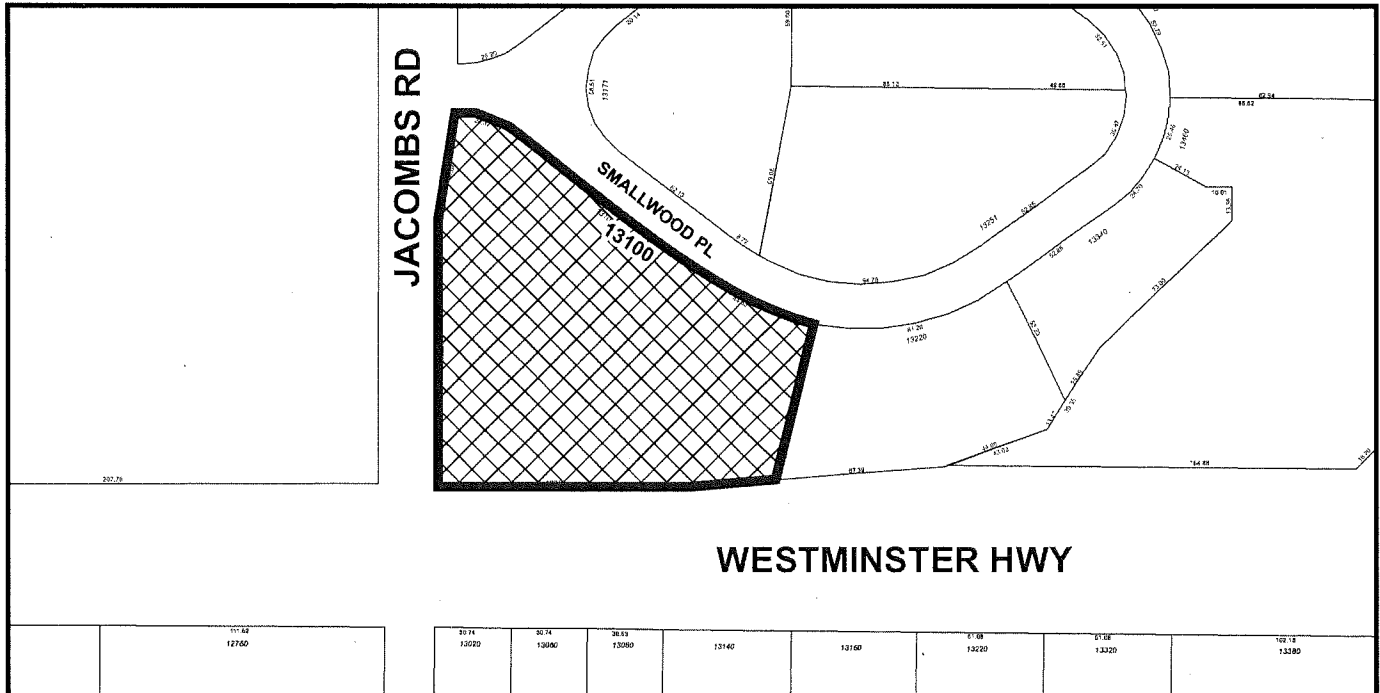
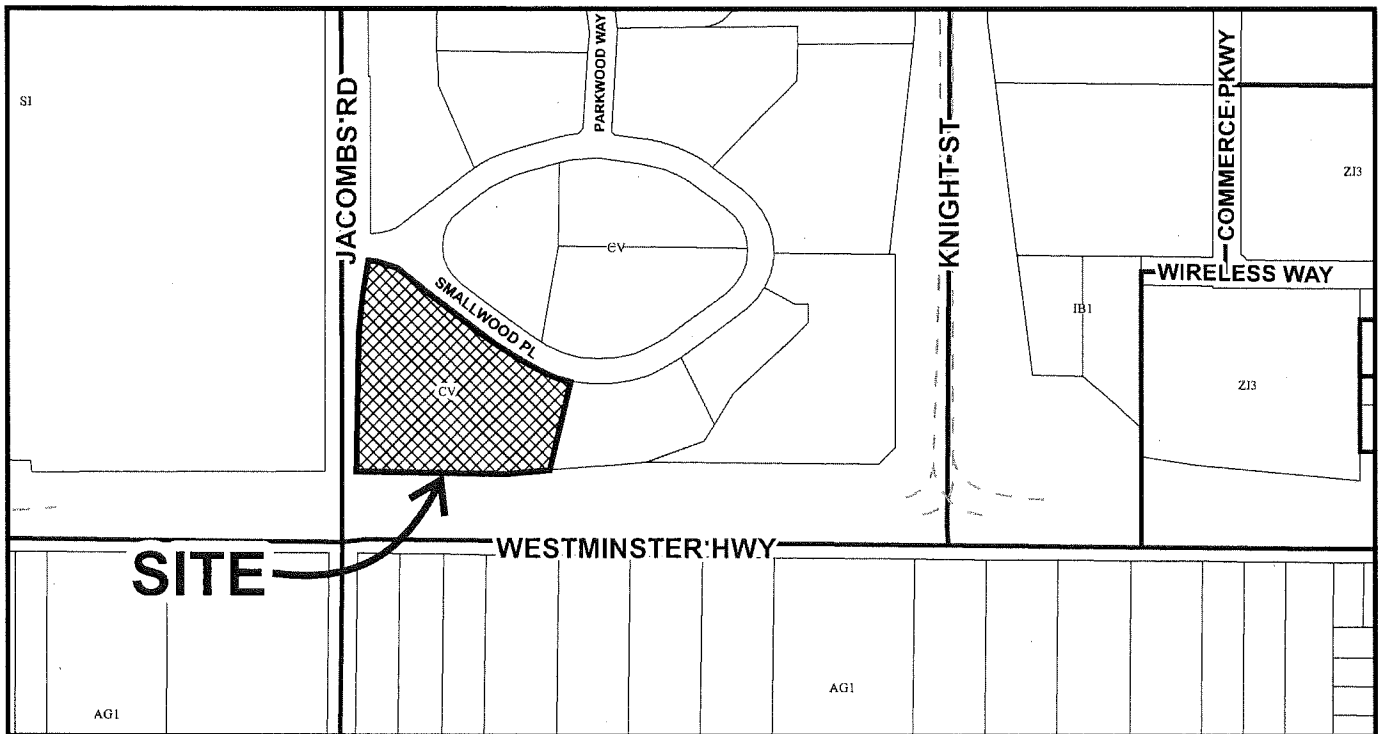
Cynthia Lussier
Planner 1
(604-276-4108)

CL: blg

- Attachment 1: Location Map/Aerial Photo
- Attachment 2: Site Survey
- Attachment 3: Development Application Data Sheet
- Attachment 4: East Cambie Area Plan Land Use Map
- Attachment 5: Letter from Richmond Auto Mall Association
- Attachment 6: Preliminary Concept Plans
- Attachment 7: Tree Management Drawing
- Attachment 8: Rezoning Considerations



City of
Richmond



ZT 16-754143

Original Date: 12/14/16

Revision Date: 01/04/17

Note: Dimensions are in METRES

CNCL - 241



City of Richmond

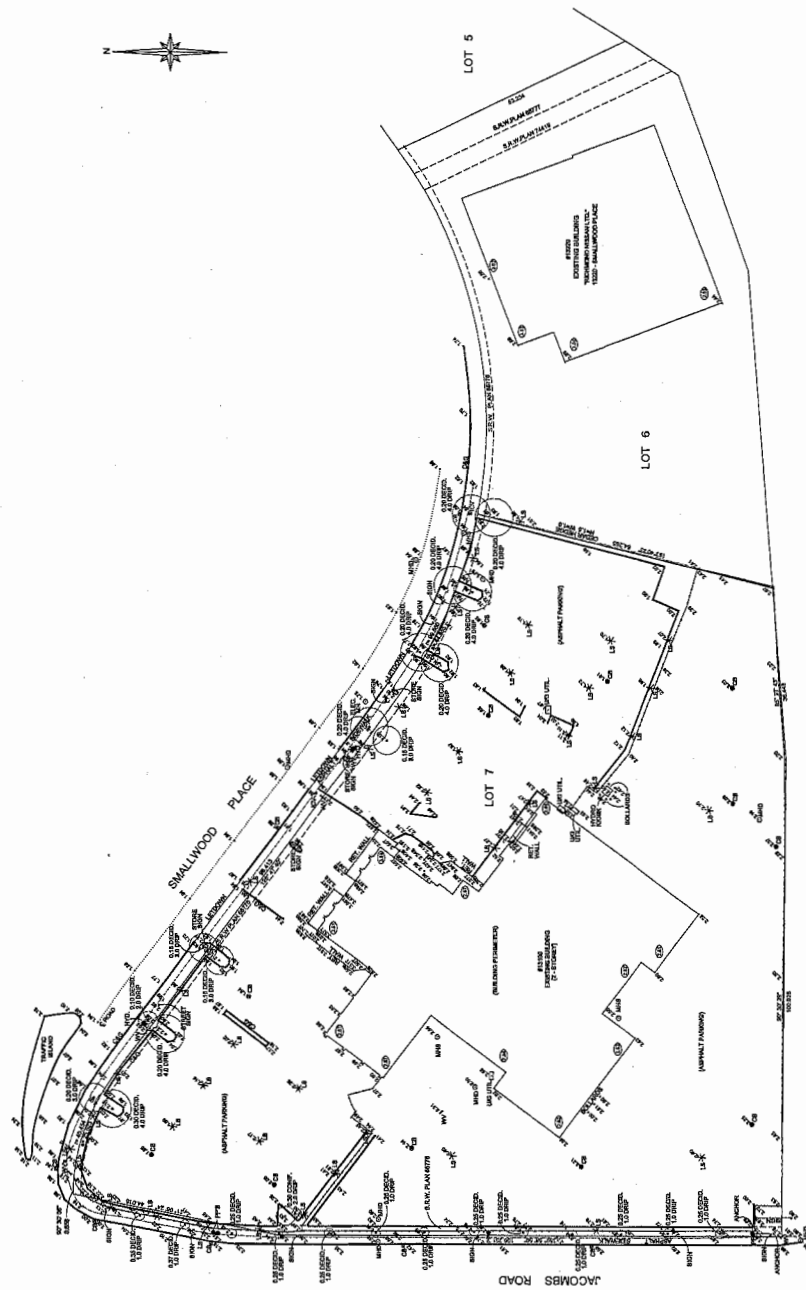


ZT 16-754143

Original Date: 12/14/16

Revision Date:

Note: Dimensions are in METRES



CNCL - 243

PLAN OF TOPOGRAPHY

CITY OF RICHMOND
SCALE: 1:500 (MAY 2015)
CIVIC ADDRESS: 15100 - SMALLWOOD PLACE, RICHMOND, B.C.
FIELD SURVEY COMPLETED: MARCH 18, 2015
FILE: 1100
MAP:

LEGAL DESCRIPTION: LOT 7 SECTION 8 BLOCK 4 NORTH RANGE 8
N.W.D. PLAN 81775

BUILDER: OPEN ROAD TOYOTA
15100 - SMALLWOOD PLACE
RICHMOND, B.C. V6X 4W5
TEL: (604) 283-2222

LEGEND:
--- DENOTES FENCE LINE
--- DENOTES CENTER LINE OF ROAD
--- DENOTES RIGHT OF WAY
--- DENOTES EASEMENT
--- DENOTES FLOOD PLAIN
(2.5)

MILNER SURVEYS LTD.

REGISTERED LAND SURVEYOR
REGISTERED COLLABORATOR
REG. NO. 12345
P.O. BOX 1234
VANCOUVER, B.C. V6X 1A1
TEL: 604-123-4567
FAX: 604-123-4568

NOTES:
ELEVATIONS ARE ON DATUM 1984, NORTH AMERICAN
ELEVATION + 1.00 M.

DENOTES EASEMENT

THIS PLAN, DRAWN BY: [Name], 2015

ALL RIGHTS RESERVED

REPRODUCED, ADAPTED, OR
FOR ANY PURPOSE
WITHOUT THE WRITTEN
PERMISSION OF THE
AUTHOR IS PROHIBITED



ZT 16-754143

Attachment 3

Address: 13100 Smallwood Place

Applicant: OpenRoad Auto Group Ltd.

Planning Area(s): East Cambie

	Existing	Proposed
Owner:	OpenRoad Auto Group Ltd.	No change
Site Size (m²):	15,932 m ² (171,490 ft ²)	No change
Land Uses:	Vacant lot	Auto dealership and service
OCP Designation:	Commercial	No change
Area Plan Designation:	Commercial	No change
Zoning:	Vehicle Sales (CV)	Vehicle Sales (CV), with a Zoning Text Amendment to allow a maximum 0.70 FAR at the subject site
Other Designations:	ANSD Policy applies to the subject site; which is located in Area 1B, where all new residential land uses are prohibited and some other noise sensitive uses will be considered.	The proposed auto dealership and services is consistent with the ANSD Policy as it is a commercial use.

	Zoning Bylaw Requirement	Proposed	Variance
Floor Area Ratio:	A Zoning Text Amendment is proposed to allow a maximum 0.70 FAR at the subject site	0.68 FAR	none permitted
Buildable Floor Area (m ²):*	11,152 m ² (120,043 ft ²)	10,842 m ² (116,703 ft ²)	none permitted
Lot Coverage (% of lot area):	Building: Max. 50%	Building: 37.56%	none
Building Setbacks (m):	Front: Min. 3.0 m	16.00 m	none
	Rear: Min. 3.0 m	<ul style="list-style-type: none"> Principal building: 14.75 m (main floor) 10.81 m (2nd floor) Garbage/recycling enclosure: 3.0 m 	none
	Interior Side: Min. 3.0 m	21.81 m	none
	Exterior Side: Min. 3.0 m	<ul style="list-style-type: none"> Principal building: 22.63 m Carwash: 3.0 m 	none

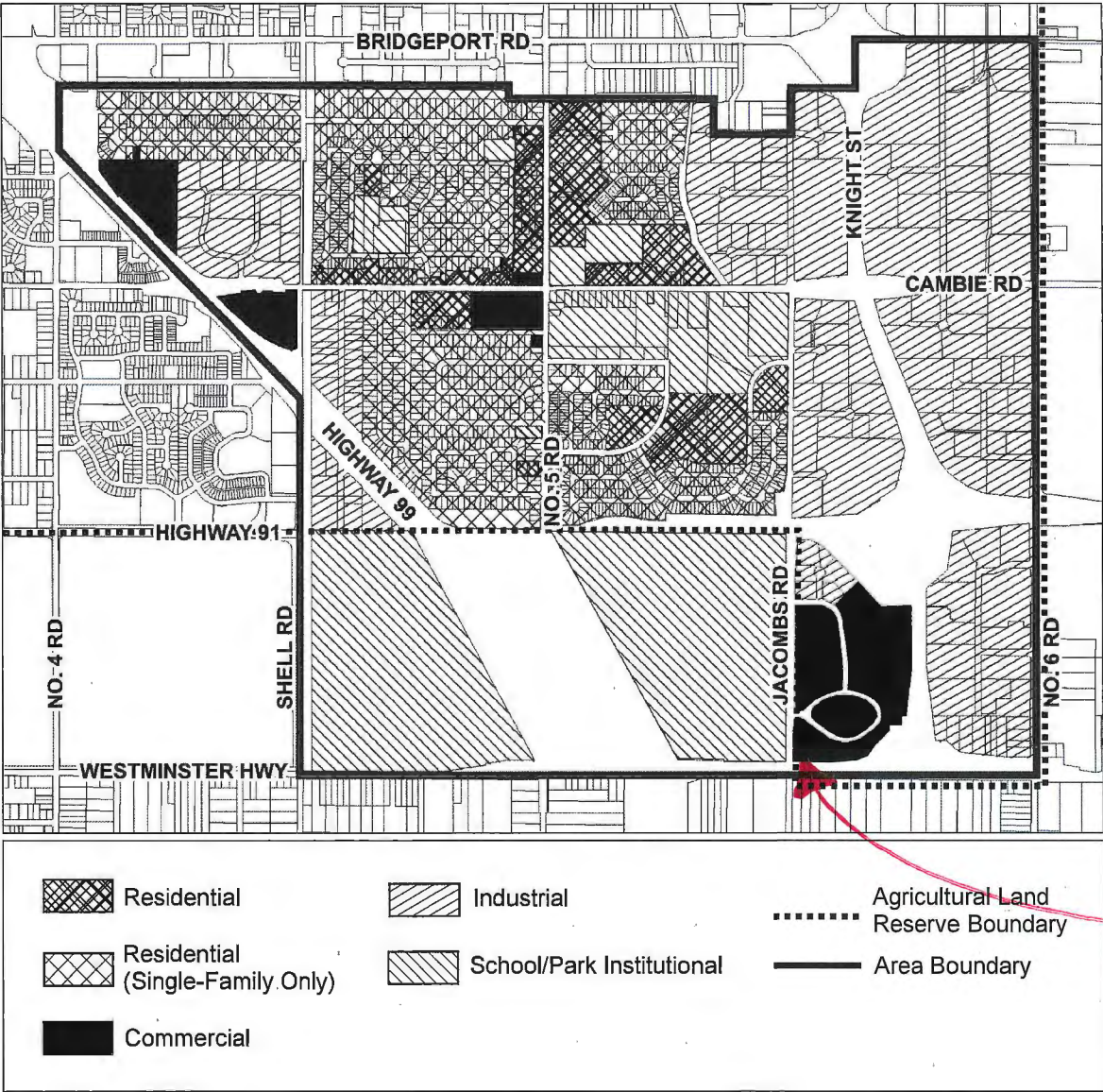
	Zoning Bylaw Requirement		Proposed	Variance
Height (m):	12.0 m		Main roof height: 11.81 m SE stair, roof equip/ storage: 13.02 m NW elevator: 15.44 m Car wash: 5.20 m	Variances to be considered for stair/elevator/ rooftop equipment and storage as part of DP 16-741123
On-site Vehicle Parking Spaces:	Rate	# Spaces	Min. 146	none
Vehicle sales and Office:	3 spaces per 100 m ² gross leasable area	146		
Service Area, parts and storage:	2 spaces per 100 m ² gross leasable area; plus 3 spaces per bay	111		
Carwash:	1 space per bay	2		
Accessible:	0.2 spaces of the total required spaces	6		
On-site Bicycle Parking Spaces (Class 1 & Class 2):	Rate	# Spaces	Class 1 Min. 20 Class 2 Min. 20	none
	0.27 spaces per each 100 m ² of gross leasable area greater than 100 m ²	Class 1 Min. 20 Class 2 Min. 20		
On-site Loading	Rate	# M/L Spaces	N/A	Variance to be considered as part of DP 16-741123
	1 space, plus 1 per 5000 m ²	3		
Amenity Space – Indoor:	1 m ² per 100 m ² of gross leasable area = 182 m ²		Approx 300 m ² For customers and employees	none

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

City of Richmond

Land Use Map

Bylaw 8948
2016/10/24





June 23, 2016

MEMO TO: Christian Chia, OpenRoad Toyota Richmond

FROM: RAMA Board of Directors

RE: OpenRoad Toyota Richmond Building Design Application

Dear Christian,

This letter is to inform you that your building design application submitted on June 21, 2016 for the new OpenRoad Toyota Richmond dealership in the Richmond Auto Mall has been approved by RAMA's Board of Directors.

We note that the maximum Floor Area Ratio of .7 is higher than the municipal bylaw of .5 and that the height of the stair and elevator tower exceeds the bylaw maximum of 12m by 2.86 m. Based on the variances granted on the recent Audi and Jaguar LandRover applications on these same two issues, the Board has also approved the variances on your application.

If you have any questions, please don't hesitate to call. On behalf of the Directors and myself, we wish you the very best with your new facility!

Kind regards,

A handwritten signature in black ink, appearing to be 'Gail Terry', written over a circular stamp or seal.

Gail Terry
General Manager
Richmond Auto Mall Association

CC: RAMA Board of Directors, Bibiane Dorval



PROPERTY SITE/DATE:	<p>OWNER: TORONTO SHOWROOM</p> <p>1000 SMALLWOOD PLACE, RICHMOND HILL ONTARIO</p> <p>7777 RICHMOND AVE. RICHMOND HILL, L4B 1W7S</p> <p>OWNER:</p> <p>CITY OF RICHMOND</p> <p>CAR SHOWROOM</p> <p>10,932 M2</p>
PROJECT NAME: CITY ADDRESS (LEGAL ADDRESS)	<p>6351510 M2</p> <p>6351510 M2</p> <p>35,250 M2</p> <p>35,250 M2</p> <p>9,442,514 M2</p>
LOCAL AUTHORITY (LEGAL AUTHORITY)	<p>6351510 M2</p> <p>35,250 M2</p> <p>35,250 M2</p> <p>9,442,514 M2</p>
USE:	<p>6351510 M2</p> <p>35,250 M2</p> <p>35,250 M2</p> <p>9,442,514 M2</p>
LOT AREA:	<p>6351510 M2</p> <p>35,250 M2</p> <p>35,250 M2</p> <p>9,442,514 M2</p>
FLOOR AREA:	<p>6351510 M2</p> <p>35,250 M2</p> <p>35,250 M2</p> <p>9,442,514 M2</p>
MAIN FLOOR:	<p>6351510 M2</p> <p>35,250 M2</p> <p>35,250 M2</p> <p>9,442,514 M2</p>
2ND FLOOR:	<p>6351510 M2</p> <p>35,250 M2</p> <p>35,250 M2</p> <p>9,442,514 M2</p>
3RD FLOOR:	<p>6351510 M2</p> <p>35,250 M2</p> <p>35,250 M2</p> <p>9,442,514 M2</p>
4TH FLOOR:	<p>6351510 M2</p> <p>35,250 M2</p> <p>35,250 M2</p> <p>9,442,514 M2</p>
5TH FLOOR:	<p>6351510 M2</p> <p>35,250 M2</p> <p>35,250 M2</p> <p>9,442,514 M2</p>
6TH FLOOR:	<p>6351510 M2</p> <p>35,250 M2</p> <p>35,250 M2</p> <p>9,442,514 M2</p>
7TH FLOOR:	<p>6351510 M2</p> <p>35,250 M2</p> <p>35,250 M2</p> <p>9,442,514 M2</p>
8TH FLOOR:	<p>6351510 M2</p> <p>35,250 M2</p> <p>35,250 M2</p> <p>9,442,514 M2</p>
9TH FLOOR:	<p>6351510 M2</p> <p>35,250 M2</p> <p>35,250 M2</p> <p>9,442,514 M2</p>
10TH FLOOR:	<p>6351510 M2</p> <p>35,250 M2</p> <p>35,250 M2</p> <p>9,442,514 M2</p>
11TH FLOOR:	<p>6351510 M2</p> <p>35,250 M2</p> <p>35,250 M2</p> <p>9,442,514 M2</p>
12TH FLOOR:	<p>6351510 M2</p> <p>35,250 M2</p> <p>35,250 M2</p> <p>9,442,514 M2</p>
13TH FLOOR:	<p>6351510 M2</p> <p>35,250 M2</p> <p>35,250 M2</p> <p>9,442,514 M2</p>
14TH FLOOR:	<p>6351510 M2</p> <p>35,250 M2</p> <p>35,250 M2</p> <p>9,442,514 M2</p>
15TH FLOOR:	<p>6351510 M2</p> <p>35,250 M2</p> <p>35,250 M2</p> <p>9,442,514 M2</p>
16TH FLOOR:	<p>6351510 M2</p> <p>35,250 M2</p> <p>35,250 M2</p> <p>9,442,514 M2</p>
17TH FLOOR:	<p>6351510 M2</p> <p>35,250 M2</p> <p>35,250 M2</p> <p>9,442,514 M2</p>
18TH FLOOR:	<p>6351510 M2</p> <p>35,250 M2</p> <p>35,250 M2</p> <p>9,442,514 M2</p>
19TH FLOOR:	<p>6351510 M2</p> <p>35,250 M2</p> <p>35,250 M2</p> <p>9,442,514 M2</p>
20TH FLOOR:	<p>6351510 M2</p> <p>35,250 M2</p> <p>35,250 M2</p> <p>9,442,514 M2</p>
21TH FLOOR:	<p>6351510 M2</p> <p>35,250 M2</p> <p>35,250 M2</p> <p>9,442,514 M2</p>
22TH FLOOR:	<p>6351510 M2</p> <p>35,250 M2</p> <p>35,250 M2</p> <p>9,442,514 M2</p>
23TH FLOOR:	<p>6351510 M2</p> <p>35,250 M2</p> <p>35,250 M2</p> <p>9,442,514 M2</p>
24TH FLOOR:	<p>6351510 M2</p> <p>35,250 M2</p> <p>35,250 M2</p> <p>9,442,514 M2</p>
25TH FLOOR:	<p>6351510 M2</p> <p>35,250 M2</p> <p>35,250 M2</p> <p>9,442,514 M2</p>
26TH FLOOR:	<p>6351510 M2</p> <p>35,250 M2</p> <p>35,250 M2</p> <p>9,442,514 M2</p>
27TH FLOOR:	<p>6351510 M2</p> <p>35,250 M2</p> <p>35,250 M2</p> <p>9,442,514 M2</p>
28TH FLOOR:	<p>6351510 M2</p> <p>35,250 M2</p> <p>35,250 M2</p> <p>9,442,514 M2</p>
29TH FLOOR:	<p>6351510 M2</p> <p>35,250 M2</p> <p>35,250 M2</p> <p>9,442,514 M2</p>
30TH FLOOR:	<p>6351510 M2</p> <p>35,250 M2</p> <p>35,250 M2</p> <p>9,442,514 M2</p>
31TH FLOOR:	<p>6351510 M2</p> <p>35,250 M2</p> <p>35,250 M2</p> <p>9,442,514 M2</p>
32TH FLOOR:	<p>6351510 M2</p> <p>35,250 M2</p> <p>35,250 M2</p> <p>9,442,514 M2</p>
33TH FLOOR:	<p>6351510 M2</p> <p>35,250 M2</p> <p>35,250 M2</p> <p>9,442,514 M2</p>
34TH FLOOR:	<p>6351510 M2</p> <p>35,250 M2</p> <p>35,250 M2</p> <p>9,442,514 M2</p>
35TH FLOOR:	<p>6351510 M2</p> <p>35,250 M2</p> <p>35,250 M2</p> <p>9,442,514 M2</p>
36TH FLOOR:	<p>6351510 M2</p> <p>35,250 M2</p> <p>35,250 M2</p> <p>9,442,514 M2</p>
37TH FLOOR:	<p>6351510 M2</p> <p>35,250 M2</p> <p>35,250 M2</p> <p>9,442,514 M2</p>
38TH FLOOR:	<p>6351510 M2</p> <p>35,250 M2</p> <p>35,250 M2</p> <p>9,442,514 M2</p>
39TH FLOOR:	<p>6351510 M2</p> <p>35,250 M2</p> <p>35,250 M2</p> <p>9,442,514 M2</p>
40TH FLOOR:	<p>6351510 M2</p> <p>35,250 M2</p> <p>35,250 M2</p> <p>9,442,514 M2</p>
41TH FLOOR:	<p>6351510 M2</p> <p>35,250 M2</p> <p>35,250 M2</p> <p>9,442,514 M2</p>
42TH FLOOR:	<p>6351510 M2</p> <p>35,250 M2</p> <p>35,250 M2</p> <p>9,442,514 M2</p>
43TH FLOOR:	<p>6351510 M2</p> <p>35,250 M2</p> <p>35,250 M2</p> <p>9,442,514 M2</p>
44TH FLOOR:	

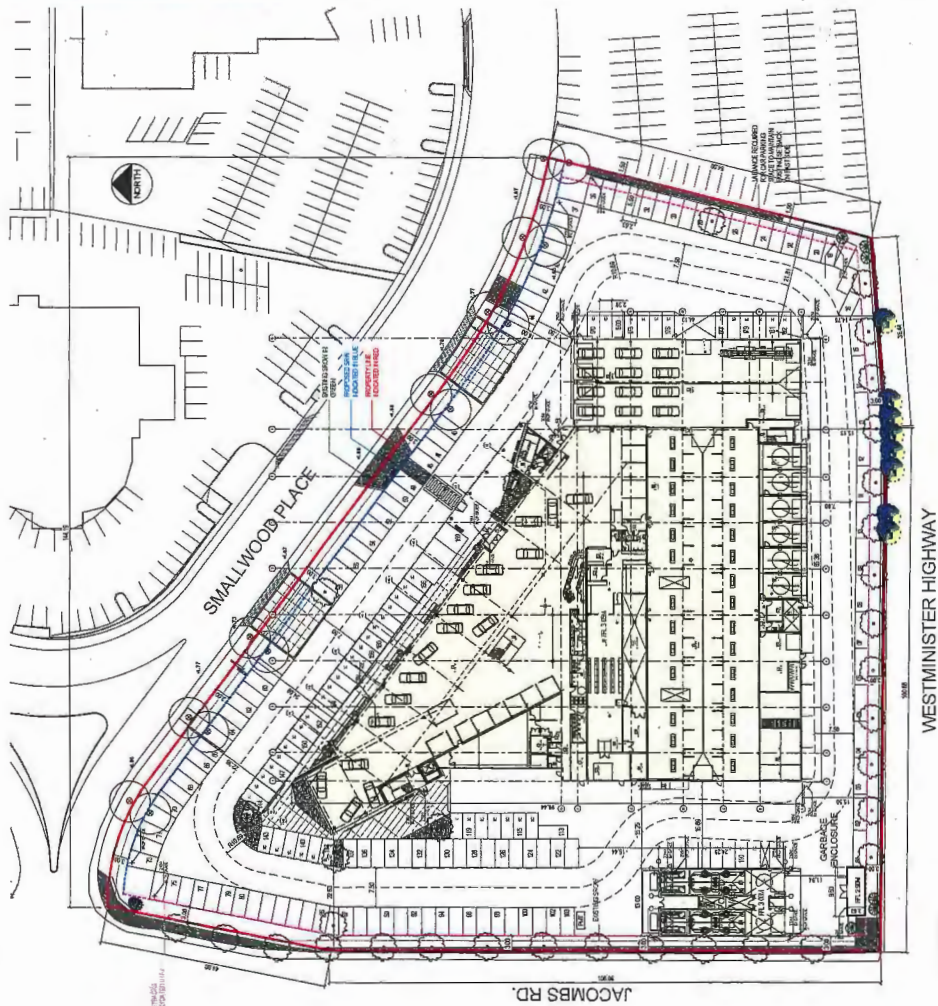
[illegible]

OpenRoad
Toyota Richmond

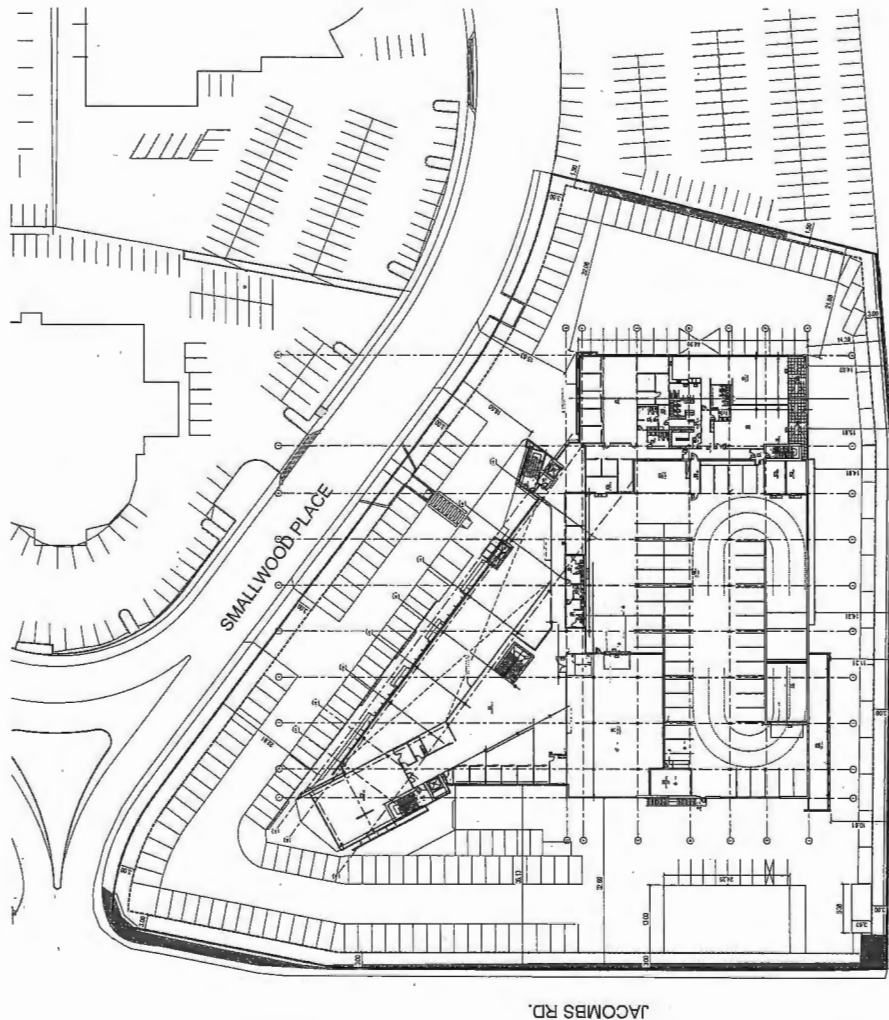
DP 16-741123 PLAN#1
SITE PLAN

SCALE 1 = 30-47	DATE: JUN 1, 1978	DRAWN: AUBURN
PROJECT NAME:		SHEET NO.

A0.02



① SITE PLAN
1" = 30'-0"



JACOBES RD.

WESTMINSTER HIGHWAY

© STEPHAN
2002

NO.	DATE	REVISION	BY
1	02/11/02	ISSUED FOR DP	ST/007/02
2	02/11/02	ISSUED FOR DP	ST/007/02

NOTES:
1. ALL DIMENSIONS ARE IN METERS.
2. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.
3. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.
4. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.
5. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.
6. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.
7. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.
8. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.
9. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.
10. ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.

OpenRoad
Troyda Richmond

DP 16-741123 PLAN#1-A
SECOND LEVEL PLAN
WITH CONTEXT

DATE: 02/11/02
DRAWN: ST/007/02
CHECKED: ST/007/02
SCALE: 1:100

A0.02-a



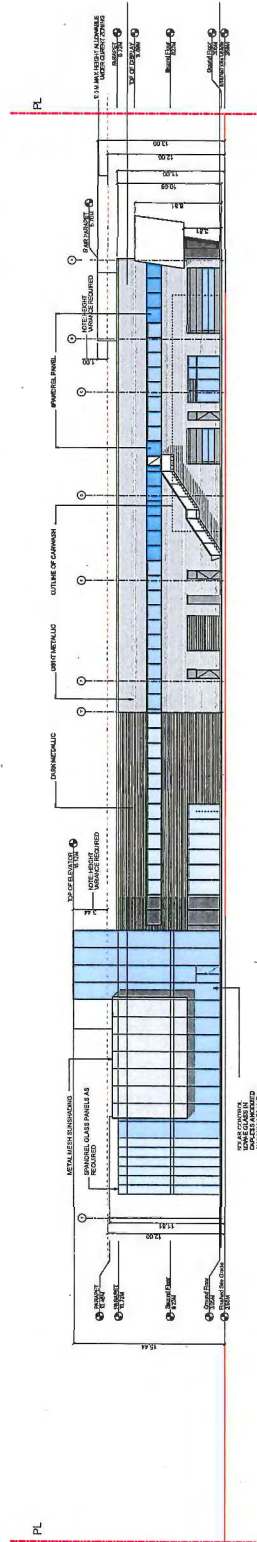
NO.	DATE	DESCRIPTION
1	08/10/10	ISSUED FOR PERMIT
2	08/10/10	REVISION

DESIGNED BY: [Signature]
CHECKED BY: [Signature]
DATE: 08/10/10

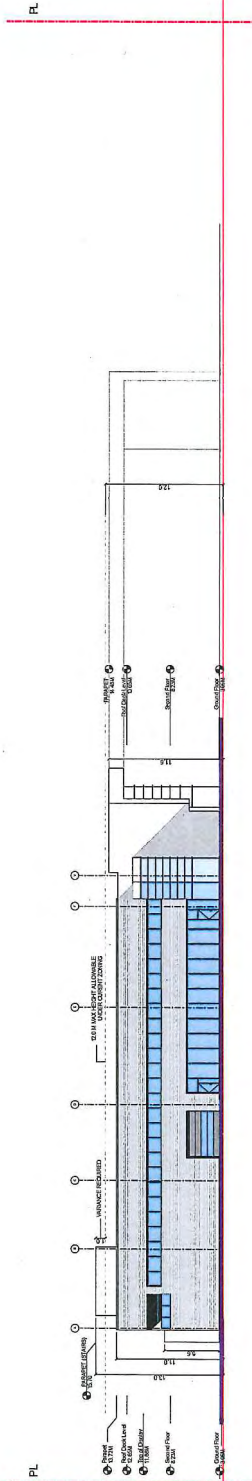
OpenRoad
Toyota Richmond

DP 16-74123 PLAN#1B
ROOF LEVEL PLAN
WITH CONTEXT
SCALE: 1/8" = 1'-0"
PROJECT NUMBER: 1601

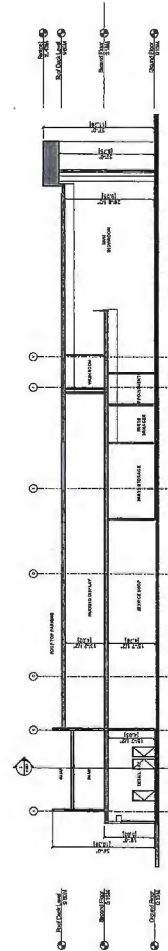
A0.02-b



② WEST ELEVATION
1/8" = 1'-0"



③ EAST ELEVATION
1/8" = 1'-0"



④ SECTION AA
1/8" = 1'-0"

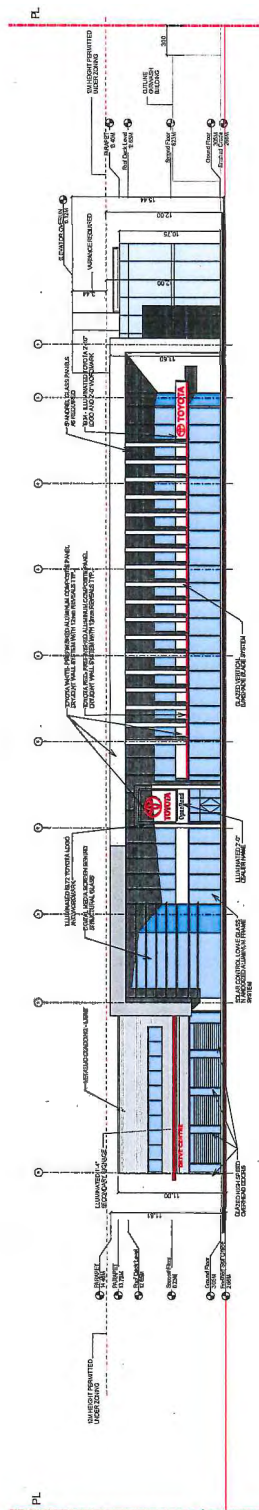
NO.	DESCRIPTION	DATE
1	REVISION	01/11/11
2	REVISION	01/11/11
3	REVISION	01/11/11

NOTES:
1. ALL DIMENSIONS ARE IN METERS UNLESS OTHERWISE NOTED.
2. ALL MATERIALS AND FINISHES ARE TO BE AS SHOWN ON THE DRAWINGS.
3. ALL WORK IS TO BE DONE IN ACCORDANCE WITH THE CANADIAN NATIONAL BUILDING CODE (CNBC) AND THE BRITISH COLUMBIA BUILDING CODE (BCBC).
4. ALL WORK IS TO BE DONE IN ACCORDANCE WITH THE CANADIAN NATIONAL ELECTRICAL CODE (CNEC) AND THE BRITISH COLUMBIA ELECTRICAL CODE (BCEC).
5. ALL WORK IS TO BE DONE IN ACCORDANCE WITH THE CANADAN NATIONAL MECHANICAL CODE (CNMC) AND THE BRITISH COLUMBIA MECHANICAL CODE (BCMC).
6. ALL WORK IS TO BE DONE IN ACCORDANCE WITH THE CANADAN NATIONAL PLUMBING CODE (CNPC) AND THE BRITISH COLUMBIA PLUMBING CODE (BCPC).
7. ALL WORK IS TO BE DONE IN ACCORDANCE WITH THE CANADAN NATIONAL FIRE CODE (CNFC) AND THE BRITISH COLUMBIA FIRE CODE (BCFC).
8. ALL WORK IS TO BE DONE IN ACCORDANCE WITH THE CANADAN NATIONAL SAFETY CODE (CNSC) AND THE BRITISH COLUMBIA SAFETY CODE (BCSC).
9. ALL WORK IS TO BE DONE IN ACCORDANCE WITH THE CANADAN NATIONAL ENVIRONMENTAL CODE (CNEC) AND THE BRITISH COLUMBIA ENVIRONMENTAL CODE (BCEC).
10. ALL WORK IS TO BE DONE IN ACCORDANCE WITH THE CANADAN NATIONAL ACCESSIBILITY CODE (CNAC) AND THE BRITISH COLUMBIA ACCESSIBILITY CODE (BCAC).

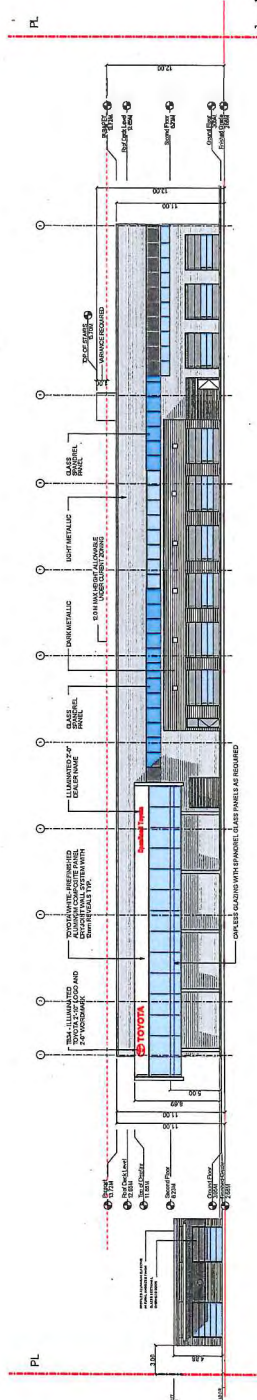
OpenRoad
Toyota Richmond

DP 16-74123 PLAN#4
ELEVATIONS AND
SECTIONS
DATE: 01/11/11
DRAWN: JAC
CHECKED: JAC

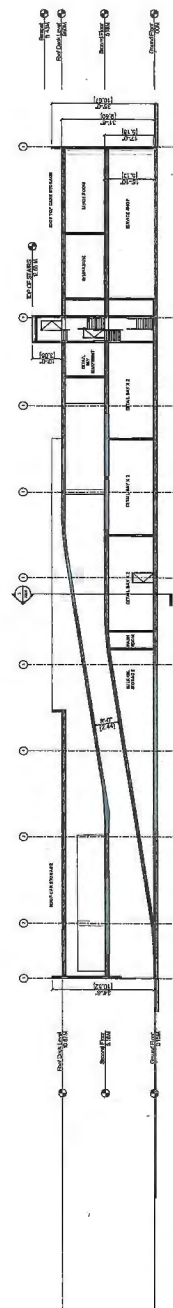
A.006



① NORTH ELEVATION
1/16" = 1'-0"



① SOUTH ELEVATION
1/16" = 1'-0"



① SECTION THROUGH RAMP
1/18" = 1'-0"

ISSUANCE	DATE	DESCRIPTION
3	07.03.10	ISSUED FOR DP
2	16.06.08	ISSUED FOR DP
1	09.07.11	ISSUED FOR DP PRE-APP

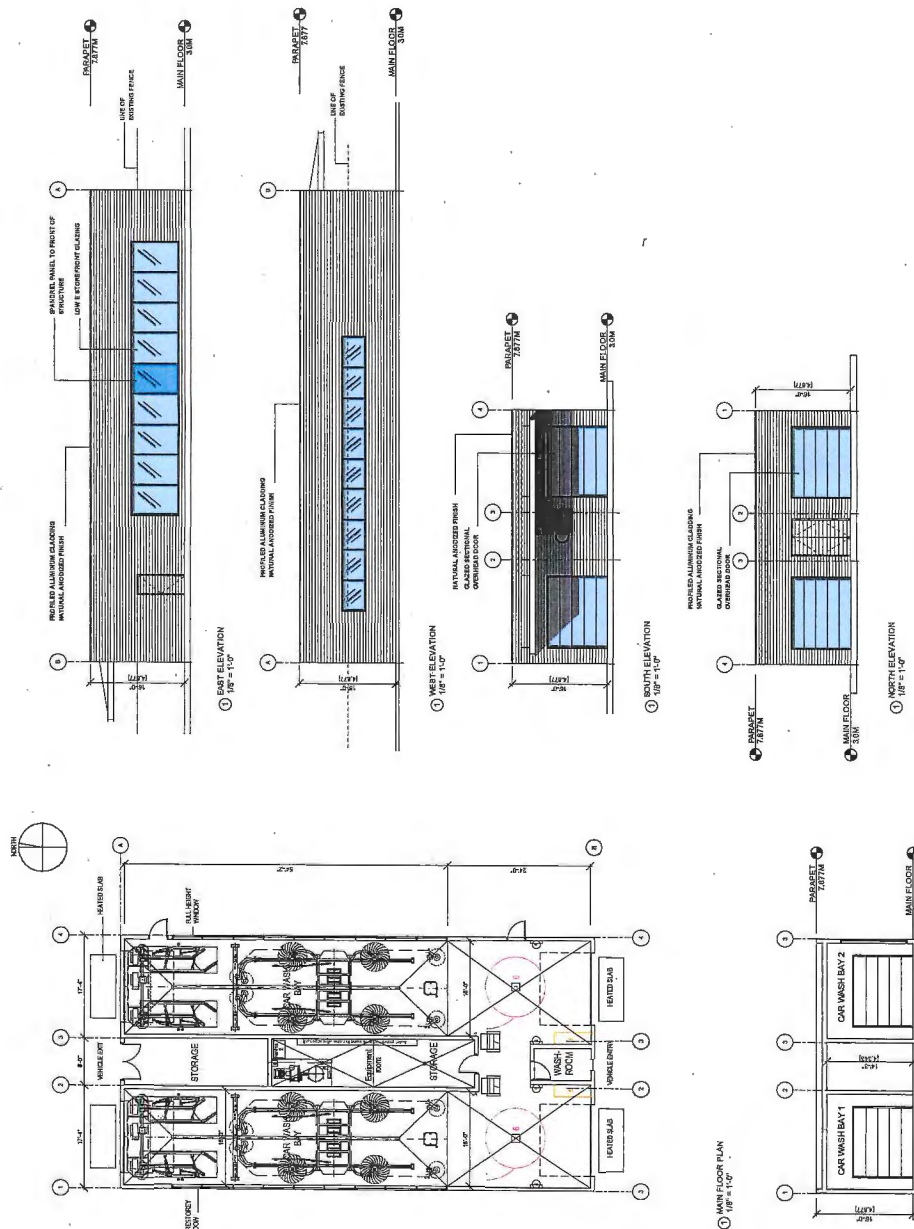
[illegible]

OpenRoad
Toyota Richmond

DP 16-741123 PLAN#5
 ELEVATIONS AND
 SECTIONS

SCALE 1/8" = 1'-0"
 DATE 4-1-28 IN
 DRAWING NO.
 SHEET NO. 604

A.007



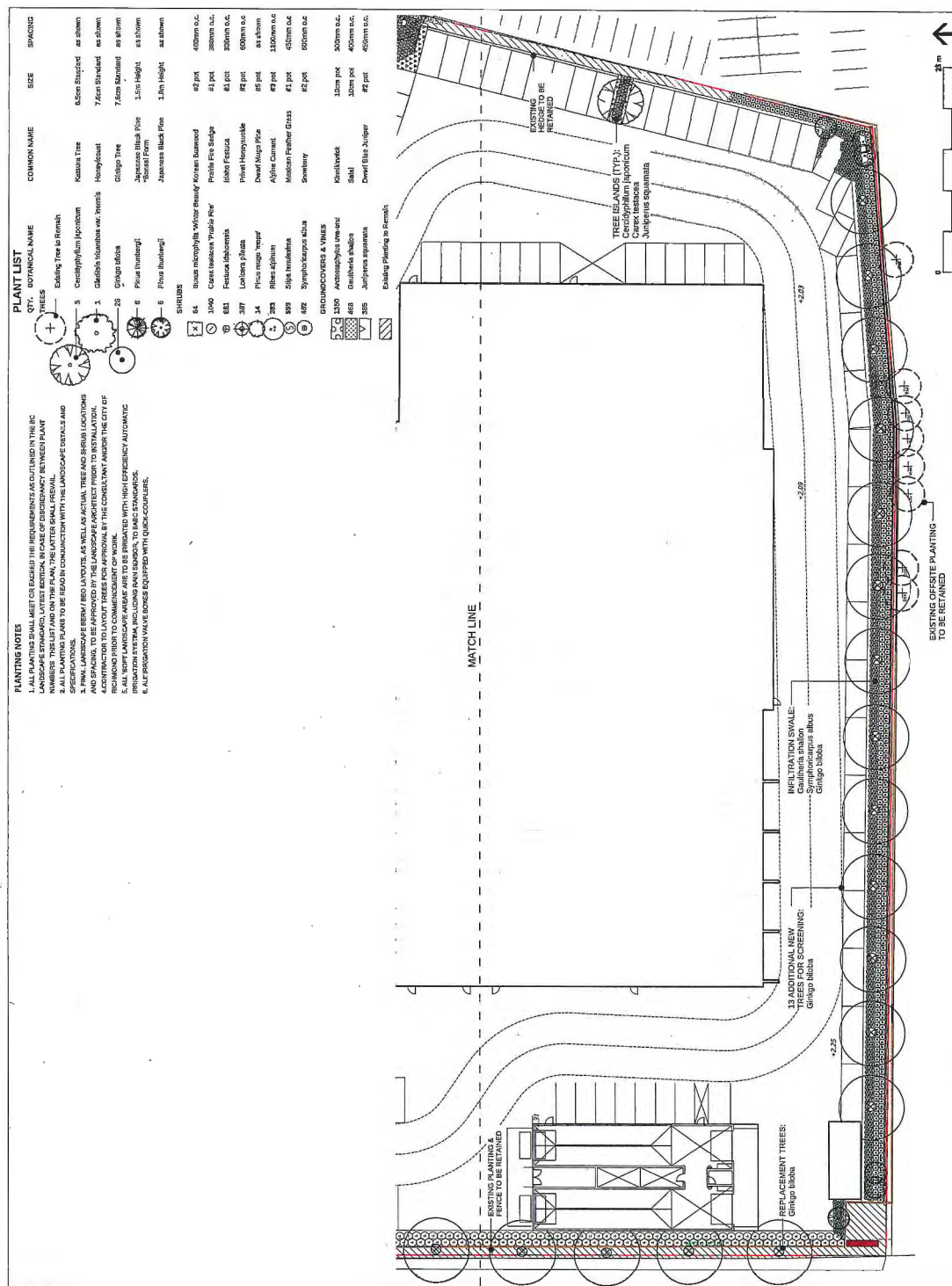
NO.	DATE	DESCRIPTION
1	10.22.06	RELEASED FOR CP
2	11.11.06	REVISION BUILDING PERMIT
3	11.23.06	REVISION FOR REMEDIATION
4	12.11.06	REVISION FOR REMEDIATION
5	12.11.06	REVISION FOR REMEDIATION
6	12.11.06	REVISION FOR REMEDIATION
7	12.11.06	REVISION FOR REMEDIATION
8	12.11.06	REVISION FOR REMEDIATION
9	12.11.06	REVISION FOR REMEDIATION
10	12.11.06	REVISION FOR REMEDIATION
11	12.11.06	REVISION FOR REMEDIATION
12	12.11.06	REVISION FOR REMEDIATION
13	12.11.06	REVISION FOR REMEDIATION
14	12.11.06	REVISION FOR REMEDIATION
15	12.11.06	REVISION FOR REMEDIATION
16	12.11.06	REVISION FOR REMEDIATION
17	12.11.06	REVISION FOR REMEDIATION
18	12.11.06	REVISION FOR REMEDIATION
19	12.11.06	REVISION FOR REMEDIATION
20	12.11.06	REVISION FOR REMEDIATION
21	12.11.06	REVISION FOR REMEDIATION
22	12.11.06	REVISION FOR REMEDIATION
23	12.11.06	REVISION FOR REMEDIATION
24	12.11.06	REVISION FOR REMEDIATION
25	12.11.06	REVISION FOR REMEDIATION
26	12.11.06	REVISION FOR REMEDIATION
27	12.11.06	REVISION FOR REMEDIATION
28	12.11.06	REVISION FOR REMEDIATION
29	12.11.06	REVISION FOR REMEDIATION
30	12.11.06	REVISION FOR REMEDIATION
31	12.11.06	REVISION FOR REMEDIATION
32	12.11.06	REVISION FOR REMEDIATION
33	12.11.06	REVISION FOR REMEDIATION
34	12.11.06	REVISION FOR REMEDIATION
35	12.11.06	REVISION FOR REMEDIATION
36	12.11.06	REVISION FOR REMEDIATION
37	12.11.06	REVISION FOR REMEDIATION
38	12.11.06	REVISION FOR REMEDIATION
39	12.11.06	REVISION FOR REMEDIATION
40	12.11.06	REVISION FOR REMEDIATION
41	12.11.06	REVISION FOR REMEDIATION
42	12.11.06	REVISION FOR REMEDIATION
43	12.11.06	REVISION FOR REMEDIATION
44	12.11.06	REVISION FOR REMEDIATION
45	12.11.06	REVISION FOR REMEDIATION
46	12.11.06	REVISION FOR REMEDIATION
47	12.11.06	REVISION FOR REMEDIATION
48	12.11.06	REVISION FOR REMEDIATION
49	12.11.06	REVISION FOR REMEDIATION
50	12.11.06	REVISION FOR REMEDIATION
51	12.11.06	REVISION FOR REMEDIATION
52	12.11.06	REVISION FOR REMEDIATION
53	12.11.06	REVISION FOR REMEDIATION
54	12.11.06	REVISION FOR REMEDIATION
55	12.11.06	REVISION FOR REMEDIATION
56	12.11.06	REVISION FOR REMEDIATION
57	12.11.06	REVISION FOR REMEDIATION
58	12.11.06	REVISION FOR REMEDIATION
59	12.11.06	REVISION FOR REMEDIATION
60	12.11.06	REVISION FOR REMEDIATION
61	12.11.06	REVISION FOR REMEDIATION
62	12.11.06	REVISION FOR REMEDIATION
63	12.11.06	REVISION FOR REMEDIATION
64	12.11.06	REVISION FOR REMEDIATION
65	12.11.06	REVISION FOR REMEDIATION
66	12.11.06	REVISION FOR REMEDIATION
67	12.11.06	REVISION FOR REMEDIATION
68	12.11.06	REVISION FOR REMEDIATION
69	12.11.06	REVISION FOR REMEDIATION
70	12.11.06	REVISION FOR REMEDIATION
71	12.11.06	REVISION FOR REMEDIATION
72	12.11.06	REVISION FOR REMEDIATION
73	12.11.06	REVISION FOR REMEDIATION
74	12.11.06	REVISION FOR REMEDIATION
75	12.11.06	REVISION FOR REMEDIATION
76	12.11.06	REVISION FOR REMEDIATION
77	12.11.06	REVISION FOR REMEDIATION
78	12.11.06	REVISION FOR REMEDIATION
79	12.11.06	REVISION FOR REMEDIATION
80	12.11.06	REVISION FOR REMEDIATION
81	12.11.06	REVISION FOR REMEDIATION
82	12.11.06	REVISION FOR REMEDIATION
83	12.11.06	REVISION FOR REMEDIATION
84	12.11.06	REVISION FOR REMEDIATION
85	12.11.06	REVISION FOR REMEDIATION
86	12.11.06	REVISION FOR REMEDIATION
87	12.11.06	REVISION FOR REMEDIATION
88	12.11.06	REVISION FOR REMEDIATION
89	12.11.06	REVISION FOR REMEDIATION
90	12.11.06	REVISION FOR REMEDIATION
91	12.11.06	REVISION FOR REMEDIATION
92	12.11.06	REVISION FOR REMEDIATION
93	12.11.06	REVISION FOR REMEDIATION
94	12.11.06	REVISION FOR REMEDIATION
95	12.11.06	REVISION FOR REMEDIATION
96	12.11.06	REVISION FOR REMEDIATION
97	12.11.06	REVISION FOR REMEDIATION
98	12.11.06	REVISION FOR REMEDIATION
99	12.11.06	REVISION FOR REMEDIATION
100	12.11.06	REVISION FOR REMEDIATION

OpenRoad
Toyota Richmond

CAR WASH BUILDING

DATE: 10-11-06
DRAWN: JLB
CHECKED: JLB
PROJECT NUMBER: 1000000000

A0.08

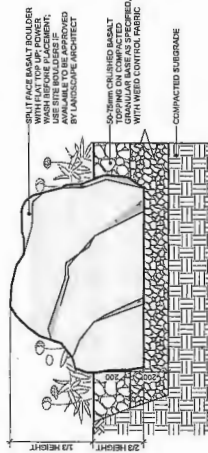


CONNECT LANDSCAPE ARCHITECTURE INC. DOES NOT GUARANTEE THE EXISTENCE, LOCATION, OR CONDITION OF UTILITIES AND/OR STRUCTURES PRIOR TO THE PROJECT SITE.

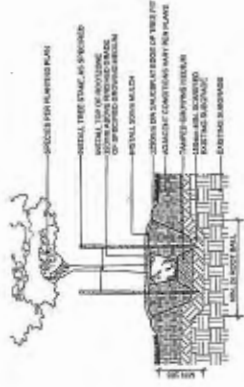
THE CONTRACTOR IS RESPONSIBLE FOR VERIFYING THE LOCATION, DEPTH, AND BLINDING OF ALL UTILITIES AND/OR STRUCTURES PRIOR TO THE PROJECT SITE. CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS PRIOR TO THE PROJECT SITE.

ARCHITECT:

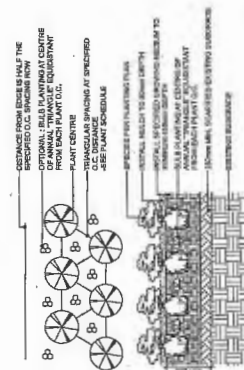
CHRISTOPHER BOZAK, ARCHITECTS



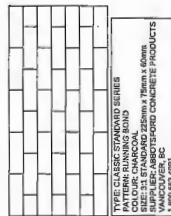
3 LANDSCAPE BOULDER
Scale: 1:10



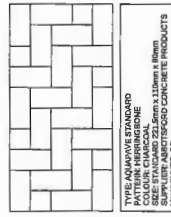
2 TREE PLANTING ON GRADE (TYPICAL)
Scale: 1:25



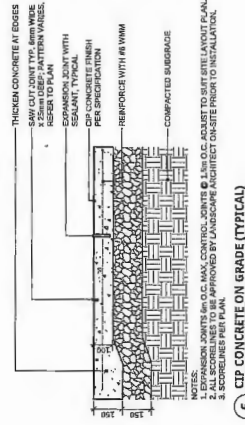
1 PLANTING ON GRADE (TYPICAL)
Scale: 1:25



4 PEDESTRIAN UNIT PAVERS ON GRADE (TYPICAL)
Scale: 1:10



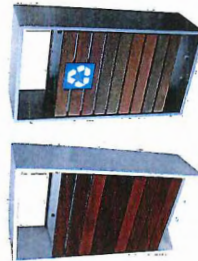
5 PERMEABLE PAVING
Scale: 1:10



6 CIP CONCRETE ON GRADE (TYPICAL)
Scale: 1:10



8 CONCRETE BENCH
Scale: 1:10



9 TRASH/RECYCLING RECEPTACLE
Scale: 1:10



10 BIKE RACK
Scale: 1:10

OPENROAD TOYOTA

13100 Smalwood Place
Richmond, British Columbia

Scale: AS SHOWN
Drawn: JES
Reviewed: JES
Project No. 00-450

LANDSCAPE
DETAILS

L3.0

CONJUNCT LANDSCAPE ARCHITECTURE INC. DOES NOT GUARANTEE THE EXISTENCE, LOCATION, AND ELEVATION OF UTILITIES AND/OR CONCEALED STRUCTURES AT THE PROJECT SITE.

THE CONTRACTOR IS RESPONSIBLE FOR DETERMINING THE EXISTENCE, LOCATION, AND ELEVATION OF ALL UTILITIES AND/OR CONCEALED STRUCTURES, AND IS RESPONSIBLE FOR NOTIFYING THE APPROPRIATE COMMUNITY AGENCIES OF ITS INTENTION TO DIGIT ITS ORGANIZATIONS.

ARCHITECT

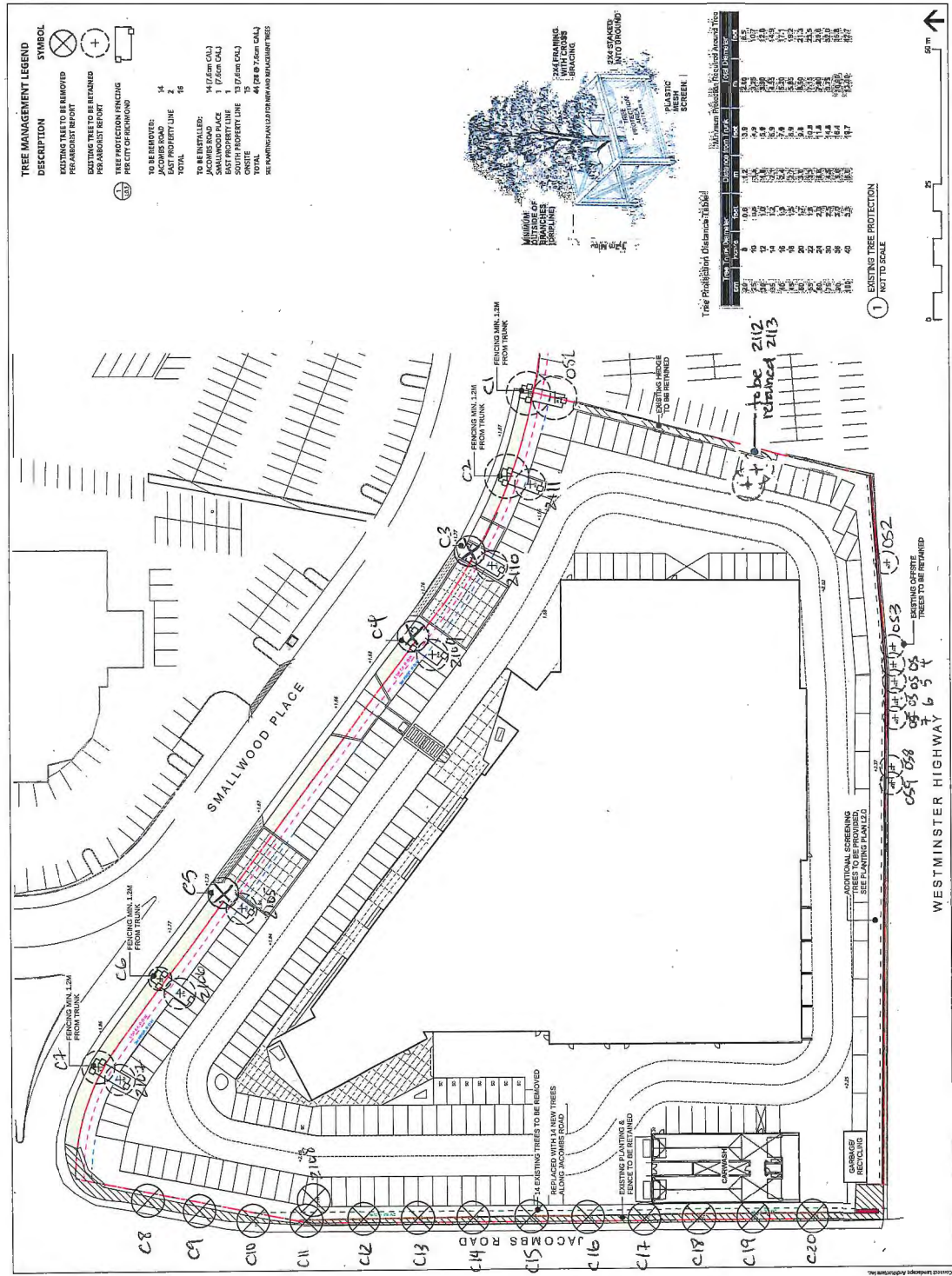
CHRISTOPHER BOZAK ARCHITECTS

CHRISTOPHER BOZYK ARCHITECTS

4	RE-ISSUED FOR DP	17-03-09
3	ISSUED FOR RP	15-11-25
2	ISSUED FOR DP	16-07-27
1	ISSUED FOR CLIENT REVIEW	15-06-29

OPENROAD TOYOTA

13100 Smallwood Place Richmond, British Columbia	Scale: 1:500
	Drawn: KD
	Reviewed: KL
	Project No. 06-430

LANDSCAPE
SITE PLANL1.0



Address: 13100 Smallwood Place

File No.: ZT 16-754143

Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 9672, the applicant is required to complete the following:

1. Provincial Ministry of Transportation & Infrastructure Approval.
2. Ministry of Environment (MOE) Certificate of Compliance or alternative approval to proceed granted from MOE regarding potential site contamination issues. This approval is required prior to dedication of land or road to the City if applicable.
3. Road dedication of a 4 m x 4 m corner cut at the southeast corner of Jacombs Road and Smallwood Place.
4. Submission of a Contract entered into between the applicant and a Certified Arborist for supervision of any works conducted within the tree protection zones of the trees to be retained (Trees # 2105 to 2113, C1, C2, C6, C7, and OS1 to OS9). 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. Submission of a Tree Survival Security to the City in the amount of \$16,000 for the nine trees to be retained on-site (Trees # 2105 to 2113) .
6. Submission of a Tree Survival Security to the City in the amount of \$22,300 for the 12 trees to be retained on City-owned property (Trees # C2, C6, C7, and OS2 to OS9) .
7. City acceptance of the applicant's contribution in the amount of \$7,800 to the City's Tree Compensation Fund for the removal of Trees # C3, C4, C5, C8,C9, C10 from City-owned property so that replacement trees may be planted within the City.
8. The granting of a 3.0 m wide statutory utility right-of-way along the north property line for the existing water main along the Smallwood Place frontage.
9. Registration of an aircraft noise indemnity covenant on Title.
10. Registration of a flood plain covenant on Title identifying a minimum habitable elevation of 2.9 m GSC.
11. Registration of a legal agreement on Title to identify the landscaped ALR Buffer area along the south property line and to ensure that landscaping planted within the buffer is maintained and will not be abandoned or removed. The legal agreement is also to indicate that the property is potentially subject to impacts of noise, dust, and odour resulting from agricultural operations.
12. The submission and processing of a Development Permit* completed to a level deemed acceptable by the Director of Development.

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

- Discharge Covenant Y2390 that is registered on title of the subject site for the original Development Permit (DP 84-134).
- Submit a Landscaping Security in the amount of 100% of a cost estimate for the proposed Landscape Plan, prepared by a Registered Landscape Architect (including a 10% contingency).

Prior to Building Permit* issuance, the applicant must complete the following requirements:

- Enter into a Servicing Agreement* for the design and construction of engineering infrastructure improvements. Works are to include, but are not limited to: .

Water Works

- Using the OCP Model, there is 551.0 L/s of water available at a 20 psi residual at the Smallwood Pl frontage. Based on your proposed development, your site requires a minimum fire flow of 200.0 L/s.
- At future Building Permit application stage, the applicant is required to submit Fire Underwriter Survey (FUS) or International Organization for Standardization (ISO) fire flow calculations to confirm the development has adequate fire flow for onsite fire protection. Calculations must be signed and sealed by a Professional Engineer and be based on Building Permit Stage and Building designs. If adequate flow is not available, the Developer shall be required to upgrade the existing water system that may extend beyond the development site frontage.
- The applicant is required to:
 - Retain the existing 150 mm water service connection off of the 300 mm PVC water main along the Smallwood Place frontage, subject to adequate fire flow being achieved based on the fire flow calculations.
 - Grant to the City, a 3.0 m wide Statutory Right-of-Way (SRW) for utilities along the entire Smallwood Place frontage.

Storm Sewer Works

- The applicant is required to:
 - Confirm the capacity and condition of the existing northwest 375 mm storm service connection and inspection chamber off of the 600 mm storm main along the Smallwood Place frontage via video inspection. If the capacity and condition of the pipe meets the satisfaction of the City, the developer shall retain the connection. If not, a new storm service connection complete with inspection chamber shall be installed at applicant's cost.
 - Remove the existing 300 and 375 mm storm sewers along the Jacombs Road frontage, from Westminster Highway to Smallwood Place.
 - Install approximately 170 m of new 600 mm storm sewer along the Jacombs Road frontage west of the existing water main. Tie-in to the north shall be to the existing manhole STMH6747, tie-in to the south shall be to the culvert along Westminster Highway via a new manhole.
 - Reconnect all existing catch basins to the new storm sewer.
 - Cut and cap, at manhole, the existing southeast 375 mm storm service connection off of the 600 mm storm main along the Smallwood Place frontage.
 - Cut and cap, at manhole, the existing 375 mm storm service connection off of the 375 mm storm main along the Jacombs Road frontage.
- At the applicant's cost, the City is to:
 - Perform all tie-ins of the proposed works to existing City infrastructure.

Sanitary Sewer Works

- At the applicant's cost, the City is to upgrade the existing 100 mm PVC sanitary service connection to 150 mm.

Frontage Improvements

- The applicant is required to coordinate with BC Hydro, Telus and other private communication service providers:
 - When relocating/modifying any of the existing power poles and/or guy wires within the property frontages.
 - To determine if above ground structures are required and coordinate their locations (e.g. Vista, PMT, LPT, Shaw cabinets, Telus Kiosks, etc).
 - Complete other frontage improvements as per Transportation's requirements.

General Items

- The applicant is required to provide, prior to Development Permit issuance, a geotechnical assessment of the proposed retaining wall along the development's south property line. The report must confirm no impact to the existing ditch through the installation of the proposed retaining wall, including subsidence and any other nuisance or damage.

- The applicant is required to retain a professional geotechnical engineer to monitor settlement at the storm sewer along the Jacombs Road frontage and the water main along the Smallwood Place frontage during pre-loading. Any breakage, nuisance, settlement, or other damage caused by the site preparations (including pre-load, densification, etc) shall be repaired/replaced at the applicant's cost via the Servicing Agreement.
- The applicant is not allowed to encroach into the Statutory Rights-of-Ways along the Smallwood Place frontage with trees, parking, fencing, or other on-site elements.
- Additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering may be required, including, but not limited to, site investigation, testing, monitoring, site preparation, de-watering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.
- Submission of a Construction Parking and Traffic Management Plan to the Transportation Department. The Management Plan shall include location for parking for services, deliveries, workers, loading, application for any lane closures, and proper construction traffic controls as per Traffic Control Manual for works on Roadways (by Ministry of Transportation) and MMCD Traffic Regulation Section 01570.
- Obtain a Building Permit (BP) for any construction hoarding. If construction hoarding is required to temporarily occupy a public street, the air space above a public street, or any part thereof, additional City approvals and associated fees may be required as part of the Building Permit. For additional information, contact the Building Approvals Department at 604-276-4285.

Note:

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

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

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

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

Signed

Date



**Richmond Zoning Bylaw 8500
Amendment Bylaw 9672 (ZT 16-754143)
13100 Smallwood Place**

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

1. Richmond Zoning Bylaw 8500, section 10.7 entitled "Vehicle Sales (CV)", is amended by inserting the following subsection 10.7.4.1 d) after subsection 10.7.4.1 c):
 - d) 0.70
13100 Smallwood Place
P.I.D. 000-955-574
Lot 7 Section 5 Block 4 North Range 5 West New Westminster District Plan 68775
2. This Bylaw may be cited as **"Richmond Zoning Bylaw 8500, Amendment Bylaw 9672"**.

FIRST READING

PUBLIC HEARING

SECOND READING

THIRD READING

MINISTRY OF TRANSPORTATION APPROVAL

OTHER CONDITIONS SATISFIED

ADOPTED

MAYOR

CORPORATE OFFICER

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



City of Richmond

Report to Committee Planning and Development Division

To: Planning Committee
From: Wayne Craig
Director, Development

Date: March 6, 2017
File: RZ 16-743867


Re: Application by Mickey Chow for Rezoning at 9680 Aquila Road from Single Detached (RS1/E) to Residential Child Care (RCC)

Staff Recommendation

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9685, for the rezoning of 9680 Aquila Road from "Single Detached (RS1/E)" to "Residential Child Care (RCC)", be introduced and given first reading.


Wayne Craig
Director, Development

SDS:blg
Att. 7

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Community Social Development	<input checked="" type="checkbox"/>	 FOR DOF ELC/CA

Staff Report

Origin

Mickey Chow has applied to the City of Richmond for permission to rezone the property at 9680 Aquila Road from the “Single Detached (RS1/E)” zone to the “Residential Child Care (RCC)” zone, to accommodate a licensed child care facility for a maximum of 16 children (Attachment 1). The site is currently occupied by a single-family dwelling, which will be demolished. A site survey is included in Attachment 2.

The existing single-family dwelling on the subject property currently accommodates a licensed child care facility for a maximum of 10 children, which is permitted under the existing “Single Detached (RS1/E)” zone. Rezoning is required in order to accommodate the proposed child care facility for a maximum of 16 children.

The applicant is proposing to demolish the existing single-family dwelling and construct a new single-family dwelling; with the ground floor dedicated to child care space and the second floor used for residential purposes only (Attachment 3). Registration of a legal agreement on Title to ensure that all habitable floor area on the ground floor is used for child care purposes only is required prior to final adoption of the rezoning bylaw.

Findings of Fact

A Development Application Data Sheet providing details about the development proposal is attached (Attachment 4).

Surrounding Development

Development immediately surrounding the site is as follows:

- | | |
|--------------------------|---|
| To the North
& South: | Single-family dwellings on lots zoned “Single Detached (RS1/E)” fronting Aquila Road. |
| To the East: | Single-family dwellings on lots zoned “Single Detached (RS1/E)” fronting Anahim Drive. |
| To the West: | Across Aquila Road, McNair Secondary School on a lot zoned “School & Institutional Use (SI)”. |

Related Policies & Studies

Official Community Plan

The Official Community Plan (OCP) land use designation for the subject property is “Neighbourhood Residential” (NRES), which supports child care facilities. The proposed rezoning would comply with this designation.

Floodplain Management Implementation Strategy

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

Richmond Child Care Needs Assessment and Strategy

The Richmond Child Care Needs Assessment and Strategy provides a comprehensive review and analysis of Richmond's city-wide child care needs from 2009 to 2016. The applicant's proposal addresses the need for child care spaces as identified in the Strategy. Community Social Development staff are currently conducting an update to the Strategy, which is anticipated to be presented to Council in the spring of 2017 for consideration.

Public Consultation

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

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

Vancouver Coastal Health

The proposal was referred to Vancouver Coastal Health (VCH), which administers child care facility licensing programs, and reviews applications to ensure health, safety and care requirements. VCH Child Care Facility Licensing staff commented that the proposal meets licensing requirements and there are no concerns with the proposal.

Analysis**Legal Encumbrances**

There is an existing 3.0 m wide statutory right-of-way (SRW) registered on Title for utilities (sanitary sewer) along the rear of the property. However, the existing inspection chamber is outside the existing SRW. Prior to final adoption of the rezoning bylaw, the applicant must provide a new 3.0 m wide utility SRW in the northeast corner of the lot; extending from the east property line to 1.0 m past the inspection chamber. The existing and new SRWs will not be impacted by the proposed development and encroachment into the SRWs is not permitted.

Zoning

The proposed "Residential Child Care (RCC)" zone allows child care as a permitted use within single-family dwellings. The zone is modelled after the standard single-family zones; with the primary difference being that it allows an increase in the number of children permitted in the

child care facility, from 10 to 16. The zone would allow for a maximum house size of 323.5 m² (3,482 ft²) to be constructed on the subject property. The proposed redevelopment would comply with the requirements of the "Residential Child Care (RCC)" zone.

BC Building Code

As per the BC Building Code, the child care space on the ground floor and the residential space on the second floor have different classifications and as a result, different code requirements, with the child care use requiring a higher level of fire and life safety protection. The applicant has provided a Code Report prepared by a Professional Engineer that demonstrates compliance to the BC Building Code for both portions of the proposed structure. The proposal includes fire-resistant building materials, a fire alarm and sprinkler system throughout the entire building, and separate dedicated access to the residential area.

The City's Building Approvals Department have reviewed the Code Report and find the report satisfies their requirements. Compliance to the BC Building Code will be ensured at the Building Permit stage.

Parking

Based on the proposal, the Zoning Bylaw requires a total of seven vehicle parking spaces to be provided on-site; three spaces for staff, two spaces for visitors and two spaces for residents. The applicant proposes to provide two spaces in an enclosed garage and the remaining five spaces in front of the proposed single-family dwelling (Attachment 3).

Bicycle parking will be provided in accordance with the Zoning Bylaw; one Class 1 stall will be provided in a secured area in the garage and four Class 2 stalls will be provided in an accessible area in the front yard, near the entry of the proposed child care facility.

Landscaping

In order to screen the required vehicle parking from the street, the applicant is proposing to provide a 3 m wide landscaped buffer between the front lot line and the parking area (Attachment 5). The landscaped buffer will consist of trees, shrubs, flowers and a 1.2 m high cedar fence.

To ensure the proposed landscaping works are undertaken, the applicant will be required to provide a Landscaping Security in the amount of \$5,000 prior to final adoption of the rezoning bylaw. Securities will not be released until a landscaping inspection has been passed by City staff after construction and landscaping has been completed. The City may retain a portion of the security for a one year maintenance period from the date of the landscape inspection.

Tree Retention and Replacement

A Certified Arborist's Report was submitted by the applicant; which identifies tree species, assesses tree structure and condition, and provides recommendations on tree retention and removal relative to the proposed development. The Report assesses five trees located on the subject site, two trees located on neighbouring properties, and one City-owned tree.

The Arborist's recommendations include retaining two trees on-site (tag# 5 & 6), two trees on the neighbouring property (tag# 7 & 8) and one City-owned tree (tag# 1), and removing three trees on-site (tag# 2, 3 & 4) in poor condition. Staff have reviewed the Arborist's Report, conducted an on-site visual tree assessment, and concur with the Arborist's recommendations.

Tree Protection

The proposed Tree Management Diagram is shown in Attachment 6, which outlines the protection of the two trees on-site; two trees on the neighbouring property; and one City-owned tree. Prior to the demolition of the existing dwelling on the subject site, the applicant is required to install tree protection fencing around all trees to be retained, in accordance with the City's Tree Protection Information Bulletin TREE-03.

To ensure the protection of the five trees (tag# 1, 5, 6, 7 & 8), the applicant is required to complete the following prior to final adoption of the rezoning bylaw:

- Submission to the City of a contract with a Certified Arborist for supervision of all works conducted within or in close proximity to tree protection zones.
- Submission of a Tree Survival Security to the City in the amount of \$20,000 for the two on-site trees to be retained.
- Submission of a Tree Survival Security to the City in the amount of \$3,100 for the one City-owned tree to be retained.

Tree Replacement

For the removal of the three trees on-site, the Official Community Plan (OCP) tree replacement ratio goal of 2:1 requires a minimum of six replacement trees to be planted and maintained on the proposed lots. The applicant has proposed to plant and maintain six replacement trees on the subject lot.

As per Tree Protection Bylaw No. 8057, based on the sizes of the on-site trees being removed (26, 33, 34 cm dbh), replacement trees shall be the following minimum sizes:

No. of Replacement Trees	Minimum Caliper of Deciduous Replacement Tree	or	Minimum Height of Coniferous Replacement Tree
2	6 cm		3.5 m
4	8 cm		4 m

To ensure the six replacement trees are planted on-site at development stage, the applicant will be required to provide a Landscape Security. Additional information is provided in the "Landscaping" section of this report.

Site Servicing and Frontage Improvements

At Building Permit stage, the applicant is required to pay the costs associated with the completion of the required servicing works as described in Attachment 7.

Financial Impact or Economic Impact

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

Conclusion

The purpose of this rezoning application is to rezone the property at 9680 Aquila Road from the "Single Detached (RS1/E)" zone to the "Residential Child Care (RCC)" zone, to accommodate a licensed child care facility with a maximum of 16 children.

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

The list of rezoning considerations is included in Attachment 7, which has been agreed to by the applicant (signed concurrence on file).

On this basis, it is recommended that Richmond Zoning Bylaw 8500, Amendment Bylaw 9685 be introduced and given first reading.



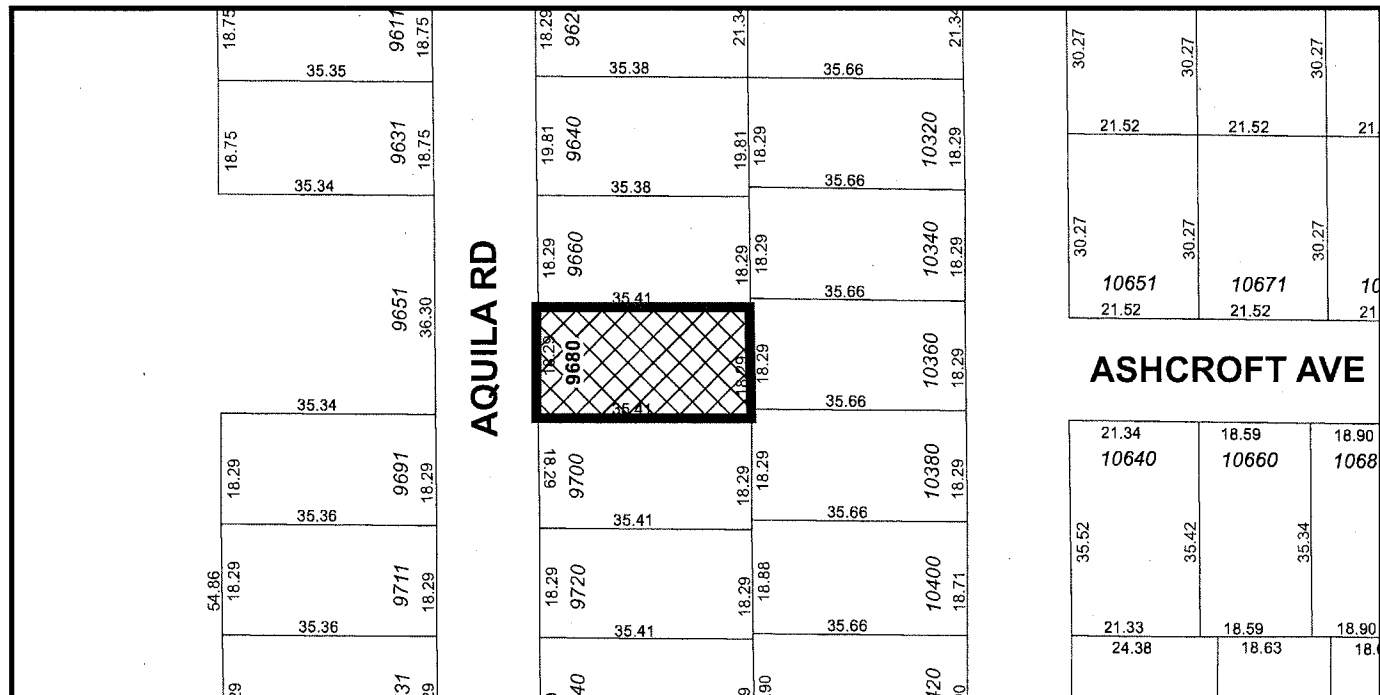
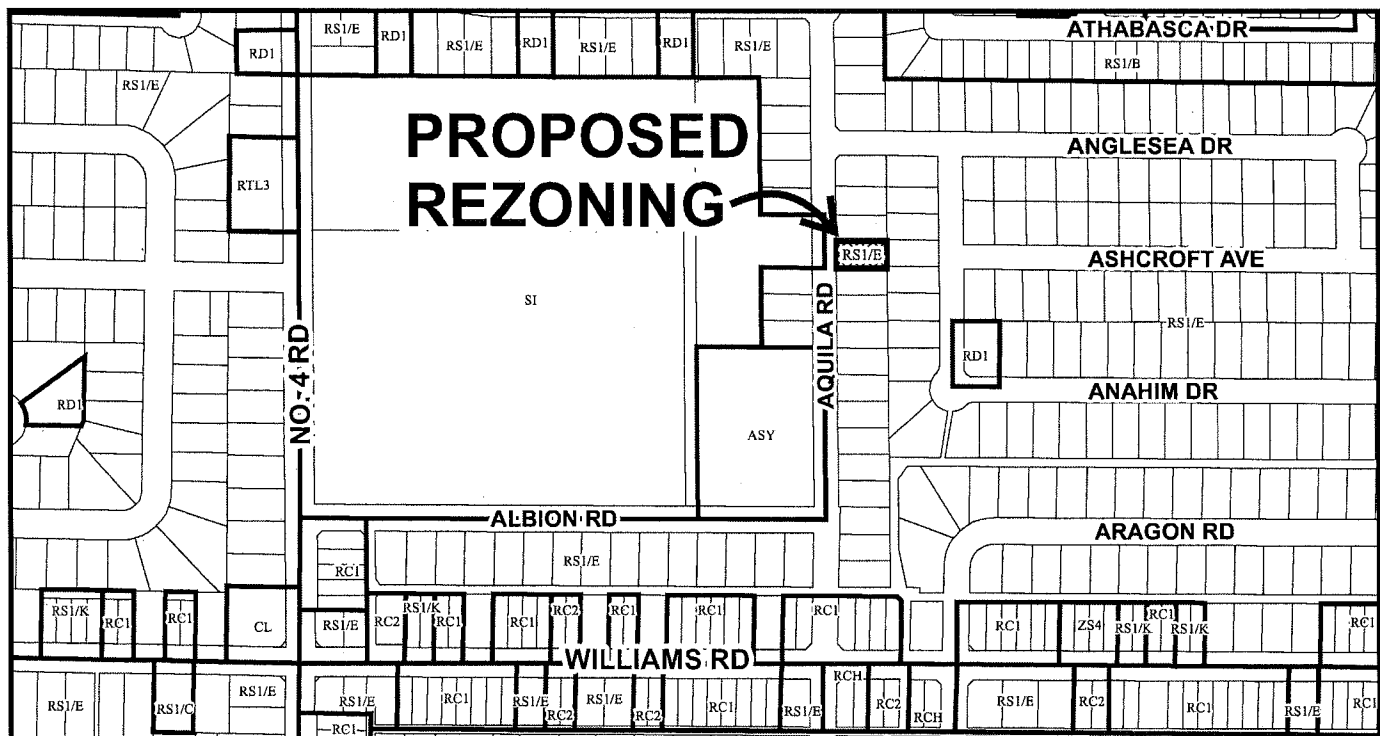
Steven De Sousa
Planning Technician – Design
(604-276-8529)

SDS:blg

- Attachment 1: Location Map/Aerial Photo
- Attachment 2: Legal Survey
- Attachment 3: Proposed Site Plan
- Attachment 4: Development Application Data Sheet
- Attachment 5: Landscape Plan
- Attachment 6: Tree Management Plan
- Attachment 7: Rezoning Considerations



City of Richmond



RZ 16-743867

Original Date: 09/27/16

Revision Date:

Note: Dimensions are in METRES



City of
Richmond



RZ 16-743867

Original Date: 09/27/16

Revision Date:

Note: Dimensions are in METRES

CNCL - 270

CIVIC ADDRESS:
9680 Aquila Street
RICHMOND B.C.
PID: 003-961-770

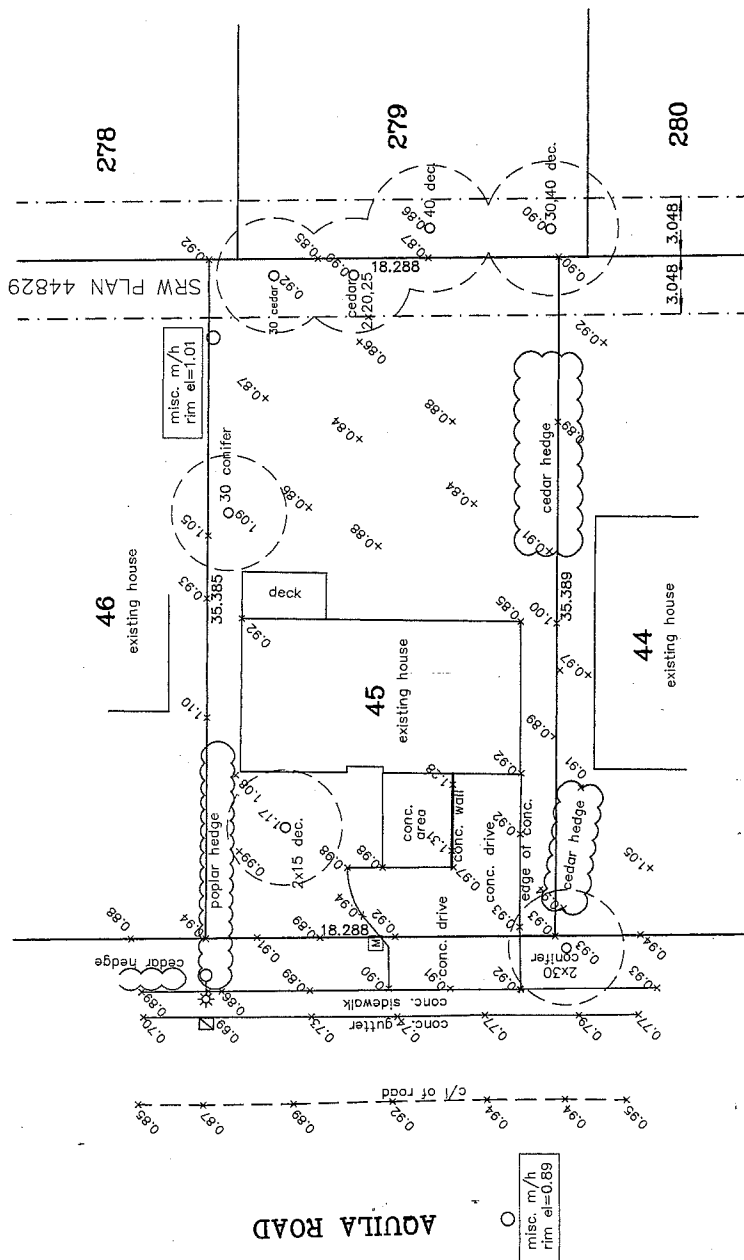
SURVEY LEGEND

dec. DECIDUOUS
 ■ LEAD PLUG
 ☑ CATCH BASIN
 —○ LAMP POST
 [M] WATER METRE

ZONING CODE: RS1/E
LOT AREA== 6965 s.f.



CNCL - 271



JAMES CHENG LAND SURVEYING LTD
B.C. Land Surveyor
 #35-6738 Southpoint Drive
 Burnaby B.C. V3N0A4
 (604) 766-8870
jclandsurveying@gmail.com
 FILE: 16-70-TP

NOTES:

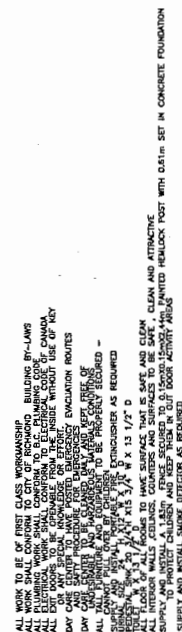
1) Elevations are in metres and are geodetic.

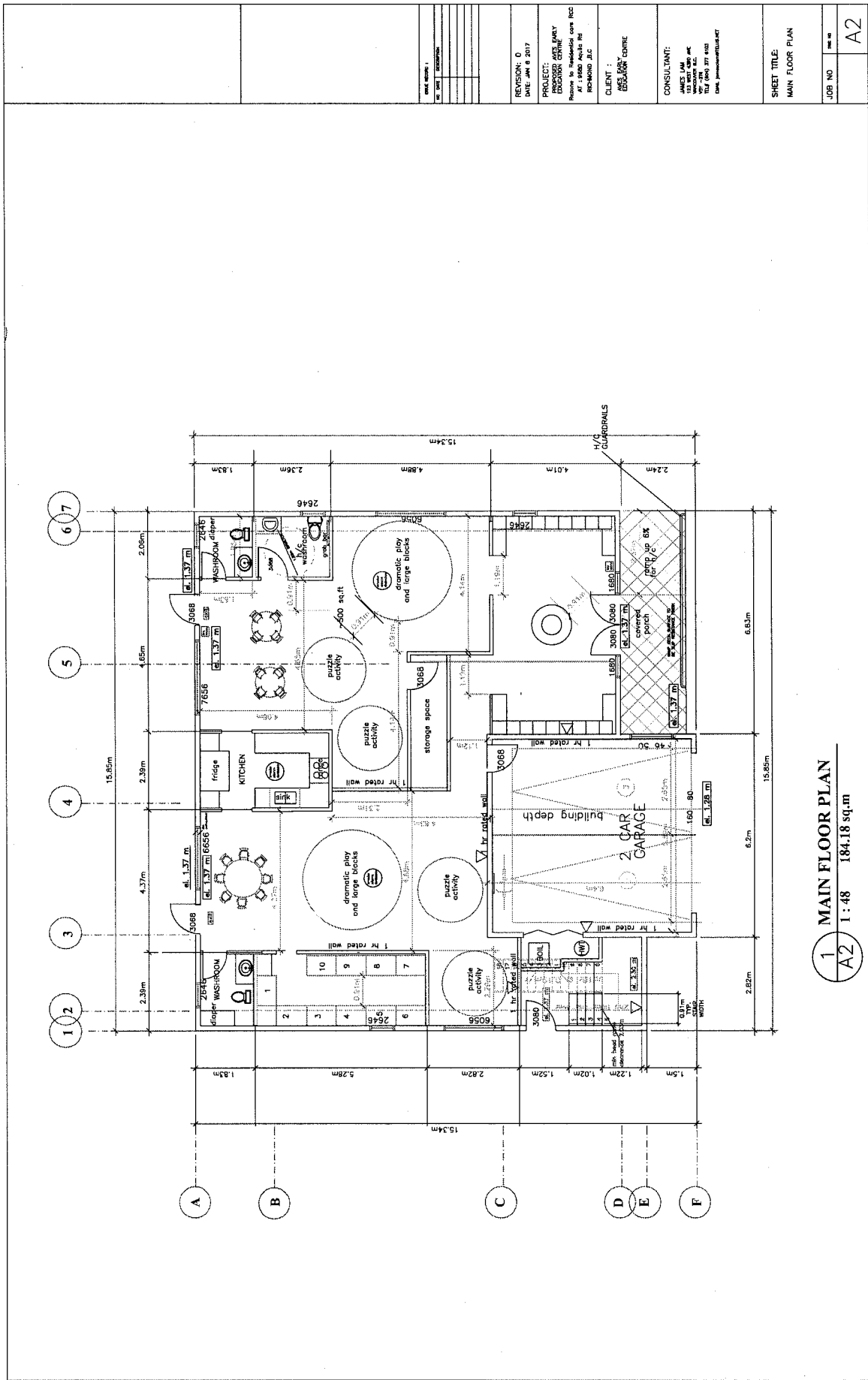
2) Elevations are derived from City of Richmond HPN Monument #205(77H4827) el=1.044.

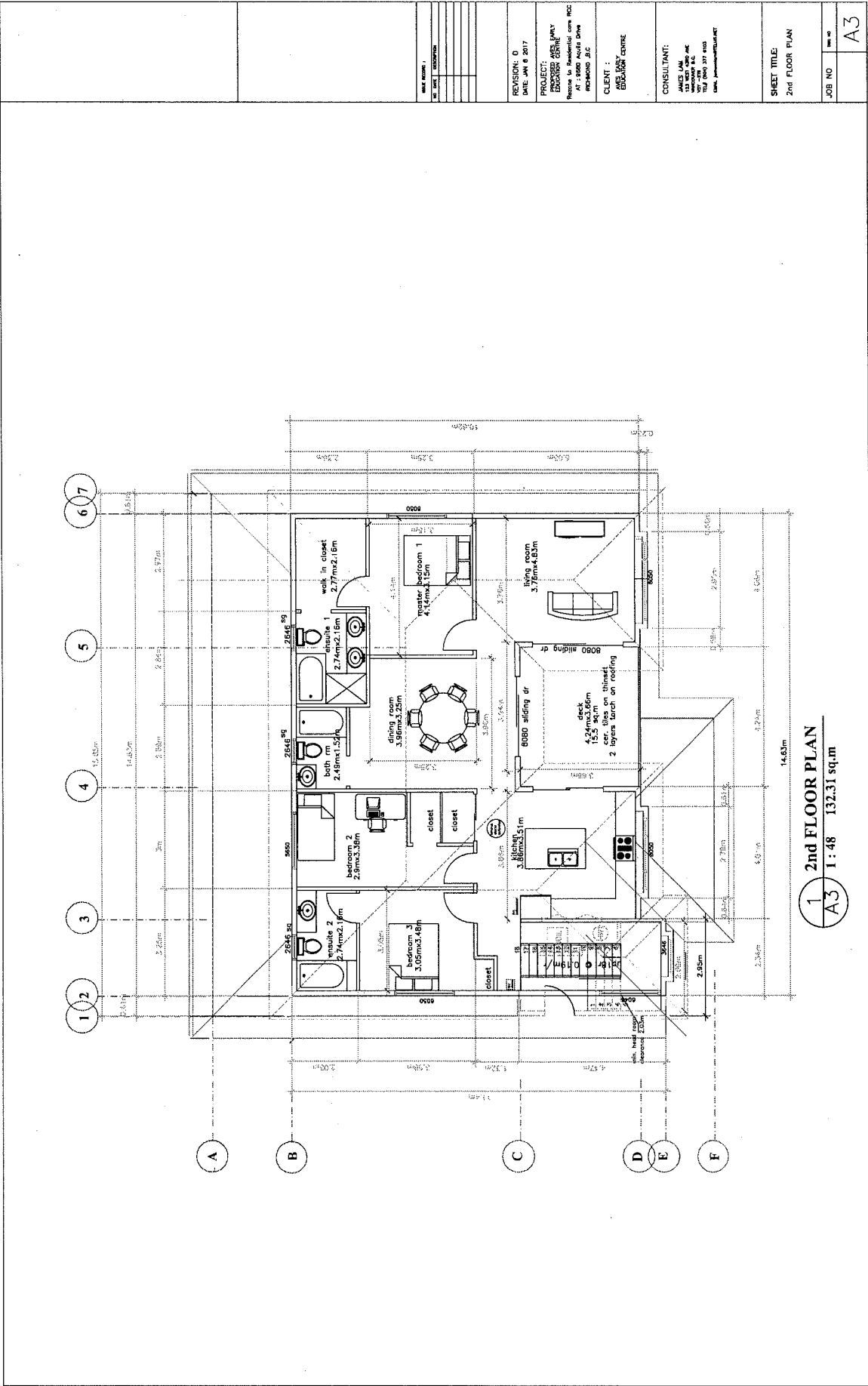
3) This Plan was prepared for architectural design and site servicing purposes, and is for the exclusive use of our client.

Dated This 16th Day of June, 2016.

JAMES CHENG B.C.L.S.









RZ 16-743867

Attachment 4

Address: 9680 Aquila Road

Applicant: Mickey Chow

Planning Area(s): Shellmont

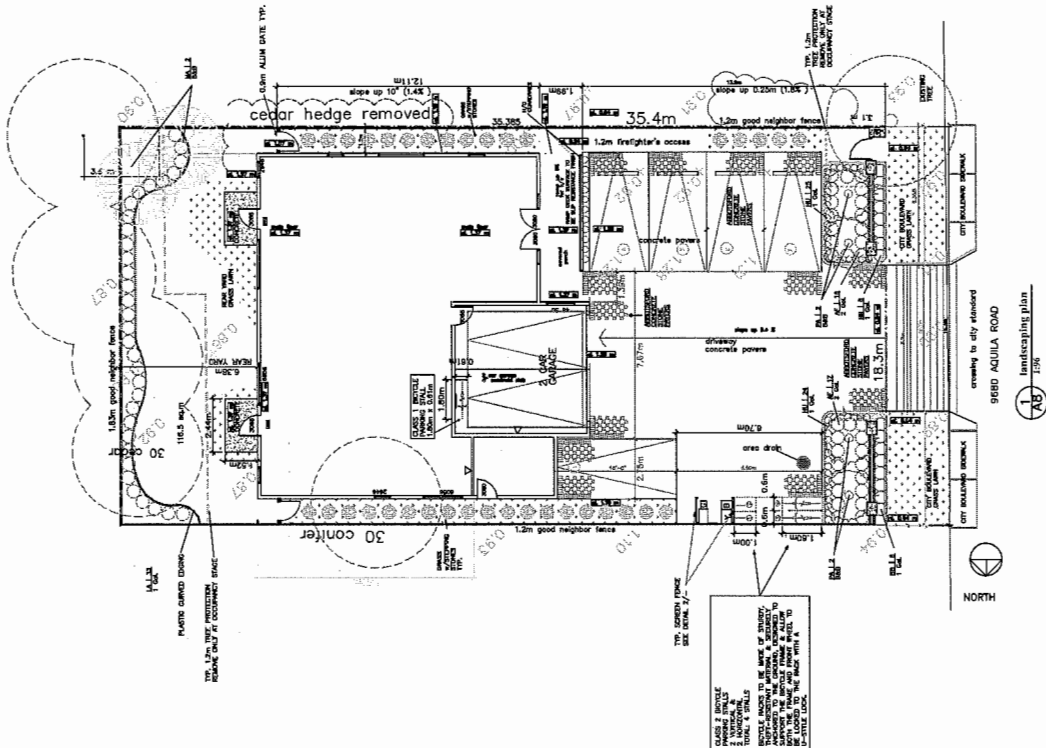
	Existing	Proposed
Owner:	C. Chow & S. Guo	No change
Site Size:	647 m ² (6,965 ft ²)	No change
Land Uses:	Single-family residential and child care	No change
OCP Designation:	Neighbourhood Residential	Complies
Zoning:	Single Detached (RS1/E)	Residential Child Care (RCC)
Number of Units:	1	1
Child Care:	10 children	16 children

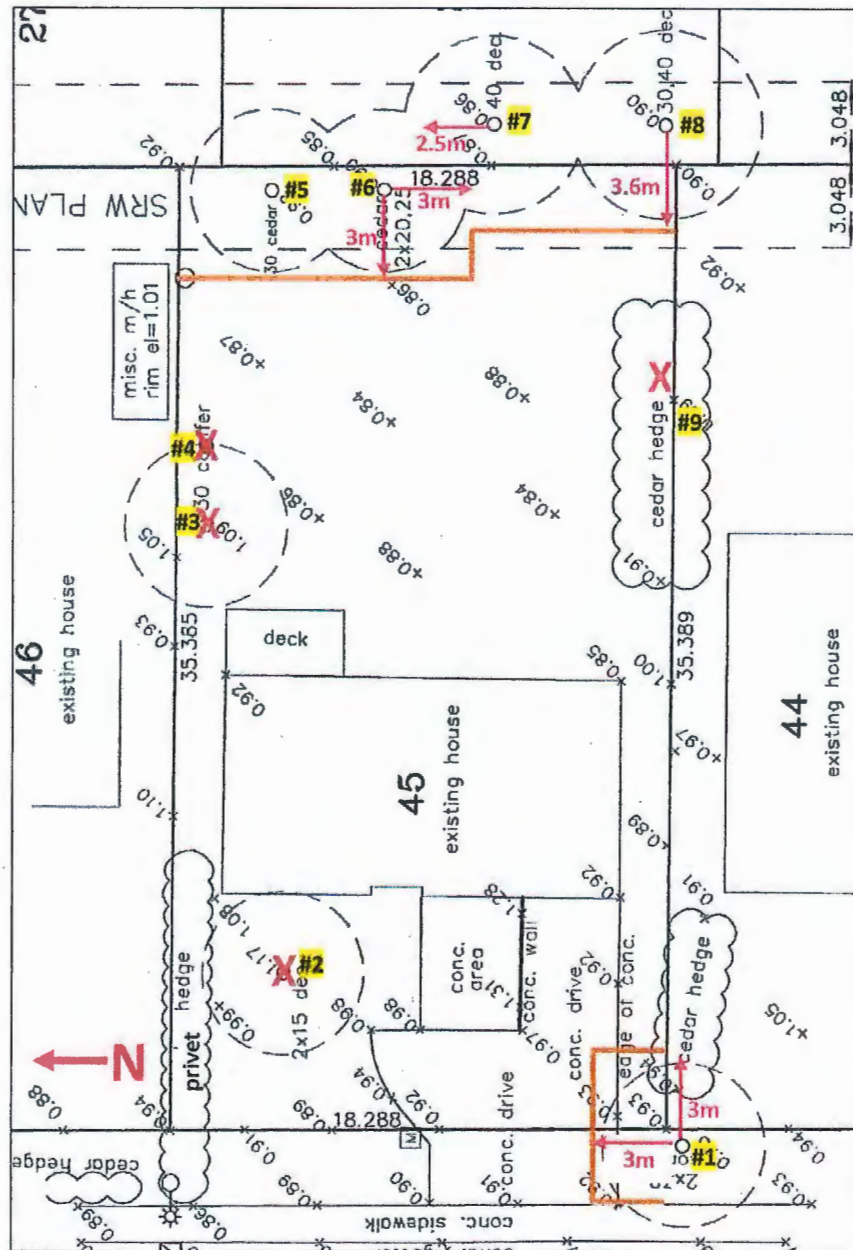
On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Floor Area Ratio:	Max. 0.5	0.49	None Permitted
Buildable Floor Area:*	Max. 323.5 m ² (3,482 ft ²)	316.5 m ² (3,407 ft ²)	None Permitted
Child Care	Max. 16 children	Max. 16 children	None
Lot Coverage:	Building: Max. 40% Non-porous: Max. 70% Landscaping: Min. 20%	Building: 35% Non-porous: 69% Landscaping: 31%	None
Lot Size:	540.0 m ²	647 m ²	None
Lot Dimensions:	Width: 15.0 m Depth: N/A	Width: 18 m Depth: 35 m	None
Setbacks:	Front: Min. 6.0 m Rear: Min. 6.0 m Interior Side: Min. 1.2 m	Front: 13.67 m Rear: 6.38 m Interior Side: 1.22 m	None
Height:	Max. 2 ½ storeys	Max. 2 ½ storeys	None
Off-street Parking Spaces:	Residents: 2 Employees: 3 Visitors: 2 Total: 7	Residents: 2 Employees: 3 Visitors: 2 Total: 7	None
Bicycle Parking:	Class 1: 1 Class 2: 4	Class 1: 1 Class 2: 4	None

Other: Tree replacement compensation required for loss of significant trees.

* Preliminary estimate; not inclusive of garage; exact building size to be determined through zoning bylaw compliance review at Building Permit stage.

PLANT SCHEDULE						
TREES	QTY.	BOTANICAL/COMMON NAME	SIZE	HEIGHT	SPREAD	CALIPER
PM	4	ARECACEAE/PALM TREE	Bx B	4m	2.4m	8cm
MA	2	MAGNOLIA	B & B	4m	3m - 5m	8cm
SHRUBS/FLOWERS						
BB	16	BUXUS BOXWOOD	1 Gal.	0.9m	0.9m	
HU	49	HOSTA UNULATA	1 Gal.	0.5m	0.5m	
AF	33	ASTELIA FRAGRANS/BUSH LILY	2 Gal.	1m	1m	
LA	33	HIDCOTE/LAVENDER	1 Gal.	0.9m	0.6m	

[illegible]



Tree Retention & Removal Plan, Scale 1:250

SUITABLE REPLACEMENT TREES (Botanical name)
Stewartia (<i>Stewartia pseudocamellia</i>)
Dik's Weeping Cypress (<i>Chamaecyparis lawsoniana</i> 'Dik's Weeping')
Purple Fountain European Beech (<i>Fagus sylvatica</i> 'Purple Fountain')
Japanese Tree Lilac 'Ivory Silk' (<i>Syringa reticulata</i> 'Ivory Silk')
Paperbark maple (<i>Acer griseum</i>)



Address: 9680 Aquila Road

File No.: RZ 16-743867

Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 9685, the developer is required to complete the following:

1. Submission of a Landscape Security in the amount of \$5,000 to ensure that the proposed landscaping works in Attachment 5 are undertaken and that a total of six replacement trees are planted and maintained on the lot with the following minimum sizes:

No. of Replacement Trees	Minimum Caliper of Deciduous Replacement Tree	or	Minimum Height of Coniferous Replacement Tree
2	6 cm		3.5 m
4	8 cm		4 m

Securities will not be released until a landscaping inspection is passed by City staff. The City may retain a portion of the security for a one-year maintenance period.

2. Submission of a Contract entered into between the applicant and a Certified Arborist for supervision of any on-site works conducted within the tree protection zone of the trees to be retained. The Contract should include the scope of work to be undertaken, including: the proposed number of site monitoring inspections, and a provision for the Arborist to submit a post-construction assessment report to the City for review.
3. Submission of a Tree Survival Security to the City in the amount of \$20,000 for the two (2) on-site trees to be retained.
4. Submission of a Tree Survival Security to the City in the amount of \$3,100 for the one (1) City-owned tree to be retained.
5. The registration of a 3 m wide statutory right-of way in the northeast corner of the development site for sanitary sewer, extending from the east property line to 1.0 m past the existing inspection chamber.
6. Registration of a flood indemnity covenant on Title.
7. Registration of a legal agreement on Title, ensuring that all habitable floor area on the ground floor is used for child care purposes only.

At Demolition Permit* stage, the developer must complete the following requirements:

1. Installation of tree protection fencing around all trees to be retained. Tree protection fencing must be installed to City standard in accordance with the City's Tree Protection Information Bulletin TREE-03 prior to any works being conducted on-site, and must remain in place until construction and landscaping on-site is completed.

At Building Permit* stage, the developer must complete the following requirements:

1. Submission of a Construction Parking and Traffic Management Plan to the Transportation Department. Management Plan shall include location for parking for services, deliveries, workers, loading, application for any lane closures, and proper construction traffic controls as per Traffic Control Manual for works on Roadways (by Ministry of Transportation) and MMCD Traffic Regulation Section 01570.
2. The following servicing works and off-site improvements may be completed through either: a) a Servicing Agreement* entered into by the applicant to design and construct the works to the satisfaction of the Director of Engineering; or b) a cash contribution based on a City cost estimate for the City to manage the design and construction of the works:

Water Works:

- a. Using the OCP Model, there is 142.0 L/s of water available at a 20 psi residual at the Aquila Road frontage. Based on your proposed development, your site requires a minimum fire flow of 95 L/s.
- b. The Developer is required to:

CNCL - 278

Initial: _____

- Submit Fire Underwriter Survey (FUS) or International Organization for Standardization (ISO) fire flow calculations to confirm development has adequate fire flow for on-site fire protection. Calculations must be signed and sealed by a Professional Engineer and be based on Building Permit Stage Building designs.
- c. At Developer's cost, the City is to:
 - Install a new 25 mm water service connection, complete with meter and meter box, off of the existing 150 mm AC water main on the Aquila Road frontage.
 - Cut and cap, at main, the existing water service connection on the Aquila Road frontage.

Storm Sewer Works:

- d. At Developer's cost, the City is to:
 - Cut and cap, at inspection chamber, the existing storm service connection at the northwest corner of the development site.
 - Install a new storm service connection, complete with inspection chamber, off of the existing 250 mm storm sewer along the Aquila Road frontage.

Sanitary Sewer Works:

- e. The Developer is required to:
 - Check the existing sanitary service connection at the northeast corner of the development site and confirm the material, capacity, and condition of the inspection chamber and pipe by video inspection. If deemed acceptable by the City, the existing service connection may be retained. In the case that the service connection or inspection chamber is not adequate, a new sanitary service connection, complete with inspection chamber, shall be installed off of the existing rear-yard sanitary main by the City at the Developer's cost.
 - Provide, at no cost to the City, an additional 3.0 m-wide statutory right-of-way in the northeast corner of the development site, extending from the east property line to 1.0 m past the existing sanitary inspection chamber.

Frontage Improvements:

- f. The Developer is required to:
 - Coordinate with BC Hydro, Telus and other private communication service providers.
 - When relocating/modifying any of the existing power poles and/or guy wires within the property frontages.
 - To determine if above ground structures are required and coordinate their locations (e.g. Vista, PMT, LPT, Shaw cabinets, Telus Kiosks, etc.). These shall be located on-site.
 - Other frontage improvements as per Transportation's requirements

General Items:

- a. The Developer is required to:
 - Not start onsite excavation or foundation construction until completion of rear-yard sanitary works by City crews.
 - Enter into, if required, additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering, including, but not limited to, site investigation, testing, monitoring, site preparation, de-watering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.

Note:

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

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

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

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

[Signed copy on file]

Signed

Date



City of
Richmond

Bylaw 9685

**Richmond Zoning Bylaw 8500
Amendment Bylaw 9685 (RZ 16-743867)
9680 Aquila 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 **"RESIDENTIAL CHILD CARE (RCC)"**.

P.I.D. 003-961-770

Lot 45 Section 26 Block 4 North Range 6 West New Westminster District Plan 32239

2. This Bylaw may be cited as **"Richmond Zoning Bylaw 8500, Amendment Bylaw 9685"**.

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

OTHER CONDITIONS SATISFIED

ADOPTED

CITY OF RICHMOND
APPROVED by BK
APPROVED by Director or Solicitor hl

MAYOR

CORPORATE OFFICER



City of Richmond

Report to Committee Planning and Development Division

To: Planning Committee
From: Wayne Craig
Director, Development

Date: March 1, 2017

File: RZ 15-707253

Re: Application by Brook Pooni Associates Inc. for a Zoning Text Amendment to the Light Industrial (IL) Zone to Permit Outdoor Storage at 16160 and 16268 River Road

Staff Recommendation

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9697, for a Zoning Text Amendment to the "Light Industrial (IL)" zone to permit "outdoor storage" at 16160 and 16268 River Road, be introduced and given first reading.

Wayne Craig
Director, Development

WC:ke

Att. 7

REPORT CONCURRENCE

CONCURRENCE OF GENERAL MANAGER

FOR JOE KELLY

Staff Report

Origin

Brook Pooni Associates Inc. has applied to the City of Richmond for permission to amend the “Light Industrial (IL)” zoning district of Zoning Bylaw 8500 to add “outdoor storage” as a site-specific permitted use at 16160 and 16268 River Road (Attachment 1).

Findings of Fact

A Development Application Data Sheet providing details about the development proposal is contained in Attachment 2.

There is a history of rezoning applications in the 16000 block of River Road whereby properties have requested zoning to allow for limited light industrial activities generally restricted to outdoor storage, commercial vehicle parking and storage and small industrial/workshop spaces. The rationale for these previous rezonings was to enable these properties to be utilized for uses compatible with the “Industrial” Official Community Plan land use designation for this area while also acknowledging the limited City services (i.e., City sanitary sewer service) necessary to facilitate more intensive industrial development (i.e., warehousing and manufacturing). The Interim and Long-Term Action Plan for the 16000 Block of River Road was a land use strategy approved by Council in February 2008 to consider land use proposals in this area and is discussed in greater detail in the Related Policies and Studies section of this staff report.

Four properties have been approved, through rezoning, to allow for interim industrial land uses (i.e., outdoor storage and commercial vehicle parking and storage):

- 16360 River Road (RZ 10-523713)
- 16700 River Road (RZ 12-603740)
- 16540 River Road (RZ 10-524476)
- 16780 River Road (RZ 09-503308)

Attachment 3 contains a map of these approved rezoning applications in the 16000 Block of River Road.

Surrounding Development

The subject properties contain a total of four light industrial buildings on the north portion of the site close to River Road with open yard space on the remaining portions. A 15 m Riparian Management Area (RMA) is situated along the north edge of the subject sites associated with an existing watercourse within the River Road allowance.

To the North: River Road and the foreshore of the Fraser River

To the South: An active rail line. Further south are “Agriculture (AG1)” zoned properties contained in the Agricultural Land Reserve (ALR).

To the East: A property zoned “Light Industrial (IL)” with commercial vehicle parking and storage activities.

To the West: A property zoned “Light Industrial (IL)” with commercial vehicle parking and storage activities.

Related Policies & Studies

Official Community Plan (OCP)

The subject sites are designated “Industrial” in the OCP. The proposal to allow for outdoor storage to be permitted on the subject site only under the existing “Light Industrial (IL)” zoning complies with the OCP.

Floodplain Management Implementation Strategy

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

Interim and Long Term Action Plan – 16000 Block of River Road

The Interim and Long Term Action Plan for the 16000 Block of River Road (Attachment 4) was approved by Council in 2008 as a land use strategy to help guide consideration of certain land uses (i.e., commercial vehicle truck parking, outdoor storage and limited light industrial development) in this area. Rezoning applications must be submitted for these uses and supporting materials to address traffic, existing watercourses (RMA) and landscape buffers must be provided. This rezoning application is consistent with the Plan.

Public Consultation

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

Should the Planning Committee endorse this application and Council grant 1st reading to the rezoning bylaw, the bylaw will be forwarded to a Public Hearing, where any area resident or interested party will have an opportunity to comment.

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

Analysis

Land Use Proposal and Proposed Zoning Amendment

The applicant notes that their existing and prospective industrial tenants are requesting outdoor storage in support of industrial operations on the subject site. Outdoor storage activities are proposed to be located on portions of the site not currently occupied by buildings or used for

employee vehicle parking and driveway purposes, generally on the southern half of each property (Attachment 5 – Conceptual Development Plan).

This proposal does not involve consolidation of the two properties.

Proposed Zoning Amendment

Outdoor storage is proposed to be added as a permitted use on a site specific basis only in the existing “Light Industrial (IL)” zoning district applicable to the subject site. Restrictions to outdoor storage activities are also proposed to ensure the following:

- No outdoor storage or wrecked/salvaged goods, hazardous materials or those that pose potential nuisances (dust/dirt carried by weather elements) to surrounding areas.
- Outdoor servicing of vehicles and equipment is not permitted.
- A maximum height of 4.5 m applicable to outdoor storage activities is proposed to limit the height of storage activities and minimize impacts to surrounding properties.

The proposal to permit outdoor storage on a site-specific basis, with the restrictions referenced above, is consistent with other rezoning applications approved in this area.

Transportation and Site Access

Existing and Proposed Configuration

Each property has an existing driveway access to River Road. For the eastern property (16268 River Road), the driveway access is proposed to be modified to allow for larger truck access/egress. The driveway access at 16268 River Road will be modified (including widening) to implement physical traffic control measures and signage, ensuring trucks only enter the site with an eastbound to southbound turning movement and exit with a northbound to westbound turning movement. These measures will prevent trucks from travelling on River Road east of the 16000 block. Directional signage will be installed on River Road at the cost of the applicant (voluntary contribution of \$1,000 being secured as a rezoning consideration) to direct trucks west towards No. 6 Road.

For the western property (16160 River Road), the driveway access is proposed to be modified to prevent use by larger trucks and will only be used by passenger vehicles. Submission of a proposed functional design of the driveways at 16268 River Road and 16160 River Road to the approval of the City’s Transportation Department, including construction and implementation of the works are a rezoning consideration for this project. The Transportation Department has reviewed the submitted Traffic Impact Assessment submitted for this proposal by the applicant’s Transportation Engineer and concur with the recommendations and overall approach to managing vehicle access to and from the subject properties. This approach to manage vehicle access and egress along River Road is consistent with requirements for other recent rezonings in the area.

The two subject properties are not being consolidated; therefore, a legal agreement will be required to secure an easement between the two properties to enable vehicles (passenger vehicles

and trucks) to cross between the lots. The legal agreement for the easement is to be secured as a rezoning consideration.

Future Transportation Infrastructure

In support of the transportation objective to establish an industrial service road that would generally run parallel to and south of River Road over the long-term, a 20 m wide land dedication along the entire south edge of the subject site is being secured as a rezoning consideration and is consistent with other land dedications secured in the area.

Upon completion of the east-west road to the south, the existing driveway accesses along River Road must be closed and the existing driveway/culvert crossings removed at the property owners cost. Registration of a legal agreement on both 16160 and 16268 River Road to require removal of the existing vehicle access/driveway from River Road once the new industrial road services the subject properties is required and secured as a rezoning consideration.

In support of the OCP transportation objectives related to use of River Road by a wide range of users (i.e., vehicles, cyclists, pedestrians), a voluntary contribution (\$29,950) is being secured as a rezoning consideration to be used for a future River Road infrastructure and planning study. The timing and terms of reference of the study will be determined by the City's Transportation Department.

Riparian Management Area

There is an existing 15 m wide Riparian Management Area (RMA) along the subject properties River Road frontage for an existing watercourse. On both properties, existing parking and driveway crossings are already located within the RMA. This project proposes RMA planting enhancements along the north edge of the site. A drafted landscape plan is contained in Attachment 6. A plan for the RMA, prepared by the applicant's Qualified Environmental Professional, is required to be submitted and approved by staff as a rezoning consideration for this application.

Landscape Buffer

The RMA plan and preliminary landscape plan referenced above will provide a buffer along the north edge of the site to screen the industrial uses and outdoor storage activities proposed on the southern portions of the subject site. This buffer will generally consist of a post-rail fence, a mix of deciduous and conifer trees and groundcovers and shrubs. Due to the buffers location in the RMA, all fencing and plantings proposed by the applicant's QEP is required to be compliant with Provincial RMA guidelines. The submission and final approval (including bonding) of the landscape buffer plan is required through the applicant's QEP plan for the RMA, which is a rezoning consideration for the site.

Site Servicing and Frontage Improvements

Engineering Planning staff have not identified any servicing works or infrastructure upgrades. A 4 m wide statutory right-of-way (SRW) along both subject properties entire River Road frontage (south of the existing 6 m SRW) is required for future dyke and utility purposes and is a rezoning consideration for this project.

Financial Impact or Economic Impact

The Zoning Text Amendment application results in insignificant Operational Budget Impacts (OBI) for off-site City infrastructure.

Conclusion

The purpose of the Zoning Text Amendment application is to amend the “Light Industrial (IL)” zoning district of Zoning Bylaw 8500 to add “outdoor storage” as a site-specific permitted use at 16160 and 16268 River Road. The proposal will enable existing and future industrial tenants on the subject site to have outdoor storage activities in support of operations on both subject properties and is consistent with Interim Action Plan and other applications approved in the 16,000 block of River Road.

Staff supports this Zoning Text Amendment application as it supports use of industrial zoned and designated land and all traffic, buffering and RMA issues have been addressed.

It is recommended that Richmond Zoning Bylaw 8500, Amendment Bylaw 9697 be introduced and given first reading.



Kevin Eng
Planner 2

KE:cas

Attachment 1: Location Map

Attachment 2: Development Application Data Sheet

Attachment 3: Map of Rezoning Applications in the 16,000 Block of River Road

Attachment 4: Interim and Long Term Action Plan – 16,000 Block of River Road

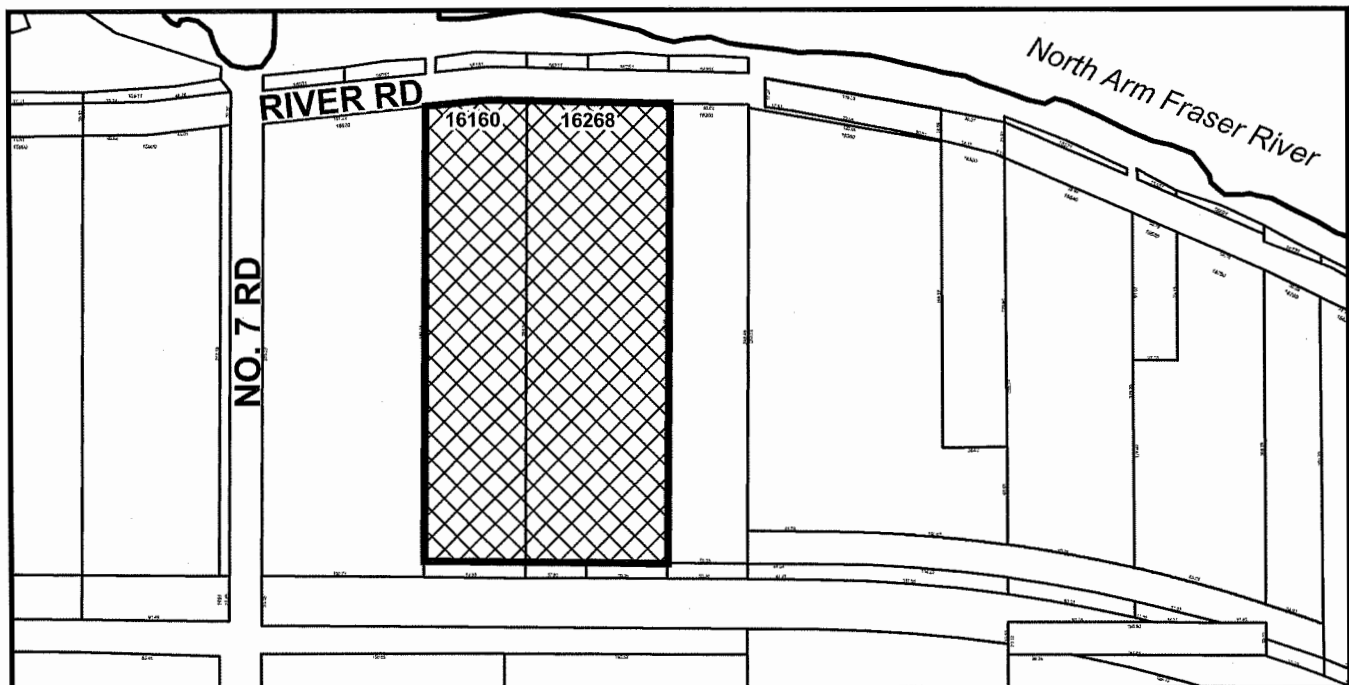
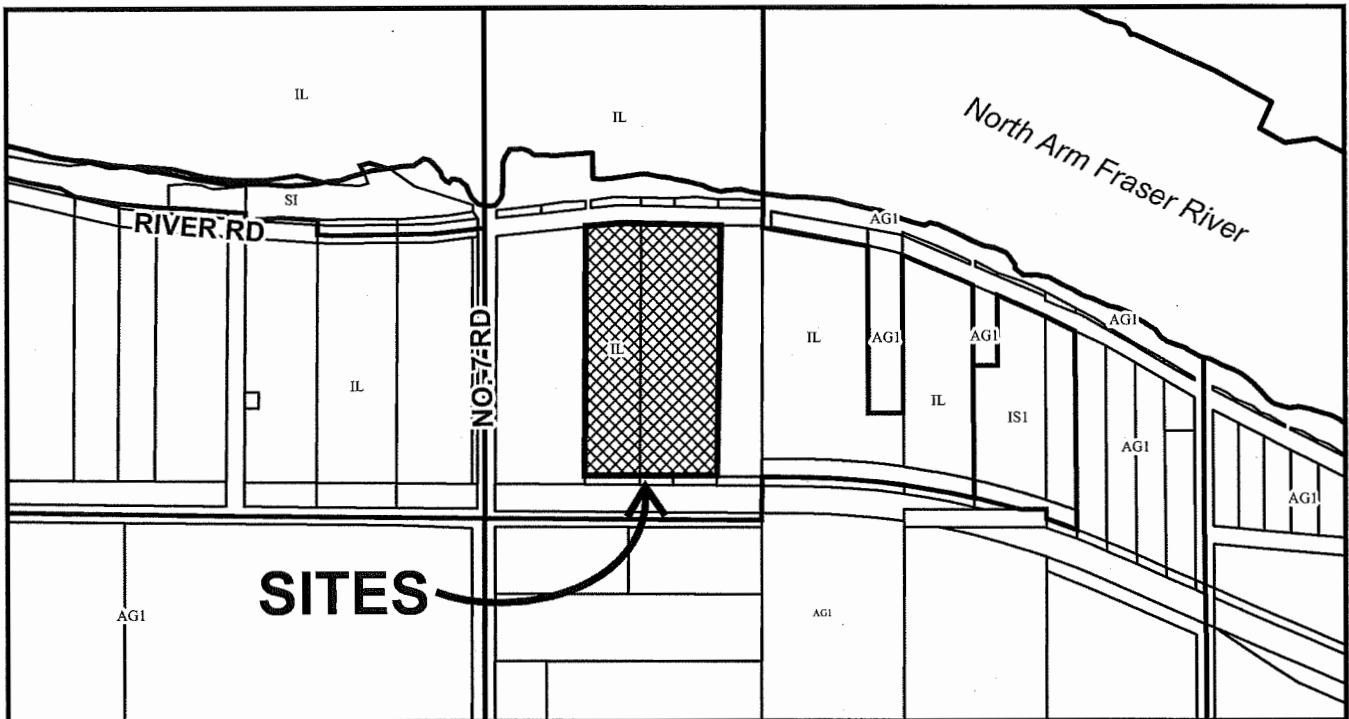
Attachment 5: Conceptual Development Plan

Attachment 6: Conceptual Landscape Plan

Attachment 7: Rezoning Considerations



City of
Richmond



ZT 15-707253

Original Date: 09/09/15

Revision Date: 03/06/17

Note: Dimensions are in METRES



City of
Richmond



ZT 15-707253

Original Date: 09/09/15

Revision Date: 09/10/15

Note: Dimensions are in METRES

CNCL - 289



City of Richmond

Development Application Data Sheet

Development Applications Department

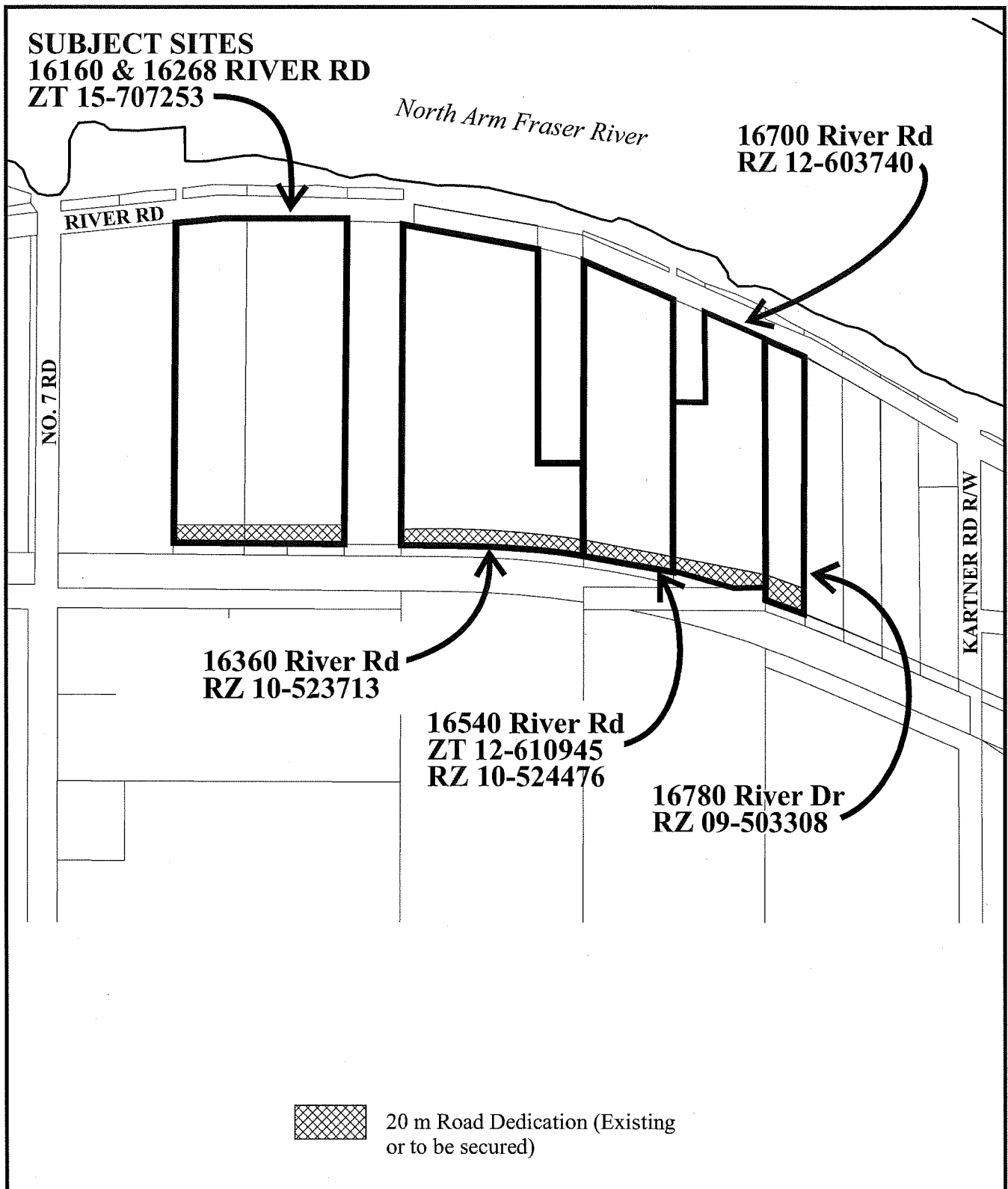
RZ 15-707253

Attachment 2

Address: 16160 and 16268 River Road

Applicant: Brook Pooni Associates Inc.

	Existing	Proposed
Owner:	16160 River Road – H. Brum Enterprises 16268 River Road – H. Brum Enterprises	No change
Site Size (m ²):	16160 River Road – 17,787 m ² 16268 River Road – 24,998 m ²	No change
Land Uses:	Industrial activities	Industrial and outdoor storage activities
OCP Designation:	Industrial	No change - complies
Zoning:	Light Industrial (IL)	Light Industrial (IL) Outdoor Storage – Site Specific



Rezoning Applications in the 16000 Block of River Road

Original Date: 03/31/09

Amended Date: 03/06/17

Note: Dimensions are in METRES

The City of Richmond
Interim Action Plan
16,000 Block of River Road
(Revised based on Public Consultation Feedback)

Land Use

- The 16,000 block of River Road:
 - Is currently designated for 'Business and Industry' in the City's Official Community Plan (OCP).
 - Outdoor parking and storage of vehicles and goods would be consistent with the existing OCP land use designation.
 - This land is not within the Agricultural Land Reserve.
 - Agri-Industrial service activities (operations that support or are directly related to a farm) can also be considered as a potential land use under the "Business and Industry" designation.
- The 17,000 block of River Road:
 - No land use changes are proposed as part of the Interim Action Plan as the properties are contained within the Agricultural Land Reserve and designated for "Agriculture" in the existing OCP.

Proposed Approach to Rezoning Applications

- The City is proposing a restrictive Comprehensive Development District zone in this area. This will allow (if permitted) outdoor storage and parking of vehicles and goods under a set of regulations and conditions – Fencing; Screening; Storage Setbacks; Permeable surface treatment.
- The proposed Comprehensive Development District zone will limit the uses and restrict the amount and size of buildings.

Technical Objectives and Issues

Engineering

- The 16,000 block of River Road is currently **not** adequately serviced by City storm and sanitary systems to sufficiently support intensive light industrial activities involving warehousing/manufacturing buildings or agri-industrial service uses.
- Rezoning proposals for outdoor vehicle storage and parking can be considered, as this use would have minimal impacts on City services.

Transportation

- Vehicle access for traffic generated from proposed uses (i.e., commercial vehicle parking and storage) is to be arranged to mitigate the use and related impact of truck traffic on River Road.
- City staff have recommended that the applicants explore a shared vehicle access across the properties under rezoning application to limit truck and vehicle use of River Road.
- Appropriate traffic assessments and upgrades to applicable portions of River Road and No. 7 Road must be undertaken.

Existing Soil/Fill Conditions

- Confirmation from the Ministry of Environment that any fill previously located on the sites does not pose a contamination risk or negative impact to surrounding areas. A report prepared by the appropriate professional is required to be submitted to the Ministry of Environment to confirm this. The rezoning applicants are to undertake this process, keeping City staff informed of progress and approvals.

Rezoning Considerations (To be completed by the rezoning applicants)

- ☐ Submit an acceptable fence and landscape buffer scheme.
- ☐ Registration on title legal agreements securing shared vehicle access by rezoned properties and restricting access to River Road based on the recommendations set out in the traffic assessment and approved by the City (*additional consideration based on public feedback*).
- ☐ Complete a traffic assessment of **River Road** from No. 7 Road to the eastern extent deemed to be impacted by traffic generated by properties along River Road (16,000 Block).
- ☐ Complete a traffic assessment of **No. 7 Road** from Westminster Highway to River Road by traffic generated by properties along River Road (16,000 Block)(*additional consideration based on public feedback*).
- ☐ Any traffic control measures, joint access infrastructure or road upgrades, including any traffic calming features to minimize the truck impacts in the area, identified as part of the traffic assessment of applicable portions of River Road and No.7 Road (reviewed and approved by City staff) will be the responsibility of the rezoning applicants to complete (*additional consideration based on public feedback*).
- ☐ Dedication of a 20 metre wide strip of land along the south property line of each property to facilitate the creation of a new road.

Forthcoming Process

- ☐ Rezoning applicants will be given a deadline of March 31, 2008 to complete the necessary studies and plans and submit the following materials to City staff for review:
 - Traffic assessments for applicable portions of River Road and No. 7 Road (*additional consideration based on public feedback*).
 - Geotechnical reports, which have been forwarded to the Ministry of Environment for review and approval, to confirm that the sites do not pose any contamination risk or negative impact to surrounding areas.
 - A buffer and landscaped screen plan for the properties under rezoning application.
- ☐ Should Council approve the staff recommendation, this decision will be integrated into the forthcoming City wide review of the OCP.

**The City of Richmond
Long-Term Action Plan
16,000 Block of River Road**

(Revised based on Public Consultation Feedback)

Land Use Examination

- ☐ Monitor outdoor vehicle and goods parking/storage to ensure compliance to regulations and Interim Action Plan provisions.
- ☐ Future rezoning applications will be required, should property owners wish to undertake more intensive light industrial activities or agri-industrial service activities.
- ☐ Intensive light industrial uses or agri-industrial service activities is consistent with the existing City's Official Community Plan (OCP) 'Business & Industry' land use designation.
- ☐ Review agri-industrial service operations to determine if specialized zoning provisions are required.

Technical Objectives and Issues

Traffic and Transportation

- ☐ Establishment of a new road access east of No. 7 Road to serve as the future vehicle access to potential light industrial activities.
- ☐ The proposed alignment for a new road east of No. 7 Road is along the south property line of the River Road properties (a 20 metre wide future road dedication will be secured through current rezoning applications).
- ☐ Design and construction of a new road east of No. 7 Road would be undertaken when the road can be made functional.

City Servicing

- ☐ Intensive light-industrial uses and agri-industrial service activities will require the appropriate servicing infrastructure (sanitary, storm and water systems), which entails significant works to be undertaken.
- ☐ Resolution of City servicing constraints will be required through future rezoning applications in this area to more intensive light industrial uses.

Forthcoming Process

- ☐ Should Council approve the staff recommendation, this decision will be integrated into the forthcoming City wide review of the OCP.

PROJECT



REV/4

Your Challenges. Our Solutions. Build with Berris.
R.F. BERRIS & ASSOCIATES LTD.
 305 - 4663 Connelley Way.
 Burnaby, BC V5G 4H7
 TEL 604 420 1721
BUNNIE *group*

LANDSCAPE PLAN

DRAFTING TITLE

DRAWING TITLE

DI A
LAIN

PLA

1

project no.	15-041
date	June 3

scale	1:500
-------	-------

1

DI ANTICIST

ROADSIDE RIPARIAN COASTAL SEED MIX

1. THE RMA MUST NOT BE ALTERED EXCEPT IN ACCORDANCE WITH A CITY APPROVED PERMIT AND IMPACT MITIGATION PLAN PREPARED BY ENVIRONMENTAL RESOURCES MANAGEMENT (ERM) DATED MARCH 14, 2006.
2. THE RMA SHALL BE PROTECTED BY A 10' BUFFER ZONE. NO BUILDING, STRUCTURE OR SURFACE CONSTRUCTION RETAINING WALLS CAN OCCUR IN AN RMA.
3. NO BUILT, SHALLOW OR GRASSY COVER REMOVAL, NO STORAGE OF MATERIALS, NO EXCAVATION, NO EROSION AND SEDIMENT CONTROL, FENCE MUST BE AT LEAST 30 FEET, CROPPED, THUNDERBOLT FREE OF A MINIMUM HEIGHT OF 12M MUST BE ERECTED AT LEAST 10M FROM THE RMA. AN EROSION AND SEDIMENT CONTROL FENCE MUST BE INSTALLED ON THE PROPERTY SIDE OF THE BRIGHTLY COLOURED FENCE. ALL ADDITIONAL RMA PROTECTION MEASURES, AS DEFINED BY A QUALIFIED ENVIRONMENTAL PROFESSIONAL, MUST ALSO BE INSTALLED/COMPLETED.
4. THE RMA EROSION AND SEDIMENT CONTROL MEASURES MUST BE IN PLACE BEFORE DEVELOPMENT BEGINS, AND REMAIN IN PLACE UNTIL DEVELOPMENT IS COMPLETE AND THE RMA IS RESTORED TO ITS ORIGINAL CONDITION.
5. THE LANDOWNER IS RESPONSIBLE TO RESTORE TO THE SATISFACTION OF THE CITY ANY RMA UNAUTHORIZED BY THE RMA.

EUROPEAN MANAGEMENT AREA NOTES

CUSTOMER
BROOK POON ASSOCIATES

PROJECT
16160 & 16268 RIVER
ROAD REZONING



1	CHANGES PER CITY	2/16/2018	BS
2	REVISED DRAWING CONTENT	2/16/2018	BS
3	REVISED PER CLIENT COMMENTS	2/16/2018	BS
4	REVISED PER CLIENT COMMENTS	2/16/2018	BS
5	REVISED PER CLIENT COMMENTS	2/16/2018	BS
6	REVISED PER CLIENT COMMENTS	2/16/2018	BS
7	REVISED PER CLIENT COMMENTS	2/16/2018	BS
8	REVISED PER CLIENT COMMENTS	2/16/2018	BS
9	REVISED PER CLIENT COMMENTS	2/16/2018	BS
10	REVISED PER CLIENT COMMENTS	2/16/2018	BS
11	REVISED PER CLIENT COMMENTS	2/16/2018	BS
12	REVISED PER CLIENT COMMENTS	2/16/2018	BS
13	REVISED PER CLIENT COMMENTS	2/16/2018	BS
14	REVISED PER CLIENT COMMENTS	2/16/2018	BS
15	REVISED PER CLIENT COMMENTS	2/16/2018	BS
16	REVISED PER CLIENT COMMENTS	2/16/2018	BS
17	REVISED PER CLIENT COMMENTS	2/16/2018	BS
18	REVISED PER CLIENT COMMENTS	2/16/2018	BS
19	REVISED PER CLIENT COMMENTS	2/16/2018	BS
20	REVISED PER CLIENT COMMENTS	2/16/2018	BS
21	REVISED PER CLIENT COMMENTS	2/16/2018	BS
22	REVISED PER CLIENT COMMENTS	2/16/2018	BS
23	REVISED PER CLIENT COMMENTS	2/16/2018	BS
24	REVISED PER CLIENT COMMENTS	2/16/2018	BS
25	REVISED PER CLIENT COMMENTS	2/16/2018	BS
26	REVISED PER CLIENT COMMENTS	2/16/2018	BS
27	REVISED PER CLIENT COMMENTS	2/16/2018	BS
28	REVISED PER CLIENT COMMENTS	2/16/2018	BS
29	REVISED PER CLIENT COMMENTS	2/16/2018	BS
30	REVISED PER CLIENT COMMENTS	2/16/2018	BS
31	REVISED PER CLIENT COMMENTS	2/16/2018	BS
32	REVISED PER CLIENT COMMENTS	2/16/2018	BS
33	REVISED PER CLIENT COMMENTS	2/16/2018	BS
34	REVISED PER CLIENT COMMENTS	2/16/2018	BS
35	REVISED PER CLIENT COMMENTS	2/16/2018	BS
36	REVISED PER CLIENT COMMENTS	2/16/2018	BS
37	REVISED PER CLIENT COMMENTS	2/16/2018	BS
38	REVISED PER CLIENT COMMENTS	2/16/2018	BS
39	REVISED PER CLIENT COMMENTS	2/16/2018	BS
40	REVISED PER CLIENT COMMENTS	2/16/2018	BS
41	REVISED PER CLIENT COMMENTS	2/16/2018	BS
42	REVISED PER CLIENT COMMENTS	2/16/2018	BS
43	REVISED PER CLIENT COMMENTS	2/16/2018	BS
44	REVISED PER CLIENT COMMENTS	2/16/2018	BS
45	REVISED PER CLIENT COMMENTS	2/16/2018	BS
46	REVISED PER CLIENT COMMENTS	2/16/2018	BS
47	REVISED PER CLIENT COMMENTS	2/16/2018	BS
48	REVISED PER CLIENT COMMENTS	2/16/2018	BS
49	REVISED PER CLIENT COMMENTS	2/16/2018	BS
50	REVISED PER CLIENT COMMENTS	2/16/2018	BS
51	REVISED PER CLIENT COMMENTS	2/16/2018	BS
52	REVISED PER CLIENT COMMENTS	2/16/2018	BS
53	REVISED PER CLIENT COMMENTS	2/16/2018	BS
54	REVISED PER CLIENT COMMENTS	2/16/2018	BS
55	REVISED PER CLIENT COMMENTS	2/16/2018	BS
56	REVISED PER CLIENT COMMENTS	2/16/2018	BS
57	REVISED PER CLIENT COMMENTS	2/16/2018	BS
58	REVISED PER CLIENT COMMENTS	2/16/2018	BS
59	REVISED PER CLIENT COMMENTS	2/16/2018	BS
60	REVISED PER CLIENT COMMENTS	2/16/2018	BS
61	REVISED PER CLIENT COMMENTS	2/16/2018	BS
62	REVISED PER CLIENT COMMENTS	2/16/2018	BS
63	REVISED PER CLIENT COMMENTS	2/16/2018	BS
64	REVISED PER CLIENT COMMENTS	2/16/2018	BS
65	REVISED PER CLIENT COMMENTS	2/16/2018	BS
66	REVISED PER CLIENT COMMENTS	2/16/2018	BS
67	REVISED PER CLIENT COMMENTS	2/16/2018	BS
68	REVISED PER CLIENT COMMENTS	2/16/2018	BS
69	REVISED PER CLIENT COMMENTS	2/16/2018	BS
70	REVISED PER CLIENT COMMENTS	2/16/2018	BS
71	REVISED PER CLIENT COMMENTS	2/16/2018	BS
72	REVISED PER CLIENT COMMENTS	2/16/2018	BS
73	REVISED PER CLIENT COMMENTS	2/16/2018	BS
74	REVISED PER CLIENT COMMENTS	2/16/2018	BS
75	REVISED PER CLIENT COMMENTS	2/16/2018	BS
76	REVISED PER CLIENT COMMENTS	2/16/2018	BS
77	REVISED PER CLIENT COMMENTS	2/16/2018	BS
78	REVISED PER CLIENT COMMENTS	2/16/2018	BS
79	REVISED PER CLIENT COMMENTS	2/16/2018	BS
80	REVISED PER CLIENT COMMENTS	2/16/2018	BS
81	REVISED PER CLIENT COMMENTS	2/16/2018	BS
82	REVISED PER CLIENT COMMENTS	2/16/2018	BS
83	REVISED PER CLIENT COMMENTS	2/16/2018	BS
84	REVISED PER CLIENT COMMENTS	2/16/2018	BS
85	REVISED PER CLIENT COMMENTS	2/16/2018	BS
86	REVISED PER CLIENT COMMENTS	2/16/2018	BS
87	REVISED PER CLIENT COMMENTS	2/16/2018	BS
88	REVISED PER CLIENT COMMENTS	2/16/2018	BS
89	REVISED PER CLIENT COMMENTS	2/16/2018	BS
90	REVISED PER CLIENT COMMENTS	2/16/2018	BS
91	REVISED PER CLIENT COMMENTS	2/16/2018	BS
92	REVISED PER CLIENT COMMENTS	2/16/2018	BS
93	REVISED PER CLIENT COMMENTS	2/16/2018	BS
94	REVISED PER CLIENT COMMENTS	2/16/2018	BS
95	REVISED PER CLIENT COMMENTS	2/16/2018	BS
96	REVISED PER CLIENT COMMENTS	2/16/2018	BS
97	REVISED PER CLIENT COMMENTS	2/16/2018	BS
98	REVISED PER CLIENT COMMENTS	2/16/2018	BS
99	REVISED PER CLIENT COMMENTS	2/16/2018	BS
100	REVISED PER CLIENT COMMENTS	2/16/2018	BS

DESIGNED BY
CHECKED BY
DATE
R 1/4

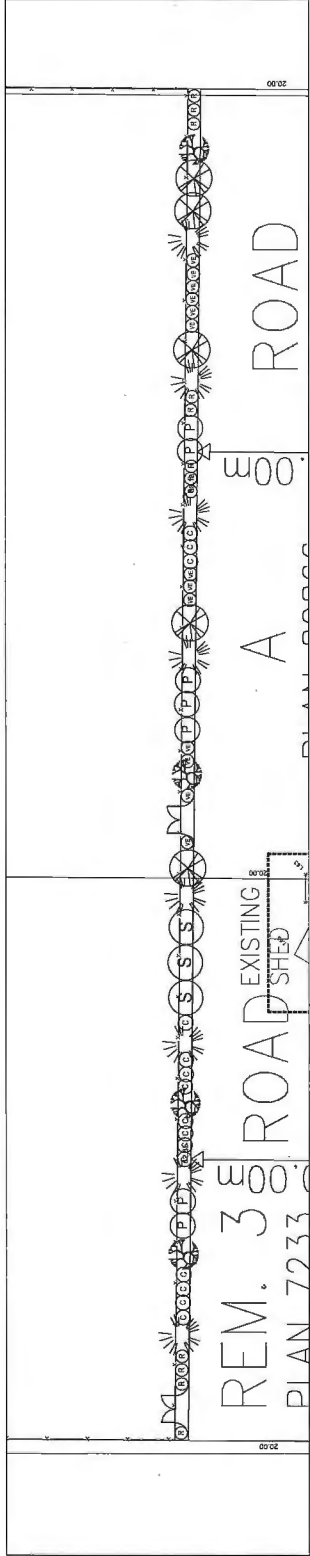
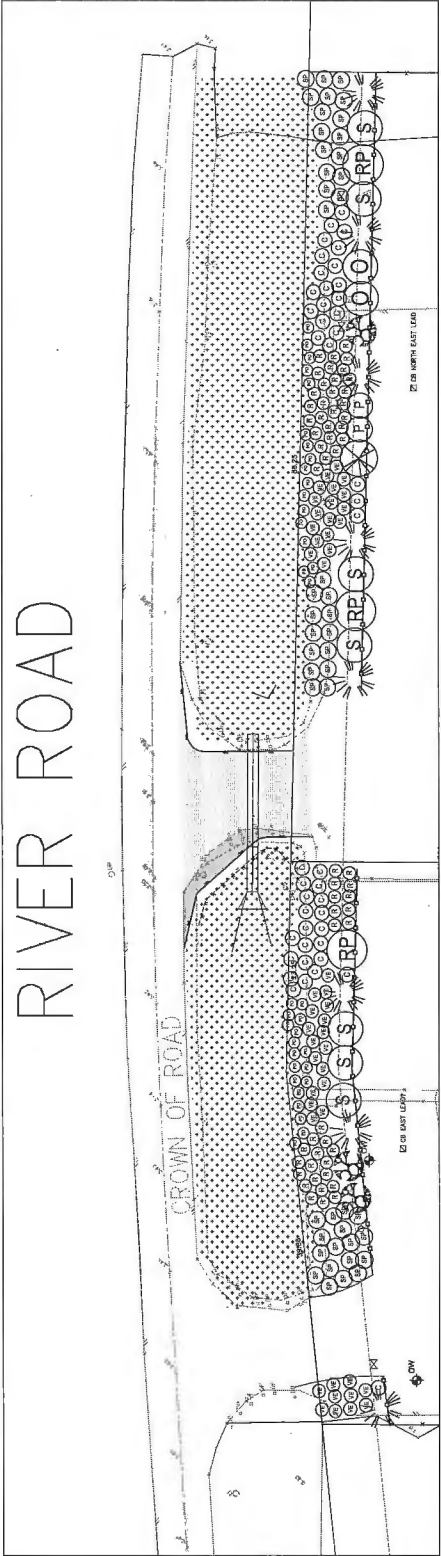
BINNIE
LANDSCAPE ARCHITECTS
1000 10th Avenue
Suite 100
Vancouver, BC V6J 1A1
TEL: 604 681 7721
FAX: 604 681 7722
WWW.BINNIE-ARCH.COM

DRAWING TITLE
**SHRUB
ENLARGEMENT**

PROJECT NO. 15-0119
DATE: June 30, 2015
SCALE: 1/250

0 10m 20m

L2/3



PLANT LIST

TREES	QTY	BOTANICAL NAME	COMMON NAME	SPACING	SIZE	REMARKS
1	8	ACER CIRCINATUM	VINE MAPLE	3.5m	50cm CAL	B & B
2	7	CORYLUS CORNUTA	BEAKED HAZELNUT	4.0m	50cm CAL	B & B
3	17	PINUS CONTORTA	LOGPOLE PINE	4.5m	2.5m HT.	B & B
4	60	CORNUS STOLONIFERA	RED OSIER DOGWOOD	2m	#5 POT	CONTAINER
5	3	OEMLERIA CERASIFORMIS	INDIAN PLUM	4.0m	#5 POT	CONTAINER
6	35	POLYSTICHUM MUNITUM	SWORD FERN	1.5m	#2 POT	CONTAINER
7	9	PRUNUS EMARGINATA	BITTER CHERRY	3.0m	1.5m HT.	CONTAINER
8	4	FRAXINUS PURSHIANA	CASCARA	5.0m	#10 POT	CONTAINER
9	72	RUBUS SPECTABILIS	SALMONBERRY	1.5m	#2 POT	CONTAINER
10	11	SALIX LASANDRA	PACIFIC WILLOW	4.0m	#3 POT	CONTAINER
11	48	SPIREA DOUGLASII	PINK SPIREA	2.0m	#3 POT	CONTAINER
12	59	VIBURNUM EDULE	HIGHBUSH CRANBERRY	1.5m	#3 POT	CONTAINER

ROADSIDE RIPARIAN COASTAL SEED MIX



	REVISED AS PER CITY	2017-06-18	RN
1	REVIEWED AND APPROVED BY THE BOARD OF TRUSTEES	2016-08-03	MS
2	REVISED AS PER CLIENT COMMENTS 2016-08-04		DH
3	REVISED AS PER CLIENT COMMENTS 2016-09-01		DH
	DESCRIPTION	DATE	BY

REV 4

DESIGN CREW

SEAL

Surveyed by RB

Drawn by SG

Designed by SG

BINNIE
Your Challenges. Our Solutions. Build with Binnie.
R.F. BINNIE & ASSOCIATES LTD.
205 - 4946 Canada Way,
Burnaby, BC V5G 4H7
TEL 604 420 1721

BUNNIE.COM
LANDSCAPE ARCHITECTS
SPORTS FACILITY DESIGNERS

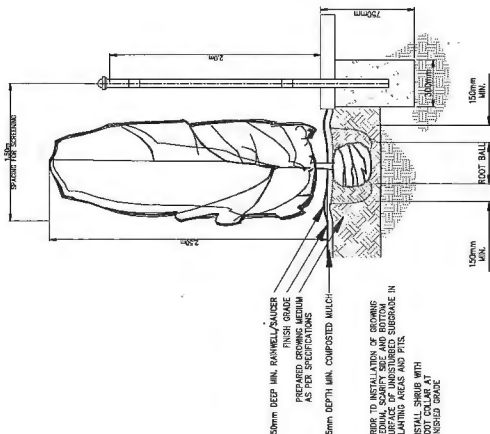
DETAILS

GRAYING TITLE

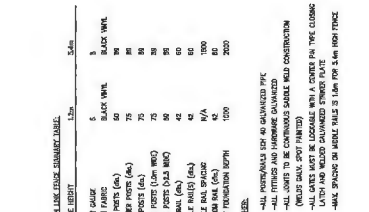
NOT TO SCALE

L3/3

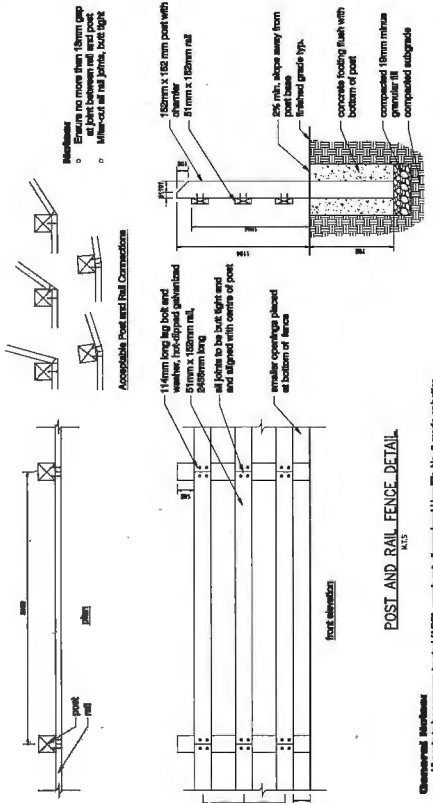
0



ENCE AND SCREENING DETAIL



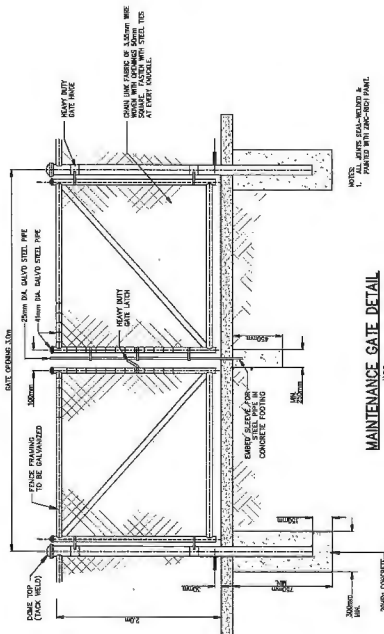
CHAINLINK PERIMETER FENCE



POST AND RAIL FENCE DETAIL

Construction Methods

- All points to be pressure treated (ACQ), rough-cut, dimensional Hemfir, No. 2 grade or better
- All rails to be rough-cut, 4x4 dimensional Cedar, No. 2 grade or better
- All fence posts to be treated timbers and true
- Filled/level all out surfaces of posts with a minimum of two coats of copper naphthenate
- Each hole cannot be dug to specified depth due to obstruction, concrete footing may be used, however a minimum of 450mm of post below grade must be maintained



MAINTENANCE GATE DETAIL



Address: 16160 and 16268 River Road

File No.: RZ 15-707253

Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 9697, the developer is required to complete the following:

1. 20 m wide road dedication along the entire south property line of 16160 and 16268 River Road.
2. The granting of a 4 m wide statutory right-of-way along the north portion of 16160 and 16268 River Road, directly south of and abutting SRW Plan 83073 for dyke and utility purposes.
3. Registration of a flood plain covenant on title identifying a minimum habitable elevation of 3.1 m GSC.
4. Registration of a legal agreement on title ensuring that each existing vehicle access and culvert crossing to 16160 and 16268 River Road providing access to the properties from River Road must be closed and removed at the sole cost of the property owner once the new industrial road on the south portion of each property is operational and services 16160 and 16268 River Road. The legal agreement will also include provisions for the owner of 16160 and 16268 River Road to obtain any necessary approvals and permits for works to remove the driveway access/culvert crossing, including ensuring all works comply with Provincial Riparian Area Regulations.
5. Registration of a cross-access easement between 16160 and 16268 River Road (legal agreement cannot be modified or discharged without prior approval from the City) to enable passage of motor vehicles (all types) between 16160 and 16268 River Road to allow access to each property's driveway access to River Road.
6. Submission and approval (from the Director of Transportation) of a finalized design (prepared by a professional transportation engineer) and completion of construction to modify the existing driveway access for:
 - a) 16160 River Road – To design and implement traffic control measures to enable access/egress to passenger vehicles only.
 - b) 16268 River Road – To design and implement traffic control measures that prohibits right-out (northbound to eastbound) and left in (westbound to southbound) for commercial trucks. Design and works to include widening of the existing driveway crossing to accommodate right-in (eastbound to southbound) truck turning movements into the site.

Note: Completion of construction of the approved driveway access design modification (including inspection from the consulting Transportation Engineer) and follow-up inspection and approval by City Transportation staff is required prior to final adoption of the zoning amendment bylaw.

7. Voluntary contribution of \$1,000 to go towards the generation and posting of the necessary traffic control signage along River Road as recommended in the applicant's Traffic Impact Assessment.
8. Voluntary contribution of \$29,950 for the purposes of undertaking future City study and examination of River Road.
9. Submission and approval (by the Director of Engineering) of a plan by a Qualified Environmental Professional (QEP) to address works, compensation and buffer plantings in or adjacent to the Riparian Management Area on the north portions of 16160 and 16268 River Road based on the following terms of reference:
 - a) Generally consistent with the conceptual landscape buffer and RMA plan submitted as part of this land use application.
 - b) Compliant with all Provincial Riparian Area Regulations.
 - c) QEP is required to include a Construction Environmental Management Plan for submission and approval by the City.
 - d) Plan is required to include a review and recommendations from the QEP for any works/modifications to the existing driveway access/culvert crossings at 16160 and 16268 River Road in the RMA.
 - e) Works within the RMA to be supervised by a QEP.

- f) A cost estimate for works is required to be included in the plan submission. A bond based on the approved cost estimate by the City is required to be submitted prior to final adoption of the zoning amendment bylaw to ensure implementation of the works.

Note:

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

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

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

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

— SIGNED COPY ON FILE —

Signed

Date



City of Richmond

Bylaw 9697

Richmond Zoning Bylaw 8500 Amendment Bylaw 9697 (ZT 15-707253) 16160 and 16268 River Road

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

1. Richmond Zoning Bylaw 8500 is amended by:
 - a. Inserting the following properties into Section 12.2.11.3 Other Regulations in the Light Industrial (IL) zone:

“16160 River Road
P.I.D. 004-361-130
Lot 3 Except Firstly: East 124 Feet; Secondly: Part On SRW Plan 71683; Section 14
Block 5 North Range 5 West New Westminster District Plan 7233

16268 River Road
P.I.D. 013-418-688
Lot A Section 14 Block 5 North Range 5 West New Westminster District Reference
Plan 80866”
2. This Bylaw may be cited as “**Richmond Zoning Bylaw 8500, Amendment Bylaw 9697**”.

FIRST READING

PUBLIC HEARING

SECOND READING

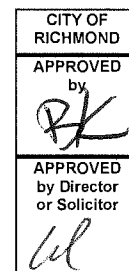
THIRD READING

OTHER CONDITIONS SATISFIED

ADOPTED

MAYOR

CORPORATE OFFICER





City of Richmond

Report to Committee Planning and Development Division

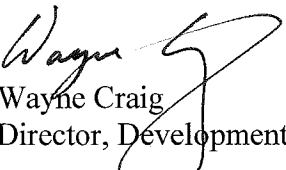
To: Planning Committee
From: Wayne Craig
Director, Development

Date: March 9, 2017
File: ZT 14-656010

Re: Application by Suncor Energy Inc. (Petro-Canada Inc.) for a Zoning Text Amendment to the Gas Station Commercial (ZC15) – Broadmoor and Ironwood Area to Permit a Drive-Through Restaurant at 11991 Steveston Highway

Staff Recommendation

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9698, for a Zoning Text Amendment to the “Gas Station Commercial (ZC15) – Broadmoor and Ironwood” zone to permit “Restaurant, drive-through” at 11991 Steveston Highway, be introduced and given first reading.


Wayne Craig
Director, Development

WC:ke
Att. 4

REPORT CONCURRENCE

CONCURRENCE OF GENERAL MANAGER


For J. Erickson

Staff Report

Origin

Suncor Energy Inc. (Petro-Canada Inc.) has applied to the City of Richmond for permission to amend the “Gas Station Commercial (ZC15) – Broadmoor and Ironwood” zoning district of Zoning Bylaw 8500 to add “Restaurant, drive-through” as a site-specific secondary use on the property at 11991 Steveston Highway (Attachment 1).

A previous rezoning (RZ 04-272679) to the “Gas Station Commercial (ZC15) – Broadmoor and Ironwood” zone for the site was adopted by Council on December 10, 2007. A Development Permit (DP 04-278898) was issued by Council on December 10, 2007 to permit redevelopment of the existing Petro-Canada gas station including an expanded retail convenience store. As part of this redevelopment, a drive-through to serve as an order/pick-up window for customers to the retail convenience store was implemented. However, the drive-through order/pick-up window servicing the convenience has never been operational since the site was redeveloped in 2008.

The proposal is for a drive-through restaurant that would reconfigure the existing drive-through and create a kitchen/service and small seating area within the existing convenience store. No additional building or floor area is required for the proposal. A future Development Permit application will be required to address exterior changes to the building and modifications to the site to reconfigure the existing drive-through.

Findings of Fact

A Development Application Data Sheet providing details about the development proposal is contained in Attachment 2.

Surrounding Development

The subject site contains an existing Petro-Canada gas station with an accessory retail convenience store zoned “Gas Station Commercial (ZC15) – Broadmoor and Ironwood”. Existing driveways along No. 5 Road and Steveston Highway service the subject site.

To the North: A property zoned “Single-Detached RS1/E” that contains a single family dwelling.

To the South: Across Steveston Highway, a gas station zoned “Gas Station Commercial (ZC15) – Broadmoor and Ironwood” and Ironwood Shopping Centre zoned “Community Commercial (CC)”

To the East: Across No. 5 Road, “The Gardens” mixed use development zoned “Commercial Mixed Use – The Gardens (Shellmont) (ZMU18).

To the West: A townhouse development zoned “Low Density Townhouses (RTL3)”

Related Policies & Studies**Official Community Plan/Ironwood Sub Area Plan**

The Official Community Plan (OCP) designates the subject site Neighbourhood Service Centre. The proposal to add a drive-through restaurant to the existing gas station complies with the OCP designation.

The subject site is also located in the Ironwood Sub Area Plan – Area A. The Development Permit Guidelines for commercial development in the Ironwood Sub Area applies to the proposal and will be reviewed through the forthcoming Development Permit application.

Floodplain Management Implementation Strategy

The proposed redevelopment must meet the requirements of the Richmond Flood Plain Designation and Protection Bylaw 8204. A flood indemnity covenant was secured and registered through the previous rezoning application (RZ 04-272697.)

Noise Regulation Bylaw 8856

The applicant engaged an acoustical engineer to assess the noise generated from the proposed drive-through restaurant (i.e., idling cars, vehicles travelling through the drive through and order/speaker boxes) in accordance with the applicable provisions of Noise Regulation Bylaw 8856. The acoustical engineer's report notes that the proposed drive-through operation will comply with the bylaw.

At future Development Permit application, an additional acoustical report will be required to confirm the following:

- All building mechanical systems, exhaust venting and heating, ventilation and air conditioning (HVAC) units to be installed as part of the project will comply with Noise Regulation Bylaw 8856.
- All drive-through order/speaker systems will comply with Noise Regulation Bylaw 8856.
- The building envelope is designed to avoid noise generated from the internal use from penetrating into residential areas to ensure compliance with Noise Regulation Bylaw 8856.
- Ensure that any sound/noise attenuation measures recommended by the consultant are reviewed and included as part of the Development Permit application.

Public Consultation

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

Should the Planning Committee endorse this application and Council grant 1st reading to the rezoning bylaw, the bylaw will be forwarded to a Public Hearing, where any area resident or interested party will have an opportunity to comment.

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

Ministry of Transportation and Infrastructure (MOTI)

The project was referred to MOTI staff, who granted preliminary approval to the proposal. Final approval from MOTI will be secured as a rezoning consideration for the subject site.

Analysis

Built Form and Architectural Character

Minor changes will occur to the exterior of the existing building to relocate the drive-thru pick-up window to the west and install signage for the new tenant. Interior changes will convert a portion of the building to accommodate the kitchen/service area for the drive-thru restaurant.

The existing drive through infrastructure located along the north portion of the site will be redesigned to accommodate the following (Attachment 3 – Conceptual Site and Elevation Drawings):

- The drive-thru pick-up window will be relocated to the west to the middle of the building and order boards are situated after entering the drive-thru queue area on the east of the site.
- Sufficient vehicle queue length to accommodate 8 vehicles on-site in the drive-thru order lane, as per City Zoning Bylaw requirements.
- Reconfiguration of the drive-aisle to accommodate a double-lane queue configuration at the drive-thru entrance (merging to single lane), while preserving a pedestrian connection from No. 5 Road to the access to the convenience/retail store.
- No vehicle circulation conflicts on-site or at the No. 5 Road driveway access/exit location to the site will occur.

Transportation and Site Access

The vehicle access location and configuration to the site will not change as a result of this proposal with current right-in/right-out driveways along No.5 Road and Steveston Highway. The applicant has demonstrated that the minimum vehicle queue length for the drive-thru of 8 vehicles (as per the City's Zoning Bylaw) can be accommodated through a double-lane merging to a single-lane drive-through configuration. The proposed site plan also ensures all on-site vehicle manoeuvring and circulation (including at the No. 5 Road and Steveston Highway driveway) can be accommodated without any vehicle conflicts.

On-site parking for the proposed drive-thru restaurant, including the retail convenience store, will be provided consistent with the City's off-street parking requirements in Zoning Bylaw 5300.

Development Permit

Further review of the modifications to the existing building and overall site to accommodate the proposed drive-thru restaurant operation will be undertaken through the Development Permit application. Staff have identified the following items to be examined and addressed through the Development Permit application:

- Information on design and location of (existing and proposed) building mechanical, exhaust ventilation and HVAC units to ensure they are not a visual disturbance to surrounding areas and are properly screened.
- Provide additional details to confirm measures to mitigate against odour, noise and light impacts from the proposed drive-thru operation.
- Examine the existing landscape treatments along the residential adjacencies along the north and west edges of the subject site to determine if there are any opportunities for additional plantings or treatments to strengthen this buffer.
- Landscaping design modifications for the proposed project.

Site Servicing and Frontage Improvements

Engineering Planning staff have not identified any servicing works or infrastructure upgrades for this development.

The following transportation frontage works and related road dedications are required as part of this development:

- Approximately a 22 sq. m dedication along No. 5 Road to accommodate a 1.5 m wide sidewalk and 1.5 m wide boulevard along the entire frontage.
- Along Steveston Highway, a 1.5 m wide concrete sidewalk and 1.5 m wide boulevard along the entire frontage.
- Along Steveston Highway, a 3.0 m wide by 9 m in length concrete landing pad for accessible bus stop requirements, including the necessary on-site statutory right-of-way (SRW) (approximately 1.5 m wide by 5 m in length) for a concrete pad for the placement of a bus shelter (Note - The existing SRW Plan BCP33443 along Steveston Highway will be required to be modified and/or discharged to accommodate the new on-site SRW).
- Voluntary contribution (\$30,000) by the developer to the City for installation of a bus shelter along Steveston Highway.

- Submission of a functional design is a rezoning consideration to confirm the amount of land dedication and dimensions of the statutory right-of-way for the above referenced works.
- Please refer to Attachment 4 for the rezoning considerations for this project.

A Servicing Agreement is required for the frontage works, which will be required to be completed prior to issuance of the Building Permit for the project.

Financial Impact or Economic Impact

The Zoning Text Amendment application results in insignificant Operational Budget Impact (OBI) for off-site City infrastructure.

Conclusion

The purpose of this Zoning Text Amendment application is to amend the “Gas Station Commercial (ZC15) – Broadmoor and Ironwood” to add “Restaurant, drive-thru” as a site specific secondary use at 11991 Steveston Highway. The proposal will enable the conversion of a portion of the existing retail convenience store to a drive-thru restaurant and reconfiguration of the existing drive-thru layout to accommodate the proposed use.

Staff supports this application as it facilitates frontage upgrades and bus stop infrastructure consistent with the surrounding area. Furthermore, modifications to the drive-thru to ensure efficient and safe vehicle movements will be undertaken and no increases to the building footprint are required.

It is recommended that Richmond Zoning Bylaw 8500, Amendment Bylaw 9698 be introduced and given first reading.



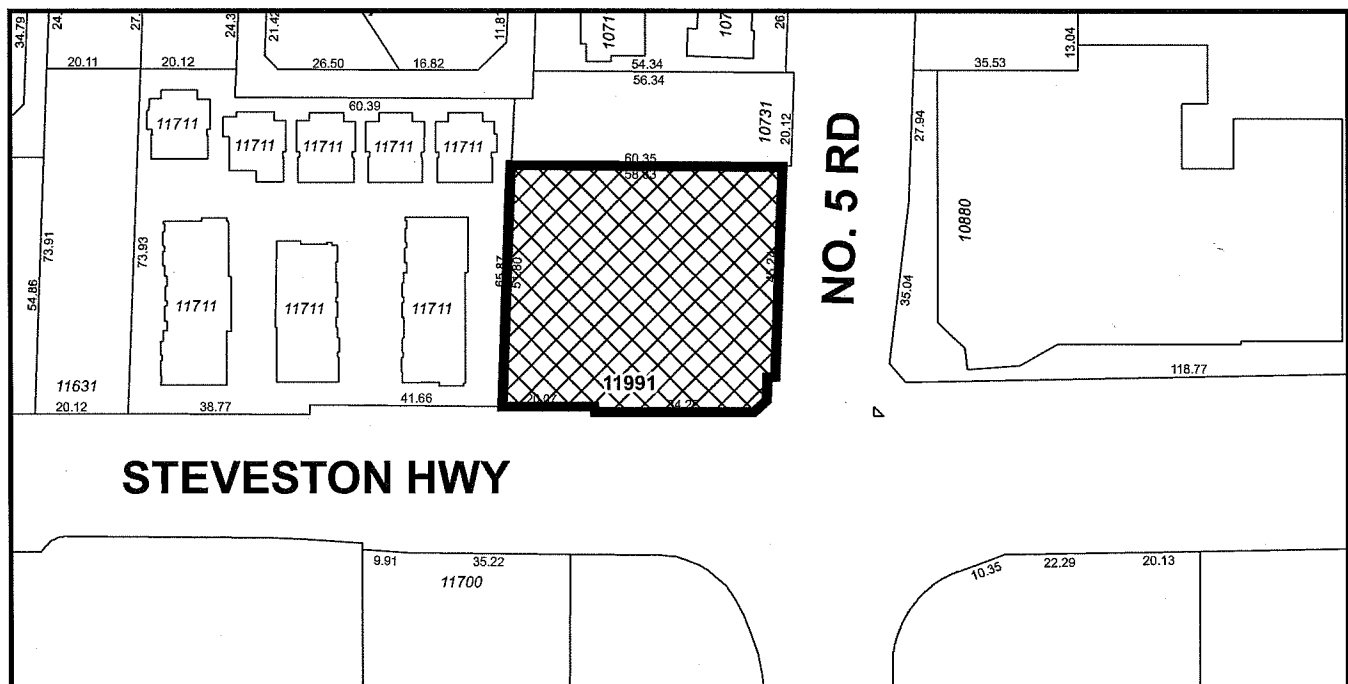
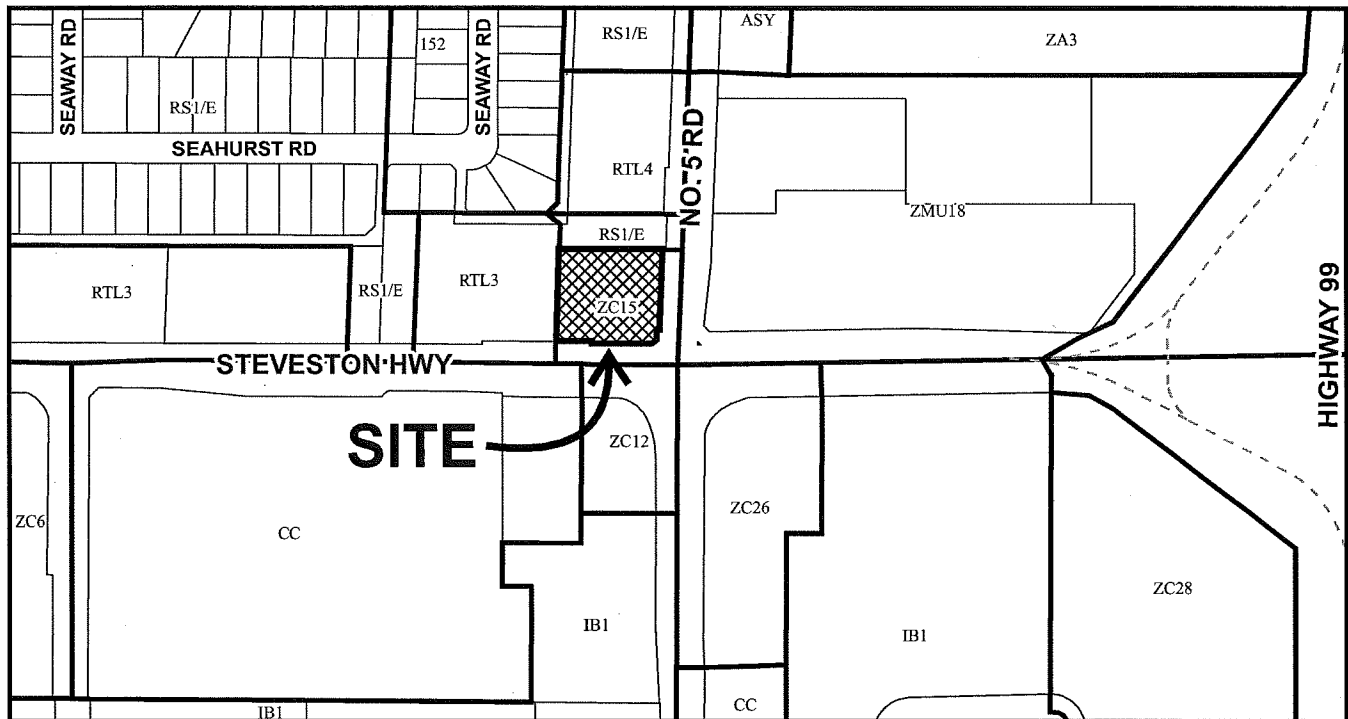
Kevin Eng
Planner 2

KE:rg

Attachment 1: Location Map
Attachment 2: Development Application Data Sheet
Attachment 3: Conceptual Development Plans
Attachment 4: Rezoning Considerations



City of
Richmond



ZT 14-656010

Original Date: 06/06/16

Revision Date:

Note: Dimensions are in METRES



City of
Richmond



ZT 14-656010

Original Date: 02/21/14

Revision Date: 06/06/16

Note: Dimensions are in METRES

CNCL - 308



City of Richmond

Development Application Data Sheet

Development Applications Department

ZT 14-656010

Attachment 2

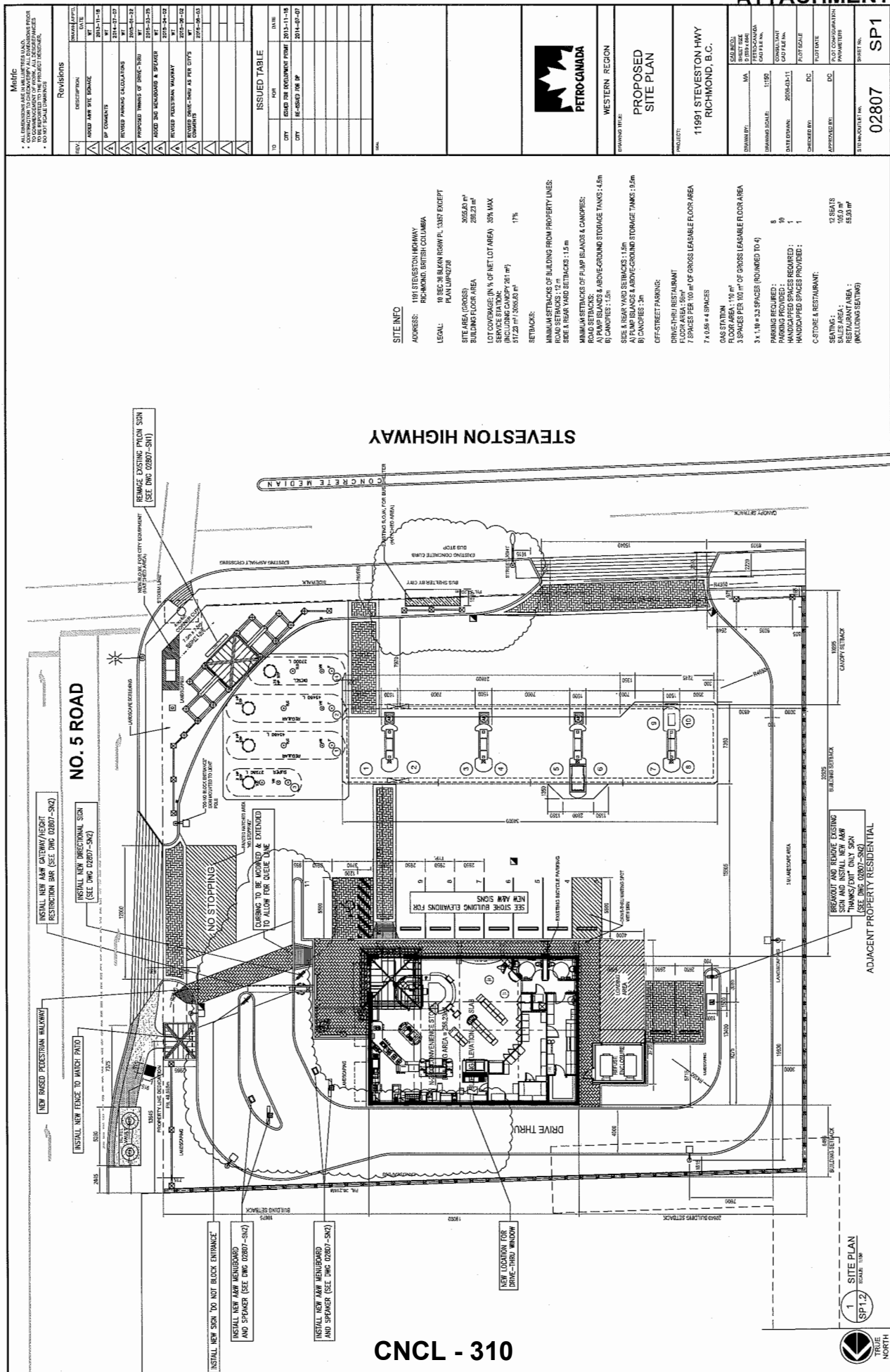
Address: 11991 Steveston Highway

Applicant: Suncor Energy Inc.

Planning Area(s): Ironwood Sub Area

	Existing	Proposed
Owner:	Suncor Energy Inc.	No change
Site Size (m²):	3,042 m ²	No change
Land Uses:	Gas station and accessory retail convenience store	Add a drive-through restaurant to the existing building as a secondary use
OCP Designation:	Neighbourhood Service Centre	No change - complies
Area Plan Designation:	Ironwood Sub Area Plan – Area A (Development Permit – Commercial Development)	No change
Zoning:	Gas Station Commercial (ZC15) – Broadmoor and Ironwood	Add "Restaurant, drive-through" as a site specific secondary use

On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Floor Area Ratio:	Max. 0.35 FAR	0.1	none permitted
Lot Coverage (% of lot area):	Max. 35%	17% (Includes canopy over gas pumps)	none
Building Setbacks (m):	Road: Min. 12 m Rear: Min. 3 m Side: Min. 3 m	Road: 33 m (Steveston Highway) Road: 18 m (No. 5 Road) Rear: 6.5 m (north) Side: 20 m (west)	none
Building Height (m):	9 m	5.2 m	none
Off-street Parking Spaces – Total:	8 stalls	11 stalls	none



- ALL DIMENSIONS ARE IN METRES U.N.D.
- CONTRACTOR TO CHECK/VERIFY ALL DIMENSIONS PRIOR TO COMMENCEMENT OF WORK. ALL DISCREPANCIES TO BE REPORTED TO THE PROJECT OFFICER.
- DO NOT SCALE DRAWINGS

[illegible][illegible]

WESTERN REGION

ROAD FRONTAGE
FUNCTIONAL DESIGN

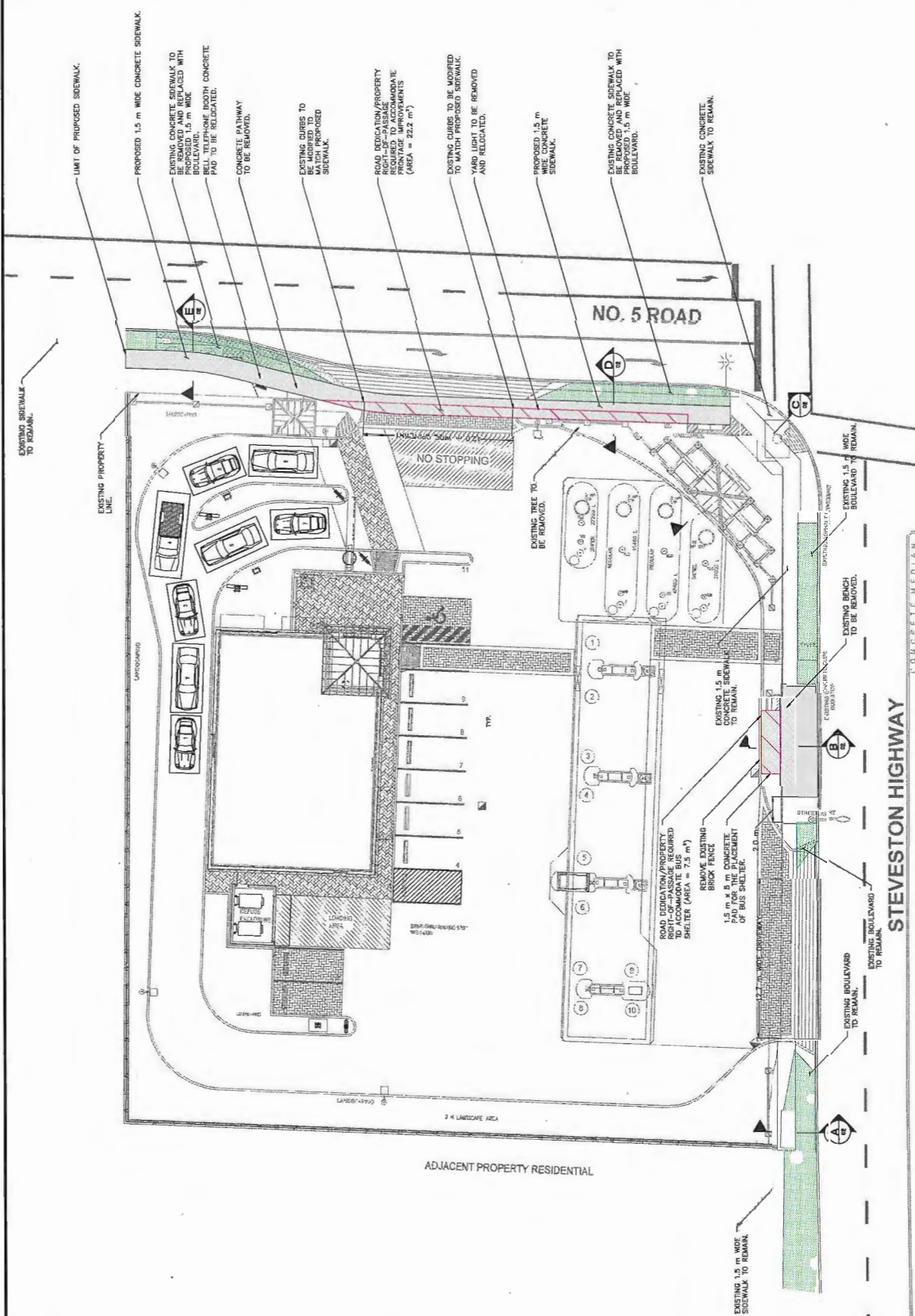
References

NO.5 ROAD AND
STEVESTON HWY.

CASUALTY SHEET SIZE 3 (101 x 64) PRINTING-COMMA ON FLYING CONSIDER CAS FILE IN FLIGHT SCALE FLIGHT DATE FLIGHT CONFIGURATION PARAMETERS	CHL 1:50 2016-23-03 DAB DAB
---	---

XXXXXX
e/OUTLET No.

10



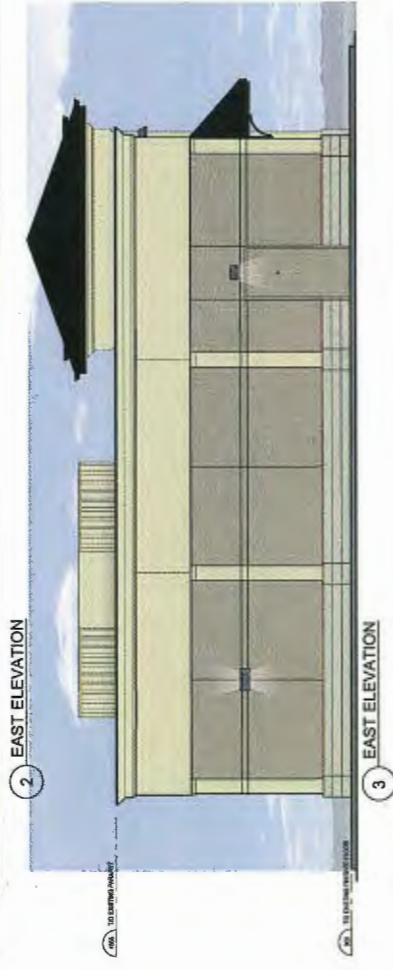
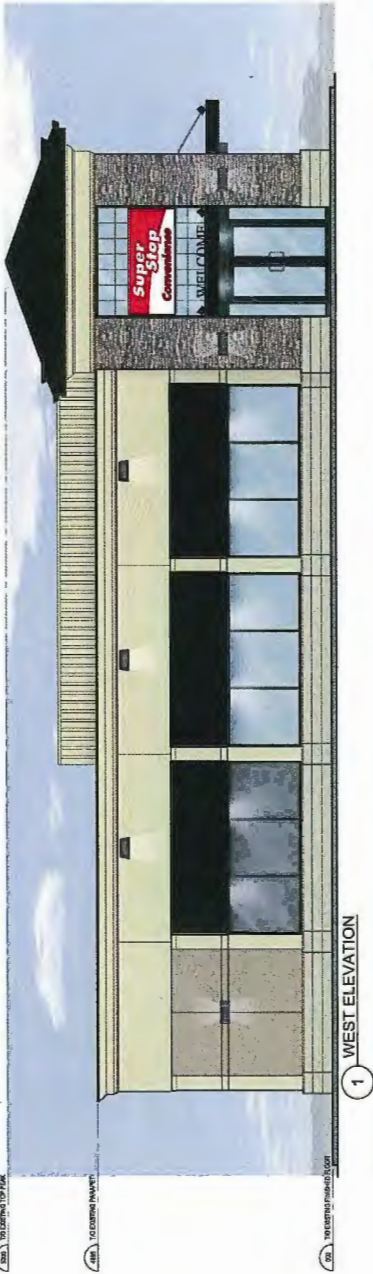
STEVESTON HIGHWAY

PLAN

CNCL - 311





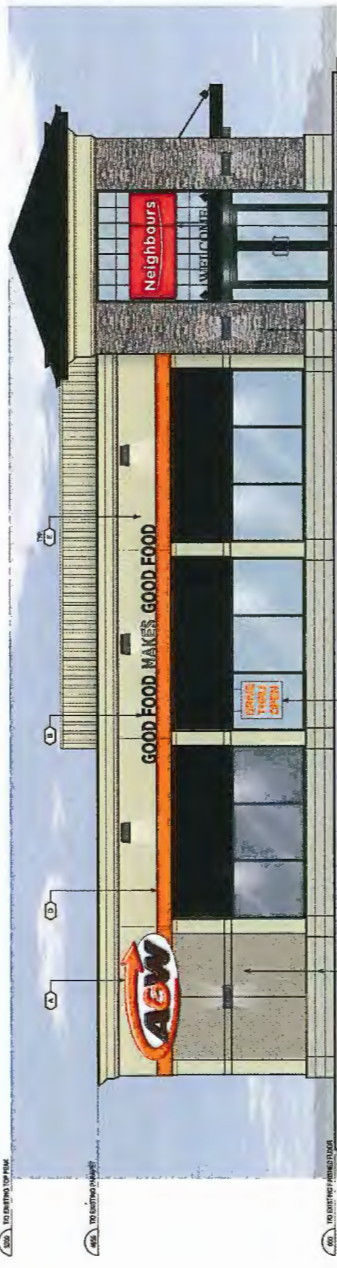


CNCL - 313

EXISTING EXTERIOR ELEVATIONS
DEC 2016

NEIGHBOURS A&W REBRANDING
11991 STEVENSTON HWY @ NO.5 ROAD, RICHMOND, BC

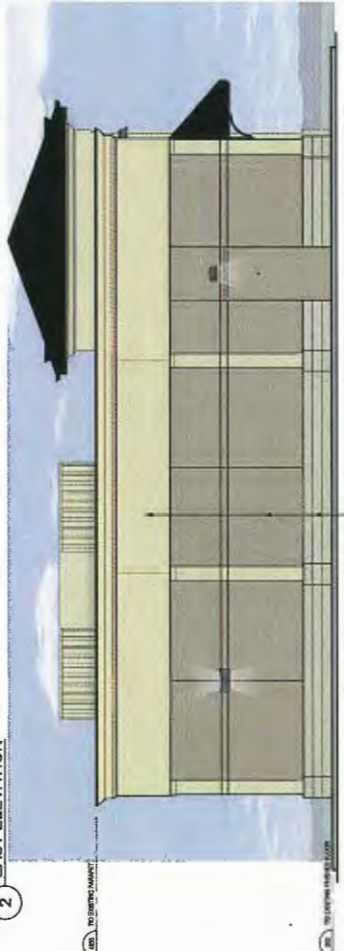
PAUL ARCHITECT INC.
2480 Steveston Highway, Suite 200, Coquitlam, British Columbia, V3K 7Y4
www.paularchitect.com
(604) 271-7700 Fax: (604) 271-1998



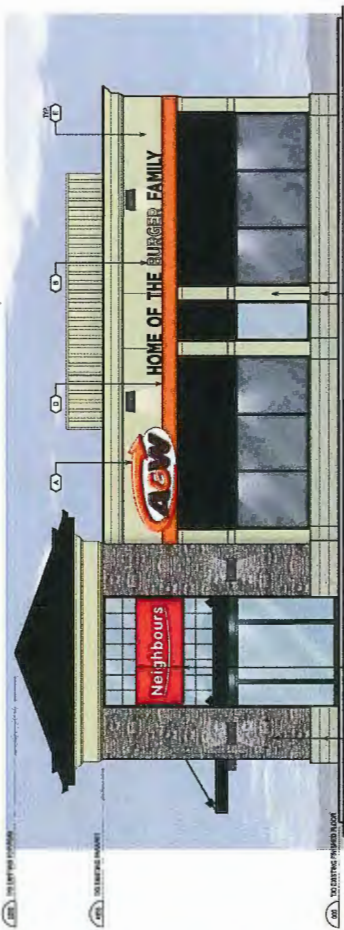
1 WEST ELEVATION



2 EAST ELEVATION



3 EAST ELEVATION



4 WEST ELEVATION

NO.	PRODUCT	SPECIFICATION & COLOUR	REMARKS
A	NEW ILLUMINATED LOGO SIGN		
B	NEW NON-ILLUMINATED LETTER SIGN		
C	RELOCATED DRIVE THRU WINDOW		
D	ILLUMINATED BOOKENDING LIGHT BOX	TO BE REPAINTED TO MATCH A&W ORANGE	SUPPLIED BY A&W INSTALLED BY D.C.
E	EXISTING EXTERIOR FINISH		
F	NEW SIGN FACE	PATCH & REPAIR WHERE REQD (BITE VERIFY)	
G	NON-ILLUMINATED A&W GRAPHIC SNAP FRAME UNIT	APPLY ON EXISTING ILLUMINATED SIGN BOX	PROVIDED BY A&W
H	A&W DRIVE THRU OPEN ILLUMINATED SIGN	INTERIOR SUSPENDED	PROVIDED BY A&W
I	ACM WALL PANEL	COLOUR TO MATCH A&W ORANGE	
J	CULTURED STONE IN-FILL	TO MATCH ADJACENT	

5 EXTERIOR FINISH SCHEDULE

CNCL - 314

PAUL ARCHITECT INC.
2880 Steveston Highway, Suite 200, Delta, British Columbia, V4L 1Y8
Tel: (604) 271-7000 Fax: (604) 271-1298
www.paularchitect.com

NEIGHBOURS A&W REBRANDING
11991 STEVENSTON HWY @ NO.5 ROAD, RICHMOND, BC

PROPOSED EXTERIOR ELEVATIONS
DEC 2016



Address: 11991 Steveston Highway

File No.: ZT 14-656010

Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 9698, the developer is required to complete the following:

1. Provincial Ministry of Transportation & Infrastructure Approval.
2. Submission of a functional design to confirm any land dedication and/or statutory right-of-way requirements for frontage works along No. 5 Road and Steveston Highway, including but not limited to the following:
 - a) No. 5 Road – Approximately 22 sq. m of land dedication along a portion of the subject site's No.5 Road frontage.
 - b) Steveston Highway – statutory right-of-way (SRW) to accommodate an approximate 1.5 m wide by 5 m length concrete pad for a bus shelter. Provisions to be included in the SRW to be consistent with bus shelters located on private property (Note: The existing SRW Plan BCP33443 along Steveston Highway will be required to be modified and/or discharged to accommodate the new on-site SRW).
3. The submission and processing of a Development Permit* completed to a level deemed acceptable by the Director of Development.
4. Voluntary contribution of \$30,000 to go towards the installation of a bus shelter.

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

1. Submission of a report from an acoustical engineer to ensure noise generated from the proposed development (Building, mechanical systems, HVAC/exhaust and drive-through operations) complies with Noise Regulation Bylaw 8856, including any recommended sound/noise attenuation measures to be incorporated into the development.
2. Submission of a landscape bond/letter of credit for all on-site landscaping works.

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

1. Submission of a Construction Parking and Traffic Management Plan to the Transportation Department. Management Plan shall include location for parking for services, deliveries, workers, loading, application for any lane closures, and proper construction traffic controls as per Traffic Control Manual for works on Roadways (by Ministry of Transportation) and MMCD Traffic Regulation Section 01570.
2. Enter into a Servicing Agreement* for the design and construction of frontage works along No. 5 Road and Steveston Highway. Works include, but may not be limited to:
 - a) Along No. 5 Road – 1.5 m wide sidewalk and 1.5 m wide boulevard.
 - b) Along Steveston Highway
 - 1.5 m wide sidewalk and 1.5 m wide boulevard.
 - 3.0 m wide by 9 m in length concrete landing pad for accessible bus stop requirements, including the necessary on-site statutory right-of-way (SRW) (approximately 1.5 m wide by 5 m in length) for a concrete pad for the placement of a bus shelter.
3. Obtain a Building Permit (BP) for any construction hoarding. If construction hoarding is required to temporarily occupy a public street, the air space above a public street, or any part thereof, additional City approvals and associated fees may be required as part of the Building Permit. For additional information, contact the Building Approvals Department at 604-276-4285.

Note:

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

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

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

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

- SIGNED COPY ON FILE -

Signed

Date



**Richmond Zoning Bylaw 8500
Amendment Bylaw 9698 (ZT 14-656010)
11991 Steveston Highway**

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

1. Richmond Zoning Bylaw 8500 is amended by:
 - a. Inserting the following use in Section 22.15.3 Secondary Uses in the Gas Station Commercial (ZC15) – Broadmoor and Ironwood zone:

“**Restaurant, drive-through**”
 - b. Inserting the following clauses into Section 22.15.11 Other Regulations in the Gas Station Commercial (ZC15) – Broadmoor and Ironwood zone:

“3. Restaurant, drive-through is only permitted on the following site:
11991 Steveston Highway
P.I.D. 027-287-513
Lot 1 Section 36 Block 4 North Range 6 West New Westminster District Plan
BCP33442”
2. This Bylaw may be cited as “**Richmond Zoning Bylaw 8500, Amendment Bylaw 9698**”.

FIRST READING

PUBLIC HEARING


SECOND READING

THIRD READING

MINISTRY OF TRANSPORTATION AND
INFRASTRUCTURE

OTHER CONDITIONS SATISFIED

ADOPTED

CITY OF RICHMOND
APPROVED by 
APPROVED by Director or Solicitor 

MAYOR

CORPORATE OFFICER




City of Richmond

Report to Committee



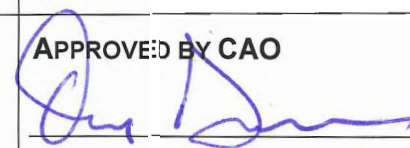
To: Public Works and Transportation Committee **Date:** February 22, 2017
From: Victor Wei, P. Eng.
Director, Transportation **File:** 01-0154-04/2017-Vol 01
Re: TransLink 2017 Capital Program Cost-Share Supplemental Submissions

Staff Recommendation

1. That the supplemental submission of pedestrian and bicycle improvement projects for cost-sharing as part of the TransLink 2017 Major Road Network and Bicycle Program as described in the report titled, "TransLink 2017 Capital Program Cost-Share Supplemental Submissions" dated February 22, 2017 from the Director, Transportation, be endorsed; and
2. That, should the above submissions be successful, the Chief Administrative Officer and General Manager, Planning and Development be authorized to execute the funding agreements and the 2017 Capital Plan and the 5-Year Financial Plan (2017-2021) be updated accordingly.


Victor Wei, P. Eng.
Director, Transportation
604-276-4131

Att. 1

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

CNCL - 318

Staff Report

Origin

Each year, municipalities may submit road, bicycle and transit-related improvement projects for 50-50 funding consideration from TransLink's capital cost-share funding programs. At its September 26, 2016 meeting, Council endorsed the submission of the following projects for the 2017 funding cycle:

- Bicycle Infrastructure Capital Cost-Sharing (BICCS) Regional Needs Program: Year 2 of two-year accrual for the River Drive (No. 4 Road-Van Horne Way) multi-use pathway; and
- Transit-Related Road Infrastructure Program: retrofits to existing bus stops to provide for universal accessibility.

Subsequently, the Mayors' Council and the TransLink Board of Directors approved the Phase One Plan of the 10-Year Vision in November 2016. A component of the Phase One Plan is new funding beginning in 2017 for municipalities to cost-share on capital improvements on the Major Road Network, for cycling projects and for pedestrian facilities around transit.

This staff report presents the proposed supplemental submissions from the City to TransLink's 2017 capital cost-share programs, which support the goals of the City's *Official Community Plan*.

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

3.3. Effective transportation and mobility networks.

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

5.2. Strengthened strategic partnerships that help advance City priorities.

Analysis

Major Road Network and Bike (MRNB) Upgrade Program

The MRNB Program provides allocated funding for capital improvements to the major roads across the region that comprise the MRN and the construction of bicycle facilities both on and off the MRN. For the 2013 through 2016 period, there was no allocated funding available to municipalities from TransLink for the annual MRNB Upgrade Program due to financial constraints. The approval of the Phase One Plan of the 10-Year Vision has restored funding to the program beginning in 2017.

For 2017, totals of \$10 million and \$5 million are available for MRN upgrades and bicycle projects respectively. The funding for MRN upgrades is allocated to municipalities based on population and employment growth forecasts from the Regional Growth Strategy while that for cycling projects is allocated based on 2011 Census population data. Richmond's allocations for 2017 are \$794,000 and \$405,000 for MRN upgrades and bicycle projects respectively for a combined total of \$1,199,000.

The City proposes to submit the following additional projects for consideration to be included in the 2017 MRNB Program (Attachment 1):

- River Drive Multi-Use Pathway (\$1,344,000): construction of a two-way off-street paved 3.0 m wide asphalt pathway for pedestrians and cyclists on the south side of River Drive between No. 4 Road and Van Horne Way including pedestrian lighting. As noted above, the City previously submitted the River Drive multi-use pathway to the 2017 BICCS Regional Needs Program, which provides funding on a competitive basis (i.e., not allocated) for bicycle infrastructure projects of regional significance and, at the time, had a maximum funding cap of \$250,000. With the new MRNB funding available, TransLink requires that municipalities first fully use their allocated funding before applying for any competitive-based funding. Accordingly, the City's funding request for the River Drive multi-use pathway would be shifted to the 2017 MRNB program and the funding request increased such that the two-year (2016 and 2017) accumulation of external grant funding is equal to 50 per cent of the estimated total cost.

An application to the Province of BC's 2017-2018 BikeBC program was also made seeking 50-50 cost-sharing. Should the BikeBC application be successful, the TransLink funding amount for 2017 would be reduced accordingly as TransLink cost-share funding guidelines require the deduction of any senior government funding with the balance then cost-shared between the City and TransLink on a 50-50 basis.

- No. 2 Road Walkway (\$400,000): construction of a 1.5 m wide concrete sidewalk for pedestrians on the east side of No. 2 Road between Granville Avenue and Westminster Highway. No. 2 Road in this section is part of the Major Road Network and thus the proposed improvement to fill in an existing gap in pedestrian facilities is eligible for cost-share funding.
- Westminster Highway Multi-Use Pathway (\$400,000): conversion of the existing directional shoulder bike lanes on Westminster Highway between No. 8 Road and Nelson Road to a protected two-way paved 3.0 m wide asphalt pathway for pedestrians and cyclists on the south side. The new pathway would enable a fully continuous off-street two-way pathway on the south side of Westminster Highway between No. 6 Road and McMillan Way.
- Great Canadian Way Multi-Use Pathway (\$300,000): upgrade of an existing sidewalk and pathway to a two-way off-street paved 3.0 m wide asphalt pathway for pedestrians and cyclists on the west side of Great Canadian Way between Van Horne Way and Bridgeport Road including pedestrian lighting. The pathway would connect to existing off-street pathways at either end and a planned off-street pathway south of Sea Island Way that has been secured through the development application process. The off-street pathway would provide greater protection from vehicle traffic for cyclists travelling through the Sea Island Way and Bridgeport Road intersections and provide northbound cyclists with an option to avoid significant motorist right-turn movements at the Costco driveway.
- No. 2 Road Multi-Use Pathway (\$1,240,000): construction of a two-way off-street paved 3.0 m wide asphalt pathway for pedestrians and cyclists on No. 2 Road between Steveston Highway and Dyke Road as part of a roadway upgrade in this section. The shared cycling/walking/rolling pathway is to be located along the east side from Steveston Highway

to the existing crosswalk located approximately 260 m south of Andrews Road, after which it shifts to the west side to Dyke Road.

Recognizing that this second round of cost-share applications is occurring relatively late in municipalities' capital budget cycles, TransLink will allow, for 2017 only, any unused 2017 allocated funding to be rolled over and added to the municipality's 2018 allocation (i.e., any unused allocated funding will not be forfeited).

Bicycle Infrastructure Capital Cost-Sharing (BICCS) Regional Needs Program

For 2017, a total of \$2.55 million is available on a competitive basis for bicycle infrastructure and parking projects of regional significance through the BICCS Regional Needs Program with municipalities permitted to submit only one project each for TransLink 50-50 cost-share funding up to a maximum of \$400,000.

The City proposes to submit the No. 2 Road (Steveston Highway-Dyke Road) multi-use pathway project for consideration to be included in the 2017 BICCS Regional Needs Program as well as the 2017 MRNB Program as noted above in order to maximize the potential for securing external funding by first fully using the balance of the City's allocated MRNB Program funding, which then allows the City to apply for the competitive-based BICCS Regional Needs Program.

The No. 2 Road multi-use pathway is part of the larger No. 2 Road (Steveston Highway-Dyke Road) widening project, for which the City is receiving external funding (\$3.5 million towards the total cost of \$7.3 million) from the federal government via the Asia-Pacific Gateway and Corridor Transportation Infrastructure Fund.

Walking Infrastructure to Transit (WITT) Program

The Phase One Plan of the 10-Year Vision has established a new capital cost-share program for pedestrian facility upgrades within walking distance of frequent transit stops, stations and exchanges to promote the seamless integration of walking and cycling with transit. For 2017, the WITT Program has a total of \$2.5 million available on a competitive basis to enhance and expand pedestrian access to transit through investments to improve safety, connectivity and accessibility, and provide amenities (e.g., pedestrian lighting, street furniture). Municipalities are permitted to submit only one project each for TransLink 50-50 cost-share funding up to a maximum of \$250,000.

The City proposes to submit the following project for consideration to be included in the 2017 WITT Program (Attachment 1):

- Sexsmith Road Multi-Use Pathway: construction of a paved asphalt pathway for pedestrians (2.0 m wide) and cyclists (2.5 m wide) on the east side of Sexsmith Road between Beckwith Road and River Road including pedestrian lighting, benches, and bollards to separate the pathway from the portion of the road right-of-way that is currently and informally being used for parking, and a new marked crosswalk at the northern end to connect to the Bridgeport Canada Line Station and Bridgeport Exchange.

Requested Funding and Estimated Project Costs

The total requested funding for the above supplemental 2017 submissions to TransLink's capital cost-sharing programs is \$1,846,500 as summarized in Table 1, which will support projects with a total estimated cost of \$4,179,000.

Table 1: Supplemental Projects to be Submitted to 2017 TransLink Cost-Share Programs

TransLink Funding Program	Project Name/Scope	Proposed City's Portion & Funding Source for 2017	Proposed TransLink 2017 Funding ⁽¹⁾	Est. Total Project Cost
MRNB	River Drive (No. 4 Road-Van Horne Way): multi-use pathway	2017 Capital Program: \$672,000	\$500,500	\$1,344,000
	No. 2 Road (Granville Avenue-Westminster Highway): walkway	2016 Arterial Roadway Improvement Program: \$200,000	\$200,000	\$400,000
	Westminster Highway (No. 8 Road-Nelson Road): multi-use pathway	2015 Active Transportation Improvement Program: \$200,000	\$200,000	\$400,000
	Great Canadian Way (Van Horne Way-Bridgeport Road): multi-use pathway	2016 Active Transportation Improvement Program: \$150,000	\$150,000	\$300,000
	No. 2 Road (Steveston Highway-Dyke Road): multi-use pathway	2016 Capital Program (No. 2 Road Widening): \$74,250	\$148,500	\$1,240,000
BICCS Regional Needs Program	No. 2 Road (Steveston Highway-Dyke Road): multi-use pathway	2016 Capital Program (No. 2 Road Widening): \$200,000	\$400,000	
WITT	Sexsmith Road (Beckwith Road-River Road): multi-use pathway	2017 Capital Program (Transit Oriented Development Fund): \$247,500	\$247,500	\$495,000
Total			\$1,846,500	\$4,179,000

(1) The amounts shown represent the maximum funding contribution to be requested from TransLink based on the City's cost estimate for the project. The actual amount invoiced to TransLink follows project completion and is based on incurred costs.

Should the submissions be successful, the City would enter into funding agreements with TransLink. The agreements are standard form agreements provided by TransLink and include an indemnity and release in favour of TransLink. Staff recommend that the Chief Administrative Officer and General Manager, Planning and Development be authorized to execute the agreements. The 2017 Capital Plan and the 5-Year Financial Plan (2017-2021) would be updated to reflect the receipt of the external grants where required dependant on the timing of the budget process.

Financial Impact

As indicated in Table 1, the City's portions of the costs of the projects are fully funded with the funding sources having been previously approved by Council. The proposed City's cost for the multi-use pathway on River Drive is anticipated to be \$672,000 based on successful cost-share applications to TransLink – that is, \$1,344,000 total cost less a two-year accumulation of \$672,000 (\$171,500 in 2016 and \$500,500 in 2017) from TransLink. The City's cost would be reduced should the 2017-2018 BikeBC application be successful. All projects have operating budget impacts that have been incorporated and approved as part of the past annual budget process.

Conclusion

A number of additional pedestrian and bicycle route improvement projects are proposed for submission to TransLink's various cost-sharing programs for 2017 that would support the Council Term Goal with respect to "A Well Planned Community" as well as the goals of the Official Community Plan. In addition to maximizing external funding in implementing local transportation improvements, significant benefits for those using sustainable travel modes in terms of new infrastructure that provides safety and accessibility enhancements would also be achieved should these projects be approved by TransLink and Council.



Joan Caravan
Transportation Planner
(604-276-4035)

JC:jc

Att. 1: Locations of Proposed Supplemental Cost-Share Pedestrian and Cycling Infrastructure Projects

Proposed Supplemental 2017 MRNB, BICCS Regional Needs and WITT Projects



Proposed Projects shown in Yellow Outlined Boxes



Proposed Supplemental 2017 MRNB, BICCS Regional Needs and WITT Projects



Proposed Projects shown in Yellow Outlined Boxes



City of Richmond

Report to Committee

To: Public Works and Transportation Committee

Date: February 15, 2017


From: Victor Wei, P. Eng.
Director, Transportation

File: 01-0150-20-ICBC1-
01/2017-Vol 01



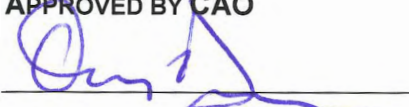
Re: ICBC-City of Richmond *Road Improvement Program – Proposed Projects for 2017*

Staff Recommendation

1. That the list of proposed road safety improvement projects, as described in Attachment 2 of the staff report titled "ICBC-City of Richmond *Road Improvement Program – Proposed Projects for 2017*," dated February 15, 2017 from the Director, Transportation be endorsed for submission to the ICBC 2017 *Road Improvement Program* for consideration of cost sharing funding; and
2. That should the above applications be successful, the Chief Administrative Officer and General Manager, Planning and Development be authorized to negotiate and execute the cost-share agreements, and that the 5-Year Financial Plan (2017-2021) be amended accordingly.


Victor Wei, P. Eng.
Director, Transportation
(604-276-4131)

Att. 2

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

CNCL - 326

Staff Report

Origin

At the March 29, 2016 Council meeting, Council endorsed a number of proposed joint ICBC-City of Richmond road safety improvement projects for 2016. This report summarizes the projects implemented in 2016 with funding from ICBC and presents a list of projects proposed to be implemented with funding contributions from ICBC as part of the 2017 ICBC-City of Richmond *Road Improvement Program* partnership.

Analysis

The City has been in partnership with ICBC in the *Road Improvement Program* since 1994. This partnership is a vital component of the City's traffic safety program as it enables the City not only to undertake more traffic safety enhancements than it could alone, but also to expedite some of these road safety improvement projects. Each year, a list of potential eligible capital projects is developed for inclusion in the *Road Improvement Program* based on community requests and input from the Traffic Safety Advisory Committee and other stakeholders.

Completed 2016 ICBC-City of Richmond Road Improvement Projects

As shown in Attachment 1, a number of City projects fully or substantially completed in 2016 will receive a total of \$287,000 in funding from ICBC's 2016 *Road Improvement Program*.

Proposed 2017 ICBC-City of Richmond Road Improvement Projects

Attachment 2 identifies a range of projects proposed for submission to the 2017 *Road Improvement Program* for funding contribution from ICBC that would provide benefits for all road users (i.e., motorists, cyclists, pedestrians, transit users).

ICBC's potential funding contribution to these projects will be determined by historical traffic crash rates at these locations and the estimated reduction in ICBC claim costs resulting from the proposed traffic safety improvements as well as eligibility of the project vis-à-vis the funding guidelines. The outcome of ICBC's review of the projects will be reported back as part of the 2018 ICBC *Road Improvement Program*.

Upon approval of a project by ICBC, the City would be required to enter into a funding agreement with ICBC. The agreement is provided by ICBC and generally includes an indemnity in favour of ICBC. Staff recommend that the Chief Administrative Officer and General Manager, Planning and Development be authorized to execute the funding agreements for the approved projects and that the 2017 Capital Plan and 5-Year Financial Plan (2017-2021) be amended accordingly to reflect the receipt of external grants.

Financial Impact

The total estimated cost of all the projects identified in Attachment 2 is \$3,364,000.

As indicated in Attachment 2, the City's portion of the costs of the projects are fully funded with the funding sources having been either previously approved by Council or approved as part of

the 2017 Capital Budget. Several of the identified projects have additional external grants either approved or pending approval from other agencies such as TransLink. Should any submitted projects receive funding from ICBC, the City's portion of the total capital cost would be reduced accordingly.

Conclusion

ICBC is a significant long-time partner working with the City to promote traffic safety in Richmond. The traffic safety initiatives jointly implemented by ICBC and the City, including various road and traffic management enhancements, educational efforts and enforcement measures, have resulted in safer streets for all road users in Richmond. Therefore, staff recommend that Council endorse the various local road safety improvement projects for submission to the 2017 joint ICBC-City of Richmond *Road Improvement Program*.



Joan Caravan
Transportation Planner
(604-276-4035)

Att. 1: 2016 Road Improvement Projects receiving ICBC Funding
Att. 2: Proposed 2017 City-ICBC Road Improvement Projects

2016 Road Improvement Projects receiving ICBC Funding

Location	Project Description	ICBC Contribution
Gilbert Road (Lansdowne Road-River Road)	Road Widening	\$17,000
• No. 4 Road-Blundell Road	Installation of northbound and southbound left-turn arrows	\$15,000
• No. 4 Road-Westminster Highway		\$15,000
• No. 5 Road-Westminster Highway		\$15,000
• Sweden Way-Bridgeport Road	Installation of UPS (Uninterrupted Power Supply) for traffic signals	\$2,500
• No. 2 Road-Westminster Highway		\$2,500
• Garden City Road-Granville Avenue		\$2,500
• Westminster Highway-Jacombs Road		\$2,500
• St. Albans Road-Jones Road	Installation of Special Crosswalk	\$4,000
• Garden City Road-Jones Road		\$7,000
• No. 4 Road-Dayton Avenue		\$10,000
• No. 2 Road-Colville Road	Upgrade of Marked Crosswalk to Pedestrian Signal	\$14,000
• No. 1 Road-Regent Street		\$4,000
• Gilbert Road-Lucas Road		\$5,000
• Westminster Highway-McCallan Road		\$5,000
• Blundell Road-Ash Street		\$5,000
• No. 2 Road-Maple Road	Upgrade of Pedestrian Signal to Full Traffic Signal	\$14,000
• No. 2 Road-Blundell Centre Entrance		\$21,000
• Great Canadian Way/Garden City Road (Bridgeport Road-Cambie Road)	Intersection Traffic Video Detection Camera System	\$52,000
• Westminster Highway (Jacombs Road-No. 6 Road)		\$68,000
• 7 th Avenue (Pleasant St-Regent St)	Pedestrian Walkway/Sidewalk	\$3,000
• Bridgeport Road (Viking Way-No. 6 Rd)		\$3,000
Total		\$287,000

Proposed 2017 City-ICBC Road Improvement Projects

Proposed 2017 ICBC-City of Richmond Road Improvement Program Projects	Estimated Total Cost	Source & Amount of City Funds ⁽¹⁾		Other External Agency Funding ⁽²⁾
Traffic calming measures in various locations pending results of traffic studies ⁽³⁾	\$95,000	2017 Traffic Calming Program	\$95,000	-
Installation of pedestrian zone markers pending results of traffic studies ⁽³⁾ : • Locations to be determined ⁽⁴⁾	\$5,000	2017 Traffic Calming Program	\$5,000	-
Installation of pedestrian signals: • No. 4 Road-Albion Road • Granville Ave-Minoru Complex Entrance • Other locations to be determined ⁽⁴⁾	\$120,000 \$150,000	2014 Traffic Signal Program 2017 Traffic Signal Program	\$120,000 \$150,000	-
Installation of full traffic signal: • Granville Ave-Minoru Gate • Other locations to be determined ⁽⁴⁾	\$350,000	2017 Traffic Signal Program	\$350,000	-
Multi-use pathway: Westminster Hwy (No. 8 Road-Nelson Road)	\$400,000	2015 Active Transportation Program	\$400,000	-
Multi-use pathway: River Drive (No. 4 Road-Van Horne Way)	\$1,344,000	2017 Roads DCC Program	\$688,500	\$171,500 (Confirmed) \$484,000 (Pending)
Garden City Road-Odlin Road: southbound to eastbound left-turn lane	\$200,000	2016 Arterial Roadway Improvement Program	\$200,000	-
Construction of pedestrian path/sidewalk: • No. 2 Road (Granville Ave-Westminster Hwy) • Seacote Road (Williams Road-150 m north) • River Road (Oval Way-Brighouse Way) • Other locations to be determined ⁽⁴⁾	\$400,000 \$200,000 \$100,000	2017 Arterial Roadway Improvement Program 2016 & 2017 Neighbourhood Walkway Programs 2016 Arterial Roadway Improvement Program	\$200,000 \$200,000 \$100,000	\$200,000 (Pending) - -

- (1) Should the submitted project receive funding from ICBC, the City's portion of the total cost would be reduced accordingly.
- (2) The amount shown represents the maximum funding contribution to be received from the external agency based on the City's cost estimate for the project. The actual approved amount may be lower than requested. The actual invoiced amount follows project completion and is based on incurred costs. Should the project receive funding from an external agency, the City's portion of the total cost would be reduced accordingly.
- (3) Implementation is subject to consultation with and support from affected residents.
- (4) Additional locations may be identified for submission to ICBC prior to its annual program deadline.



City of Richmond

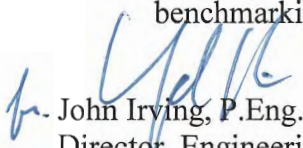
Report to Committee

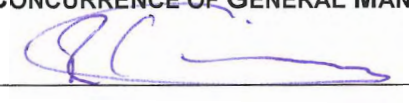

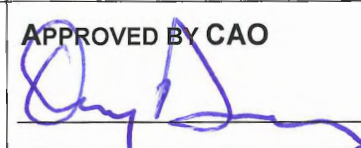
To: Public Works and Transportation Committee **Date:** February 23, 2017
From: John Irving, P.Eng. MPA **File:** 10-6125-07-02/2015-Vol 01
Director, Engineering
Re: **Climate Action – Building Energy Benchmarking Policy Advocacy**

Staff Recommendation

That, as described in the staff report titled “Climate Action – Building Energy Benchmarking Policy” from the Director, Engineering, dated February 23, 2017:

1. A resolution be forwarded to the Lower Mainland Local Government Association and the Union of BC Municipalities calling for the province to establish requirements for energy benchmarking of large buildings;
2. A letter be sent to the Chair of Metro Vancouver’s Climate Action Committee calling on Metro Vancouver to lead the development of a regional benchmarking program;
3. The Chief Administrative Officer and the General Manager, Engineering and Public Works be authorized to execute funding and partnership agreements with the Real Estate Foundation of BC and BC Hydro to develop benchmarking policy analysis and automated utility data exchange capabilities, and that amendments to the 5 Year Financial Plan (2017-2021) Bylaw be brought forward for up to \$155,000 in expenditures, subject to successful grant applications up to \$140,000 to be covered by grant funding and a \$15,000 City contribution from the Carbon Tax Provision.
4. Staff be directed to report back to Council options to establish building energy benchmarking policy for larger buildings in Richmond as a pilot measure.


John Irving, P.Eng. MPA
Director, Engineering
(604-276-4140)

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Finance Department Policy Planning	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: 	APPROVED BY CAO 
CNCL - 331		

Staff Report

Origin

In 2014, Council adopted the Community Energy and Emissions Plan (CEEP), which includes Strategy #3 “Improve the Performance of the Existing Building Stock.” The 2015 CEEP Update identified mandatory energy benchmarking as a key initiative to support this strategy.

This report supports Council’s 2014-2018 Term Goal #4 Leadership in Sustainability:

Continue advancement of the City’s sustainability framework and initiatives to improve the short and long term livability of our City, and that maintain Richmond’s position as a leader in sustainable programs, practices and innovations.

- 4.1. *Continued implementation of the sustainability framework.*
- 4.2. *Innovative projects and initiatives to advance sustainability.*

Background

In 2010, Council adopted targets in Richmond’s Official Community Plan (OCP) to reduce community greenhouse gas (GHG) emissions 33% below 2007 levels by 2020, and 80% below 2007 levels by 2050. The OCP also includes a target to reduce energy use 10% by 2020 below 2007 levels. Buildings account for about 45% of Richmond’s GHG emissions and 65% of energy consumption. The 2014 Community Energy and Emissions Plan (CEEP) identifies that in order to meet Richmond’s GHG reduction goals, new developments will need to achieve zero carbon emissions by 2025 and that deep emissions from Richmond’s existing building stock must also occur.

The City has an array of initiatives to reduce GHG emissions and energy consumption from buildings. These include:

- **District energy systems.** The city-owned Lulu Island Energy Company operates the Oval Village District Energy Utility and the multiple award winning Alexandra District Energy Utility. Other district energy opportunities in the City Centre are being evaluated. New mixed use and residential developments located in areas of the City Centre where district energy systems may be established are expected to be developed with mechanical system that can connect into these systems.
- **Energy performance secured during development approvals** – The 2009 City Centre Area Plan includes a policy that new developments over 2000m² undergoing rezoning achieve a minimum of LEED™ Silver performance. In 2014, Council adopted a policy in the Official Community Plan that new townhome developments undergoing rezoning achieve Energuide 82, and in 2015 adherence to the Energy Star for Homes rating system was added as an additional compliance option. Options for updating policies for new construction are being presented for Council consideration as part of reports to Planning Committee regarding the Energy Step Code.

- **The EnergySAVE Richmond suite of programs** (www.energy.richmond.ca) – The City offers a variety of programs to reduce emissions and energy consumption in the community. Many of these programs are delivered with funding support from utilities and other partners. Programs include:
 - The Building Energy Challenge, a friendly competition to benchmark energy use and reduce consumption over the course of a year.
 - The Richmond Carbon Marketplace.
 - The Business Energy and Water Saving Program.

As directed in the CEEP and the 2041 Official Community Plan, the City will continue to develop and implement initiatives to reduce community energy consumption and emissions. Access to buildings' energy consumption data represents a key opportunity to encourage energy and emissions reductions, as well as better evaluate and improve the initiatives noted above.

Analysis

Energy Benchmarking Overview

Energy benchmarking is the process of regularly tracking buildings' energy use, and comparing energy consumption against historic consumption, other similar buildings, and future targets. Benchmarking is considered a core energy management best practice. Building owners and managers can use energy benchmarking to understand their building's relative performance; assist in identifying opportunities to reduce energy consumption and costs; and evaluate the impact of capital investments and operating decisions.

The most common platform for building energy benchmarking is the free online ENERGY STAR Portfolio Manager (Portfolio Manager) tool developed by the United States Environmental Protection Agency. In 2013, Natural Resources Canada began hosting the Canadian adaptation of Portfolio Manager. Over 20% of the commercial floor space in Canada is already benchmarked using Portfolio Manager, and over 40% in the USA.

The City's Experience with Benchmarking

The City uses Portfolio Manager to measure performance in its own larger buildings. Benchmarking with Portfolio Manager is also a core component of participating in the Richmond Building Energy Challenge, a friendly competition to reduce energy use and GHG emissions in larger buildings in Richmond that the City established in 2014. In the first year of the Challenge, participants' energy use reduced by 8% and GHG reduced by 13%, highlighting the value of benchmarking and related efforts to improve energy management.

The Benefits of Benchmarking

Access to building energy benchmarking information allows building owners, governments, and the public to better understand how their buildings use energy. With this knowledge, they can make smarter and more cost-effective improvements. Benchmarking provides:

- **Improved information for the real estate industry** – When building owners and managers benchmark their buildings, they understand how they perform relative to comparable buildings. This allows owners to better prioritize energy management projects in their portfolio. Likewise, energy service providers benefit from the statistics developed from benchmarking data sets. And when prospective tenants or owners have access to benchmarking information, they can make more informed decisions about the performance of a building.
- **Energy and cost savings** – Energy waste costs residents and businesses in Richmond tens of millions of dollars every year. Studies by the US Environmental Protection Agency, Urban Land Institute and MIT suggest that building portfolios benchmarked with Portfolio Manager achieve savings of 7% to 14% within four years. A review of a similar benchmarking system used in Australia found savings in base building¹ energy consumption of 35% after 10 years.
- **Improved government and utility programs** – Transparency and good information are key components of functioning markets. Benchmarking data provides important insight into how buildings perform. Access to this data can allow the City, Metro Vancouver, the province and utilities to offer more customized, targeted incentives and programs to buildings to better assist them in reducing energy costs and emissions. It can also help the City plan for investments in district energy and other initiatives. Lastly, benchmarking data is necessary to evaluate how effective building codes and energy policies (such as the City's energy performance standards for projects undergoing rezoning) are at realizing lower energy use and carbon emissions.

Mandatory Benchmarking Policy

22 North American cities, two states, and the province of Ontario now require that buildings above a certain size threshold (often 50,000 square feet) annually report benchmarking information to the regulating jurisdiction. Energy benchmarking requirements are considered a potent market-based policy mechanism to drive reductions in GHG emissions and energy costs, and greater innovation. These policies comprise of the following components:

1. **Benchmarking** – Buildings are required to track their performance in the Energy Star Portfolio Manager tool on an annual basis. This requirement ensures that this good energy management practice is adopted by all buildings within the community, and allows owners and property managers to compare their buildings' performance against average values in the region.

¹ "Base building energy consumption" refers to energy consumed by non-tenant occupied or common property. This typically is about half the energy used in office buildings.

2. **Reporting** – On an annual basis, buildings are required to report their energy consumption information to the local government and/or province/state. Electronic reporting platforms are established that make this process simple for property owners. Sharing benchmarking data with a local government and/or province allows policymakers to analyze whether programs are achieving their intended results; more effectively provide incentives and assistance with making energy improvements; and gain a better understanding of a region’s building stock for infrastructure planning. Individual buildings’ information is not shared publicly at this stage.
3. **Transparency (optional)** – Some jurisdictions go further, making data sets with individual buildings’ annual energy consumption publicly accessible. Providing this information helps the real estate sector make more informed decisions, and is a way to drive greater attention to energy performance amongst the real estate sector. Typically, energy data transparency only occurs after a few years of energy reporting, giving industry an opportunity to respond through energy management projects and ensuring data quality.

These components are summarized in Figure 1 below.

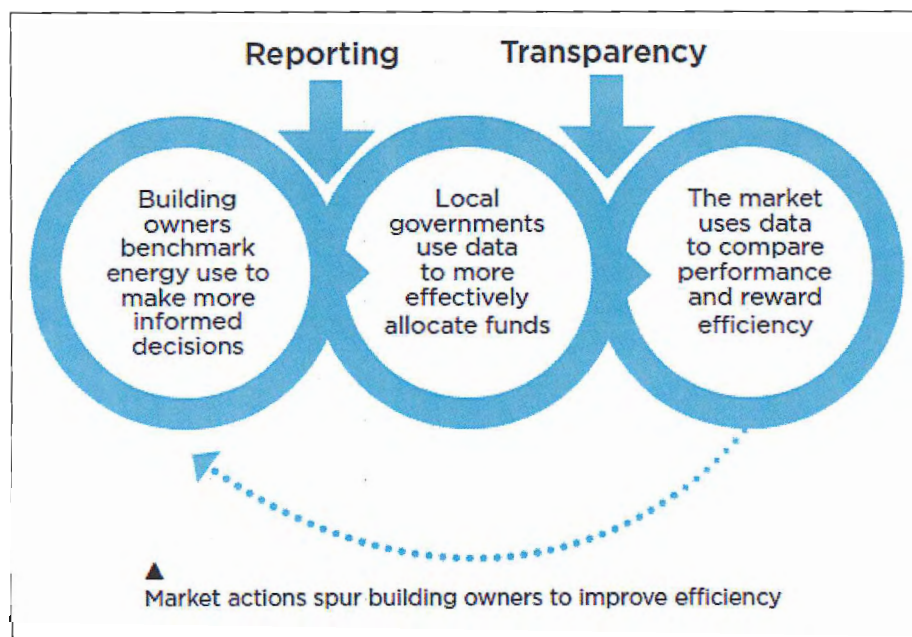


Figure 1: How building energy benchmarking policies encourage building efficiency.
Source: Pacific Coast Collaborative & Institute for Market Transformation.

Benchmarking Policy Activity in BC

The 2014 Union of BC Municipalities Convention endorsed Resolution B94 “Benchmarking Tools for Building Energy Use”, which requested that the provincial government empower local governments to enact benchmarking requirements. In its response in February 2015, the province noted that “while legislative amendments are not under consideration at this time, the Province is exploring approaches and policy options in relation to enabling potential benchmarking activities, in particular for commercial and large multi-unit residential buildings in BC.”

In September 2015, the City requested that the Province develop mandatory benchmarking policy in its written submission to the BC Ministry of Environment as part of the Climate Leadership Plan development process.

In December 2016, BC signed the Pan-Canadian Climate Plan, which calls for building energy benchmarking and disclosure as early as 2019. Moreover, the province, through its participation in the Pacific Coast Collaborative (an agreement between the province of BC, and the states of California, Oregon, Washington and Alaska to coordinate on matters of economic and environmental policy) agreed to the Pacific Coast Climate Leadership Plan, committing to “collaborate with West Coast cities, to further expand large building energy benchmarking and disclosure throughout the region and leverage data to drive reductions in energy use.” This Plan set a target of 75% of eligible large building square footage on the Pacific Coast reporting energy data through provincial and/or local government requirements.

The City of Vancouver is actively pursuing establishing a benchmarking requirement, which is a centrepiece of Vancouver’s Building Retrofit Strategy. However, Vancouver staff report that the Vancouver Charter likely needs to be revised to establish benchmarking policy. Vancouver is pursuing this Charter change with the province. It is important to note that other BC local governments may not need revisions to their enabling legislation to establish benchmarking requirements. Indeed, BC Ministry of Energy and Mines staff have noted their belief that local governments may enact benchmarking requirements, given that the Community Charter specifies “a council may, by bylaw, regulate, prohibit and impose requirements in relation to... buildings” (Section 8(3)(1)).

Perspectives on Establishing Mandatory Benchmarking Requirements

The Canada Green Building Council released a common framework for establishing benchmarking, reporting and transparency policies in Canada. This guide complements similar guidance documents published by the US Department of Energy, the Institute for Market Transformation and other similar institutions.

Research that informed the guide suggests that the Building Owners and Managers Association of BC (BOMA BC), the Real Property Association of Canada (REALpac), and the International Council of Shopping Centres (ICSC) and other property ownership stakeholders recognize the value of benchmarking, and have even supported their membership in their own benchmarking efforts. These organizations are not opposed to governments requiring reporting of energy data to local governments or provinces; however, they do have concerns about the public disclosure of energy data, especially in the early years of requirements’ implementation.

The Need for “Automated Data Exchange”

“Automated data exchange” is the automatic uploading of utility consumption information into the ENERGY STAR Portfolio Manager benchmarking tool. After a building owner chooses to use automated data exchange, their Portfolio Manager account will be automatically regularly populated with utility data into the future. This simplifies the benchmarking process and reduces errors.

FortisBC is developing these capabilities through a provincial grant. BC Hydro has developed this capability for commercial buildings in 2016. In 2017, BC Hydro aims to provide “aggregated electronic data exchange services,” which will sum all residential electricity consumption in a building into one number and automatically report it into Portfolio Manager. This functionality ensures individual households’ anonymity and privacy, as well as avoiding needing to request energy data from each electric utility bill payer in a building. For these reasons, automated aggregated data exchange is important to implementing benchmarking reporting requirements encompassing the multifamily and mixed-use sector, which comprise the majority of the floor space potentially impacted by benchmarking requirements. However, further resources would be required in order for BC Hydro to establish aggregated electronic data exchange capabilities for residential buildings. BC Hydro has committed \$80,000 to this effort, with the City of Vancouver contributing an additional \$30,000; additional funds are required. As recommended below, there is an opportunity for the City to support this initiative through Real Estate Foundation of BC grant funds.

Recommendations

In order to take leadership on benchmarking policy in BC, it is recommended that:

1. **A resolution be forwarded to the Lower Mainland Local Government Association and the Union of BC Municipalities calling for the province to establish requirements for energy benchmarking of large buildings.** The proposed resolution is included in Attachment 2. A provincial requirement would be most impactful in terms of the total building floor space covered. It would also likely be simpler to administer than multiple local government requirements, which would necessitate shared data management and compliance infrastructure.
2. **A letter be sent to the Chair of Metro Vancouver’s Climate Action Committee calling on Metro Vancouver to lead the development of a regional benchmarking program.** In the event that the province does not establish benchmarking policy in a timely manner, regional governments may be an appropriate entity to manage benchmarking programs and/or establish benchmarking requirements. Were Metro Vancouver to implement such programs, a sizeable proportion of the applicable buildings in the province would be encompassed.

3. **The City partner with other organizations to develop benchmarking communication tools and data exchange infrastructure through a funding agreements with the BC Real Estate Foundation and BC Hydro.** In order for benchmarking policy to be implemented, analysis and communications infrastructure must be developed. Notably, it will be necessary for utilities to establish electronic data exchange capabilities. Additionally, data visualizations and customized reports to building owners can provide powerful means of communicating opportunities to reduce energy use and emissions. Lastly, legal analysis of local governments' authority to implement benchmarking requirements can inform local and provincial policy. The City can lead in the development of these efforts.

There is an opportunity for the City of Richmond to leverage grants of up to \$105,000 from the Real Estate Foundation of BC and \$35,000 from the BC Hydro Community Energy and Emissions Plan Implementation Offer, to support efforts to implement BC Hydro automated data exchange, benchmarking information communications and visualization tools, and legal analysis of local governments' ability to implement benchmarking requirements. It is recommended that staff be authorized to execute funding and partnership agreements with the Real Estate Foundation of BC and BC Hydro, to implement this work.

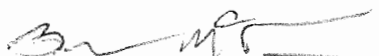
4. **Explore options for the City to establish benchmarking policy.** Finally, staff will explore options to establish building energy benchmarking policy for larger buildings in Richmond as a pilot measure. Staff will report back with analysis of options within a year, following engagement with other levels of government.

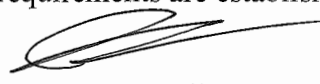
Financial Impact

Should the City be successful in its applications to the Real Estate Foundation of BC and BC Hydro for benchmarking capacity development work, an amendment will be brought forward to the 5 Year Financial Plan for up to \$155,000 in staff and specialized expertise. The City will enter into funding and partnership agreements with these organizations. Up to \$140,000 will be sourced through grant funds. A maximum of \$15,000 of City funds will be spent on salaries for project management sourced from the City's Carbon Tax Provision fund, which is dedicated to community energy and emissions projects.

Conclusion

Continuing to encourage energy upgrades in local buildings is essential to reaching Richmond's energy goals and reducing emissions. Energy benchmarking helps buildings better manage energy, and thereby reduce energy costs and pollution. The City can take a variety of leadership actions to help ensure that benchmarking requirements are established in BC.

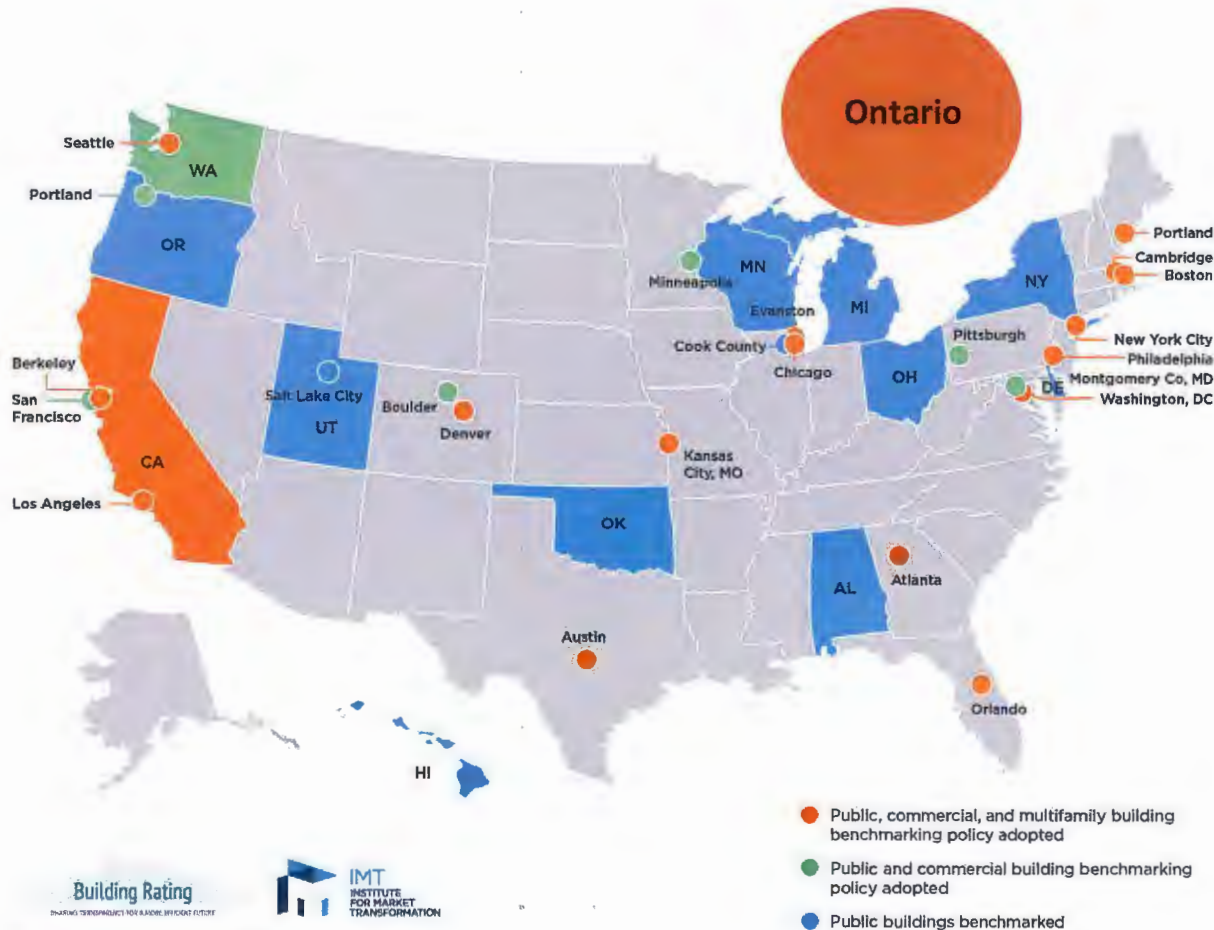

Brendan McEwen
Sustainability Manager
(604-247-4676)


Peter Russell
Sr. Manager, Sustainability & District Energy
(604-276-4130)

- Att. 1: Jurisdictions adopting benchmarking and disclosure policy.
Att. 2: Draft Resolution – Lower Mainland Local Government Association and the Union of BC Municipalities

CNCL - 338

Attachment 1: Jurisdictions adopting benchmarking and disclosure policy.



**Attachment 2: Draft Resolution Lower Mainland Local Government Association and the
Union of BC Municipalities**

PROVINCIAL ACTION ON BUILDING ENERGY BENCHMARKING City of Richmond

WHEREAS as described in the Canada Green Building Council's "Energy Benchmarking, Reporting & Disclosure in Canada: A Guide to a Common Framework" mandatory energy benchmarking and reporting is a low cost, market-based means to enable buildings to reduce energy costs and GHG emissions;

AND WHEREAS the province of BC is a signatory to both the Pan-Canadian Framework on Climate Change and Clean Growth and the Pacific Coast Climate Leadership Plan, both of which commit the province to implement benchmarking requirements for larger buildings;

AND WHEREAS a provincially administered benchmarking requirement similar to that adopted by the province of Ontario would be most impactful and administratively simple;

AND WHEREAS climate change threatens BC communities, and action in the built environment is necessary to mitigate climate change and realize economic opportunity;

THEREFORE BE IT RESOLVED that the province be requested to develop a requirement that buildings above a size threshold benchmark their energy performance and report this information to the province annually, and that the resulting data be available to local governments to inform their climate policy and programs.



City of Richmond

Report to Committee

To: Public Works and Transportation Committee **Date:** February 28, 2017
From: John Irving, P.Eng. MPA **File:** 10-6060-01/2017-Vol
Director, Engineering 01
Re: Lower Mainland Flood Management Strategy Update

Staff Recommendation

That the City of Richmond continue to participate in the Lower Mainland Flood Management Strategy for a further two years.

for *Ydd*
John Irving, P.Eng. MPA
Director, Engineering
(604-276-4140)

Att. 2

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Roads & Construction	<input checked="" type="checkbox"/>	<i>[Signature]</i>
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: <i>GI</i>	APPROVED BY CAO <i>[Signature]</i>

CNCL - 341

Staff Report

Origin

Over the past five years the Fraser Basin Council (FBC) has been promoting a regional approach to flood management. Most lower mainland local governments and key agencies (i.e. YVR, SFU, BC Ministry of Environment) are participating and providing funding to support this initiative. City staff have been engaged in this process since it began and the City has provided \$5,000 per year for two years to support Phase 1 of the Lower Mainland Flood Management Strategy. Phase 1 was completed in May 2016 and the FBC is now seeking further participation and financial support for Phase 2 of the Lower Mainland Flood Management Strategy.

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

6.1. Safe and sustainable infrastructure.

Findings of Fact

The Lower Mainland Flood Management Strategy is intended to provide a better understanding of regional flood hazards, flood vulnerabilities and the state of flood protection infrastructure, policies and practices in the region. The Fraser Basin Council serves as the facilitator and coordinator of the collaborative process to develop the Strategy.

Partners in developing the Lower Mainland Flood Management Strategy include 23 lower mainland municipalities (including Richmond), two regional districts, four provincial ministries, and ten other entities (SFU, YVR, CNR, CPR, Translink, etc.)

The City's primary rationale for participating in this initiative has been to remain engaged and conversant on this issue at the regional level. While staff do not anticipate significant technical value as the strategic and modelling work has been completed by Richmond in several iterations over many decades, with the most recent strategic centre piece being the City's 2006-2031 Flood Protection Management Strategy adopted by Council in 2006, the initiative does facilitate regional and provincial focus on the issue.

Phase 1

Phase 1 of the Lower Mainland Flood Strategy consisted of three projects:

- Project 1 - Analysis of Future Flood Scenarios
- Project 2 - Regional Assessment of Flood Vulnerabilities
- Project 3 - Assessment of Flood Infrastructure, Policies & Practices

As reported to the Public Works and Transportation Committee at the June 27, 2016, meeting in a report titled "Fraser River Freshet and Flood Protection Update 2016", dated May 31, 2016, the City has completed similar projects to a higher level of accuracy under the 2008 – 2031 Richmond Flood Protection Strategy in 2008.

Project 3 reporting indicated that few lower mainland dikes met current provincial standards and none fully met or exceeded the standards. As identified in the May 31, 2016 staff report, this is untrue with respect to Richmond and Richmond dikes exceed current provincial standards. It was also noted that Project 3 was a desktop study with no field verification and included disclaimers that further work must be done to determine actual dike conditions. Staff have identified the errors in Project 3 to the Fraser Basin Council and have prompted them to update the project to include the actual condition of Richmond dikes. While there is no commitment at this time to revisit the Project 3 results, the Fraser Basin Council recognizes the issue and dialogue in this regard is ongoing with staff.

Phase 2

The Fraser Basin Council is in the opening stages of defining Phase 2 of the Lower Mainland Flood Management Strategy and have requested ongoing participation from the City of Richmond, which includes a request for funding. In a letter dated October 24, 2016 (Attachment 1), the Fraser Basin Council requested that the City contribute \$10,000 per year for two years. The Fraser Basin Council has had significant funding success that includes a \$1,000,000 commitment from the province.

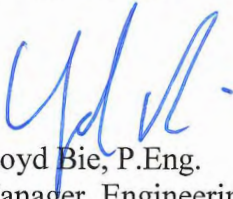
Staff identified concerns with Phase 1 results and the communication issues that contributed to inaccuracies, particularly in Project 3, that needed to be addressed prior to Richmond's continued financial participation in the Lower Mainland Flood Management Strategy. The Fraser Basin Council has responded with a letter dated February 24, 2016 (Attachment 2) reassuring the City that the Fraser Basin Council is committed to engaging with all partners and including their interests, knowledge and perspectives in subsequent work. It also commits to coordinating effective communications with advanced notification of report releases and media relations. With these commitments in place, staff recommends participating in Phase 2.

Financial Impact

Financial participation in Phase 2 of the Lower Mainland Flood Management Strategy is \$10,000 per year for two years for a total cost of \$20,000. This amount will be funded from existing Diking Utility budgets.

Conclusion

The City of Richmond has concerns with Phase 1 of the Lower Mainland Flood Management Strategy. The errors in Phase 1 projects with respect to Richmond dikes could have been avoided with improved partner engagement, but the Fraser Basin Council has committed to improving partner engagement for Phase 2 of the Strategy. As such, Staff recommend continuing participation in the Lower Mainland Flood Management Strategy, including a \$20,000 financial commitment over two years.



Lloyd Bie, P.Eng.
Manager, Engineering Planning
(604-276-4075)

LB:lb

- Att. 1: Letter dated October 24, 2016, RE: Financial Support for Phase 2 – Lower Mainland Flood Management Strategy
2: Letter dated February 24, 2017, RE: Lower Mainland Flood Management Strategy



Fraser Basin Council

*Social well-being supported by a vibrant
economy and sustained by a healthy environment*

October 24, 2016

Attn: George Duncan
CAO
City of Richmond
6911 No.3 Road
Richmond BC V6Y 2C1

RE: Financial Support for Phase 2 – Lower Mainland Flood Management Strategy

Dear George Duncan,

I am writing to thank the City of Richmond for previously supporting Phase 1 of the Lower Mainland Flood Management Strategy (LMFMS) and to confirm renewed financial support and participation to complete Phase 2. Phase 2 focuses on developing an Action Agenda with priorities, recommended flood mitigation options, and a recommended funding and decision-making model to implement the Action Agenda.

The Fraser Basin Council (FBC) serves as the facilitator and coordinator of the development of the LMFMS. As a non-government organization with four orders of government, the private sector and civil society represented on the FBC Board of Directors, we are well positioned to serve as the impartial body to facilitate dialogue and consensus through this initiative. Decision-making for implementation remains with existing jurisdictions.

FBC has undertaken significant work over the past 18 years to strengthen an integrated approach to flood hazard management in BC with a focus in the Lower Mainland. This work has been advanced primarily through the Joint Program Committee for Flood Hazard Management (JPC). The JPC was established in 1998 and now includes more than fifty agencies and organizations with flood management roles and responsibilities.

Since 2014, the FBC has coordinated Phase 1 of the LMFMS to strengthen flood mitigation in British Columbia's Lower Mainland to protect communities, critical infrastructure and the economy. Forty-three public and private sector partners generously provided financial support for Phase 1, which is now complete.

In collaboration with, and on behalf of, all partners and the wider Lower Mainland region, FBC is now finalizing plans and securing the necessary funds to complete Phase 2 – the development of an Action Agenda with priorities, recommended flood mitigation options, and a recommended funding and decision-making model for implementation. As you can appreciate from the attached work plan for Phase 2, we expect a considerable amount of

work to be done over the next 2-2 1/2 years to develop and 'flesh out' the Action Agenda as well as reach 'regional' consensus on the extent and nature of the Action Agenda. As such, it is understood that this work will require financial contributions from all potentially affected interests in the Lower Mainland to protect the dozens of communities, millions of residents and billions of dollars of infrastructure that could be impacted from river and coastal flooding.

Thus, we are now ready to continue and enhance the collaborative, cost-shared approach that proved to be so successful in Phase 1 to now complete Phase 2. We also look forward to broadening the partnership as we engage with additional funding partners. On behalf of all of the LMFMS partners and the communities and sectors you represent, the Fraser Basin Council respectfully requests a contribution of \$20,000 from the City of Richmond to support completion of Phase 2 over the next two years. We have attached an invoice for year one of your contribution, however, if you would prefer to make the full contribution in year one, please contact us and we will send you a revised invoice.

Additional information is attached for your reference including the Phase 1 Summary Report, which includes an overview of key steps for the Phase 2 Action Agenda, as well as a summary of proposed actions, deliverables and cost-sharing in Phase 2.

Your continued support and collaboration will help solidify and leverage the participation of other key funding partners in the LMFMS. This is vital to complete a comprehensive regional action plan and to recommend a dedicated funding program for effective flood mitigation measures that serve our shared national, provincial, regional and local interests.

If you have any questions or would like further details about the Lower Mainland Flood Management Strategy, please contact Steve Litke, Senior Program Manager (604-488-5358). See also www.floodstrategy.ca.

Yours truly,



David Marshall
Executive Director
Fraser Basin Council

Cc: Lloyd Bie



Fraser Basin Council

*Social well-being supported by a vibrant
economy and sustained by a healthy environment*

February 24, 2017

John Irving
Director, Engineering
City of Richmond
jiirving@richmond.ca

RE: Lower Mainland Flood Management Strategy

Dear Mr. Irving;

Thank you for our meeting on February 8, 2017 to discuss the Lower Mainland Flood Management Strategy. As discussed, the Fraser Basin Council serves as the impartial facilitator and coordinator of the collaborative process to develop the Strategy. The strengths of this multi-interest process are the broad partnership and the leadership and experience demonstrated by the numerous partners such as the City of Richmond. The Fraser Basin Council is committed to engaging with all partners to shape the scope and approach of the Strategy; to include the interests, knowledge and perspectives of partners within the Strategy; to provide regular progress reports; and to coordinate effective communications with advanced notification of report releases and media relations.

We are facilitating a variety of opportunities for the partners to engage on this initiative, both in terms of keeping them informed and providing their input. These opportunities include the Joint Program Committee, various Advisory Committees being established to support specific projects and components of the Strategy, and a Leadership Committee to oversee the process.

We look forward to continuing to work with the City of Richmond along with all Lower Mainland local governments, federal and provincial government agencies, First Nations, and other organizations to develop and implement a broad-based strategy to strengthen flood management for the benefit of the entire Lower Mainland Region.

Sincerely,

David Marshall, Executive Director
Fraser Basin Council



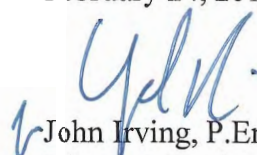
City of Richmond

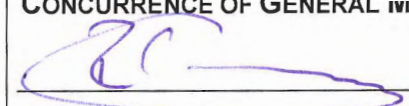

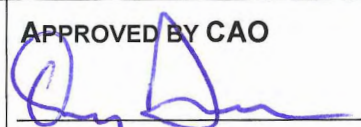
Report to Committee

To: Public Works and Transportation Committee
From: John Irving, P.Eng. MPA
Director, Engineering
Date: February 24, 2017
File: 10-6060-03-01/2017-
Vol 01
Re: 2017 Liquid Waste Management Plan Biennial Report

Staff Recommendation

That the the staff report titled "2017 Liquid Waste Management Plan Biennial Report," dated February 24, 2017, from the Director, Engineering be submitted to Metro Vancouver.


John Irving, P.Eng. MPA
Director, Engineering
(604-276-4140)

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

Staff Report

Origin

The Greater Vancouver Sewerage and Drainage District (GVS&DD) Board adopted the Integrated Liquid Waste and Resource Management Plan (ILWRMP) in May 2010. Subsequently, at the September 27, 2010 City of Richmond Regular Council Meeting, Council adopted the following motion:

“That the municipal commitments in the Metro Vancouver 2010 Integrated Liquid Waste and Resource Management Plan be endorsed.”

The Minister of Environment approved the ILWRMP, subject to conditions identified in his letter, dated May 30, 2011.

The ILWRMP requires member municipalities to report progress on 27 municipal commitments on a biennial basis. The ILWRMP Biennial Report will be compiled by Metro Vancouver and submitted to the Minister of Environment once it is approved by the GVS&DD Board.

This staff report reviews the City’s progress on the ILWRMP municipal actions and presents the 2017 Liquid Waste Management Plan Biennial Report (2017 Biennial Report) (Attachment 1) to Council for information and consideration.

Analysis

The ILWRMP includes a municipal commitment to report progress on a biennial basis. The 2017 Biennial Report covers the 2015 to 2016 reporting period. Richmond has previously submitted six biennial reports over the last 14 years based on reporting requirements in the current and previous Liquid Waste Management Plans.

The 2017 Biennial Report includes 27 narratives, several tables and graphics attachments that report on the 27 municipal commitments included in the ILWRMP. The City is meeting or exceeding all of the requirements of the ILWRMP. The following are highlights of Richmond’s 2017 Biennial Report:

Inflow and Infiltration (I&I)

ILWRMP action 1.1.18 requires municipalities to develop and implement I&I management plans that ensure I&I levels are within Metro Vancouver allowances, as measured at Metro Vancouver’s flow metering stations.

The City’s maximum I&I rate for the 2015-2016 period was 6,600 L/ha/day as measured at the Lulu Island Wastewater Treatment Plant. This level of I&I is significantly below the Metro Vancouver allowance of 11,200 L/ha/day. This is a result of the City’s continued efforts in eliminating storm tie-ins to the City’s sanitary system to minimize inflows, and a successful sanitary sewer assessment and rehabilitation program to manage infiltration. Metro Vancouver targets to inspect regional sanitary sewers on a twenty year cycle. Richmond began CCTV inspections of its gravity sanitary sewers in 2002. As of 2015, CCTV inspections have been

completed for 100% of Richmond's gravity sewers, seven years ahead of Metro Vancouver's target. 98.3% of mains surveyed in this reporting period were found to be in good condition. Rehabilitation of damaged mains identified is incorporated into the City's five-year capital program.

Staff continue to monitor I&I levels at the City's sanitary pump stations, identifying any catchments that may have higher I&I rates for subsequent study and remediation if required.

Asset Management Plan

ILWRMP action 3.1.8 requires municipalities to develop and implement asset management plans and to provide copies of those plans to Metro Vancouver by 2014. Richmond has both an Ageing Infrastructure Management Plan and a Growth Related Infrastructure Management Plan. Both of these have been in place for a number of years and were submitted ahead of Metro Vancouver's target date.

Sanitary Sewer Overflows

ILWRMP action 3.3.7 requires municipalities to report on the frequency and location of sewerage overflows from municipal sanitary sewers. The City does not have chronic sanitary sewer overflow issues and there were zero overflows for the reporting period. This is largely due to Richmond's successful capital and maintenance programs, separated sewer systems and low I&I rates.

Stormwater Management Plan

ILWRMP action 3.4.7 requires municipalities to develop and implement stormwater management plans that integrate with land use. Richmond has developed an Integrated Rainwater Resource Management Strategy, a strategic approach to manage stormwater within the City's floodplain ecosystem. It identifies strategies to detain stormwater, improve water quality, control sediments, harvest and re-use rainwater, and protect and enhance green infrastructure. In addition, Richmond's Ecological Network Management Strategy was adopted in 2014 and contains extensive actions and initiatives on the integration of rainwater management Best Management Practices tailored to various land uses within the City.

Water Metering

Ministerial Condition 2 for approval of the ILWRMP strongly encourages municipalities to business case and/or implement residential water metering programs and to consider municipal rebate programs for water efficient fixtures and appliances to reduce water use.

The City has comprehensive water meter programs for both residential and commercial properties. All industrial, commercial, institutional and farm properties in Richmond are metered. The City is universally metering all single-family properties, with a target completion in 2017, and multi-family complexes can volunteer for water meters through a subsidized program. By the end of 2016, 93% of single-family properties and 40% of multi-family properties are metered in Richmond.

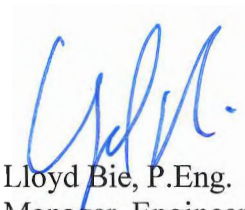
To further promote reduced water use, the City provides metered customers with water conservation kits, which include low flow showerheads, faucet aerators, toilet fill cycle diverters, toilet leak detection tablets, and educational water conservation tools. In addition, the City has successful programs for toilet rebates, rain barrels, and clothes washer rebates. At the end of 2016, 6,422 toilet rebates, 1307 rain barrels, and 474 clothes washer rebates have been issued to Richmond residents.

Financial Impact

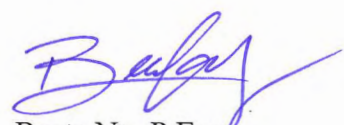
None.

Conclusion

The 2010 ILWRMP includes a municipal commitment to report progress on ILWRMP actions on a biennial basis. The attached 2017 Biennial Report summarizes Richmond's progress on municipal actions for the 2015 to 2016 reporting period. The City of Richmond is meeting or exceeding all of the requirements of the ILWRMP and staff will continue work on municipal actions identified in the ILWRMP.



Lloyd Bie, P.Eng.
Manager, Engineering Planning
(4075)



Beata Ng, P.Eng.
Project Engineer
(4257)

LB:bn

Att. 1: City of Richmond 2017 Liquid Waste Management Plan Biennial Report

2017 Liquid Waste Management Plan Biennial Report

Reporting Period: 2015 – 2016

Municipal Submission Section

To be completed by: March 3, 2017

Municipal Contact Information			
Name	Email	Phone	Responsible For ILWMP Action #'s
Lloyd Bie	LBie@Richmond.ca	604-276-4075	
Beata Ng	BNg@Richmond.ca	604-276-4257	
Kimberley Armour	KArmour@Richmond.ca	604-276-4230	1.1.16, 1.1.17, 3.4.7, Ministerial Condition 9

CNCL - 352

List of Content

- 1. Submission Checklist:
 - a. Narrativesi
 - b. Tables.....iv
 - c. Attachments.....v

- 2. Municipal Reporting Submission1

Submission Checklist

Narratives:

- ☒ Narrative 1: *Summarize ongoing permitting & inspection programs*
- ☒ Narrative 2: *Summarize approach to regulating pesticides and lawn care products*
- ☒ Narrative 3: *Summarize updates to outreach plans for supporting liquid waste source control programs (e.g. stormwater, sewer use, sewer maintenance, I&I management, cross connections etc.) during the reporting period*
- ☒ Narrative 4: *Summarize I&I management plans & list key actions resulting from plans*
- ☒ Narrative 5: *Summarize enforcement enhancements and process efforts during reporting period*
- ☒ Narrative 6: *Highlight and summarize bylaw changes relating to stormwater management*
- ☒ Narrative 7: *Highlight and summarize changes to utility design standards and neighbourhood design guidelines in relation to on-site rainwater management*
- ☒ Narrative 8: *Summarize development of municipal sanitary overflow management plans. Highlight specific examples.*
- ☒ Narrative 9: *Highlight & summarize progress on the prevention of CSOs and the separation of combined sewers*
- ☒ Narrative 10: *List approaches and strategies that address risks (ie: regular maintenance, SCADA, monitoring, protocols, identified redundancies/contingencies)*
- ☒ Narrative 11: *Describe regulations and status of applications*
- ☒ Narrative 12: *Summarize existing municipal odour control programs and the implementation of new programs for targeted municipal sewer facilities*
- ☒ Narrative 13: *Summarize air emissions management programs for standby power generators at municipal sewer pump stations*

- ☒ Narrative 14: *Summarize greenhouse gas emissions reduction initiatives for municipal liquid waste services.*
- ☒ Narrative 15: *Summarize key progress on the assessment and condition of municipal sewerage system*
- ☒ Narrative 16: *Summarize key progress or accomplishments on the development of asset management plans for municipal sewerage infrastructure*
- ☒ Narrative 17: *Summarize key findings from the tri-annual internal audit (first due in 2015)*
- ☒ Narrative 18: *Summarize the estimate of greenhouse gas emissions and odours associated with the operation of municipal and regional liquid waste management systems*
- ☒ Narrative 19: *Summarize and highlight any important details and action plans relating to wet weather SSOs & probable causes of CSOs*
- ☒ Narrative 20: *Summarize and highlight any changes to the existing municipal sewer flow & sewer level monitoring network*
- ☒ Narrative 21: *Summarize progress on the development of emergency management strategies and response plans for municipal & regional wastewater collection and treatment systems*
- ☒ Narrative 22: *Summarize key initiatives that support the adaptation of infrastructure & operations to address risks and long term needs*
- ☒ Narrative 23: *Summarize and highlight key initiatives relating to the development and implementation of the integrated management plans*
- ☒ Narrative 24: *Discuss water metering & rebate programs relating to water fixtures and appliances*
- ☒ Narrative 25: *Summarize whether any new municipal water metering policies or programs were introduced in 2015-2016 that address this action. If no changes, then indicate, "Same as the 2013-2014 reporting period: no changes".*
- ☒ Narrative 26: *Quote relevant OCP sections addressing stormwater, stream health and their consideration of ISMPs*

Tables:

- ☒ Table 1: *List core sewer use bylaws and summarize any changes*
- ☒ Table 2: *Summarize Status of Bylaws Related to Controlling Sediment Transport & Erosion*
- ☒ Table 3: *Types and Number of Liquid Waste Related Permits Issued 2015-2016*
- ☒ Table 4: *Products Regulated to Protect Stormwater Runoff Quality*
- ☒ Table 5: *Bylaws Regulating Discharges of Groundwater and Rainwater to Sanitary Sewers*
- ☒ Table 6: *List standards and guidelines and where applied*
- ☒ Table 7: *List references*
- ☒ Table 8: *Bylaws and Regulations Requiring Pleasure Craft Pump-out Facilities at Marinas*
- ☒ Table 9: *Summary of LWMP Implementation Budgets and Forecasts*
- ☒ Table 10: *Summary of Municipal Progress 2015-2016*

Graphics & GIS Data:

☒ Attachment 1:

- I&I Mapping showing I&I rates for neighbourhoods where studies have been completed with before and after I&I (L/ha-d). Objectives to Illustrates catchment areas covered by I&I studies.
- Transmit an electronic copy of GIS shape files for study catchment boundaries to Metro Vancouver

☒ Attachment 2:

- Mapping showing where sewer separation work occurred in 2015-2016
- GIS shape files of the locations where sewer separation occurred in 2015-2016 for composite mapping
- GIS shape files of catchments of remaining combined sewer catchments as of December 31, 2016 (if separated catchments discharge to combined sewers, code the separated catchments as "separated").

☒ Attachment 3:

- Map and GIS data showing location of emergency municipal overflows (this information should have already been provided through a separate request through the REAC LWSC as well as the 2013-2014 reporting). If already provided, please indicated so.

☒ Attachment 4:

- 2015-2016 map showing odour control facilities & locations of complaints (different than facility)
- GIS shape files for the odour facility and complaint mapping to allow for development of composite mapping

☒ Attachment 5:

- A map showing sewerage system CCTV inspection for 2015-2016 and the other areas of CCTV inspection work in a different colour over the previous 18 years (1996-2014).
- A map showing any sewer replacement /rehabilitation work for 2015-2016 as part of either asset management or capacity upgrades. Indicate whether the work is for upgrades or maintenance.

☒ Attachment 6:

- Titles of any completed asset [replacement] management plans (author, date, title, and publisher) for 2015-2016.
- Completed annual PSAP 3150 reporting on asset values for 2015-2016.
- Colour coded map showing age of the sewerage system (i.e.: <1900, 1901-1925, 1926-1950, 1951-1975, 1976-2000, >2001) updated to show any changes made in 2013-2014. If no changes, please indicate so and the mapping prepared for the 2010-2013 reporting period will be used.

☒ Attachment 7:

- Provide (if not already provided) GIS shape files which have the locations of the CSO outfalls for purposes of summary mapping (should already be reported under WSER).
- Provide GIS shape files or coordinates for the locations of wet & dry weather SSOs for each year (indicate which is dry/wet and year). Include SSO dates and estimated volume

☒ Attachment 8:

- Map and GIS coordinates showing locations of active municipal sewer flow/level monitors for the reporting period 2015-2016 (indicate whether permanent or temporary)

☒ Attachment 9:

- If not already provided, provide updated GIS shape files of the municipal sanitary sewer network, including manholes, pump stations, pipe diameters for the municipal sewer system as of the end of 2016. Please indicate what changes have been made for 2015-2016.

☒ Attachment 10:

- GIS shape files showing the ISMP boundaries and their status: Development Phase= Yellow; Implementation Phase = Light Green; Completed Phase = Dark Green. Add ISMPs still to start development as outlined only).

☒ Attachment 11:

- If initiated, results per watershed (as per ISMP Adaptive Management Framework)
- If undertaken, a map plus GIS shape files/coordinates showing location of monitoring.

☒ Attachment 12:

- Map showing any 2015-2016 changes to protected riparian areas & possible stream classifications. If no changes, then this figure is not required.

City of Richmond

Action 1.1.14 – Review and enhance sewer use bylaws to reduce liquid waste at source, including contaminants identified by the *Canadian Environmental Protection Act (2012)*.

Table 1 Core Sewer Use Bylaws

Sewer Use Bylaws*	2015-2016 Changes**
Drainage, Dyke and Sanitary Sewer System Bylaw No. 7551	Updated best management practices regarding the control of fats, oils, and grease discharge from food sector establishments.
Public Health Protection Bylaw No. 6989	No changes
Pollution Prevention and Clean-Up Bylaw No. 8475	No changes

*Re-list existing core sewer use bylaws and list all new bylaws

**Summarize any changes (if no changes, enter "No changes")

Table 2 Summarize Status of Bylaws Related to Controlling Sediment Transport & Erosion

Name of Bylaw*	
(related to controlling sediment release from land clearing and construction phase of development)	
Drainage, Dyke and Sanitary Sewer System Bylaw No. 7551 – requires that connections to the City's drainage system are disconnected and capped prior to demolition of buildings to prevent sediment entering the drainage system.	
Pollution Prevention and Clean-Up Bylaw No. 8475 – limits the release of polluting substance into the receiving environment, and requires that no discharge from dewatering may enter the City's drainage system or watercourse without an agreement with the City. Such agreements require a Qualified Environmental Professional (QEP) to design a treatment system to satisfy water quality guidelines or approval requirements for discharge from a Provincial or Federal Authority.	
Boulevard and Roadway Protection and Regulation Bylaw No. 6366 – requires that anyone using a boulevard for construction to ensure that the roadway is cleared of sediment producing material during the activity.	
Boulevard Maintenance Bylaw No. 7174 – Requires that a property owner not discard any materials fronting their property.	
Watercourse Protection and Crossing Bylaw No. 8441 – limits the obstruction of watercourse flow, and requires that watercourse crossing design, construction and maintenance are approved by the City so as to protect water quality and the functioning of the City's drainage system or any City land.	
City of Richmond Engineering Design Specifications – requires that catch basins and inspection chambers be installed on all drainage service pipes to prevent sediment discharging into the City's drainage system. It also requires that a Sediment Control Plan be submitted to the City to identify the type and location of sediment control best management practices that will be used during construction.	
Bylaw Details	2015-2016 Changes*
Summarize monitoring requirements	No changes
How data is assessed under the bylaw?	No changes
How is assessment used to initiate corrective actions?	No changes
Summarize approaches used to maintain compliance	Info Bulletin 23 – Riparian Management Areas has been

with the bylaw (e.g. annual resources dedicated to maintaining compliance).	updated for Riparian Area Regulation (RAR) subject sites to guide development pertaining to works in and about a stream.
Discuss effectiveness of bylaw/bylaws and current approach to prevent inputs of sediment to the storm system and receiving environment.	No changes

**For bylaws unchanged since 2013-2014, summarize any changes 2015-2016 (if no changes, enter "No changes"). Otherwise, describe the new bylaw.*

Action 1.1.15* -- Continue existing programs of permitting and inspection to support and enforce sewer use bylaws (*Ongoing, *City of Vancouver Only*).

Narrative 1: Summarize ongoing permitting & inspection programs

N/A

Table 3 Types and Number of Liquid Waste Related Permits Issued 2015-2016

Permit Type/Name*	Number of Permits*	Referenced Bylaw*

**City of Vancouver Only*

Action 1.1.16 -- Identify and regulate pesticides and lawn care products which negatively affect rainwater runoff quality and urban stream health (*2014*).

Narrative 2: Summarize approach to regulating pesticides & lawn care products for 2015-2016.

Adopted in 2009, Richmond's Enhanced Pesticide Management Program (EPMP) reduces the exposure of Richmond residents to unnecessary pesticide use. This program includes a regulation restricting the use of pesticides for cosmetic purpose, as well as resources to empower community members to make the switch to pesticide-free practices. In December of 2015, the City adopted the Invasive Species Action Plan (ISAP), intended to build upon the accomplishments of the EPMP. ISAP includes strategies to reduce the economic and environmental risks of invasive species management by implementing monitoring and control procedures and increasing awareness of invasive species within the community. ISAP delivers the City's early detection and rapid response program for public and private lands in order to ensure that pesticides and lawn-care products are deployed minimally and in a highly controlled fashion.

The City's Pesticide Use Control Bylaw No. 8514 restricts the cosmetic use of pesticides on residential and municipally-owned lands, allowing only low-toxicity products listed under the BC Integrated Pest

Management (IPM) Regulation Schedule 2 and Schedule 5. In addition to bylaw enforcement, the City provides an expanded Education and Community Partnerships Program to inform the community about pesticide restrictions and to promote natural gardening and pest solutions. This includes a series of natural gardening workshops, a phone line to help residents learn proper plant care and sustainable pest solutions, and information sheets available through the City's website. In 2016, the list of permitted pesticides that serve as safer alternatives to conventional pesticides were reviewed and updated within Bylaw No. 8514.

Table 4 Products Regulated to Protect Stormwater Runoff Quality

Regulated Products	Type of Regulation (Sales Ban, Use Ban, Permit, Limited Users, etc.)	Additional Information (Referenced Bylaw & Policy Numbers)
Pesticide	Limited users	Pesticide Use Control Bylaw No. 8514 – Amendment Bylaw 9574.

Action 1.1.17 – Continue outreach plans to support liquid waste source control programs (*Ongoing*).

Narrative 3: Summarize 2015-2016 updates to outreach plans for supporting liquid waste source control programs (e.g. stormwater, sewer use, sewer maintenance, I&I management, cross connections etc.).

Green Cart Program

The Green Cart Program started in 2013, and in 2015, was expanded to residents in multi-family buildings. The added food scraps recycling service was provided to 489 sites, reaching 26,295 residential units. Through this expansion, the City hosted over 400 information sessions to talk about food scraps recycling, providing an alternative to garburator use. Through the Green Cart program, 18,495 tonnes of food scraps and yard trimmings were collected in 2015 and 21,477 tonnes were collected in 2016. This program reduces the amount of waste that would otherwise be discharged to the sanitary sewer through garburators. To facilitate grease reduction in the sanitary system, Richmond conducts the following activities:

- Provide Green Cart Program literature, which includes information on the impact of grease on the sewer system as well as proper grease disposal techniques, noting that small amounts of grease and oil that can be absorbed by newspaper or paper towel should be recycled in the Green Cart.
- Cooking oil and animal fat continue to be accepted at the City's Recycling Depot.
- Promote proper disposal of cooking oil and grease through the annual collection calendar/recycling guide, Green Cart brochure, annual report and community outreach which

includes recycling workshops , booths at community events and recycling information sessions in multi-family buildings.

- Discourage the use of garburators as part of the Green Cart Program.
- Carry out the Green Cart and Recycling Depot programs, which allow residents to recycle food scraps and solid grease. New signage at the depot for oil and grease recycling simplifies the drop off process for residents.

Metro Vancouver Waste Water Discharge Permit Process

The City continues to participate in the Metro Vancouver sanitary sewer source control program by supporting the Metro Vancouver Waste Water Discharge Permit process.

Fat, Oil and Grease Reduction Programs

Richmond Community Bylaws staff continued to work with representatives from Metro Vancouver, stakeholder groups, industry associations, pumping operators and grease trap vendors to mitigate the impact of fats, oils and grease on the region's sanitary sewer system.

The City maintains a Grease Management Program, which included active inspection and enforcement of food sector establishments. In 2015 and 2016, assertive enforcement efforts involved 1129 Grease Inspections and 82 violations resulting in \$24,400 in revenue.

Grease education and communication is delivered to residents through utility bill inserts, information pamphlets in English and Chinese, social media, and public events such as the City's Public Works Open House and Metro Vancouver's Lulu Island Wastewater Treatment Plant Halloween event.

In 2016, the City supported Metro Vancouver's "Wipe it, Green Bin it" pilot campaign, an eight-week campaign program in Richmond focused on reducing grease entering the sanitary system from residents and businesses through various outreach activities and the distribution of creative material. The City is measuring grease-build up in four pump stations to assess and monitor the impacts of the campaign. The results of this pilot campaign are intended to assist Metro Vancouver in facilitating a regional campaign to be launched in 2017.

Rainwater Best Management Practices

Richmond's Official Community Plan Bylaw No. 9000 – Schedule 1, Section 14.2.10, Development Permit Guidelines – Green Buildings and Sustainable Infrastructure, provides general direction in regards to the voluntary undertaking, where feasible, of green building and sustainable infrastructure to support City of Richmond sustainability objectives and help reduce the demand for energy and resources.

Developers are encouraged to incorporate green roofs, bio-swales, infiltration and other best management practices throughout the building site to store rainwater, mitigate urban heat island effect, reduce heating and cooling loads and reduce the impact on City drainage systems.

Richmond's Integrated Rainwater Resource Management Strategy contains initiatives to strategically implement stormwater detention and rainwater re-use measures and encourage stormwater detention

on private properties in order to reduce stormwater runoff. In addition, the strategy works to strengthen erosion and sediment control and encourage water quality improvements.

Richmond's Ecological Network Management Strategy (ENMS) was adopted in 2014 and provides the ecological blueprint for the City to protect, connect and enhance the natural and green spaces throughout Richmond and beyond. It is an opportunistic approach for managing and guiding decisions regarding the city-wide system of natural areas and the ecosystem services they provide. It is designed to complement existing development processes and regulations in order to integrate ecological connectivity and health into all neighbourhoods and land-uses. The ENMS contains extensive actions and initiatives on the integration of rainwater management Best Management Practices tailored to various land uses within the city. These include green infrastructure (e.g. rain gardens, swales, harvesting) development in parks and through planning processes, riparian corridor enhancements, and the review and update of bylaws.

Rain Barrel Program

The City offers rain barrels to Richmond residents at subsidized prices.

Low-Flow Toilet Rebate Program

The City offers a \$100 rebate to residents for replacing old toilets with new low-flush toilets to reduce waste volume through water conservation.

High-Efficiency Clothes Washer Rebate Program

The City partnered with BC Hydro to offer a maximum \$200 rebate to residents for replacing old clothes washers with new energy- and water- efficient models, in order to reduce GHGs through energy conservation as well as waste volume through water conservation.

Water Meter Programs

The City meters all commercial and industrial properties. Single-family dwellings will be universally metered by 2017, and multi-family complexes are eligible to volunteer for meters. Water metering encourages water conservation which, in turn, reduces waste volume.

Action 1.1.18 – Develop and implement inflow and infiltration management plans, using the Metro Vancouver template as a guide, to ensure wet weather inflow and infiltration volumes are within Metro Vancouver's allowances as measured at Metro Vancouver's flow metering stations (2012).

Narrative 4: Summarize I&I management plans & list key actions resulting from plans in 2015-2016. If no work was initiated or undertaken for 2015-2016, then indicate "Same as the 2013-2014 reporting period: no changes".

Richmond's overall maximum I&I rate for the reporting period is 6,600 L/ha/d, attributed to a two-year 24 hour duration event based on flows recorded at the Lulu Island Wastewater Treatment Plant. This rate is of I&I is significantly below the regional allocation of 11,200L/ha/d.

Richmond monitors I&I at the catchment level through pump runtimes at sanitary pump stations. Detailed pump runtimes are captured in data loggers that are manually downloaded to spreadsheets and subsequently converted to sanitary flow rates.

Richmond has installed pressure sensors at sanitary pump stations in order to improve the accuracy of pump runtime analysis. Utilizing pressure information and pump curves will improve the accuracy of the flow information generated by the City's monitoring program. In addition, the City continues to install magnetic flow meters at new sanitary pump stations. Automated pump runtime data collection has also been set up through the SCADA network, and the City is moving towards utilizing FlowWorks to further analyze the data collected.

Catchment level data is being utilized to identify catchments with excessive I&I for further study. This study will include a review of sanitary system response to rainfall events in order to determine the relative levels of I&I. This information will be subsequently utilized to identify appropriate inspection techniques for further catchment review.

Richmond began CCTV inspections of its gravity sanitary sewers in 2002. As of 2015, CCTV inspections have been completed for 100% of Richmond's gravity sewers. In the 2015-2016 reporting period, Richmond completed CCTV inspection and condition assessment for the final 22.2 km of sanitary sewer mains within the City's sanitary network. 98.3% of mains surveyed were found in good condition, with only one section of main was found to be fractured and three mains exhibiting signs of infiltration. Rehabilitation of these mains is incorporated into the City's five-year capital program.

Attachment 1:

a) I&I Mapping showing I&I rates for neighbourhoods where studies have been completed with before and after I&I (L/ha-d). Objectives to Illustrates catchment areas covered by I&I studies.

b) Transmit an electronic copy of GIS shape files for study catchment boundaries to Metro Vancouver.

Action 1.1.19 – Enhance enforcement of sewer use bylaw prohibition against the unauthorized discharge of rainwater and groundwater to sanitary sewers (2010).

Narrative 5: Summarize enforcement enhancements and process effort changes during 2015-2016. If no changes, then enter "Same as the 2013-2014 reporting period: no changes".

Same as the 2013-2014 reporting period: no changes.

Table 5 Bylaws Regulating Discharges of Groundwater and Rainwater to Sanitary Sewers

Regulation or Bylaw No.	Date	Summary of Any Changes 2015-2016*
Drainage, Dyke and Sanitary Sewer System Bylaw No. 7551	Effective Date – January 1, 2003	No changes with respect to unauthorized discharge of rainwater and groundwater to sanitary sewers.

**if no changes, enter “no changes” in table.*

Action 1.1.20 – Update municipal bylaws to require on-site rainwater management sufficient to meet criteria established in municipal integrated stormwater plans or baseline region-wide criteria (2014).

Narrative 6: Highlight and summarize any bylaw changes or development effort relating to stormwater management for 2015-2016. If no changes, indicate “Same as the 2013-2014 reporting period: no changes”.

Same as the 2013-2014 reporting period: no changes.

Table 6 Bylaws Related to On-site Stormwater Management

Related Stormwater Bylaws	Changes to On-Site Stormwater Management Target/Objectives (2015-2016)*
Green Roofs & Other Options Involving Industrial & Office Buildings Outside the City Centre Bylaw No. 8385	No changes
Official Community Plan Bylaw No. 9000	No changes regarding on-site stormwater management
Pollution Prevention and Clean-Up Bylaw No. 8475	No changes

**if no changes, enter “no changes” in table.*

Action 1.1.21 – Update municipal utility design standards and neighbourhood design guidelines to enable and encourage on-site rainwater management (2014).

Narrative 7: Highlight and summarize changes for 2015-2016 to utility design standards and neighbourhood design guidelines in relation to on-site rainwater management. If no changes were made or processes initiated, then indicate “Same as the 2013-2014 reporting period: no changes”.

The City's Integrated Rainwater Resource Management Strategy includes initiatives to enable and encourage on-site rainwater management, including the strategic detention of stormwater, rainwater harvesting and re-use and improved water quality treatment and sediment control.

Table 7 Municipal Standards, Guidelines and Policy Changes Related to On-site Stormwater Management

Name of Standard, Guideline or Policy	Changes for 2015-2016
City of Richmond Engineering Design Specifications	No changes with respect to rainwater management.
City of Richmond Integrated Rainwater Resource Management Strategy	Endorsed by Council for public engagement.
City of Richmond Ecological Network Management Strategy	Adopted by Council (2015)

**If identified unchanged since 2013-2014, briefly summarize any changes 2013-2014 (if no changes, enter "No changes"). Otherwise, briefly summarize if a new bylaw.*

Action 1.2.5 – Work with Metro Vancouver to develop and implement municipal-regional sanitary overflow management plans as set out in 1.2.4 (2013).

Narrative 8: Summarize development of any municipal sanitary overflow management plans for 2015-2016. Highlight any specific examples. If no new plans developed, then indicate "Same as the 2013-2014 reporting period: no changes".

Same as the 2013-2014 reporting period: no changes.

Action 1.2.6 – Burnaby, New Westminster and Vancouver will work with Metro Vancouver to give effect to 1.2.2 and, specifically, implement plans to prevent combined sewer overflows by 2050 for the Vancouver Sewerage Area and 2075 for the Fraser Sewerage Area and separate combined sewers at an average rate of 1% and 1.5% of the system per year in the Vancouver Sewerage Area and Fraser Sewerage Area respectively (Ongoing).

Narrative 9: Highlight and summarize progress on the prevention of CSOs and the separation of combined sewers for 2015-2016.

Not applicable as there are no combined sewers in Richmond.

Attachment 2:

- Mapping showing where sewer separation work occurred in 2015-2016*
- GIS shape files of the locations where sewer separation occurred in 2015-2016 for composite mapping*
- GIS shape files of catchments of remaining combined sewer catchments as of December 31, 2015 (if separated catchments discharge to combined sewers, code the separated catchments as "separated").*

N/A

Action 1.3.11 – Develop and implement operational plans for municipal sewerage facilities to ensure infrastructure reliability and optimal performance (*Ongoing*).

Narrative 10: Discuss approaches and strategies applied in 2015-2016 that address risks (i.e. regular maintenance, SCADA, monitoring, protocols, identified redundancies/contingencies). If these are the same as the previous reporting period 2013-2014, then indicate “Same as the 2013-2014 reporting period: no changes”, or if only minor changes, enter appropriate text similar to “Same as the 2013-2014 reporting period except for...”

In addition to the approaches and strategies outlined for the 2013-2014 reporting period, Richmond has installed temperature sensors at select pump stations and flow meters at all new pump stations better monitor infrastructure performance. Redundancy equipment including backup power generators have been added to inventory, and replacement mobile generators have been acquired.

Furthermore, in 2016, the City introduced a Sanitary Forcemain Valve Installation program aimed at installing line valves on sanitary forcemains to allow isolation and control of forcemains in the event of a break or a need for tie-ins. This allows for a smaller catchment to be impacted by the necessary shut-downs when such work is required, thereby reducing impacts to residential and commercial customers.

Action 1.3.12 – Work with Metro Vancouver to develop and implement emergency sanitary sewer overflow plans including contingency plans to minimize impacts of unavoidable sanitary sewer overflows resulting from extreme weather, system failures or unusual events (*Ongoing*).

Narrative 8: Identify any emergency procedures & protocols developed for 2015-2016. If these are the same as the previous reporting period 2013-2014, then indicate “Same as the 2013-2014 reporting period: no changes”, or if only minor changes, enter appropriate text similar to “Same as the 2013-2014 reporting period except for...”

Richmond’s municipal sanitary system did not experience any sanitary sewer overflows during the reporting period. Richmond does not have any combined sewer systems, and maintains an overall I&I rate below the regional design allowance. As such, Richmond does not have chronic sanitary sewer overflow issues due to weather or rainfall. There have been no changes to the emergency management plan, procedures, and protocols outlined for the 2013-2014 reporting period.

Attachment 3:

Map and GIS data showing location of emergency municipal overflows (this information should have already been provided through a separate request through the REAC LWSC as well as the 2013-2014 reporting). If already provided, please indicated so.

N/A

Action 1.3.13 – Work with private marina operators, Ministry of Environment and Environment Canada to develop and implement regulations to ensure all new marinas and marinas where planned renovations exceed 50% of the assessed existing improvements value have pleasure craft pump-out facilities (*Ongoing*).

Table 8 Bylaws and Regulations Requiring Pleasure Craft Pump-out Facilities at Marinas

Regulation Process or Bylaw*	Date*
Public Health Protection Bylaw No. 6989, Subdivision Two – Marina Health and Safety Regulation	Effective Date – March 13, 2000

* This may be repeated from the 2013-2014 reporting period

Action 1.3.14 – Require all pleasure craft pump-out facilities to connect to a municipal sanitary sewerage system or a provincially permitted on-site treatment and disposal system or have established enforceable protocols for transporting liquid waste for disposal at a permitted liquid waste management facility (*Ongoing*).

Narrative 11: Describe any additional regulations and the number of on-site treatment systems required/installed during the reporting period 2015-2016. If these are the same as the previous reporting period 2013-2014, then indicate "Same as the 2013-2014 reporting period: no changes".

Same as the 2013-2014 reporting period: no changes.

Action 1.3.15 – Continue existing municipal odour control programs and implement new programs for targeted municipal sewer facilities (*Ongoing, see Action 3.3.4*).

Narrative 12: Summarize existing municipal odour control programs and the implementation of new programs for targeted municipal sewer facilities for the reporting period 2015-2016. If these are the same as the previous reporting period 2013-2014, then indicate "Same as the 2013-2014 reporting period: no changes", or if only minor changes, enter appropriate text similar to "Same as the 2013-2014 reporting period except for..."

Same as the 2013-2014 reporting period: no changes – odour complaints have been investigated by City operation crews to confirm that sources of odour are not attributed to malfunctioning sewer systems. Odour complaints have been identified to be caused by Harvest Power, agriculture, and rotting vegetation near dikes and tidal areas and are typically unrelated to the sanitary system.

Attachment 4:

- a) 2015-2016 map showing odour control facilities & locations of complaints (different than facility)
- b) GIS shape files for the odour facility and complaint mapping to allow for development of composite mapping

Action 1.3.16 – Develop and implement air emissions management programs for standby power generators at municipal sewer pump stations (2016).

Narrative 13: Summarize air emissions management programs for standby power generators at municipal sewer pump stations. If these are the same as the previous reporting period 2013-2014, then indicate “Same as the 2013-2014 reporting period: no changes”, or if only minor changes, enter appropriate text similar to “Same as the 2013-2014 reporting period except for...” This action is not due until 2016.

Notes: Metro Vancouver has developed “Specifications for New Diesel Powered Vehicles & Equipment” as part of its green procurement process (details were shared with the REAC-LWS at an earlier meeting and are available from MV).

In addition to items described in previous reporting periods, the City is purchasing new portable diesel standby generators with more stringent air emissions management to fully replace existing inventory.

Action 1.3.17 – Develop and implement programs to reduce greenhouse gas emissions from municipal liquid waste management systems to help achieve federal, provincial and municipal greenhouse gas targets (Ongoing, see Action 3.1.5).

Narrative 14: Summarize greenhouse gas emissions reduction initiatives for municipal liquid waste services. If these are the same as the previous reporting period 2010-2012, then indicate “Same as the 2013-2014 reporting period: no changes”, or if only minor changes, enter appropriate text similar to “Same as the 2013-2014 reporting period except for...”

Richmond’s 2041 OCP includes targets to reduce the community’s energy use by 10 per cent by 2020, and to reduce community greenhouse gas (GHG) emissions by 33 per cent by 2020 and 80 per cent by 2050. In January 2014, City Council approved Richmond’s Community Energy and Emissions Plan (CEEP). The CEEP includes:

- Strategy 9: Continue Advancement of Neighbourhood District Energy Systems;
- Strategy 10: Utilize Local Energy Sources; and
- Strategy 11: Maximize Use of Waste, including liquid waste.

Richmond is continuing to work with Metro Vancouver to implement a sewer heat recovery system on the Gilbert Trunk Sewer as part of the Oval Village District Energy Utility (formerly the River Green District Energy Utility). During the reporting period, Lulu Island Energy Company Inc. (LIEC), a City-owned corporation that manages district energy initiatives, in partnership with Corix Utilities Inc. continue to provide thermal energy services to developments with the Oval Village service area. To date, 1,413,107 ft² (131,282 m²) of residential floor space is connected to the system, with an estimated 5,522,702 ft² (513,075 m²) at full build out. The implementation of the sewer heat recovery energy source for this project is targeted for 2024. At full build-out, there will be an estimated 2600 tonnes CO₂e GHG emissions reduction.

The City has also begun a project to identify potential locations within the municipality's own sanitary sewer system for the cost-effective implementation of smaller-scale energy recovery facilities. Such "micro" sewer heat recovery plants would provide heating and/or cooling for a smaller-scale stand-alone development, or act as an ancillary heating input to the City's large District Energy networks.

Richmond continues to secure commitments from new developments in the City Centre Area to be "District Energy Ready" as part of rezoning and development permitting. This is part of a medium- to long-term strategy to develop district energy utilities in the City Centre.

Action 3.1.6 – Assess the performance and condition of municipal sewerage systems by: (a) inspecting municipal sanitary sewers on a twenty year cycle, (b) maintaining current maps of sewerage inspection, condition and repairs, and (c) using the Metro Vancouver "Sewer Condition Report, November 2002" as a guide to ensure a consistent approach to sewer system evaluation and reporting (*Ongoing*).

Narrative 15: Summarize key progress on the assessment and condition of municipal sewerage system for 2015-2016. If these are no changes since the previous reporting period 2013-2014, then indicate "Same as the 2013-2014 reporting period: no changes".

The City completed CCTV inspections for the remaining 10% of its sanitary sewer gravity system in 2015, with CCTV assessment for the City's sanitary system now 100% complete.

Attachment 5:

- a) A map showing sewerage system CCTV inspection for 2015-2016 and the other areas of CCTV inspection work in a different colour over the previous 18 years (1994-2012).*
- b) A map showing any sewer replacement /rehabilitation work for 2015-2016 as part of either asset management or capacity upgrades. Indicate whether the work is for upgrades or maintenance.*

Action 3.1.8 – Develop and implement asset management plans targeting a 100 year replacement of rehabilitation cycle for municipal sewerage infrastructure and provide copies of such plans to Metro Vancouver (2014).

Narrative 16: Summarize key progress or accomplishments on the development of asset management plans for municipal sewerage infrastructure for 2015-2016.

Richmond has an ongoing Ageing Infrastructure Replacement Program with dedicated funding from the Sanitary Sewer Utility that maintains the sanitary system in an appropriate operating condition. Staff report to City Council bi-annually on the status of the program, including current infrastructure status, long-term funding requirements and funding gaps if they exist. The 2015 program update identified a long-term, sustainable capital requirement of \$6.8M and a current annual budget of \$5.3M. City Council and staff have made significant progress in closing the funding gap and will continue to close the gap in subsequent utility rate setting cycles. The sanitary system is relatively young and the bulk of replacement funding is predicted to be required between 2041 and 2061. As such, the incremental approach to closing the funding gap is appropriate for the City of Richmond.

Attachment 6:

a) Titles of any completed asset [replacement] management plans (author, date, title, and publisher) for 2015-2016.

Ageing Infrastructure Planning 2015 Update (John Irving, P.Eng., MPA, June 26, 2015, Ageing Infrastructure Planning, REDMS 4582509)

Engineering & Public Works – Monthly Construction Update to Mayor and Council, (Eric Sparolin, P.Eng., REDMS 5042679)

5-Year Capital Program – Sanitary and Water Capital Program (Jason Ho, P.Eng., REDMS 3247757)

b) Completed annual PSAP 3150 reporting on asset values for 2015-2016.

2015 Annual Report: <http://www.richmond.ca/cityhall/finance/reporting/reports.htm>

More information on Richmond's non-financial assets is available at:

http://www.cscd.gov.bc.ca/lgd/infra/municipal_stats/municipal_stats2015.htm

c) Colour coded map showing age of the sewerage system (i.e.: <1900, 1901-1925, 1926-1950, 1951-1975, 1976-2000, >2001) updated to show any changes made in 2015-2016. If no changes, please indicate so and the mapping prepared for the 2010-2015 reporting period will be used.

Action 3.2.4 – Undertake a tri-annual internal audit of best practices of one municipal liquid waste management sub-program in each municipality to identify opportunities for innovation and improvements (*Triennially*).

Narrative 17: Summarize key findings from the tri-annual internal audit (first due for 2013, the next in 2016).

Ageing Infrastructure Planning Program

In 2015, Richmond conducted a review of the Ageing Infrastructure Planning Program, which included reconciling current inventory, reviewing the evolving theory on infrastructure service life, and updating infrastructure replacement pricing.

This audit identified the following key findings:

- Infrastructure replacement costs continue to increase due to inflation, environmental requirements and sanitary pump station complexity.
- Development facilitates significant infrastructure replacement, having a positive impact on the City's overall ageing infrastructure picture. However, development is subject to external factors, such as the economy, and does not always coincide with infrastructure that is beyond its useful life. Therefore, development is not considered a sustainable resource for ageing infrastructure replacement.
- The long-term, sustainable capital requirement is \$6.8M for the sanitary utility. The current budget is \$5.3M. Closing the funding gap is achievable within the next decade or sooner through the annual budgeting process.

Action 3.3.6 – In collaboration with Metro Vancouver, estimate and document the greenhouse gas emissions and odours associated with the operation of the municipal and regional liquid waste management systems (*2014*).

Narrative 18: Summarize the estimate of greenhouse gas emissions associated with the operation of municipal and regional liquid waste management systems. Odour control and mapping are being reported under Action 1.3.15.

The estimated total emission in 2015 due to electricity use at sanitary pump stations and sanitary fleet fuel use for operational tasks is 151.1 tonnes of tCO₂e.

Action 3.3.7 – Estimate and report on the frequency, location and volume of sewerage overflows from municipal combined and sanitary sewers, and where feasible identify and address the probable causes (*Ongoing*).

Narrative 19: Summarize and highlight any important details and/or action plans relating to managing wet weather SSOs, CSOs and dry & wet weather SSOs during the period 2015-2016. If no changes since 2013-2014, then indicate "Same as the 2013-2014 reporting period: no changes".

For each CSO location, in a table indicated estimated volumes & number of occurrences (this will have been prepared for EC WSER reporting but is also required by the LWMP).

Richmond did not have any dry or wet weather SSOs during 2015 and 2016. There are no combined sewers in Richmond.

Attachment 7:

- a) *Provide (if not already provided) GIS shape files which have the locations of the CSO outfalls for purposes of summary mapping (should already be reported under WSER).*

N/A

- b) *Provide GIS shape files or coordinates for the locations of wet & dry weather SSOs for each year (indicate which is dry/wet and year). Include SSO dates and estimated volume.*

N/A

Action 3.3.8 – Maintain and, if necessary, expand the existing municipal sewer flow and sewer level monitoring network (*Ongoing*).

Narrative 20: Summarize and highlight any changes to the existing municipal sewer flow & sewer level monitoring network for 2015-2016 (if no changes, then indicate "Same as the 2013-2014 reporting period: no changes").

Richmond maintains wet-well level monitoring sensors and pressure sensors installed at all 153 sanitary pump stations. The City monitors flows through the utilization of pump run times at sanitary pump stations using data loggers as well as pump discharge monitors that provide discharge information. Flow meters are installed at all new pump stations.

In the 2015-2016 reporting period, the City has dedicated \$435,000 in capital funding to the improvement of its SCADA system, including the rehabilitation and upgrade of computers, instruments and electrical installations throughout the SCADA network. The program aims to improve system functionality and data processing to improve sanitary system operations. Additional flow monitors and temperature sensors have been added to the sewer level monitoring network.

Attachment 8:

- a) *Map and GIS coordinates showing locations of active municipal sewer flow/level monitors for the reporting period 2015-2016 (indicate whether permanent or temporary)*

Action 3.4.4 – In collaboration with Metro Vancouver and the Integrated Partnership for Regional Emergency Management (IPREM), develop emergency management strategies and response plans for municipal and regional wastewater collection and treatment systems (2015).

Narrative 21: Summarize any progress on the development of emergency management strategies and response plans for municipal & regional wastewater collection and treatment systems.

***Note:** This action is being addressed through direction by REAC to REAC LWSC and REAC WSC to undertake in 2015.*

In addition to the initiatives described in the 2013-2014 reporting period, the City is also maintaining an inventory of portable diesel standby power generators on trailers. These generators are intended to provide back-up power for sanitary and drainage pump stations in the event of emergency power failures and is the primary response plan for stations that do not have built-in generators. Built-in backup generators are incorporated into new or upgraded stations constructed within City Centre where possible.

Action 3.4.5 – Adapt infrastructure and operations to address risks and long-term needs (*Ongoing*).

Narrative 22: Summarize any key initiatives that support the adaptation of infrastructure & operations to address risks and long term needs (e.g. climate change, sea level rise, seismic risk, demographic growth, etc...). If no change from 2013-2014, then indicate, "Same as the 2013-2014 reporting period: no changes".

Richmond has an ongoing Ageing Infrastructure Replacement Program with dedicated funding from the Sanitary Sewer Utility that maintains the sanitary system in an appropriate operating condition. Staff report to Council bi-annually on the status of the program which includes current infrastructure status, long term funding requirements and funding gaps if they exist. The 2015 program identified a long-term sustainable capital requirement of \$6.8M and a budget of \$5.3M. Richmond has an on-going 5-year sanitary replacement capital program that includes gravity sewers, forcemains and pump station replacements.

The City continues to complete upgrades to its sanitary sewer system based on anticipated demographic growth to meet long-term needs through development requirements and the City's Development Cost Charges (DCC) program. In 2015 and 2016, the City upgraded 557 m of gravity sewers as part of its capital infrastructure program in order to accommodate anticipated demographic growth as identified in the City's 2041 Official Community Plan. In 2016, the City updated its 2016-2041 City-Wide DCC

Capital Programs and City-Wide DCC Rates to better reflect anticipated development activities. Key projects that form part of this program include new sanitary pump stations in the Lansdowne and Hamilton areas, as well as gravity main upgrades in the City Centre area.

Action 3.4.6 – Ensure liquid waste infrastructure and services are provided in accordance with the Regional Growth Strategy and coordinated with municipal Official Community Plans (Ongoing).

Attachment 9:

- a) *If not already provided, provide updated GIS shape files of the municipal sanitary sewer network, including manholes, pump stations, pipe diameters for the municipal sewer system as of the end of 2016. Please indicate what changes have been made for 2015-2016.*

NOTE: *This information is part of the routine information provided to Metro Vancouver every two years in response to municipal obligations under the GVS&DD Act. This information will be used to update Metro Vancouver's GIS data base and to create a composite map showing alignment and discrepancies with the RGS.*

Action 3.4.7 – Develop and implement integrated stormwater management plans at the watershed scale that integrate with land use to manage rainwater runoff (2014).

Narrative 23: Summarize and highlight key initiatives relating to the development and implementation of the integrated stormwater management plans for each watershed/ISMP area.

NOTE: *Format and content should be similar to the reporting provided in January/February 2014 for the Interim Report: 2013 for the Integrated Liquid Waste and Resource Management Plan. See:*

<http://www.metrovancouver.org/about/publications/Publications/2014InterimReport-SSOsISMPs.pdf>

Richmond's ISMP, the Integrated Rainwater Resource Management Strategy (IRRMS), was endorsed by council for public consultation. In 2016, the City has hosted two stakeholder workshops to present and receive feedback on the City's strategy. The IRRMS is a watershed level strategic approach to manage stormwater within the City's floodplain ecosystem. It identifies strategies to detain stormwater, improve water quality, control sediments, harvest and re-use rainwater, and protect and enhance green infrastructure.

The IRRMS is highly integrated with the green infrastructure initiatives identified in Richmond's Ecological Network Management Strategy (ENMS). The ENMS and the IRRMS identifies issues such as water and habitat quality, impervious surfaces, riparian ecology and bank erosion, and provides

comprehensive actions and initiatives to address these issues through green infrastructure enhancement opportunities to increase ecosystem services. A key initiative developed under the ENMS is the Bath Slough Revitalization Initiative which includes the planting of a 2.6 acre pollinator pasture with native plants used not only to enhance native pollinator habitat but to retain stormwater and ameliorate water quality before it reaches Bath Slough. Native planting along the City-owned Railway corridor also retains and filters stormwater run-off, providing important ecosystem services.

Attachment 10:

- a) *GIS shape files showing the ISMP boundaries and their status: Development Phase= Yellow; Implementation Phase = Light Green; Completed Phase = Dark Green. Add ISMPs still to start development as outlined only).*

NOTE: The ISMPs will be summarized and mapped similar to the Interim Report 2013:
<http://www.metrovancouver.org/about/publications/Publications/2014InterimReport-SSOsISMPs.pdf>

Action 3.5.8 – Biennially produce a progress report on plan implementation for distribution to the Ministry of the Environment that: (a) summarizes progress from the previous two years on plan implementation for all municipal actions, including the status of the performance measures, (b) includes summaries and budget estimates for proposed LWMP implementation programs for the subsequent two calendar years (*July 1st biennially*).

List budget estimates for the LWMP implementation programs and subsequent two years beyond biennial report (from 5 yr plan)

Table 9 Summary of LWMP Implementation Budgets and Forecasts

LWMP Implementation Action	Details/Notes	Budget			
		2015	2016	2017	2018
Sanitary Sewer Capital Program	Includes pump station replacement, gravity sewer and forcemain replacement, and sanitary rehabilitation works	7.6M	5.5M	8.2M	5.6M*
Development Projects (Servicing Agreements)		3.1M	1.0M	Unknown	Unknown

** Subject to council approval*

Action 3.5.9 – This reporting is an annual requirement. In the year of the biennial report, this action is covered off by municipal reporting on 3.4.7 & 3.3.7. In other years this addressed through the Interim Report. This municipal reporting is summarized regionally by Metro Vancouver under its Action 3.5.6.

Note: *The Interim Report: 2013 was submitted to the Ministry of Environment in February 2014.*

Ministerial Condition 2 – Member municipalities are strongly encouraged to business case and/or implement residential water metering programs and to consider municipal rebate programs for water efficient fixtures and appliances to reduce potable water use.

Narrative 24: Discuss initiatives that evaluate/support water metering and rebate programs to water fixtures and appliances

Richmond has comprehensive water meter programs for both residential and commercial properties. All industrial, commercial, and farm properties in Richmond are metered. In 2014, Richmond started implementing universal water metering for all single-family properties, with a target completion in 2017. Multi-family complexes can volunteer for water meters, with the City providing a maximum subsidy of \$100,000 per complex. By the end of 2016, 93% of single-family properties and 40% of multi-family properties are metered in Richmond.

In 2014, Richmond also introduced a pilot project for Fixed Base Meter Reading that facilitates the continuous reading of meters through radio towers. The program provides real time consumption data which allows staff to better help residents identify causes of leaks and water consumption habits. Based on the successes of the trial and the significant benefits and efficiencies, the Fixed Base Network will be deployed universally as part of the City's 2017 capital program.

To complement these water meter programs, Richmond provides metered customers with free water conservation kits, which include low flow showerheads, faucet aerators, toilet fill cycle diverters, toilet leak detection tablets, and educational water conservation tools. In addition, Richmond offers a \$100 rebate to residents for replacing old toilets with new low-flush toilets, and subsidized rain barrels to collect and store water for outdoor use. Richmond also partnered with BC Hydro to offer a \$100-200 rebate for high-efficiency clothes washer replacements. At the end of 2016, 6422 toilet rebates, 1307 rain barrels, and 474 clothes washer rebates have been issued to Richmond residents.

Ministerial Condition 3 – Metro Vancouver, in partnership with member municipalities, is encouraged to pursue a region-wide water conservation program targeting the industrial, commercial, institutional and agricultural sectors as part of its new Drinking Water Management Plan. Remaining municipalities in the region that have not implemented metering for these sectors are encouraged to do so.

Narrative 25: Summarize whether any new municipal water metering policies or programs were introduced in 2015-2016 that address this action. If no changes, then indicate, "Same as the 2013-2014 reporting period: no changes".

Same as the 2013-2014 reporting period: no changes.

Ministerial Condition 7 – Member municipalities will, with MV planning and coordination, and to the satisfaction of the Regional Manager, develop a coordinated program to monitor stormwater and assess and report the implementation and effectiveness of Integrated Storm Water Management Plans (ISMPs). The program will use a weight-of-evidence performance measurement approach and will report out in the Biennial Report. The Regional Manager may extend the deadline for completion of ISMP by municipalities from 2014 to 2016 if satisfied that the assessment program could result in improvement of ISMP and protect stream health.

Narrative 26: Quote relevant OCP sections addressing stormwater, stream health and their consideration of ISMPs.

Given the ISMP deadline requirement, please indicate in as a list any ISMPs not developed by the end of 2016.

Richmond's Integrated Rainwater Resource Management Strategy (IRRMS) addresses Richmond's needs for water quality treatment and monitoring. Due to Richmond's unique water quality conditions, the Monitoring and Adaptive Management Framework (MAMF) parameters developed by Metro Vancouver do not adequately reflect the effectiveness of Richmond's stormwater management plan. Richmond is utilizing a modified MAMF that is more appropriate for lowland development systems and wetlands such as Richmond. Measurements according to Richmond's IRRMS and modified MAMF will occur in 2017.

Attachment 11:

a) If initiated, results per watershed (as per ISMP Adaptive Management Framework)

Not available at this time

b) If undertaken, a map plus GIS shape files/coordinates showing location of monitoring

Not available at this time

Ministerial Condition 9 – The ILWRMP has a goal of protecting public health and the environment. In keeping with this goal and to ensure alignment with other national, provincial and regional initiatives, Metro Vancouver and member municipalities are encouraged to: (a) Have a local land use planning consider the direction provided by the ISMPs, (b) Consider how the degree, type and location of development within a drainage can affect the long-term health of the watershed, (c) Consider how to protect the stream, including the riparian areas that exert an influence on the stream, from long-term cumulative impacts and (d) Use scenarios and forecasting to systematically consider environmental consequences/benefits of different land use approaches prior to build-out (for example, Alternative Future type approaches).

Narrative 27: Please describe any changes to how you have used proactive planning processes as listed in Ministerial Condition 9 for 2015-2016 and provide examples. If there are no changes since 2013-2014, then indicate: "Same as the 2013-2014 reporting period: no changes".

The strategies identified in the IRRMS are consistent with actions identified within the City's Ecological Network Management Strategy (ENMS), adopted by Council in 2014. Through the ENMS the City has identified an interconnected network of natural and semi-natural areas across Richmond's landscape to protect, connect and restore. These natural areas include green infrastructure that provides essential ecosystems services related to stormwater management.

Actions under the ENMS related to Ministerial condition 9 in this reporting period include:

- Enhanced riparian protection measures for development within and adjacent to the City's Riparian Management Areas (RMA) that are protected under the Riparian Area Regulation as described in info-bulletin 23, and review of the City's RMA approach to inform 2017 compliance updates.
- Continued encouragement of riparian enhancement through development and redevelopment of previously disturbed sites.
- Introduce an avoid, mitigate, compensate approach following a net gain objective to dyke master planning to support a multi-barrier approach to dike upgrades that incorporates green infrastructure where possible.
- Incorporate tidal flushing mechanisms (actuated valve) into new pump stations designs to draw nutrient rich water off of the Fraser River, promote exchange natural between the Fraser River and inland water systems and improve inland water quality.
- Map aquatic and invasive species within riparian setbacks as associated watercourses to inform 2017 treatment priorities to maintain riparian and aquatic integrity.
- Continue to support and strengthen the pollinator pasture and the Bath Slough Revitalization Initiative as well as initiate pollinator pasture projects on suitable sites throughout the city.

Attachment 12:

- a) Map showing any 2015-2016 changes to protected riparian areas & possible stream classifications. If no changes, then this figure is not required.*

No changes.

Municipal Progress Summary Table

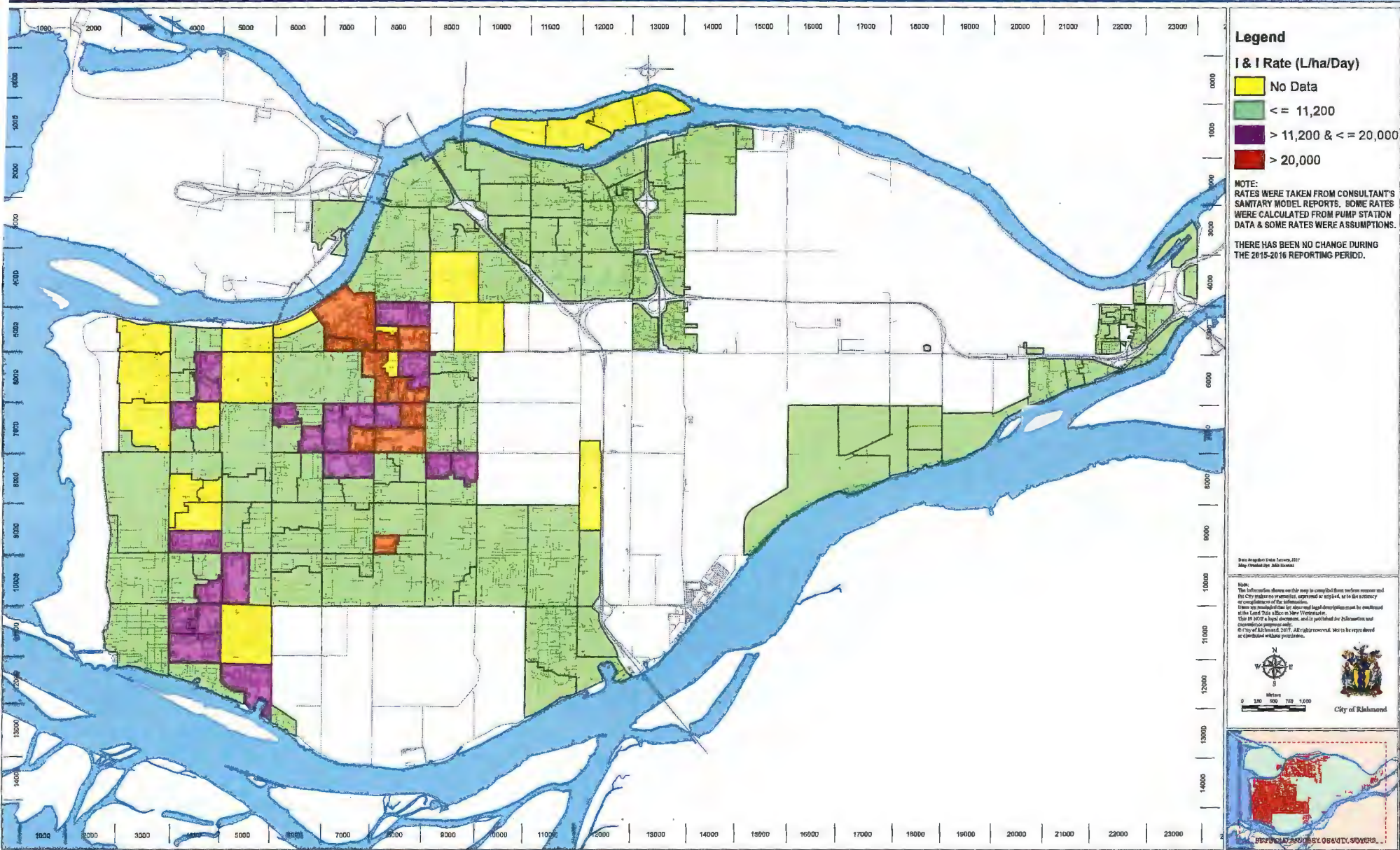
The summary table is the same format at pervious Biennial Report. The columns (Dec 2014 + Additions/Changes) should add to equal the Dec 2016 Total.

Table 10 Summary of Municipal Progress 2013-2014

Description	Unit	Total as of Dec 31 st , 2014	Additions & Changes	Total as of Dec 31 st , 2016
1. Municipal Sewer System Inventory				
a. Sanitary Gravity Sewers	m	464,456	4,044	468,500
b. Sanitary Services (Connections)	ea.	31,520	45	31,565
c. Sanitary Force mains	m	101,010	190	101,200
2. Combined Sewer System Inventory				
a. Total Combined Sewers	m	0	0	0
b. Combined Services (Connections)	ea.	0	0	0
c. Combined Sewers Separated	m	0	0	0
d. Percentage of total system separated	%	0	0	0
3. Sanitary Sewer System Evaluation Program				
a. Sanitary Sewers Video Inspected	m	413,300	22,188	435,488
b. Percentage of Entire Municipal Sewer System Dye & Smoke Tested	%	0.7%	N/A	0.7%
c. Percentage of Entire Municipal Sewer System Video Inspected	%	89.7%	10.3%	100%
d. Percentage of Entire Municipal Sewer System Structurally Rated	%	89.7%	10.3%	100%
4. Sewer System Rehabilitation				
a. Total Length of Sewers Rehabilitated	m	2,584	0	2,584
b. Total Length of Sewers Replaced/Capacity Upgraded	m	11,340	3,424	147,64
c. Total Number of Service Laterals Rehabilitated	ea.	40	5	45
d. Number of Structurally Repaired Manholes/Cleanouts	ea.	2,779	107	2,886
e. Number of Cross-Connections Corrected	ea.	7	4	11
5. Sanitary Sewer Overflows				
a. Total Number of Reported Dry Weather SSOs	ea.	0	0	0

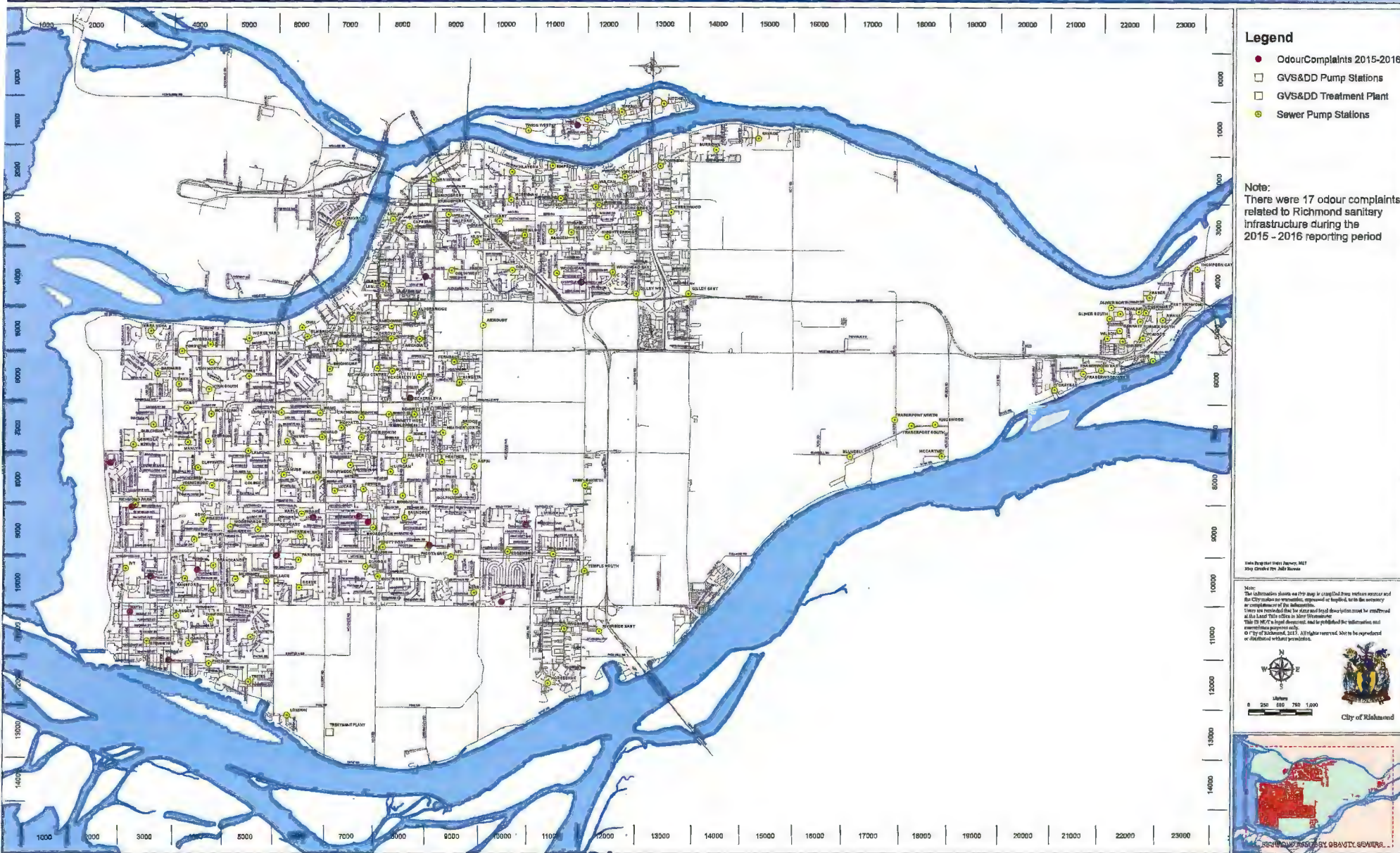
Description	Unit	Total as of Dec 31 st , 2014	Additions & Changes	Total as of Dec 31 st , 2016
b. Total Number of Reported Wet Weather SSOs	ea.	0	0	0
c. Number of Breakdowns from Failures	ea.	126	10	136
6. Greenhouse Gas Emissions				
a. CO ₂ emission reduction from sewer system	kg CO ₂			
7. Summary of Costs		2015	2016	Total
a. Sanitary Sewer Condition Evaluation Program		0.2M	0M	0.2M
b. Combined Sewer Separation Program		0	0	0
c. Sewer System Rehabilitation Program		4.05M	4.72M	8.77M
d. CO ₂ Reduction Program		0	0	0
e. ISMP Implementation		0	0	0
f. Total Cost for the Biennial Period		4.25M*	4.72M*	8.97M*

**Cost associated with items listed under 7-a to 7-e only. Capital investments associated with other aspects of sanitary system management are not included.*



Richmond

City of Richmond Odour Control Facilities At Sanitary Pump Stations - January 2017

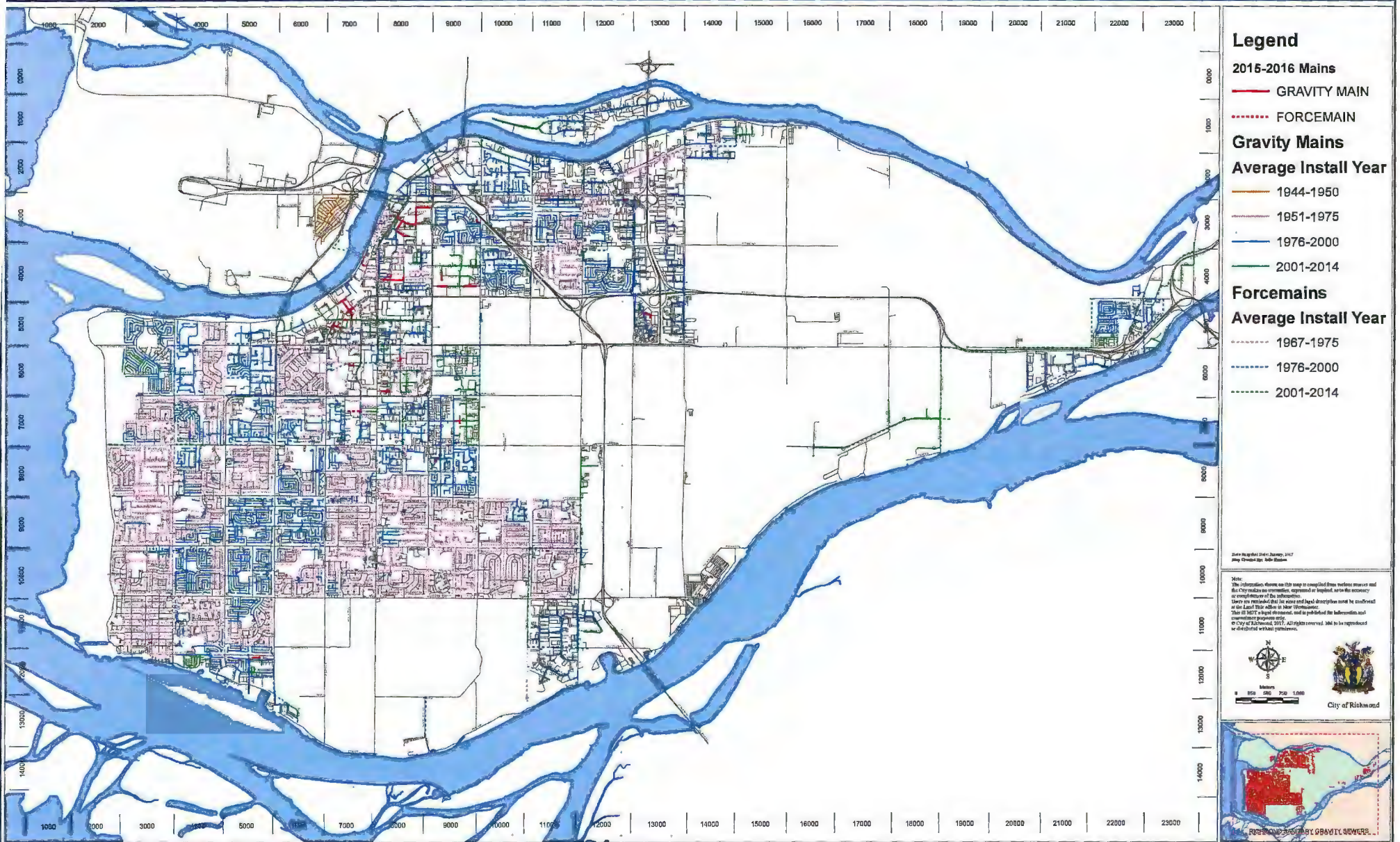


CNCL - 384

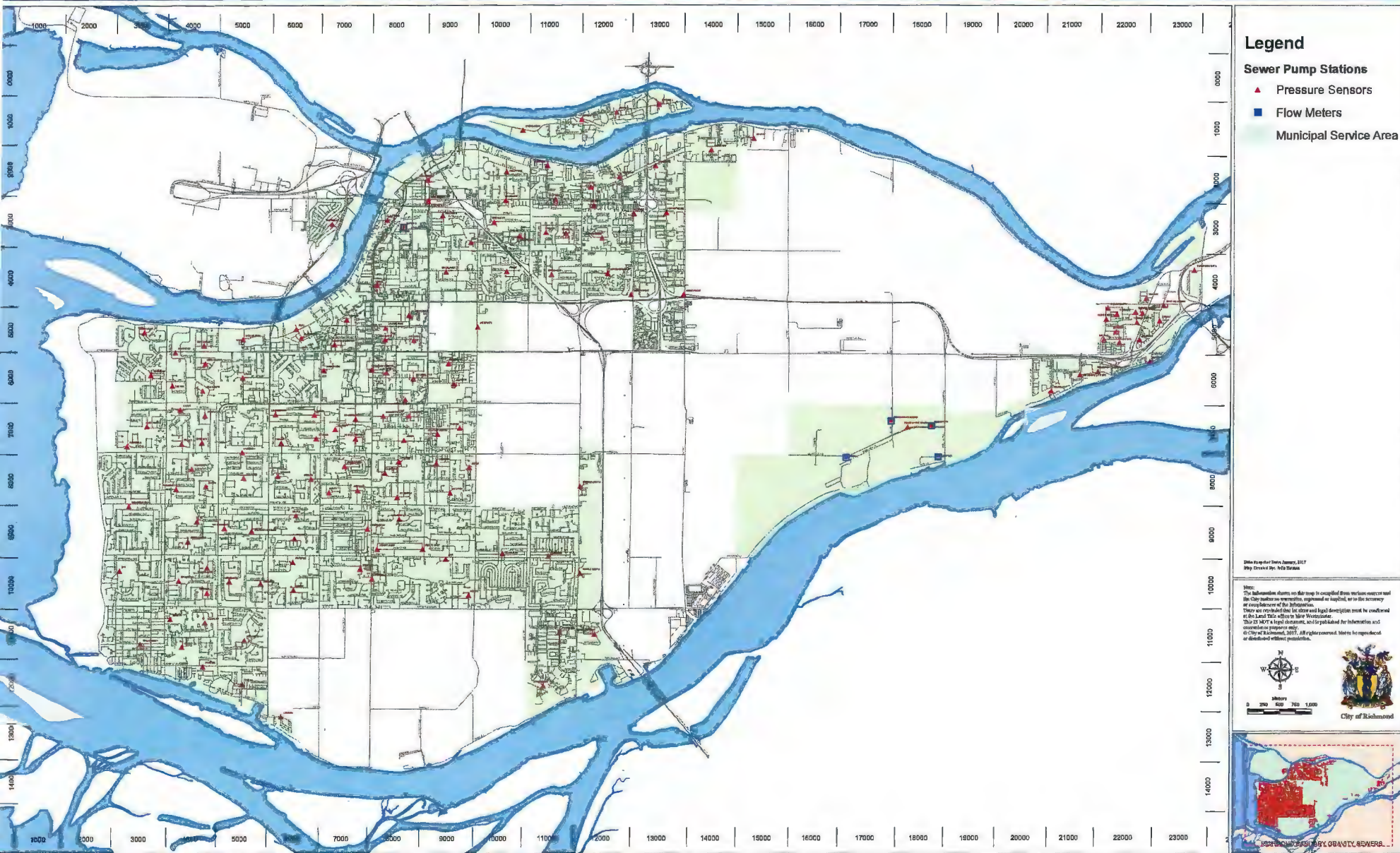


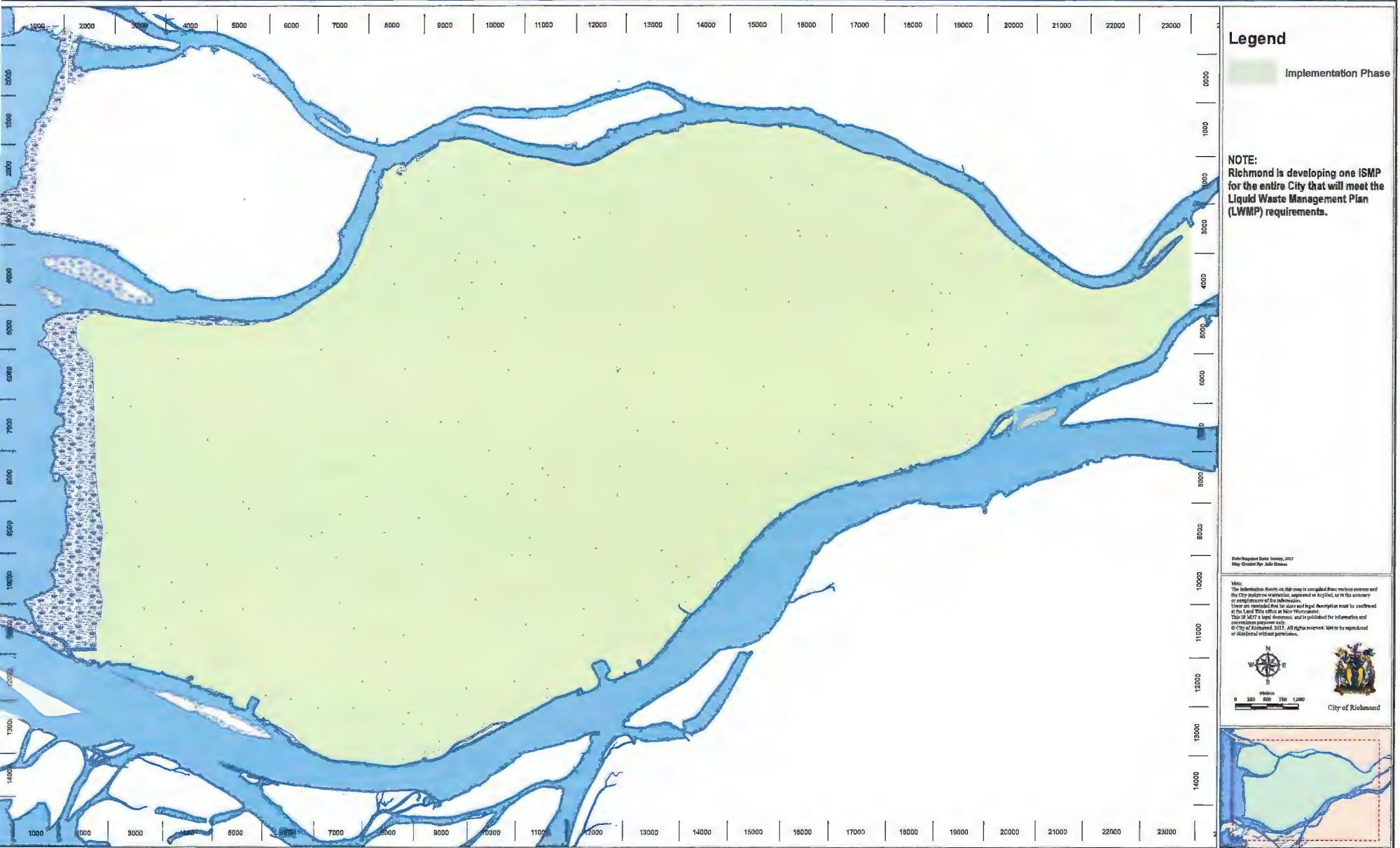
Richmond

City of Richmond Sanitary System Age - January 2017



CNCL - 386







City of Richmond

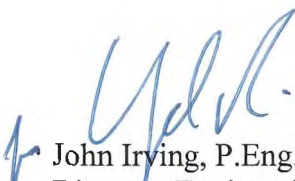
Report to Committee

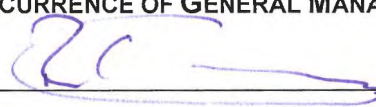

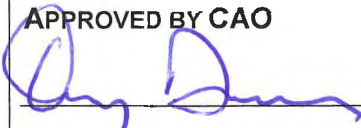
To: Public Works and Transportation Committee
From: John Irving, P.Eng. MPA
Director, Engineering
Re: 2017 Clothes Washer Rebate Program

Date: February 22, 2017
File: 10-6060-01/2017-Vol
01

Staff Recommendation

1. That the City of Richmond partner with BC Hydro to the end of 2017 to offer rebates of up to \$200, equally cost shared between BC Hydro and the City, for the replacement of inefficient clothes washers with new high efficiency clothes washers;
2. That the scope of the existing Toilet Rebate Program funding be expanded to include clothes washer rebates; and
3. That the Chief Administrative Officer and General Manager, Engineering and Public Works, be authorized to execute an agreement with BC Hydro to implement the Clothes Washer Rebate Program.


John Irving, P.Eng. MPA
Director, Engineering
(604-276-4140)

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

Staff Report

Origin

BC Hydro and local governments have an interest in encouraging the conservation of water and energy. Through PowerSmart, BC Hydro offers a variety of incentive programs that encourage uptake of energy-efficient technologies, including energy-efficient appliances.

Since 2014, the City has partnered with BC Hydro to implement the Clothes Washer Rebate Program. The program offered a rebate of up to \$200, which was equally cost shared between BC Hydro and the City.

BC Hydro is offering the Clothes Washer Rebate Program again in 2017 and is requesting that the City continue its participation.

The program supports the 2041 Official Community Plan (OCP), the Corporate Sustainability Framework, as well as the Community Energy and Emissions Plan, which includes “promoting building efficiency through outreach and education and providing incentives for building retrofit action.”

Analysis

Clothes Washer Rebate Program

To date, the Clothes Washer Rebate Program has issued 437 rebates at a total cost of \$34,000 to the City resulting in an estimated annual savings in water and energy of 1,647,560 liters per year and 42,130 kilowatt hours per year, respectively. Twelve municipalities, including the City of Abbotsford and the City of Vancouver, participated in the partnership program with BC Hydro in 2016.

2017 Clothes Washer Rebate Program

The proposed 2017 Clothes Washer Rebate Program offered by BC Hydro will run during the spring and fall of this year. It is anticipated that all twelve municipalities that partook last year will participate in this year’s partnership program with BC Hydro.

BC Hydro has also partnered with Samsung and Home Depot, with each of these organizations offering to match BC Hydro’s rebate. The Samsung rebate will apply to eligible Samsung models, and the Home Depot rebate will apply to eligible models purchased at Home Depot. Including recommended City participation, the rebate for an eligible Samsung clothes washer purchased at Home Depot will be up to \$400.

This year’s program details are as follows:

- City partners with BC Hydro to offer a combined Clothes Washer Rebate Program, which will provide a rebate of up to \$200, equally cost shared between BC Hydro and the City, for the replacement of an inefficient clothes washer with a new high efficiency clothes washer;

- The proposed spring and fall campaign will run from May 1 to June 30 and October 1 to November 30 of this year.

Staff recommend that the City partner with BC Hydro to match rebate offers on high efficiency washing machines for the proposed dates and any future extensions that may be requested.

Roles and Responsibilities

The City and BC Hydro roles and responsibilities are outlined in Table 1. BC Hydro will be responsible for carrying out program administration and associated activities, and the City will be responsible for providing matching funding to supplement the BC Hydro rebate and advertising the rebate program within Richmond.

Table 1: City and BC Hydro Roles and Responsibilities

City of Richmond	BC Hydro
<ul style="list-style-type: none"> • Provide funding to supplement the BC Hydro rebate • Advertise the rebate offer locally 	<ul style="list-style-type: none"> • Answer email and phone inquiries about the program • Receive and process online applications • Provide rebate directly to applicants, and invoice the City for its portion • Provide post campaign reporting to the City

Financial Impact

Staff recommend that the rebates be funded from the approved Toilet Rebate Program. The Toilet Rebate Program has an annual budget of \$100,000, with \$91,500 remaining in 2017. The uptake on toilet and washing machine rebates has a high degree of variability. Staff will monitor participation and report back to Council if there is higher than anticipated participation. BC Hydro will be responsible for all costs associated with program administration.

Conclusion

The City has an opportunity to continue partnering with BC Hydro to provide rebate incentives to residents for purchasing efficient clothes washers through the Clothes Washer Rebate Program. Staff recommend that the City continue to participate in this combined rebate program which provides a rebate of up to \$200, equally shared between BC Hydro and the City, and that the scope of the existing Toilet Rebate Program funding be expanded to include clothes washer rebates.



Lloyd Bie, P.Eng.
Manager, Engineering Planning
(4075)



Pratima Milaire, P.Eng.
Project Engineer
(4039)



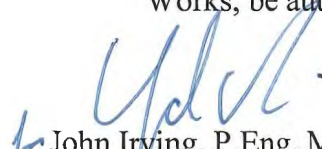
City of Richmond

Report to Committee

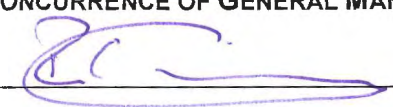

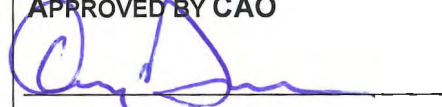
To: Public Works and Transportation Committee **Date:** February 23, 2017
From: John Irving, P.Eng. MPA **File:** 10-6060-01/2017-Vol
Director, Engineering 01
Re: **Servicing Agreement with YYH Development Ltd. for 6340 No. 3 Road**

Staff Recommendation

1. That the City enter into a servicing agreement with YYH Development Ltd. to remove and replace an ageing City sanitary sewer main located on their property at 6340 No. 3 Road;
2. That the existing statutory rights-of-way (SRW), Registration No. A18319, 288432C, 288922C, and 52405, registered to 6340 No. 3 Road (Lot 169 Section 9 Block 4N Range 6W New Westminster Plan 41547) be discharged in its entirety; and
3. That the Chief Administrative Officer and the General Manager, Engineering and Public Works, be authorized to execute the above recommendations.


John Irving, P.Eng. MPA
Director, Engineering
(604-276-4140)

Att. 1

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

Staff Report

Origin

The property owner of 6340 No. 3 Road, YYH Development Ltd. ("the Owner"), has requested to enter into a servicing agreement with the City to remove and replace an ageing City sanitary sewer main located on their property at 6340 No. 3 Road.

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

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

6.1. Safe and sustainable infrastructure.

6.2. Infrastructure is reflective of and keeping pace with community need.

This report outlines the terms of the proposed servicing agreement and seeks Council approval to enter into a servicing agreement with the Owner and to discharge existing statutory rights-of-way (SRW) registered to their property.

Analysis

In order for the Owner to proceed with development-related site preparation works and to prevent damage to City infrastructure, a servicing agreement is required for the Owner to remove and replace a City sanitary sewer main.

The Owner intends on submitting a rezoning application to redevelop 6340 No. 3 Road. The proposed servicing agreement is independent of potential rezoning applications, and entering into the agreement does not impact Council's consideration of such rezoning applications. If a rezoning application is submitted, a separate staff report will be provided to Planning Committee and Council for consideration at a later date. The staff report will identify infrastructure works that will be required for development, along with a separate servicing agreement.

The following are the key terms and conditions of the proposed servicing agreement with the Owner:

- The Owner to construct new sanitary sewer main on Cook Road and connect to future sanitary main on Buswell Street, while maintaining service to neighbouring properties, at their cost;
- The Owner to remove existing sanitary sewer main on their property and along Cook Road, at their cost;
- The Owner to complete the works within a defined schedule, to be determined through the servicing agreement process;

- The Owner to provide financial security for the City to complete any unfinished works, the amount of which to be determined through the servicing agreement process; and
- The Owner to indemnify the City.

Attachment 1 outlines the sanitary sewer works included in the proposed servicing agreement. It is the City's preference to locate infrastructure within road dedications. Entering into the proposed servicing agreement will benefit the City by advancing the replacement of ageing sanitary infrastructure and by relocating infrastructure onto City road dedication.

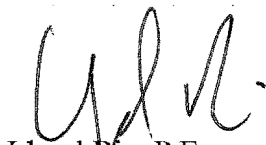
Once the sanitary sewer is removed and replaced, staff recommend that SRW Registration No. A18319, 288432C, 288922C, and 52405, registered to 6340 No. 3 Road (Lot 169 Section 9 Block 4N Range 6W New Westminster Plan 41547) be discharged in its entirety. The SRWs currently serve the existing sanitary sewer and will not be required once the sanitary sewer is removed and replaced.

Financial Impact

None.

Conclusion

The Owner has requested to enter into a servicing agreement with the City to remove and replace an ageing City sanitary sewer main located on their property, in order to proceed with development-related site preparation works and to prevent damage to City infrastructure. Staff recommend support for the works and request Council approval to enter into a servicing agreement with the Owner.



Lloyd Bie, P.Eng.
Manager, Engineering Planning
(4075)

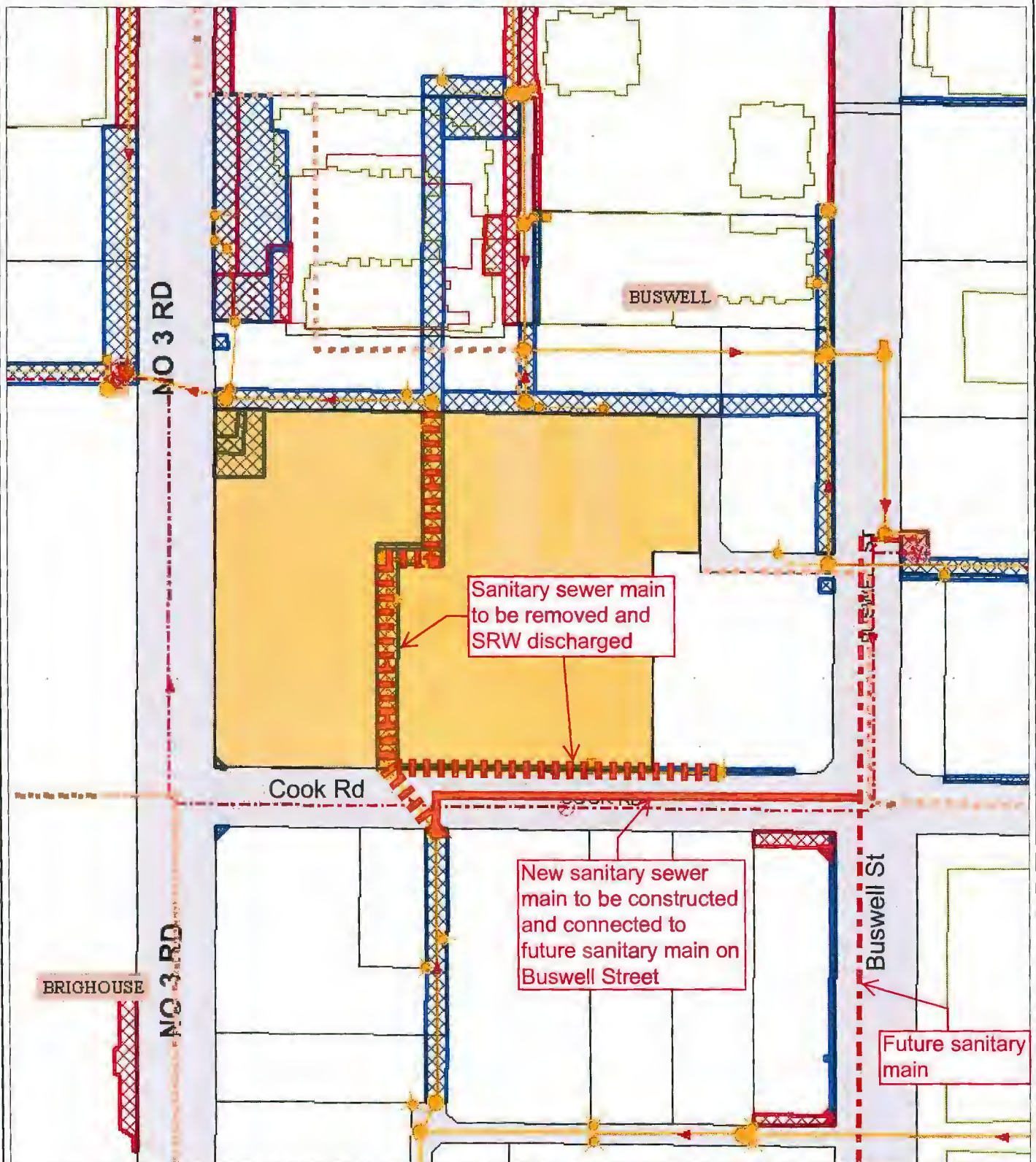


Jason Ho, P.Eng.
Project Engineer
(1281)

LB:jh

Att. 1: Proposed Infrastructure Works for 6340 No. 3 Road

Proposed Infrastructure Works for 6340 No. 3 Road



76.7 0 38.33 76.7Meters

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



City of Richmond

Report to Committee Planning and Development Division

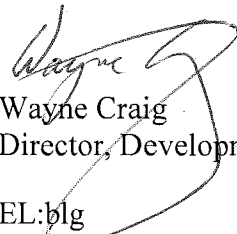
To: Planning Committee
From: Wayne Craig
Director, Development


Date: March 10, 2017
File: RZ 16-726337

Re: Application by Anthem Properties Group Ltd. for Rezoning at 10475, 10491, 10511, 10531, 10551, 10571, 10591 and 10631 No. 5 Road from "Single Detached (RS1/E)" Zone to "Medium Density Townhouses (RTM3)"

Staff Recommendation

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9687, for the rezoning of 10475, 10491, 10511, 10531, 10551, 10571, 10591 and 10631 No. 5 Road from "Single Detached (RS1/E)" zone to "Medium Density Townhouses (RTM3)" zone, be introduced and given first reading.


Wayne Craig
Director, Development
EL:blg
Att. 8

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

Staff Report

Origin

Anthem Properties Group Ltd. has applied to the City of Richmond for permission to rezone 10475, 10491, 10511, 10531, 10551, 10571, 10591 and 10631 No. 5 Road (Attachment 1) from “Single Detached (RS1/E)” zone to “Medium Density Townhouses (RTM3)” zone in order to permit the development of 47 townhouse units.

Project Description

The eight properties under this application have a total combined frontage of 174 m, and are proposed to be consolidated into one development parcel. The proposed density is 0.7 FAR. The site layout includes 19 two-storey units and 28 three-storey units in 15 townhouse clusters. Vehicle access is provided by a single driveway access to No. 5 Road and four separate pedestrian accesses will be provided. The required outdoor amenity area is situated at the southeast corner of the site.

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

Findings of Fact

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

Surrounding Development

To the North: Single-family homes zoned “Single Detached (RS1/E)”, which are identified for townhouse development under the Arterial Road Land Use Policy.

To the South: A 21-unit townhouse complex on a lot zoned “Low Density Townhouses (RTL4)”.

To the East: Across No. 5 Road, a City-owned property located in the Agriculture Land Reserve (ALR) and zoned “Assembly (ASY)” and “Agriculture and Botanical Show Garden (ZA3) – Fantasy Gardens” for future day care centre and park uses.

To the West: Across a lane, single-family homes on large lots zoned “Single Detached (RS1/E)”, fronting on to Seamount Road.

Related Policies & Studies**Official Community Plan**

The 2041 Official Community Plan (OCP) Land Use Map designation for the subject site is “Neighbourhood Residential”. This redevelopment proposal is consistent with this designation.

Arterial Road Policy

The Arterial Road Land Use Policy in the City’s 2041 OCP (Bylaw 9000), directs appropriate townhouse development onto certain arterial roads outside the City Centre. The subject site is identified for “Arterial Road Townhouse” on the Arterial Road Housing Development Map and the proposal is in compliance with the Townhouse Development Requirements under the Arterial Road Policy except for the minimum 50 m width for residual site requirement. The proposal will leave a residual site to the north with a frontage of approximately 26.8 m at 10451 and 10471 No. 5 Road.

The applicant has been advised of the Townhouse Development Requirements and has been requested to acquire the two adjacent properties to the north. The applicant advised staff in writing that they have made attempts to acquire adjacent properties, but cannot reach an agreement with the owners.

To verify the viable future redevelopment of the residual site to the north, the applicant has provided a development concept plan for the site (on file). Also, registration of a statutory right-of-way (SRW) over the internal driveway on the development site will be required prior to final adoption of the rezoning bylaw in order to facilitate access to future development to the north.

Agricultural Land Reserve (ALR) Buffer Zone

A landscape buffer is required along the No. 5 Road frontage of this site. The buffer is intended to mitigate land use conflicts between the residential uses on the subject site and any agricultural land uses on the east side of No. 5 Road. The applicant is proposing a 4.0 m wide ALR buffer on site along the entire east property line. The proposal, including planting details, will be referred to the Agricultural Advisory Committee (AAC) for their review and comments. Staff will work with the applicant to amend the proposed planting plan based on AAC’s comments, if any, through the Development Permit stage.

In addition to the landscaping requirements of the buffer, a restrictive covenant will be registered on Title, indicating that the landscaping within the ALR buffer cannot be removed or modified without the City’s approval. The covenant would also identify that the landscape planting is intended to be a buffer to mitigate the impacts of noise, dust and odour generated from typical farm activities.

Floodplain Management Implementation Strategy

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

Public Art

In response to the City's Public Art Program (Policy 8703), the applicant will provide a voluntary contribution at a rate of \$0.81 per buildable square foot (2016 rate) to the City's Public Art Reserve fund; for a total contribution in the amount of \$59,369.35.

Public Consultation

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

The applicant conducted a public Open House for the rezoning application on June 22, 2016. The Open House was held at Daniel Woodward Elementary School, which is located within walking distance of the development site. An Open House flyer was delivered by the applicant to approximately 100 households (see Attachment 4 for the Notification Area). Staff attended the Open House to observe the meeting and answer policy or process-related questions. 23 people attended the event, and 10 of them were from six households located within the notification area. Comment sheets were provided to all the attendees and five completed comment sheets were received (Attachment 5) at the end of the meeting. A copy of the Open House Summary prepared by the applicant is included in Attachment 6.

Major concerns from the neighbourhood on the proposed townhouse development are summarized below; with responses to each of the concerns identified in ***bold italics***.

1. Fence height along the west property line should be raised to 1.5 m (5 ft.) to avoid trespassing.

A line of 1.2 m (4 ft.) tall wood fence is proposed on top of a new retaining wall (ranging from 0.7 m to 0.9 m high) along the west property line. The overall height of this solid screen along the rear lane would be approximately 1.9 m (6.2 ft.) to 2.1 m (6.9 ft.).

2. Removal of 90% of the trees on site and removal of large trees on site should be avoided.

The applicant is proposing to retain seven of the nine bylaw-sized trees on site that are in good condition. This includes five Douglas Fir trees located at the southern edge of the site, which are in excellent condition. The retention of this grove of five Douglas Fir trees precludes any construction on the southeast portion of the site. The applicant has revised the site plan to locate the outdoor amenity area from a more centralize location to the southeast corner of the site and reduced the number of units proposed.

The applicant is proposing to remove two bylaw-sized trees on site that are in good condition due to their conflicts with site grading. The applicant is proposing to remove another 49 bylaw-sized trees due to their poor condition. While 88% of the bylaw-sized on site are proposed to be removed, 78% of healthy trees on site are being retained.

3. Rear Yard Setback from the City lane should be increased from the proposed 4.5 m to 6.0 m.

The Arterial Road Guidelines for Townhouses in the OCP suggests that townhouse clusters be set back 6.0 m from the rear property line along the rear yard interface with single-family housing. There is a 6.0 m wide lane located between the adjacent single-family homes and the subject townhouse site; with the proposed 4.5 m rear yard setback, the proposed two-storey townhouse units will be located at least 10.5 m from the rear property line of the adjacent single-family lots to the east. Staff feel that this distance would pose minimal impact to the neighbouring residents. The approximately 0.5 m road dedication required along No. 5 Road also limits the opportunity to provide a larger rear yard setback. Appropriate landscaping along the rear yards of the proposed development should address any further adjacency concerns. Staff will work with the developer to ensure natural screening will be included in the proposal at the Development Permit stage.

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

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

Analysis

Built Form and Architectural Character

The applicant proposes to consolidate the eight properties into one development parcel with a total area of 9,727.3 m², and construct 47 townhouse units. The proposal consists of a mix of two-storey and three-storey townhouse units, all with side-by-side double car garages. The three-storey units have been arranged in clusters of four units, with the ends of the blocks facing No. 5 Road. The two-storey units are arranged as duplexes and triplexes along the western edge of the site to serve as a transition to the single-family neighbourhood across from the back lane. The outdoor amenity area will be situated at the southeast corner of the site, surrounding the five protected Douglas Fir trees on site.

A Development Permit processed to a satisfactory level is a requirement of zoning approval. Through the Development Permit, the following issues are to be further examined:

- Compliance with Development Permit Guidelines for multiple-family projects in the 2041 Official Community Plan.
- Refinement of the proposed building form to achieve sufficient variety in design and setbacks to create a desirable and interesting streetscape along No. 5 Road and along the internal drive aisles; to reduce visual massing of the three-storey units along, and to address potential adjacency issues.
- Refinement of the proposed site grading to ensure survival of all proposed protected trees and appropriate transition between the proposed development to the public sidewalk on No. 5 Road, and to the adjacent existing developments.

- Review of size and species of replacement trees to ensure bylaw compliance and to achieve an acceptable mix of conifer and deciduous trees on site.
- Refinement of ALR buffer design in response to Agricultural Advisory Committee's comments.
- Refinement of landscape design, including screening of headlight glare onto No. 5 Road.
- Refinement of the outdoor amenity area design, including the choice of play equipment, to create a safe and vibrant environment for children's play and social interaction.
- Opportunities to maximize planting areas along internal drive aisles, to maximize permeable surface areas, and to better articulate hard surface treatments on site.
- Review of aging-in-place features in all units and the provision of convertible units.
- Review of a sustainability strategy for the development proposal, including measures to achieve an EnerGuide Rating System (ERS) score of 82.

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

Transportation and Site Access

One vehicular access from No. 5 Road is permitted on this proposed development; limited to a right-in/right-out traffic movement. No access via the back lane is proposed due to the potential intrusion of traffic into the existing single family neighbourhood. This vehicular access will be utilized by adjacent properties to the north if they apply to redevelop; and be utilized by the adjacent property to the south when required. A Public Right-of-Passage (PROP) Statutory Right-of-Way (SRW) over the entire area of the proposed entry driveway from No. 5 Road and the internal north-south manoeuvring aisle will be secured as a condition of rezoning.

Prior to final adoption of the rezoning bylaw, the developer is also required to dedicate approximately 0.5 m across the entire No. 5 Road frontage for road, and to accommodate frontage improvements, including, but not limited to: a new 1.5 m wide treed/grassed boulevard and a new 1.5 m wide concrete sidewalk. Exact width is to be confirmed with survey information to be submitted by the applicant before final adoption of the rezoning bylaw.

In addition, the developer is required to revise the orientation of the existing crosswalk on the north leg of the intersection at No. 5 Road and the access road to the Gardens development so that the crosswalk would be perpendicular to the travelled portion of the roadway. This will include, but not be limited to, the relocation of the existing traffic signal equipment, relocation of existing traffic signal loops, and others as necessary.

British Columbia Ministry of Transportation and Infrastructure (MOTI) Referral

The subject site is located within 800 m of a controlled access highway (i.e., Highway 99), and the rezoning application was referred to the BC Ministry of Transportation and Infrastructure (MOTI). Preliminary approval of the subject rezoning was granted on August 30, 2016 for a period of one year pursuant to Section 52(3)(a) of the Transportation Act. Prior to final adoption of the rezoning bylaw, final approval from MOTI is required.

Tree Retention and Replacement

The applicant has submitted a Certified Arborist's Report; which assesses the structure and condition of on-site tree species, and provides recommendations on tree retention and removal. There is no tree on the neighbouring properties within 2 m of the property line of the subject site and no street trees on City property in front of the site.

The Report assesses 58 bylaw-sized trees on the subject site. The City's Tree Preservation Coordinator has reviewed the Arborist's Report and accepted the proposed tree retention scheme (Attachment 7):

- Five Douglas Fir trees located (in a small grove) at the southern edge of the development site are all in excellent condition and will be retained and protected a minimum 5.0 m out from the bases of the trees.
- One 75cm caliper Sitka Spruce tree is in good condition and will be retained and protected a minimum 4.5 m out from the base of the tree.
- One 86 cm caliper Red Cedar tree located along the No. 5 Road street frontage is in very good condition and will be retained and protected a minimum 5.0 m out from the base of the tree.
- One 35 cm caliper Japanese Maple tree located along the No. 5 Road street frontage is in very good condition, but the retention of this Japanese Maple tree would further restrict the developable area of this site. Considering that the applicant has made efforts to retain a grove of five Douglas Fir trees at the southern edge of the site by removing three proposed units, staff agreed to the removal of this Japanese Maple tree.
- One 51 cm caliper Variegated Tulip tree is in excellent condition; however, it is located in the middle of the north-south drive aisle. Staff have agreed to the removal of this tree with the understanding that two new Variegated Tulip trees (at a minimum size of 8 cm caliper) will be planted along the No. 5 Road street frontage to compensate for the loss of this tree.
- 49 trees on site will be removed due to poor structural condition; 98 replacements trees are required. According to the Preliminary Landscape Plan (Attachment 2), the developer is proposing to plant 111 new trees on site. The size and species of replacement trees will be reviewed in detail through the Development Permit and overall landscape design.
- Prior to final adoption of the rezoning bylaw, submission to the City of a contract with a Certified Arborist for the supervision of all works conducted within or in close proximity to tree protection zones is required.
- Prior to Development Permit Issuance, submission to the City of a Tree Survival Security as part of the Landscape Letter of Credit. No Landscape Letter of Credit will be returned until the post-construction assessment report, prepared by the Arborist, confirming the protected trees survived the construction, is reviewed by staff.

Variance Requested

The proposed development is generally in compliance with the “Medium Density Townhouses (RTM3)” zone; with one proposed variance to reduce the front yard setback from 6.0 m to 4.5 m for proposed buildings # 9 to #13, and from 6.0 m to 5.5 m for buildings # 14 and 15. Staff support the requested variance recognizing that an approximately 0.5 m wide road dedication is required along the entire No. 5 Road frontage, no unit could be built on the southeast portion of the site due to the retention of a grove of five large Douglas Fir trees, and a large outdoor amenity will be provided. This variance will be reviewed in the context of the overall detailed design of the project; including architectural form, site design and landscaping at the Development Permit stage.

Affordable Housing Strategy

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 will make a cash contribution of \$4.00 per buildable square foot as per the Strategy; for a contribution of \$293,181.97.

Townhouse Energy Efficiency and Renewable Energy

The applicant has committed to achieving an EnerGuide Rating System (ERS) score of 82 and all units will be pre-ducted for solar hot water for the proposed development. A Restrictive Covenant to ensure that all units are built and maintained to this commitment is required prior to rezoning bylaw adoption. As part of the Development Permit Application review process, the developer will be required to retain a certified energy advisor (CEA) to complete an Evaluation Report to confirm details of construction requirements needed to achieve the rating.

Amenity Space

The applicant is proposing a cash contribution in-lieu of providing the required indoor amenity space on site. Council’s Policy 5041 (Cash in Lieu of Indoor Amenity Space) requires that a cash contribution of \$1,000 per unit up to 19 units, plus \$2,000 per unit over 19 units, plus \$3,000 per unit over 39 units be provided in lieu of indoor amenity space. The total cash contribution required for this 47 unit townhouse development is \$83,000.00.

Outdoor amenity space will be provided on site. Based on the preliminary design, the size of the proposed outdoor amenity space complies with the Official Community Plan (OCP) requirements of 6 m² per unit. Staff will work with the applicant at the Development Permit stage to ensure the configuration and design of the outdoor amenity space meets the Development Permit Guidelines in the OCP.

Site Servicing and Frontage Improvements

Prior to final adoption of the rezoning bylaw, the client is required to enter into the City's standard Servicing Agreement to design and construct frontage beautification and re-orientation of the crosswalk at the intersection of No. 5 Road and the access road to the Gardens development, as well as to install of a new fire hydrant on the west side of No. 5 Road and upgrade the storm sewer. All works are at the client's sole cost (i.e., no credits apply). The developer is also required to pay DCC's (City & GVS & DD), School Site Acquisition Charge and Address Assignment Fee. A list of rezoning considerations is included as Attachment 8, which has been agreed to by the applicants (signed concurrence on file).

Financial Impact or Economic Impact

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

Conclusion

The proposed 47-unit townhouse development is consistent with the Official Community Plan (OCP) and the Arterial Road Policy in the OCP. Further review of the project design is required to ensure a high quality project and design consistency with the existing neighbourhood context, and this will be completed as part of the Development Permit application review process. The list of rezoning considerations is included as Attachment 8, which has been agreed to by the applicants (signed concurrence on file). On this basis, staff recommend support of the application.

It is recommended that Zoning Bylaw 8500, Amendment Bylaw 9687 be introduced and given first reading.



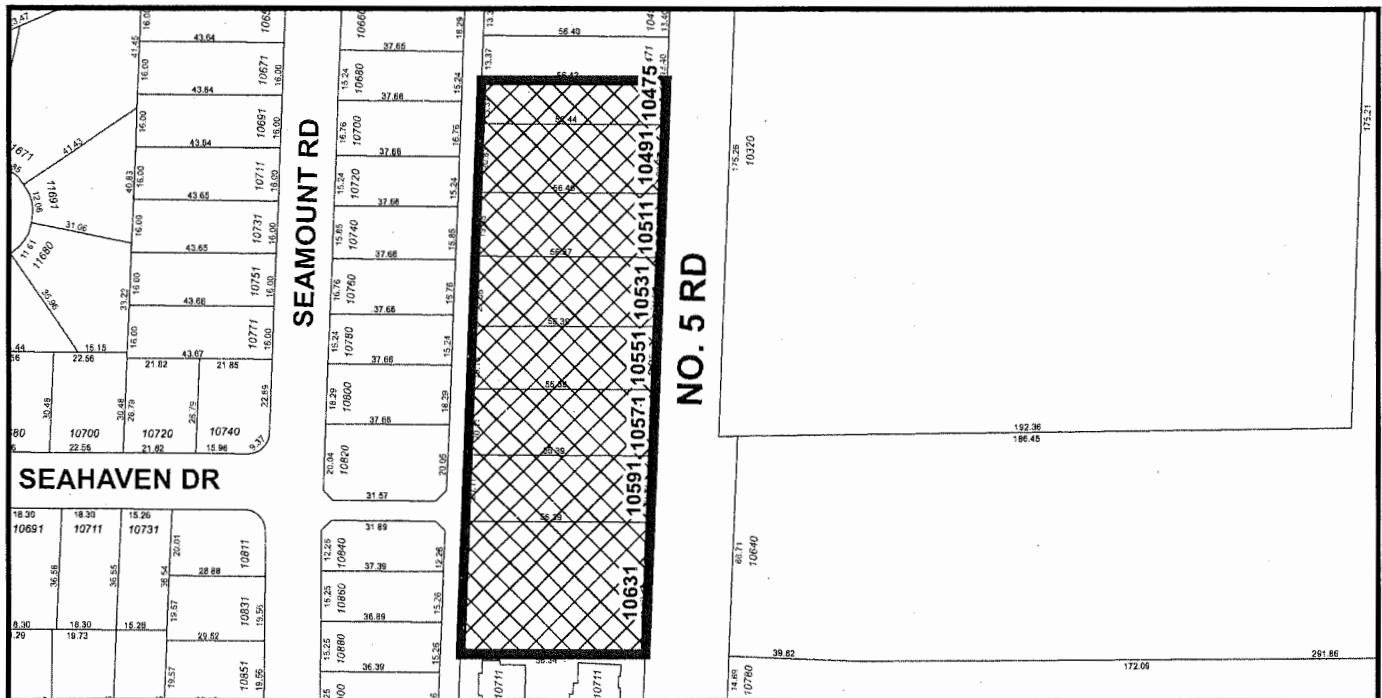
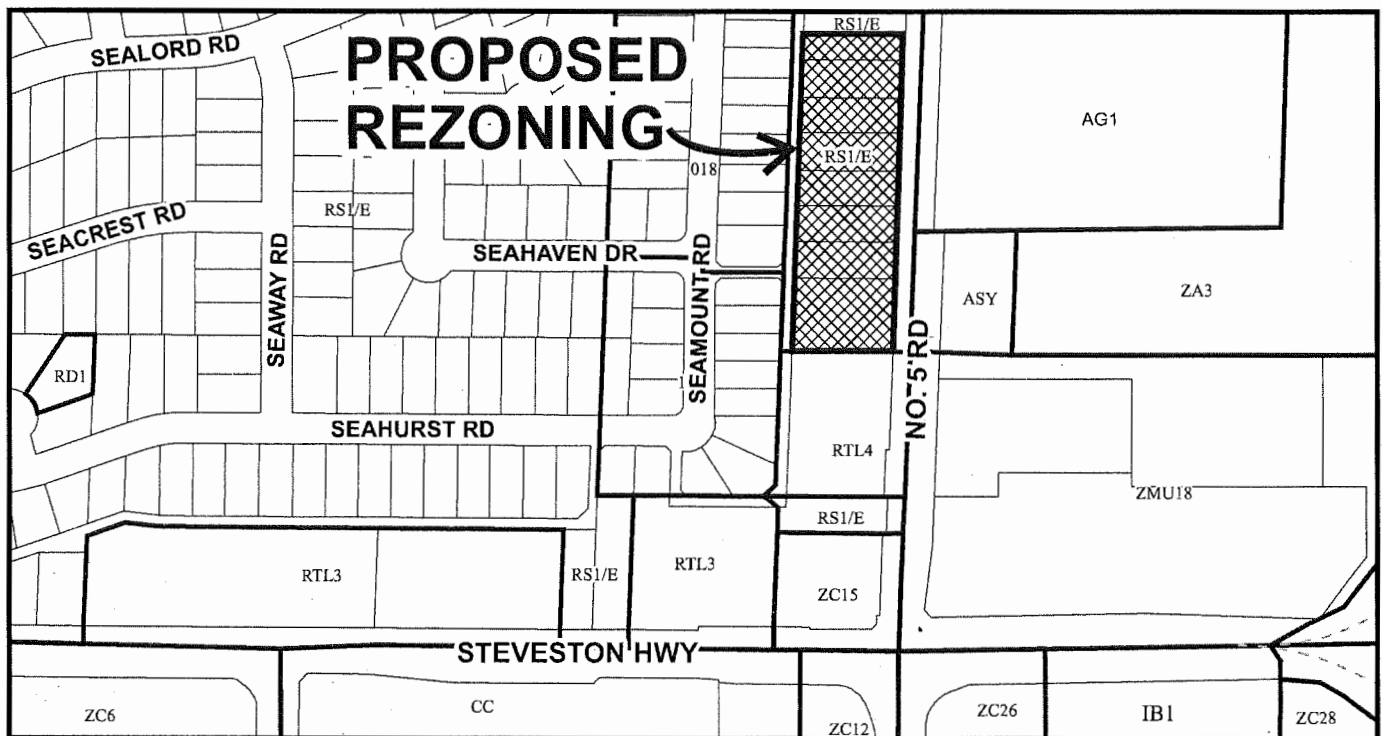
Edwin Lee
Planner 1
(604-276-4121)

EL:blg

- Attachment 1: Location Map
- Attachment 2: Conceptual Development Plans
- Attachment 3: Development Application Data Sheet
- Attachment 4: Open House Notification Area
- Attachment 5: Completed Comment Sheets Received at the Open House
- Attachment 6: Open House Summary
- Attachment 7: Tree Management Plan
- Attachment 8: Rezoning Considerations



City of
Richmond



RZ 16-726337

Original Date: 04/12/16

Revision Date:

Note: Dimensions are in METRES

CNCL - 405



City of Richmond



RZ 16-726337

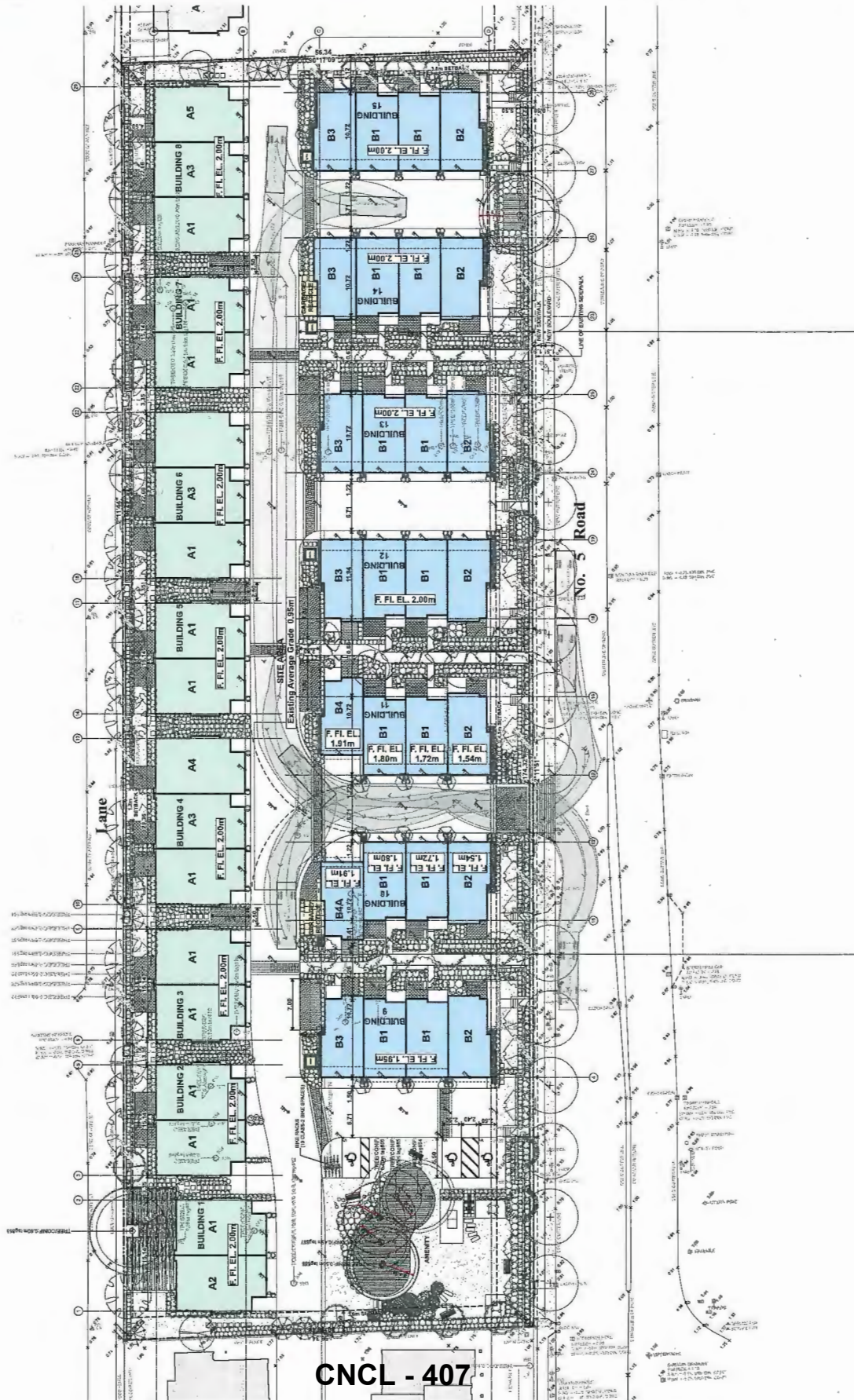
Original Date: 04/12/16

Revision Date:

Note: Dimensions are in METRES

CNCL - 406

INTEGRA ARCHITECTURE INC.
416 WEST PENDER STREET
VANCOUVER, BC V6B 1T5
T 604.688.4220 F 604.688.4370
info@integra-arch.com
www.integra-arch.com
XXXXXXXXXXXXXXXXXXXX
Copyright reserved. The printed and digital versions of this document are the property of INTEGRA ARCHITECTURE INC. and may not be reproduced without written permission.



CNCL - 407

ANTHEM PROPERTIES

**TOWNHOUSE
DEVELOPMENT**
10475-10631 No. 5 ROAD
RICHMOND, BC
RZ16-728337

SITE PLAN

16381	[PROJECT]
1" = 20'	[SCALE]
March 02, 2017	[DATE]
CITY REVIEW	[REVIEW]

A-1.000



	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100	101	102	103	104	105	106	107	108	109	110	111	112	113	114	115	116	117	118	119	120	121	122	123	124	125	126	127	128	129	130	131	132	133	134	135	136	137	138	139	140	141	142	143	144	145	146	147	148	149	150	151	152	153	154	155	156	157	158	159	160	161	162	163	164	165	166	167	168	169	170	171	172	173	174	175	176	177	178	179	180	181	182	183	184	185	186	187	188	189	190	191	192	193	194	195	196	197	198	199	200	201	202	203	204	205	206	207	208	209	210	211	212	213	214	215	216	217	218	219	220	221	222	223	224	225	226	227	228	229	230	231	232	233	234	235	236	237	238	239	240	241	242	243	244	245	246	247	248	249	250	251	252	253	254	255	256	257	258	259	260	261	262	263	264	265	266	267	268	269	270	271	272	273	274	275	276	277	278	279	280	281	282	283	284	285	286	287	288	289	290	291	292	293	294	295	296	297	298	299	300	301	302	303	304	305	306	307	308	309	310	311	312	313	314	315	316	317	318	319	320	321	322	323	324	325	326	327	328	329	330	331	332	333	334	335	336	337	338	339	340	341	342	343	344	345	346	347	348	349	350	351	352	353	354	355	356	357	358	359	360	361	362	363	364	365	366	367	368	369	370	371	372	373	374	375	376	377	378	379	380	381	382	383	384	385	386	387	388	389	390	391	392	393	394	395	396	397	398	399	400	401	402	403	404	405	406	407	408	409	410	411	412	413	414	415	416	417	418	419	420	421	422	423	424	425	426	427	428	429	430	431	432	433	434	435	436	437	438	439	440	441	442	443	444	445	446	447	448	449	450	451	452	453	454	455	456	457	458	459	460	461	462	463	464	465	466	467	468	469	470	471	472	473	474	475	476	477	478	479	480	481	482	483	484	485	486	487	488	489	490	491	492	493	494	495	496	497	498	499	500	501	502	503	504	505	506	507	508	509	510	511	512	513	514	515	516	517	518	519	520	521	522	523	524	525	526	527	528	529	530	531	532	533	534	535	536	537	538	539	540	541	542	543	544	545	546	547	548	549	550	551	552	553	554	555	556	557	558	559	560	561	562	563	564	565	566	567	568	569	570	571	572	573	574	575	576	577	578	579	580	581	582	583	584	585	586	587	588	589	590	591	592	593	594	595	596	597	598	599	600	601	602	603	604	605	606	607	608	609	610	611	612	613	614	615	616	617	618	619	620	621	622	623	624	625	626	627	628	629	630	631	632	633	634	635	636	637	638	639	640	641	642	643	644	645	646	647	648	649	650	651	652	653	654	655	656	657	658	659	660	661	662	663	664	665	666	667	668	669	670	671	672	673	674	675	676	677	678	679	680	681	682	683	684	685	686	687	688	689	690	691	692	693	694	695	696	697	698	699	700	701	702	703	704	705	706	707	708	709	710	711	712	713	714	715	716	717	718	719	720	721	722	723	724	725	726	727	728	729	730	731	732	733	734	735	736	737	738	739	740	741	742	743	744	745	746	747	748	749	750	751	752	753	754	755	756	757	758	759	760	761	762	763	764	765	766	767	768	769	770	771	772	773	774	775	776	777	778	779	780	781	782	783	784	785	786	787	788	789	790	791	792	793	794	795	796	797	798	799	800	801	802	803	804	805	806	807	808	809	810	811	812	813	814	815	816	817	818	819	820	821	822	823	824	825	826	827	828	829	830	831	832	833	834	835	836	837	838	839	840	841	842	843	844	845	846	847	848	849	850	851	852	853	854	855	856	857	858	859	860	861	862	863	864	865	866	867	868	869	870	871	872	873	874	875	876	877	878	879	880	881	882	883	884	885	886	887	888	889	890	891	892	893	894	895	896	897	898	899	900	901	902	903	904	905	906	907	908	909	910	911	912	913	914	915	916	917	918	919	920	921	922	923	924	925	926	927	928	929	930	931	932	933	934	935	936	937	938	939	940	941	942	943	944	945	946	947	948	949	950	951	952	953	954	955	956	957	958	959	960	961	962	963	964	965	966	967	968	969	970	971	972	973	974	975	976	977	978	979	980	981	982	983	984	985	986	987	988	989	990	991	992	993	994	995	996	997	998	999	1000

on leaves.

ANTHEM PROPERTIES

Keywords: child sexual abuse; disclosure; legal system

TOWN HOUSE
DEVELOPMENT

.....

NO. 5 ROAD

RICHMOND

RZ 16-72

DRAWING THE

LAND

[illegible]

SCALE: 100-200,000

DRAWING: MM

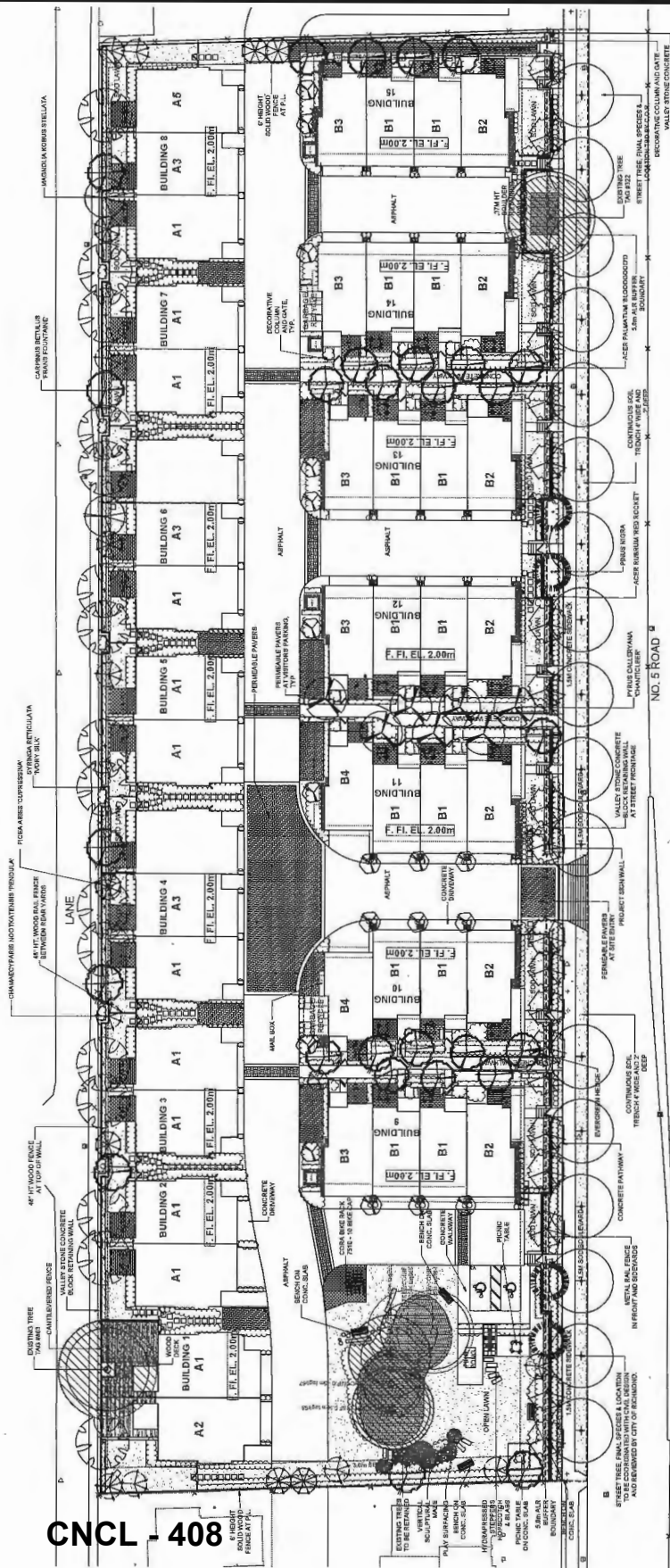
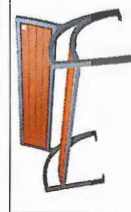
DESIGN: MM

CHKD: MCV OF 6

PMO PROJECT NUMBER: 16-019

[illegible][illegible]

CURVE LINE PACE EXPO IS BUILT CAPACITY WITH!
 CRAWL LINE PACE EXPO IS BUILT CAPACITY WITH!
 CRAWL LINE PACE EXPO IS BUILT CAPACITY WITH!
 CRAWL LINE PACE EXPO IS BUILT CAPACITY WITH!
 CRAWL LINE PACE EXPO IS BUILT CAPACITY WITH!



626-61091

CNCL - 408

© Copyright reserved. This drawing and design is the property of PML Landscape Architects and may not be reproduced or used for other projects without their permission.

pmlg
LANDSCAPE
ARCHITECTS
10475-10631
NO. 5 ROAD
RICHMOND, B.C.
P. 604-264-0011 F. 604-264-0022

SEAL



NO.	DATE	REVISION DESCRIPTION	BY	CHKD
1	15 MAR 03	ISSUED FOR PERMIT	MM	
2	17 JUL 04	REVISED FOR COMMENTS	MM	
3	17 JUL 04	REVISED FOR COMMENTS	MM	
4	17 JUL 04	REVISED FOR COMMENTS	MM	
5	17 JUL 04	REVISED FOR COMMENTS	MM	
6	17 JUL 04	REVISED FOR COMMENTS	MM	
7	17 JUL 04	REVISED FOR COMMENTS	MM	
8	17 JUL 04	REVISED FOR COMMENTS	MM	
9	17 JUL 04	REVISED FOR COMMENTS	MM	
10	17 JUL 04	REVISED FOR COMMENTS	MM	
11	17 JUL 04	REVISED FOR COMMENTS	MM	
12	17 JUL 04	REVISED FOR COMMENTS	MM	
13	17 JUL 04	REVISED FOR COMMENTS	MM	
14	17 JUL 04	REVISED FOR COMMENTS	MM	
15	17 JUL 04	REVISED FOR COMMENTS	MM	
16	17 JUL 04	REVISED FOR COMMENTS	MM	
17	17 JUL 04	REVISED FOR COMMENTS	MM	
18	17 JUL 04	REVISED FOR COMMENTS	MM	
19	17 JUL 04	REVISED FOR COMMENTS	MM	
20	17 JUL 04	REVISED FOR COMMENTS	MM	
21	17 JUL 04	REVISED FOR COMMENTS	MM	
22	17 JUL 04	REVISED FOR COMMENTS	MM	
23	17 JUL 04	REVISED FOR COMMENTS	MM	
24	17 JUL 04	REVISED FOR COMMENTS	MM	
25	17 JUL 04	REVISED FOR COMMENTS	MM	
26	17 JUL 04	REVISED FOR COMMENTS	MM	
27	17 JUL 04	REVISED FOR COMMENTS	MM	
28	17 JUL 04	REVISED FOR COMMENTS	MM	
29	17 JUL 04	REVISED FOR COMMENTS	MM	
30	17 JUL 04	REVISED FOR COMMENTS	MM	
31	17 JUL 04	REVISED FOR COMMENTS	MM	
32	17 JUL 04	REVISED FOR COMMENTS	MM	
33	17 JUL 04	REVISED FOR COMMENTS	MM	
34	17 JUL 04	REVISED FOR COMMENTS	MM	
35	17 JUL 04	REVISED FOR COMMENTS	MM	
36	17 JUL 04	REVISED FOR COMMENTS	MM	
37	17 JUL 04	REVISED FOR COMMENTS	MM	
38	17 JUL 04	REVISED FOR COMMENTS	MM	
39	17 JUL 04	REVISED FOR COMMENTS	MM	
40	17 JUL 04	REVISED FOR COMMENTS	MM	
41	17 JUL 04	REVISED FOR COMMENTS	MM	
42	17 JUL 04	REVISED FOR COMMENTS	MM	
43	17 JUL 04	REVISED FOR COMMENTS	MM	
44	17 JUL 04	REVISED FOR COMMENTS	MM	
45	17 JUL 04	REVISED FOR COMMENTS	MM	
46	17 JUL 04	REVISED FOR COMMENTS	MM	
47	17 JUL 04	REVISED FOR COMMENTS	MM	
48	17 JUL 04	REVISED FOR COMMENTS	MM	
49	17 JUL 04	REVISED FOR COMMENTS	MM	
50	17 JUL 04	REVISED FOR COMMENTS	MM	
51	17 JUL 04	REVISED FOR COMMENTS	MM	
52	17 JUL 04	REVISED FOR COMMENTS	MM	
53	17 JUL 04	REVISED FOR COMMENTS	MM	
54	17 JUL 04	REVISED FOR COMMENTS	MM	
55	17 JUL 04	REVISED FOR COMMENTS	MM	
56	17 JUL 04	REVISED FOR COMMENTS	MM	
57	17 JUL 04	REVISED FOR COMMENTS	MM	
58	17 JUL 04	REVISED FOR COMMENTS	MM	
59	17 JUL 04	REVISED FOR COMMENTS	MM	
60	17 JUL 04	REVISED FOR COMMENTS	MM	
61	17 JUL 04	REVISED FOR COMMENTS	MM	
62	17 JUL 04	REVISED FOR COMMENTS	MM	
63	17 JUL 04	REVISED FOR COMMENTS	MM	
64	17 JUL 04	REVISED FOR COMMENTS	MM	
65	17 JUL 04	REVISED FOR COMMENTS	MM	
66	17 JUL 04	REVISED FOR COMMENTS	MM	
67	17 JUL 04	REVISED FOR COMMENTS	MM	
68	17 JUL 04	REVISED FOR COMMENTS	MM	
69	17 JUL 04	REVISED FOR COMMENTS	MM	
70	17 JUL 04	REVISED FOR COMMENTS	MM	
71	17 JUL 04	REVISED FOR COMMENTS	MM	
72	17 JUL 04	REVISED FOR COMMENTS	MM	
73	17 JUL 04	REVISED FOR COMMENTS	MM	
74	17 JUL 04	REVISED FOR COMMENTS	MM	
75	17 JUL 04	REVISED FOR COMMENTS	MM	
76	17 JUL 04	REVISED FOR COMMENTS	MM	
77	17 JUL 04	REVISED FOR COMMENTS	MM	
78	17 JUL 04	REVISED FOR COMMENTS	MM	
79	17 JUL 04	REVISED FOR COMMENTS	MM	
80	17 JUL 04	REVISED FOR COMMENTS	MM	
81	17 JUL 04	REVISED FOR COMMENTS	MM	
82	17 JUL 04	REVISED FOR COMMENTS	MM	
83	17 JUL 04	REVISED FOR COMMENTS	MM	
84	17 JUL 04	REVISED FOR COMMENTS	MM	
85	17 JUL 04	REVISED FOR COMMENTS	MM	
86	17 JUL 04	REVISED FOR COMMENTS	MM	
87	17 JUL 04	REVISED FOR COMMENTS	MM	
88	17 JUL 04	REVISED FOR COMMENTS	MM	
89	17 JUL 04	REVISED FOR COMMENTS	MM	
90	17 JUL 04	REVISED FOR COMMENTS	MM	
91	17 JUL 04	REVISED FOR COMMENTS	MM	
92	17 JUL 04	REVISED FOR COMMENTS	MM	
93	17 JUL 04	REVISED FOR COMMENTS	MM	
94	17 JUL 04	REVISED FOR COMMENTS	MM	
95	17 JUL 04	REVISED FOR COMMENTS	MM	
96	17 JUL 04	REVISED FOR COMMENTS	MM	
97	17 JUL 04	REVISED FOR COMMENTS	MM	
98	17 JUL 04	REVISED FOR COMMENTS	MM	
99	17 JUL 04	REVISED FOR COMMENTS	MM	
100	17 JUL 04	REVISED FOR COMMENTS	MM	

CLIENT

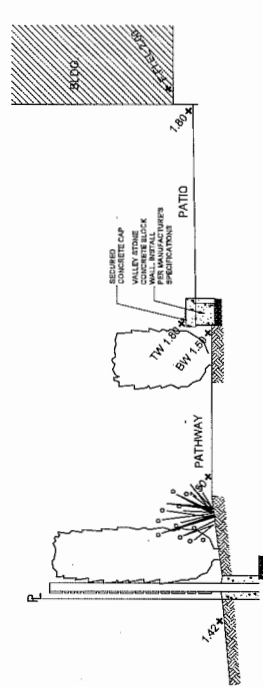
ANTHEM PROPERTIES

PROJECT:
TOWN HOUSE
DEVELOPMENT
10475-10631
NO. 5 ROAD
RICHMOND, B.C.
RZ 16-728337
DRAWING TITLE

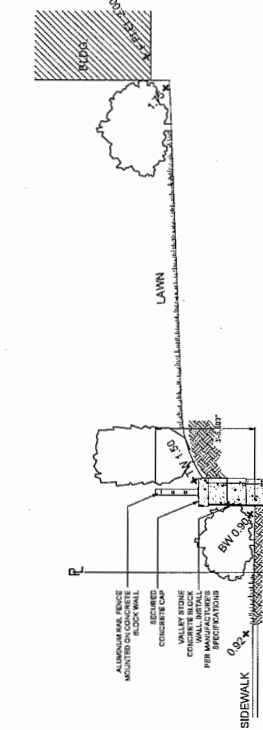
PRELIMINARY GRADING
PLAN

DATE: 15 MAR 03
SCALE: 1"=20'-0"
DRAWN: MM
DESIGN: MM
CHECK: MM
OF 6

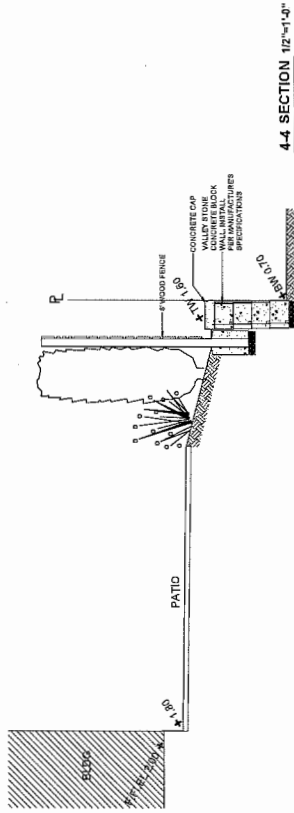
PAS PROJECT NUMBER: 16-019



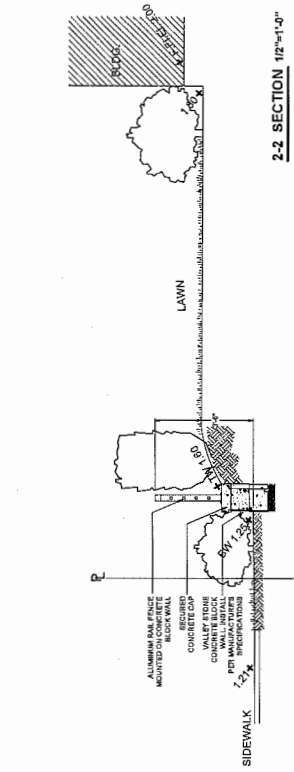
3-3 SECTION 1/2"=1'-0"



1-1 SECTION 1/2"=1'-0"

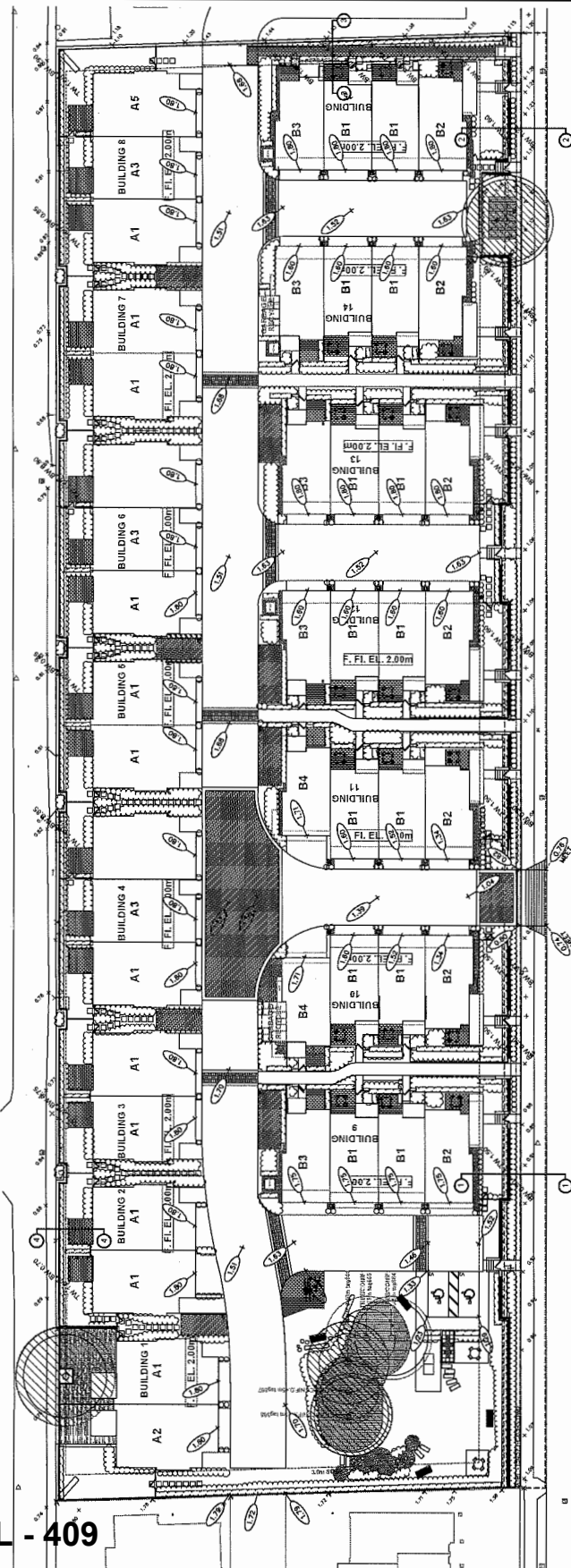


4-4 SECTION 1/2"=1'-0"

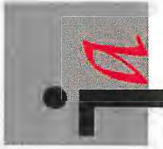


2-2 SECTION 1/2"=1'-0"

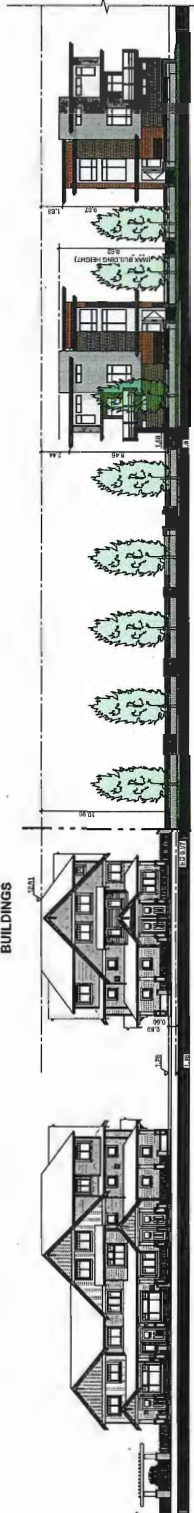
CNCL - 409



16039-2-29



INTEGRA ARCHITECTURE INC.
414 WEST PENDER STREET
VANCOUVER, BC V6B 1T6
T 604.681.4226 F 604.688.4270
info@integra-arch.com
www.integra-arch.com



No. 5 ROAD STREETSCAPE ELEVATION - SOUTH



No. 5 ROAD STREETSCAPE ELEVATION - NORTH

(ARCHITECT SEAL)

(CLIENT)
ANTHEM PROPERTIES

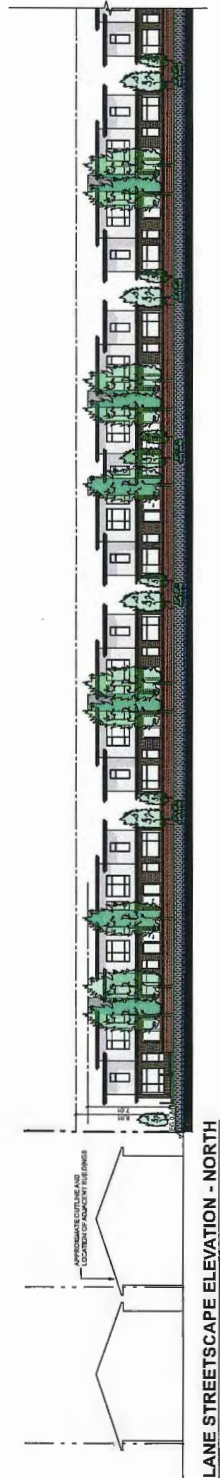
(PROJECT)

TOWNHOUSE
DEVELOPMENT
10475-10871 No. 5 ROAD
RICHMOND, BC
R216-20307

(TITLE)
STREETSCAPE
ELEVATIONS

DESIGN	DATE	BY	CHKD
100%	1/10/2017	1/10/2017	1/10/2017
90%	1/10/2017	1/10/2017	1/10/2017
80%	1/10/2017	1/10/2017	1/10/2017
70%	1/10/2017	1/10/2017	1/10/2017
60%	1/10/2017	1/10/2017	1/10/2017
50%	1/10/2017	1/10/2017	1/10/2017
40%	1/10/2017	1/10/2017	1/10/2017
30%	1/10/2017	1/10/2017	1/10/2017
20%	1/10/2017	1/10/2017	1/10/2017
10%	1/10/2017	1/10/2017	1/10/2017

A-0.310



LANE STREETSCAPE ELEVATION - NORTH



LANE STREETSCAPE ELEVATION - SOUTH

ARCHITECT KRALL

ANTHEM PROPERTIES

LABORATORY

**TOWNHOUSE
DEVELOPMENT**
10475-10631 No. 5 ROAD
RICHMOND, BC
604-278-7263/7

STREETSCAPE ELEVATIONS

1983
PROJECT

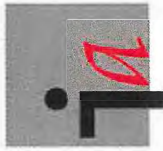
1990	1991	1992	1993	1994	1995	1996	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	2044	2045	2046	2047	2048	2049	2050	2051	2052	2053	2054	2055	2056	2057	2058	2059	2060	2061	2062	2063	2064	2065	2066	2067	2068	2069	2070	2071	2072	2073	2074	2075	2076	2077	2078	2079	2080	2081	2082	2083	2084	2085	2086	2087	2088	2089	2090	2091	2092	2093	2094	2095	2096	2097	2098	2099	2100	2101	2102	2103	2104	2105	2106	2107	2108	2109	2110	2111	2112	2113	2114	2115	2116	2117	2118	2119	2120	2121	2122	2123	2124	2125	2126	2127	2128	2129	2130	2131	2132	2133	2134	2135	2136	2137	2138	2139	2140	2141	2142	2143	2144	2145	2146	2147	2148	2149	2150	2151	2152	2153	2154	2155	2156	2157	2158	2159	2160	2161	2162	2163	2164	2165	2166	2167	2168	2169	2170	2171	2172	2173	2174	2175	2176	2177	2178	2179	2180	2181	2182	2183	2184	2185	2186	2187	2188	2189	2190	2191	2192	2193	2194	2195	2196	2197	2198	2199	2200	2201	2202	2203	2204	2205	2206	2207	2208	2209	2210	2211	2212	2213	2214	2215	2216	2217	2218	2219	2220	2221	2222	2223	2224	2225	2226	2227	2228	2229	2230	2231	2232	2233	2234	2235	2236	2237	2238	2239	2240	2241	2242	2243	2244	2245	2246	2247	2248	2249	2250	2251	2252	2253	2254	2255	2256	2257	2258	2259	2260	2261	2262	2263	2264	2265	2266	2267	2268	2269	2270	2271	2272	2273	2274	2275	2276	2277	2278	2279	2280	2281	2282	2283	2284	2285	2286	2287	2288	2289	2290	2291	2292	2293	2294	2295	2296	2297	2298	2299	2300	2301	2302	2303	2304	2305	2306	2307	2308	2309	2310	2311	2312	2313	2314	2315	2316	2317	2318	2319	2320	2321	2322	2323	2324	2325	2326	2327	2328	2329	2330	2331	2332	2333	2334	2335	2336	2337	2338	2339	2340	2341	2342	2343	2344	2345	2346	2347	2348	2349	2350	2351	2352	2353	2354	2355	2356	2357	2358	2359	2360	2361	2362	2363	2364	2365	2366	2367	2368	2369	2370	2371	2372	2373	2374	2375	2376	2377	2378	2379	2380	2381	2382	2383	2384	2385	2386	2387	2388	2389	2390	2391	2392	2393	2394	2395	2396	2397	2398</
------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	--------

February 20, 2017
(DATE)

5 - DP Resubmission

1011 (REVISED)

A-0.320



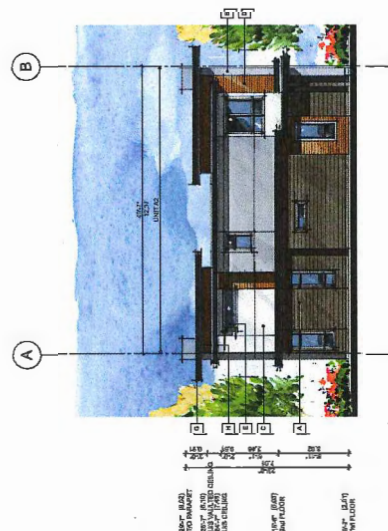
INTERARCHITECTURE INC.
416 WEST PENDER STREET
VANCOUVER, BC V6B 1T5
TEL: 604.681.4270 F: 604.681.4270
info@interarch.com
www.interarch.com



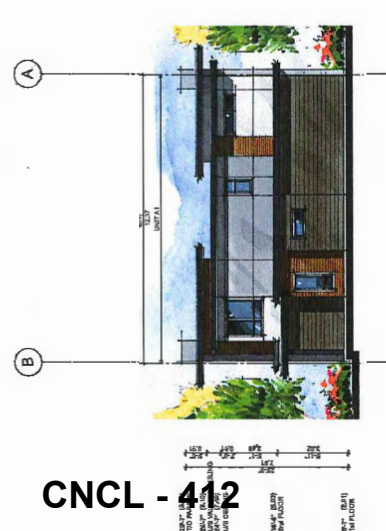
BUILDING 1 - EAST ELEVATION



BUILDING 1 - WEST ELEVATION



BUILDING 1 - SOUTH ELEVATION



BUILDING 1 - NORTH ELEVATION

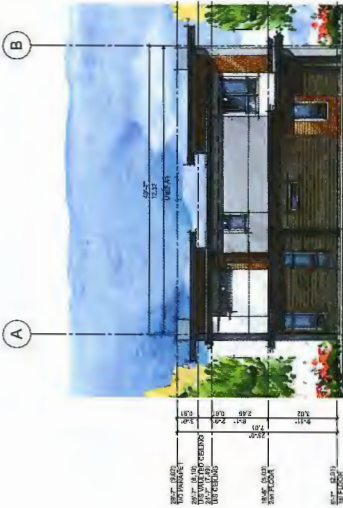
MATERIAL & COLOUR LEGEND

Colour	Manufacturer	Reference No.	Element
Brown	Benjamin Moore	SW 653	Exterior walls
White	Benjamin Moore	OC 117	Interior walls
Black	Benjamin Moore	AF 280	Trim
Grey	Benjamin Moore	AF 280	Trim
Dark Grey	Benjamin Moore	AF 280	Trim
Light Grey	Benjamin Moore	AF 280	Trim
Dark Green	Benjamin Moore	AF 280	Trim
Light Green	Benjamin Moore	AF 280	Trim
Dark Blue	Benjamin Moore	AF 280	Trim
Light Blue	Benjamin Moore	AF 280	Trim
Dark Red	Benjamin Moore	AF 280	Trim
Light Red	Benjamin Moore	AF 280	Trim

Black	Benjamin Moore	AF 280	Exterior walls
White	Benjamin Moore	OC 117	Interior walls
Black	Benjamin Moore	AF 280	Trim
Grey	Benjamin Moore	AF 280	Trim
Dark Grey	Benjamin Moore	AF 280	Trim
Light Grey	Benjamin Moore	AF 280	Trim
Dark Green	Benjamin Moore	AF 280	Trim
Light Green	Benjamin Moore	AF 280	Trim
Dark Blue	Benjamin Moore	AF 280	Trim
Light Blue	Benjamin Moore	AF 280	Trim
Dark Red	Benjamin Moore	AF 280	Trim
Light Red	Benjamin Moore	AF 280	Trim

MATERIAL & COLOUR LEGEND

Colour	Manufacturer	Reference No.	Element
Brown	Benjamin Moore	SW 653	Exterior walls
White	Benjamin Moore	OC 117	Interior walls
Black	Benjamin Moore	AF 280	Trim
Grey	Benjamin Moore	AF 280	Trim
Dark Grey	Benjamin Moore	AF 280	Trim
Light Grey	Benjamin Moore	AF 280	Trim
Dark Green	Benjamin Moore	AF 280	Trim
Light Green	Benjamin Moore	AF 280	Trim
Dark Blue	Benjamin Moore	AF 280	Trim
Light Blue	Benjamin Moore	AF 280	Trim
Dark Red	Benjamin Moore	AF 280	Trim
Light Red	Benjamin Moore	AF 280	Trim



BUILDING 8 - SOUTH ELEVATION



BUILDING 8 - NORTH ELEVATION

TOWNHOUSE

Q	Altek	Altek Extrals Ltd.	PVC-Male Black	Pre-treated steel channels and downspout
M	Cramer	Wibacolor Fiber cement (black soft)	Wibacolor "Cin Cherry"	Roof overhangs & valances with
I	Altek	Handle (Vinyl Beards)	Extruded Vinyl Black (white 1716-15)	Trimming & Roof Profiles
P	Energy	Asphaltnote concrete	Gravel	Exposed concrete

[SUBMIT]		[PENDING]		[TITLE]		[PROJECTS]		[STATUS]		[DATE]		[ACTION]	
ANTHEM PROPERTIES		TOWNHOUSE DEVELOPMENT	10675-1987 NO. 5 ROAD RICHMOND, NC	RZ1B-7263Z	BUILDING 08 ELEVATIONS	10081	10' x 14"	February 20, 2017	S - DR Resubmission				

A-2.082



BUILDING 12 - EAST ELEVATION



BUILDING 12 - WEST ELEVATION

TOWNHOUSE

6	Shank	Shank Metals Ltd.	"P"20" Alloy Steel	Pre-painted steel buildings and downpipes
7	Coiler	Midwest Sheets (new) and sheet, coils	Mildsteel V&A Coilers	Roll overhangs & roll-on coils
8	Shank	Shank-Preston Rods	Stainless Steel Shank length 4'10"-12	Industry & retail products
9	Shay	Polished metal rods	Steel	Expendable dies

A-2.122



RZ 726337

Attachment 3

Address: 10475, 10491, 10511, 10531, 10551, 10571, 10591 and 10631 No. 5 Road

Applicant: Anthem Properties Group Ltd.

Planning Area(s): Shellmont

	Existing	Proposed
Owner:	Anthem 5 Road Developments Ltd.	No Change
Site Size (m²):	9,814.51 m ²	9,727.36 m ² (after road dedication)
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:	Single-Family Lot Size Policy 5434	No Change
Zoning:	Single Detached (RS1/E)	Low Density Townhouses (RTM3)
Number of Units:	8	47
Other Designations:	N/A	No Change

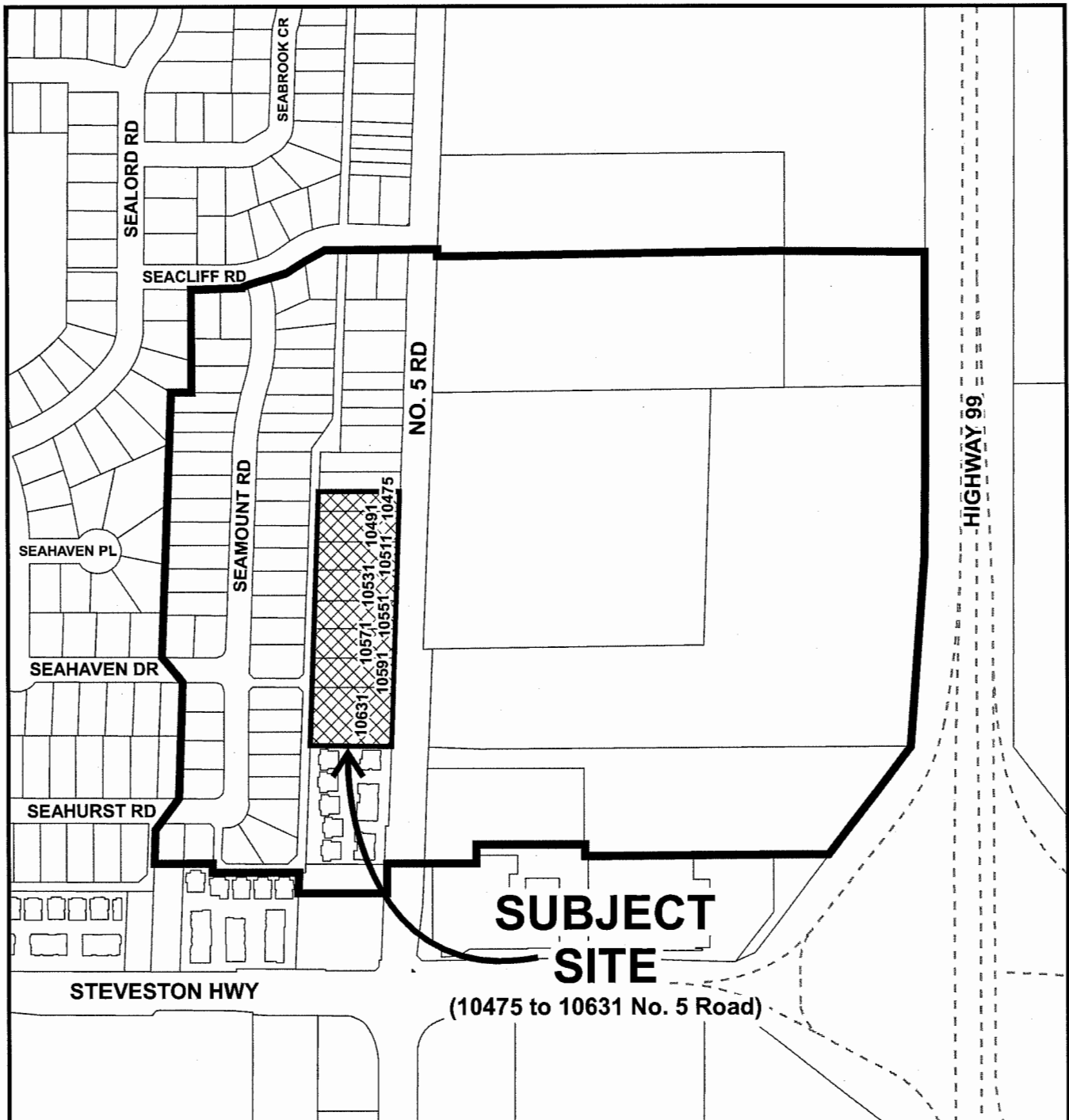
On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Floor Area Ratio:	Max. 0.70	0.70 Max.	none permitted
Lot Coverage – Building:	Max. 40%	40% Max.	none
Lot Coverage – Non-porous Surfaces:	Max. 65%	65% Max.	none
Lot Coverage – Landscaping:	Min. 25%	25% Min.	none
Setback – Front Yard (m):	Min. 6.0 m	4.5 m to Bldgs #9-13 5.5 m to Bldgs #14-15	variance required
Setback – North Side Yard (m):	Min. 3.0 m	3.0 m Min.	none
Setback – South Side Yard (m):	Min. 3.0 m	3.0 m Min.	none
Setback – Rear Yard (m):	Min. 3.0 m	4.5 m	none
Height (m):	Max. 12.0 m (3 storeys)	<ul style="list-style-type: none"> 12.0 m (3 storeys) Max. along No. 5 Road 7.5 m (2 storeys) Max. along west property line 	none
Lot Width:	Min. 50.0 m	174.32 m	none

On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Lot Depth:	Min. 30.0 m	56.34 m	none
Site Area:	Min. 1,800 m ²	9,727.36 m ²	none
Off-street Parking Spaces – Regular (R) / Visitor (V):	2 (R) and 0.2 (V) per unit	2 (R) and 0.21 (V) per unit	none
Off-street Parking Spaces – Total:	94 (R) and 10 (V)	94 (R) and 10 (V)	none
Tandem Parking Spaces:	Max. 50% of proposed residential spaces in enclosed garages (94 x Max. 50% = 47)	0	none
Small Car Parking Spaces	Max. 50% when 31 or more spaces are provided on site (104 x Max. 50% = 52)	47	none
Handicap Parking Spaces:	Min. 2% when 11 or more spaces are required (104 x 2% = 3 spaces)	3 spaces Min.	none
Bicycle Parking Spaces – Class 1 / Class 2:	1.25 (Class 1) and 0.2 (Class 2) per unit	1.4 (Class 1) and 0.21 (Class 2) per unit	none
Off-street Parking Spaces – Total:	59 (Class 1) and 10 (Class 2)	66 (Class 1) and 10 (Class 2)	none
Amenity Space – Indoor:	Min. 70 m ² or Cash-in-lieu	Cash-in-lieu	none
Amenity Space – Outdoor:	Min. 6 m ² x 47 units = 282 m ²	495.7 m ²	none

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



City of
Richmond



RZ 16-726337
June 22, 2016 Open House
Notification Area

Original Date: 02/21/17

Revision Date:

Note: Dimensions are in METRES

CNCL - 417

Development Information Session

Please Note: This form will become part of the staff report to City Council on this development proposal and will be publically available. If you do not wish to be identified, please do not include your name on the form, only your address.

DATE: June 22 TIME: 6:30

Name: <u>David + Elisabeth Langer</u>	
Address: <u>10720 Seamount Road</u>	
The Developer or City may contact me regarding these comments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Preferred Method of Contact: <input checked="" type="checkbox"/> Telephone: <u>604 275 5080</u> <input checked="" type="checkbox"/> E-Mail: <u>elanger@telus.net</u>	
1. Do you support the proposed project?	<u>Yes, 2 storey at the back, alley 3 at front ok.</u>
2. What do you like most about the proposed project?	<u>Trees at the back w/ fence.</u>
3. Do you have any concerns about the proposed project?	<u>TRAFFIC</u> <u>all come down Seamount, it turns Seaciff</u>
4. What would you suggest to improve or enhance the proposed project?	<u>Back fence height increase to 5 feet - stop people from jumping over</u> <u>Property line from back increase to 20 feet</u> <u>from 16 ft</u>
5. Please provide any additional comments.	<u>another open house</u> <u>more info as you progress</u>

Comments will be delivered to the City of Richmond for consideration. Alternatively, you may mail or email your comments to either the City of Richmond or to the Developer. All comments will be forwarded to the City.

CONTACTS:

Applicant: Anthem 5 Road Developments LP - Nick Kasidoulis
City of Richmond, Planner: Edwin Lee

Telephone: 604 689-3040
Telephone: 604 276-4121

E-Mail: nkasidoulis@AnthemProperties.com
E-Mail: elee@Richmond.ca

Development Information Session

Please Note: This form will become part of the staff report to City Council on this development proposal and will be publically available. If you do not wish to be identified, please do not include your name on the form, only your address.

DATE: TIME:

Name: <u>ANSA MARSHALL</u>	
Address: <u>10740 SEAMOUNT RD</u>	
The Developer or City may contact me regarding these comments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Preferred Method of Contact: <input type="checkbox"/> Telephone: <input checked="" type="checkbox"/> E-Mail: <u>nsamars@38@yahoo.com</u>	
1. Do you support the proposed project?	<u>yes</u>
2. What do you like most about the proposed project?	<u>Flat Roofs, some large trees retained, landscaping, 3 ft loading low Picket fence with cedar hedge 6 ft. Low Picket</u>
3. Do you have any concerns about the proposed project?	<u>Some thought regarding impact on existing neighbours. entrance to development on 5 Road Really limited. foresee problems with traffic travelling north</u>
4. What would you suggest to improve or enhance the proposed project?	
5. Please provide any additional comments.	<u>Appreciated the thoughtful approach to fitting in with neighbourhood.</u>

Comments will be delivered to the City of Richmond for consideration. Alternatively, you may mail or email your comments to either the City of Richmond or to the Developer. All comments will be forwarded to the City.

CONTACTS:

Applicant: Anthem 5 Road Developments LP - Nick Kasidoulis
City of Richmond, Planner: Edwin Lee

Telephone: 604 689-3040
Telephone: 604 276-4121

E-Mail: nkasidoulis@AnthemProperties.com
E-Mail: elee@Richmond.ca

Development Information Session

Please Note: This form will become part of the staff report to City Council on this development proposal and will be publicly available. If you do not wish to be identified, please do not include your name on the form, only your address.

DATE: TIME:

Name:	KEN MARSHALL		
Address:	10740 SEAMOUNT ROAD		
The Developer or City may contact me regarding these comments:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Preferred Method of Contact:	<input checked="" type="checkbox"/> Telephone: 604-272-3734	<input type="checkbox"/> E-Mail: KEN.MARSHALL@TELUS.NET	
1. Do you support the proposed project?	NO. BUT I DO REALIZE THE SITUATION DURING REDEVELOPMENT OF RICHMOND		
2. What do you like most about the proposed project?	THE FLAT ROOFS & 2 STOREYS OF THE BACK UNITS THE MAXIMUM 3 FOOT FIRE LINE USE OF TREES. NO ACCESS TO SERVICE ROAD.		
3. Do you have any concerns about the proposed project?	REMOVING 90% OF THE PRESENT TREES THESE ARE IN THE MAIN HEAVY MATURE TREES. WHICH HOUSE A WEALTH OF WILD LIFE		
4. What would you suggest to improve or enhance the proposed project?	EMPHASIS TO BE PLACED ON MINIMISING THE VISUAL IMPACT FROM OUR HOME ON SEAMOUNT RD.		
5. Please provide any additional comments.	I AM IMPRESSED THAT THE BUILDER HAS ATTEMPTED TO INTEGRATE THIS DEVELOPMENT WITH THE RESIDENT NEIGHBOURHOOD. MINIMISING THE IMPACT OF THIS DEVELOPMENT IS A MUST.		

Comments will be delivered to the City of Richmond for consideration. Alternatively, you may mail or email your comments to either the City of Richmond or to the Developer. All comments will be forwarded to the City.

CONTACTS:

Applicant: Anthem 5 Road Developments LP - Nick Kasidoulis
City of Richmond, Planner: Edwin Lee

Telephone: 604 689-3040
Telephone: 604 276-4121

E-Mail: nkasidoulis@AnthemProperties.com
E-Mail: elee@Richmond.ca

10475 - 10631 No. 5 Road - Proposed Townhome Development

Development Information Session

Please Note: This form will become part of the staff report to City Council on this development proposal and will be publically available. If you do not wish to be identified, please do not include your name on the form, only your address.

DATE: TIME:

Name:	Peter Katke
Address:	10780 Seamount Rd.
The Developer or City may contact me regarding these comments:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Preferred Method of Contact:	<input checked="" type="checkbox"/> Telephone: 604-880-3834 <input type="checkbox"/> E-Mail:
1. Do you support the proposed project?	YES
2. What do you like most about the proposed project?	
3. Do you have any concerns about the proposed project?	(1) fence along laneway should be 5' rather than 3 feet
4. What would you suggest to improve or enhance the proposed project?	(2) Set-back from laneway should be 20' instead of 16'
5. Please provide any additional comments.	

Comments will be delivered to the City of Richmond for consideration. Alternatively, you may mail or email your comments to either the City of Richmond or to the Developer. All comments will be forwarded to the City.

CONTACTS:

Applicant: Anthem 5 Road Developments LP - Nick Kasidoulis
City of Richmond, Planner: Edwin Lee

Telephone: 604 689-3040
Telephone: 604 276-4121

E-Mail: nkasidoulis@AnthemProperties.com
E-Mail: elee@Richmond.ca

10475 - 10631 No. 5 Road - Proposed Townhome Development

Development Information Session

Please Note: This form will become part of the staff report to City Council on this development proposal and will be publically available. If you do not wish to be identified, please do not include your name on the form, only your address.

DATE: _____ TIME: _____

Name: <u>Elyse Cornwall</u>	
Address: _____	
The Developer or City may contact me regarding these comments: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Preferred Method of Contact: <input type="checkbox"/> Telephone: _____ <input type="checkbox"/> E-Mail: _____	
1. Do you support the proposed project?	<u>yes.</u>
2. What do you like most about the proposed project?	<u>yes</u>
3. Do you have any concerns about the proposed project?	<u>No</u>
4. What would you suggest to improve or enhance the proposed project?	<u>More Rd's out. Acces to lake.</u>
5. Please provide any additional comments.	<u>Design fits. Neighbour hood.</u>

Comments will be delivered to the City of Richmond for consideration. Alternatively, you may mail or email your comments to either the City of Richmond or to the Developer. All comments will be forwarded to the City.

CONTACTS:

Applicant: Anthem 5 Road Developments LP - Nick Kasidoulis
City of Richmond, Planner: Edwin Lee

Telephone: 604 689-3040
Telephone: 604 276-4121

E-Mail: nkasidoulis@AnthemProperties.com
E-Mail: elee@Richmond.ca



July 6th, 2016

City of Richmond
Planning Department
Attn: Edwin Lee, Planner
6911 No. 3 Road
Richmond, BC V6Y 2C1

10475 – 10631 No. 5 Road, Richmond, B.C. - Anthem 5 Road Developments LP

Developer Information Session Report – Wednesday, June 22nd 2016

As a local real estate development company with projects located across the Lower Mainland, Anthem Properties acknowledges and values the importance of engaging with the communities they develop within. Anthem makes it a top priority to connect with all potential stakeholders for every proposed project and diligently follows an extensive community outreach process from the point of submitting a development permit application, all the way through to the completion of a project. The company is committed to being consistent, accessible and receptive to all neighbours and project stakeholders.

Despite not being required to host a Developer Information Session for the public by the City of Richmond, Anthem opted to do so in order to give community stakeholders an opportunity to review and provide feedback on their initial plans for their No. 5 Road property. After identifying key stakeholder parties and potential sensitivities within the community, Anthem scheduled a Developer Information Session for the project on Wednesday, June 22nd 2016, between the hours of 5:30 pm – 8:00 pm. The event details were confirmed in advance with City of Richmond Planner, Edwin Lee. After being unable to book a meeting venue in the nearby Richmond Christian School campuses and church on No. 5 Road, Anthem decided to host the event in the gymnasium of Daniel Woodward Elementary School (owned by the Richmond School District). This venue was selected on the basis that it was located within walking distance from the development site, was handicap accessible and would be familiar to invested neighbours.

Anthem diligently followed the criteria provided by the City of Richmond for their Developer Information Session. This criteria included sending out approximately 100 notices to all residences located within the required area a minimum of 10 days prior to the meeting, in addition to sending email notifications to strata property managers for nearby all multi-family developments and running two consecutive ads in the Richmond News on Wednesday, June 15th and Friday, June 17th 2016.

On June 22nd 2016, clear signs for the event were posted on the venue doors, tables were set-up for attendees to use for registrations and to fill-out comment sheets, catering was provided and presentation boards were displayed providing extensive information on the proposed project

which included, but was not limited to: landscape details, context images and building elevations, conceptual images (hand-sketched renders), a traffic impact analysis, background on Anthem Properties as the developer, etc. Attendees included a number of Anthem staff members, the project's architect and landscape architect and City of Richmond Planner, Edwin Lee.

Over the course of the meeting, 22 individuals formally signed-in at the registration table with approximately 30 people in attendance in total. Anthem collected 5 comment sheets from attendees who were willing to provide their initial feedback on the proposed development, with 1 sheet being taken away by an attendee for submission after the fact. The main questions that were asked were centered on: the height of the fence or wall and the set-back between the East laneway and the project (based on concerns relating to parking/traffic and privacy for the neighbouring homeowners) and tree retention. Overall, Anthem received support for the proposed development with compliments being paid to the design, which many attendees noted as fitting nicely with the neighbourhood, the decision to have the site access be off of No. 5 Road and the efforts being put into retaining existing trees on the site.

Anthem looks forward to moving ahead with the proposed development and will continue all efforts to maintain positive relationships with all project stakeholders.

Sincerely,

Nick Kasidoulis
Development Manager, Anthem Properties
Email: nkasidoulis@anthemproperties.com
Direct: (604) 638-4401

cc:

Steve Forrest
Vice President of Development, Anthem Properties
Email: sforrest@anthemproperties.com
Direct: (604) 488-3632

MIKE FADUM AND ASSOCIATES LTD. VEGETATION CONSULTANTS

#105, 8277 129 St.
Surrey, British Columbia
V3W 0A6
Ph: (778) 593-0300
Fax: (778) 593-0302
Mobile: (604) 240-0309
Email: mfadum@fadum.ca

CLIENT

FILE NO.

PROJECT TITLE

TREE PRESERVATION
AND PROTECTION PLAN

10475 - 10631 #5 RD.
RICHMOND, B.C.

REVISIONS:

NO.	DATE	BY	REVISION
1	FEB2016	MK	LOT LAYOUT
2	MAY2016	MK	REVISED LAYOUT
3	SEPT0816	MK	REVISED LAYOUT
4	FEB1017	MK	REVISED LAYOUT

SHEET TITLE

T1 - TREE REMOVAL AND
PRESERVATION PLAN

© Copyright Reserved. This
drawing and design is the property
of Mike Fadum and Associates Ltd.
and may not be reproduced or
used for other projects without their
permission.

DRAWN

MK

SCALE

AS SHOWN

DATE

FEBRUARY 26, 2016

T-1

SHEET 1 OF 2

LEGEND

- TREE TO BE RETAINED
⊗ TREE TO BE REMOVED

○ MINIMUM NO DISTURBANCE ZONE

CNCL - 425

**MIKE FADUM AND
ASSOCIATES LTD.
VEGETATION
CONSULTANTS**

#105, 8277 129 St.
Surrey, British Columbia
V3W 0A6

Ph: (778) 593-0300

Fax: (778) 593-0302

Mobile: (604) 240-0309

Email: mfadum@fadum.ca

CLIENT

FILE NO.

PROJECT TITLE

**TREE PRESERVATION
AND PROTECTION PLAN**

10475 - 10631 #5 RD.
RICHMOND, B.C.

REVISIONS:

NO.	DATE	BY	REVISION
1	FEB2916	MK	LOT LAYOUT
2	MAY2516	MK	REVISED LAYOUT
3	SEPT0816	MK	REVISED LAYOUT
4	FEB1017	MK	REVISED LAYOUT

NOTE: TREE PROTECTION FENCING SHALL BE
CONSTRUCTED TO MUNICIPAL STANDARDS,
REASSESS TREES WITH LOT SHADING PLANS.

NOTE: FOUNDATION TO BE INSTALLED AT OR
BEYOND 4.5M FROM EDGE OF TREE TRUNK (3
TREES TYP.) FLOOR TO CANTILEVER. NO
EXCAVATION WITHIN HATCHED AREA.
ROAD TO BE CONSTRUCTED ABOVE GRADE
WITHOUT EXCAVATION.

SHEET TITLE

**T2 - TREE PROTECTION
AND PRESERVATION
PLAN**

© Copyright Reserved. This
drawing and design is the property
of Mike Fadum and Associates Ltd.
and may not be reproduced or
used for other projects without their
permission.

DRAWN

MK

SCALE

AS SHOWN

DATE

FEBRUARY 26, 2016

T-2

SHEET 2 OF 2



LEGEND

- TREE TO BE RETAINED
- TREE PROTECTION FENCING

- MINIMUM NO DISTURBANCE ZONE
- ROOT PROTECTION ZONE
NO EXCAVATION WITHIN HATCHED ZONE

CNCL - 426

Mike Fadum and Associates Ltd.
Vegetation Consultants

Date: March 2, 2017
Address: 10475-10631 No. 5 Road, Richmond, BC

Tree #	Type	DBH (cm)	Approximate Dripline
88	Fig (<i>Ficus sp</i>)	13/12 /12	4.22m
89	Pear (<i>Pyrus sp</i>)	13/8/ 8	1.69m
90	Cherry (<i>Prunus sp</i>)	~10/ 12/15 /10	2.26m
99	Cherry (<i>Prunus sp</i>)	~20/ 25	2.15m
301	Japanese Maple (<i>Acer palmatum</i>)	~15- 25 X 5	5.72m
302	Douglas-fir (<i>Pseudotsuga menziesii</i>)	66	5.24m
303	Douglas-fir (<i>Pseudotsuga menziesii</i>)	59	8.76m
304	Douglas-fir (<i>Pseudotsuga menziesii</i>)	41	8.76m
305	Douglas-fir (<i>Pseudotsuga menziesii</i>)	60	8.76m
306	Douglas-fir (<i>Pseudotsuga menziesii</i>)	74	8.76m
307	Douglas-fir (<i>Pseudotsuga menziesii</i>)	45	8.76m
308	Douglas-fir (<i>Pseudotsuga menziesii</i>)	55	8.76m
309	Douglas-fir (<i>Pseudotsuga menziesii</i>)	52	8.76m
310	Falsecypress (<i>Chamaecyparis sp</i>)	27	1.73m

Mike Fadum and Associates Ltd.
#105, 8277-129 Street, Surrey, BC, V3W 0A6
Phone 778-593-0300 Fax 778-593-0302



Mike Fadum and Associates Ltd.
Vegetation Consultants

Date: March 2, 2017
Address: 10475-10631 No. 5 Road, Richmond, BC

Tree #	Type	DBH (cm)	Approximate Dripline
311	Cherry (<i>Prunus sp</i>)	~20- 25 X5	5.82m
312	Apple (<i>Malus sp.</i>)	36	4.41m
313	Cherry (<i>Prunus sp</i>)	35	3.21m
314	European White Birch (<i>Betula pendula</i>)	37	6.07m
315	European White Birch (<i>Betula pendula</i>)	46	4.87m
316	European White Birch (<i>Betula pendula</i>)	35	4.91m
317	Sawara Falsecypress (<i>Chamaecyparis pisifera</i>)	27	3.33m
318	Sawara Falsecypress (<i>Chamaecyparis pisifera</i>)	~25/ 25	3.33m
319	Western Redcedar (<i>Thuja plicata</i>)	~35	3.33m
320	Western Redcedar (<i>Thuja plicata</i>)	35	3.33m
322	Western Redcedar (<i>Thuja plicata</i>)	86	5.4m
323	Portugal laurel (<i>Prunus laurocerasus</i>)	~5-25 X 7	4.84m

Mike Fadum and Associates Ltd.
#105, 8277-129 Street, Surrey, BC, V3W 0A6
Phone 778-593-0300 Fax 778-593-0302



Mike Fadum and Associates Ltd.
Vegetation Consultants

Date: March 2, 2017
Address: 10475-10631 No. 5 Road, Richmond, BC

Tree #	Type	DBH (cm)	Approximate Dripline
324	Portugal laurel (<i>Prunus laurocerasus</i>)	~25/ 30	4.55m
325	Portugal laurel (<i>Prunus laurocerasus</i>)	~12/ 15/20	1.83m
326	Portugal laurel (<i>Prunus laurocerasus</i>)	~25/ 15/15	4.8m
327	Portugal laurel (<i>Prunus laurocerasus</i>)	~5-15 x 8	3.02m
328	Portugal laurel (<i>Prunus laurocerasus</i>)	~20/2 0/20	4.05m
329	Tulip Tree (<i>Liriodendron</i> sp.)	51	6.5m
862	Western Redcedar (<i>Thuja plicata</i>)	~6-12 x8	~4m
863	Sitka spruce (<i>Picea sitchensis</i>)	75	6.77m
864	Douglas-fir (<i>Pseudotsuga menziesii</i>)	~72	5.83m
865	Douglas-fir (<i>Pseudotsuga menziesii</i>)	56	4.52m
866	Douglas-fir (<i>Pseudotsuga menziesii</i>)	52	5.80m
867	Douglas-fir (<i>Pseudotsuga menziesii</i>)	52	4.42m
868	Douglas-fir (<i>Pseudotsuga menziesii</i>)	66	5.54m

Mike Fadum and Associates Ltd.
#105, 8277-129 Street, Surrey, BC, V3W 0A6
Phone 778-593-0300 Fax 778-593-0302



Mike Fadum and Associates Ltd.
Vegetation Consultants

Date: March 2, 2017
Address: 10475-10631 No. 5 Road, Richmond, BC

Tree #	Type	DBH (cm)	Approximate Dripline
869	Apple (<i>Malus</i> sp) Colorado Blue	25	stump
870	Spruce (<i>Picea pungens</i> "Glauc")	38	3.42m
871	Cherry (<i>Prunus</i> sp)	48	5.24m
872	Apple (<i>Malus</i> sp)	~25/ 35	3.65m
873	Pear (<i>Pyrus</i> sp)	17/14 /15	3.13m
874	Pear (<i>Pyrus</i> sp)	~12/ 10/6/ 7	2.51m
875	Apple (<i>Malus</i> sp)	22/24 /22	3.90m
876	Apple (<i>Malus</i> sp)	~20/ 10	2.61
877- 884	Lombardy Poplar (<i>Populus nigra</i> X8)	~45- 90	5.55m
885	Apple (<i>Malus</i> sp)	~35	4.34m
886	Paper Birch (<i>Betula papyrifera</i>)	42	5.22m
887	Falsecypress (<i>Chamaecypariss</i> sp)	~25	1.75m

Mike Fadum and Associates Ltd.
#105, 8277-129 Street, Surrey, BC, V3W 0A6
Phone 778-593-0300 Fax 778-593-0302





Address: 10475, 10491, 10511, 10531, 10551, 10571, 10591 and 10631 **File No.:** RZ 16-726337
No. 5 Road

Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 9687, the developer is required to complete the following:

1. Consolidation of all the lots into one development parcel (which will require the demolition of all existing dwellings).
2. Approximately 0.5 m wide road dedication along the entire No. 5 Road frontage to accommodate a new 1.5 m wide treed/grassed boulevard and a new 1.5 m wide concrete sidewalk; exact width is to be confirmed with survey information to be submitted by the applicant.
3. Registration of a legal agreement on Title to identify the Agriculture Land Reserve (ALR) buffer area (4.0 m wide, measured from the new property line along No. 5 Road), to ensure that landscaping planted within this buffer is maintained and will not be abandoned or removed, and to indicate that the subject property is located adjacent to active agricultural operations and subject to impacts of noise, dust and odour.
4. Registration of a flood indemnity covenant on Title.
5. Registration of a cross-access easement, statutory right-of-way (SRW), and/or other legal agreements or measures; as determined to the satisfaction of the Director of Development, over the full width and extent of the entry driveway from No. 5 Road and the main north-south internal drive aisle on site in favour of the existing and future residential development to the south, as well as the future residential developments to the north. Language should be included in the SRW document that the City will not be responsible for maintenance or liability within the SRW and that utility SRW under the drive aisle is not required.
6. Registration of a legal agreement on Title; identifying that the proposed development must be designed and constructed to meet or exceed EnerGuide 82 criteria for energy efficiency and that all dwellings are pre-ducted for solar hot water heating.
7. Provincial Ministry of Transportation & Infrastructure Approval.
8. Submission of a Contract entered into between the applicant and a Certified Arborist for supervision of any on-site works conducted within the tree protection zone of the trees to be retained on adjacent properties. The Contract should include the scope of work to be undertaken, including: the proposed number of site monitoring inspections, and a provision for the Arborist to submit a post-construction assessment report to the City for review.
9. City acceptance of the developer's offer to voluntarily contribute \$0.81 per buildable square foot (e.g. \$59,369.35) to the City's Public Art fund.
10. City acceptance of the developer's offer to voluntarily contribute \$4.00 per buildable square foot (e.g. \$293,181.97) to the City's affordable housing fund.
11. Contribution of \$83,000.00 in-lieu of on-site indoor amenity space.
12. Enter into a Servicing Agreement* for the design and construction of engineering infrastructure improvements. Works include, but may not be limited to:

Water Works

- a. Using the OCP Model, there is 646.0 L/s of water available at a 20 psi residual at the No. 5 Road frontage. Based on your proposed development, your site requires a minimum fire flow of 220 L/s.

- b. The Developer is required to:
- Submit Fire Underwriter Survey (FUS) or International Organization for Standardization (ISO) fire flow calculations to confirm the development has adequate fire flow for on site fire protection. Calculations must be signed and sealed by a Professional Engineer and be based on Building Permit Stage Building designs.
 - Install a new fire hydrant on the west side of No. 5 Road; to service the proposed development. Coordination with the City's Fire Department to confirm the location of the proposed hydrant is required.
- c. At the Developer's cost, the City will:
- Cut and cap at main; the eight existing water service connections.
 - Install a new water service connection off of the 300 mm PVC watermain along No. 5 Road.

Storm Sewer Works

- a. The Developer is required to:
- Upgrade approximately 180 m of the existing 600 mm storm sewer on the west side of No. 5 Road to 900 mm; complete with tie-in to existing manhole STMH114064 by southeast corner of Lot 10631, and two new manholes by the northeast corner of Lot 10475. The new drainage alignment should be moved into the road's travel lane; out of the sidewalk.
 - Cut, cap and remove/fill per MMCD the existing 600 mm storm sewer along the entire frontage of the development site.
 - Install a new storm service connection; complete with inspection chamber at the southeast corner of the development site and tie-in to the proposed 900 mm storm sewer.
- b. At the Developer's cost, the City is to cut, cap, and remove the existing storm service connections and inspection chambers along the frontage of the development site.

Sanitary Sewer Works

- a. The Developer is required to:
- Install a new sanitary service connection to the existing manhole SMH999 at the southwest corner of Lot 10591. The manhole will serve as the inspection chamber for the development.
 - Remove all existing sanitary service connections and inspections chambers.

Frontage Improvements

- a. The Developer is required to:
- Construct a new 1.5 m wide treed/grassed boulevard and a new 1.5 m wide concrete sidewalk along the entire No. 5 Road frontage; behind the existing curb and gutter.
 - Revise the orientation of the existing crosswalk on the north leg of the No. 5 Road/access road intersection so that the crosswalk would be perpendicular to the travelled portion of the roadway. This will include, but not limited to, the relocation of the existing traffic signal equipment, relocation of existing traffic signal loops, and others as necessary.
 - Coordinate with BC Hydro, Telus and other private communication service providers:
 - i. To underground Hydro service lines.
 - ii. When relocating/modifying any of the existing power poles and/or guy wires within the property frontages.
 - iii. To determine if above ground structures are required and coordinate their locations on-site (e.g. Vista, PMT, LPT, Shaw cabinets, Telus Kiosks, etc.).

General Items

a. The Developer is required to:

- Enter into, if required, additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering, including, but not limited to, site investigation, testing, monitoring, site preparation, de-watering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.
- Provide, within the first Servicing Agreement submission, a geotechnical assessment of preload and soil preparation impacts on the existing utilities surrounding the development site and provide mitigation recommendations.

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

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

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

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

1. Submission of a Landscaping Security based on 100% of the cost estimate provided by the landscape architect.
2. Submission of a Tree Survival Security to the City as part of the Landscape Letter of Credit to ensure that all trees identified for retention will be protected. No Landscape Letter of Credit will be returned until the post-construction assessment report, confirming the protected trees survived the construction, prepared by the Arborist, is reviewed by staff.

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

1. Installation of appropriate tree protection fencing around all hedges to be retained as part of the development prior to any construction activities, including building demolition, occurring on-site.
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 and issuance of the Development Permit, the applicant will be required to obtain a Tree Permit and submit landscaping security (i.e. \$59,000 in total) to ensure the replacement planting will be provided.
2. Submission of a Construction Parking and Traffic Management Plan to the Transportation Department. Management Plan shall include location for parking for services, deliveries, workers, loading, application for any lane closures, and proper construction traffic controls as per Traffic Control Manual for works on Roadways (by Ministry of Transportation) and MMCD Traffic Regulation Section 01570.
3. Incorporation of energy efficiency, CPTED, sustainability, and accessibility measures in Building Permit (BP) plans as determined via the Rezoning and/or Development Permit processes.
4. If applicable, payment of latecomer agreement charges associated with eligible latecomer works.
5. Obtain a Building Permit (BP) for any construction hoarding. If construction hoarding is required to temporarily occupy a public street, the air space above a public street, or any part thereof, additional City approvals and associated fees may be required as part of the Building Permit. For additional information, contact the Building Approvals Department at 604-276-4285.

Note:

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

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

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

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

Signed

Date



**Richmond Zoning Bylaw 8500
Amendment Bylaw 9687 (RZ 16-726337)
10475, 10491, 10511, 10531, 10551, 10571, 10591 and 10631 No. 5 Road**

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

1. The Zoning Map of the City of Richmond, which accompanies and forms part of Richmond Zoning Bylaw 8500, is amended by repealing the existing zoning designation of the following area and by designating it "**MEDIUM DENSITY TOWNHOUSES (RTM3)**".

P.I.D. 007-732-554

Lot 3 Section 36 Block 4 North Range 6 West New Westminster District Plan 74727

and

P.I.D. 003-896-285

Lot 467 Section 36 Block 4 North Range 6 West New Westminster District Plan 59290

and

P.I.D. 003-930-220

Lot 468 Section 36 Block 4 North Range 6 West New Westminster District Plan 59290

and

P.I.D. 003-558-975

Lot 431 Section 36 Block 4 North Range 6 West New Westminster District Plan 48580

and

P.I.D. 003-506-738

Lot 430 Section 36 Block 4 North Range 6 West New Westminster District Plan 48580

and

P.I.D. 004-216-661

Lot 320 Section 36 Block 4 North Range 6 West New Westminster District Plan 38486

and

P.I.D. 008-509-948

Lot 321 Section 36 Block 4 North Range 6 West New Westminster District Plan 38486

and

P.I.D. 009-816-186

Lot 6 Except: Part Subdivided by Plan 56313; Section 36 Block 4 North Range 6 West New Westminster District Plan 13375

2. This Bylaw may be cited as **“Richmond Zoning Bylaw 8500, Amendment Bylaw 9687”**.

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

OTHER CONDITIONS SATISFIED

MINISTRY OF TRANSPORTATION AND
INFRASTRUCTURE APPROVAL

ADOPTED

MAYOR

CORPORATE OFFICER

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



City of Richmond

Report to Committee Planning and Development Division

To: Planning Committee
From: Wayne Craig
Director, Development

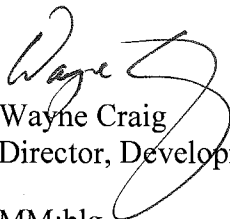
Date: March 13, 2017

File: ZT 16-753545

Re: Application by Krahn Engineering Ltd. for a Zoning Text Amendment to the
"Light Industrial (IL)" Zone for a Site at 9920 River Drive

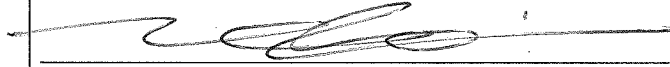
Staff Recommendation

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9694, for a Text Amendment to the "Light Industrial (IL)" zone to allow "non-accessory parking" on a site-specific basis for the property at 9920 River Drive, be introduced and given first reading.


Wayne Craig
Director, Development
MM:blg
Att. 5

REPORT CONCURRENCE

CONCURRENCE OF GENERAL MANAGER


for JDE/PR/EL

Staff Report

Origin

Krahn Engineering Ltd. has applied to the City of Richmond for a Zoning Text Amendment to the “Light Industrial (IL)” zone to allow for “non-accessory parking” at 9920 River Drive (Attachment 1).

The subject 8.44 acre (3.42 ha.) site is currently occupied by a large warehouse and smaller office/warehouse building utilized by a trucking company and two smaller tenants. The application is being made on behalf of Park’N Fly Ltd. for an off-site, long-term parking lot to supplement its current parking lot located near YVR Airport at 6380 Miller Road on Sea Island. Travellers to YVR Airport would drop off and pick up their vehicles at the current Park’N Fly location on Sea Island; with the vehicles being shuttled to and from the subject site by Park’N Fly staff.

The current warehouse and trucking firm tenants; permitted under the current “Light Industrial (IL)” zoning, will vacate the site in three (3) stages between summer 2017 and 2020, as their leases expire. When completely vacated, there will be 816 outdoor parking spaces and potentially some indoor parking (Attachment 3). The existing and proposed uses of the buildings require 89 parking spaces under Zoning Bylaw 8500 with the remaining 727 exterior parking spaces being available for airport parking.

Findings of Fact

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

Surrounding Development

To the North: A vacant light industrial site zoned “Light Industrial (IL)”.

To the South: An active rail line, the Bridgeport Trail, and a vacant site zoned “Light Industrial (IL)”.

To the East: A BC Hydro substation zoned “Light Industrial (IL)”, and a townhouse complex zoned “Low Density Townhouses (RTL1)”.

To the West: A large light industrial/warehouse building zoned “Light Industrial (IL)”.

Related Policies & Studies

Official Community Plan/City Centre Area Plan

The Official Community Plan (OCP) designates the subject site as “Industrial (IND)”. The City Centre Area Plan designates the site as “General Urban T4 (25 m)” and “Area A – Industrial Reserve” which provides for the storing of goods with ancillary office use. Thus, the proposed use is consistent with both plans.

Public Consultation

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

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

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

Approval from the Ministry of Transportation and Infrastructure will be required prior to Council consideration of adoption of the zoning amendment bylaw.

Built Form and Architectural Character

The existing 5,634 m² (60,645 ft²) single-storey, tilt-up concrete warehouse building will be maintained for Park'N Fly service vehicles, a car wash, and indoor long-term airport parking. The existing 523 m² (13,000 ft²), two-storey building includes office space which will be used for Park'N Fly offices and services bays. Park'N Fly does not propose to make exterior alterations to the buildings (Attachment 3).

The existing parking areas that cover the majority of the site will be re-lined and repaired as needed to provide a total of 816 parking spaces. The resultant parking areas will provide parking and loading meeting the City's Zoning Bylaw requirements.

The applicant will also plant a landscape buffer and lawn fronting River Drive. There will be a further 2.5 m (8.0 ft.) wide landscape buffer along the east side of the site adjacent to an existing adjacent townhouse complex. This buffer will include:

- A solid wood 2.4 m (7.9 ft.) high fence.
- 25 Pin Oak and European Hornbeam trees with a 6 cm (2.4 inch) caliper
- 26 Emerald Cedar hedge plants with an minimum initial height of 2.5 m (8.0 ft.).
- 996 other shrub and ground cover plants.

The remainder of the perimeter of the site will be flanked by a 2.0 m (6.6 ft.) high chain link fence with privacy slats.

The applicant will submit a landscape security in the amount of \$214,561 to ensure that the landscaping and fencing is installed within one (1) year of adoption of Bylaw 9694.

Existing Legal Encumbrances

There is an existing City statutory right-of-way (SROW) running along the southern property line for storm, sanitary and water services (AB243356). There is also an existing flood indemnification covenant with a minimum 2.9 m Flood Construction Level (FCL) registered on Title (AC286407) in 1989.

Transportation and Site Access

Primary vehicle access to the site will be provided by the existing driveway to River Drive. This access will be used by Park'N Fly staff shuttling patron's cars to/from their YVR Airport location and for employee use. The gate has been located so as to permit the queuing of up to three (3) vehicles in front of gate on the property. The existing driveway to No. 4 Road will be maintained over a private easement on the lot to the east for secondary access to the site.

The applicant has agreed to registration of a restrictive covenant on title that restricts the use of site so that primary vehicle access is provided to River Drive and that the driveway to No. 4 Road is maintained for only emergency vehicle access and to provide alternative vehicle access to the site at any time that the River Drive access may be temporally blocked or inoperable (e.g. during road construction or repair).

Given the proposed change of use of the site, the applicant has prepared a traffic study as required by the City. The study concludes that there will be approximately 10 vehicles per hour in the peak hour of site traffic with almost all site trips occurring between 7:00 a.m. and 7:00 p.m. The study concludes that the traffic impacts are anticipated to be minimal. Compared to the existing warehouse and light industrial uses, the proposed Park N' Fly operation is anticipated to generate fewer vehicle trips.

For the long-term transportation needs of the area, the applicant has agreed to register a Statutory Right of Way (SRW) over an area of approximately 501 m² (5,392 ft²) of the south-west corner of the site to allow for future City construction of a section of a proposed public road that will connect Bridgeport Road with Van Horne Way (see Attachment 2 and Attachment 5 – Appendix A). The current owner will be able to use the SRW area for surface parking and landscaping until the City requires the SRW area for public road purposes.

The City's parking and loading provisions in Zoning Bylaw require 89 parking spaces; while 816 exterior parking spaces are being proposed to be provided. The proposal also includes two medium-size (SU-9) loading spaces and one large (WB-17) loading space as required under the Zoning Bylaw.

Contaminated Sites Regulation

A Ministry of Environment (MOE) Certificate of Compliance or alternative approval regarding potential site contamination issues will need to be issued by MOE prior to the zoning amendment bylaw being considered for adoption.

Site Servicing and Frontage Improvements

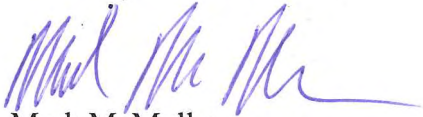
There will be no road frontage improvements required as part of this application. There may be the need to replace and upgrade City utility service connections and mains at the time of a Building Permit application for any tenant improvements.

Financial Impact or Economic Impact

There are no impacts associated with this application.

Conclusion

The proposed Zoning Text Amendment to permit "non-accessory parking" on the site will allow for additional long-term airport parking within the City on an existing developed, industrial site. Given the proposed parking use and enhanced landscaping adjacent to River Drive and the townhouse development to the east, it is recommended that Richmond Zoning Bylaw 8500, Amendment Bylaw 9694, be introduced and given 1st Reading.



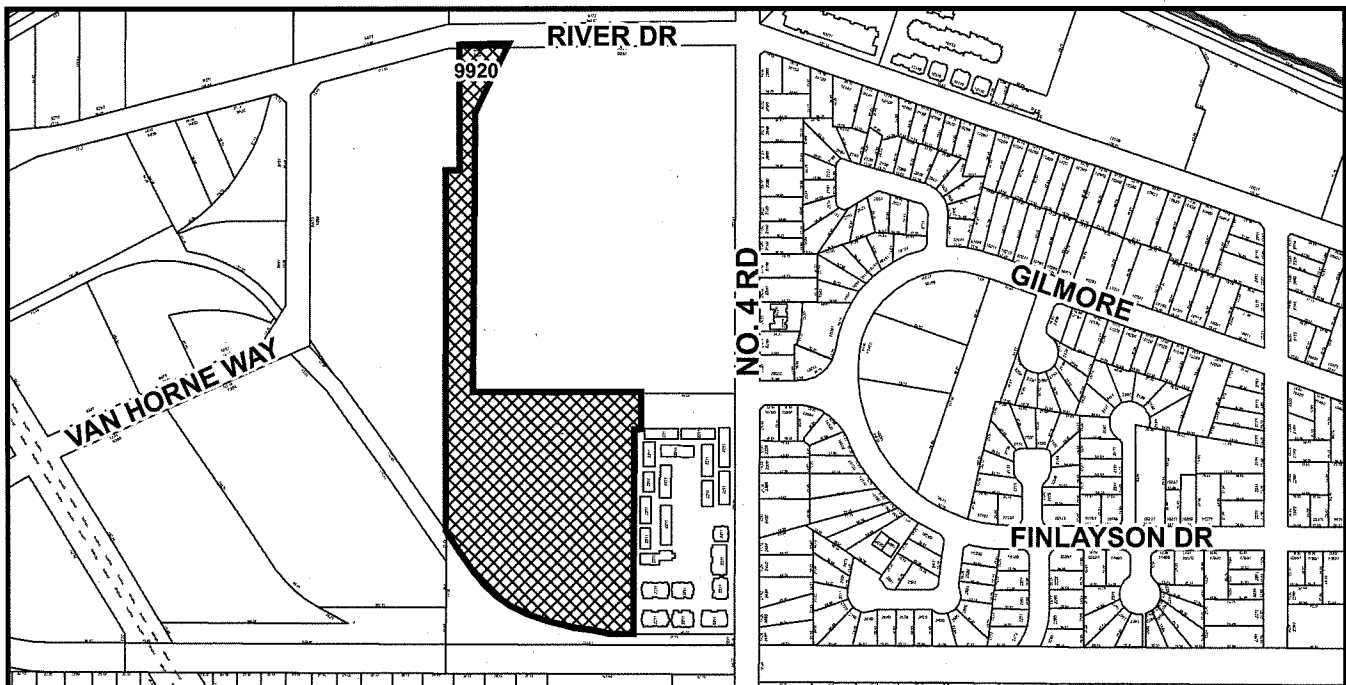
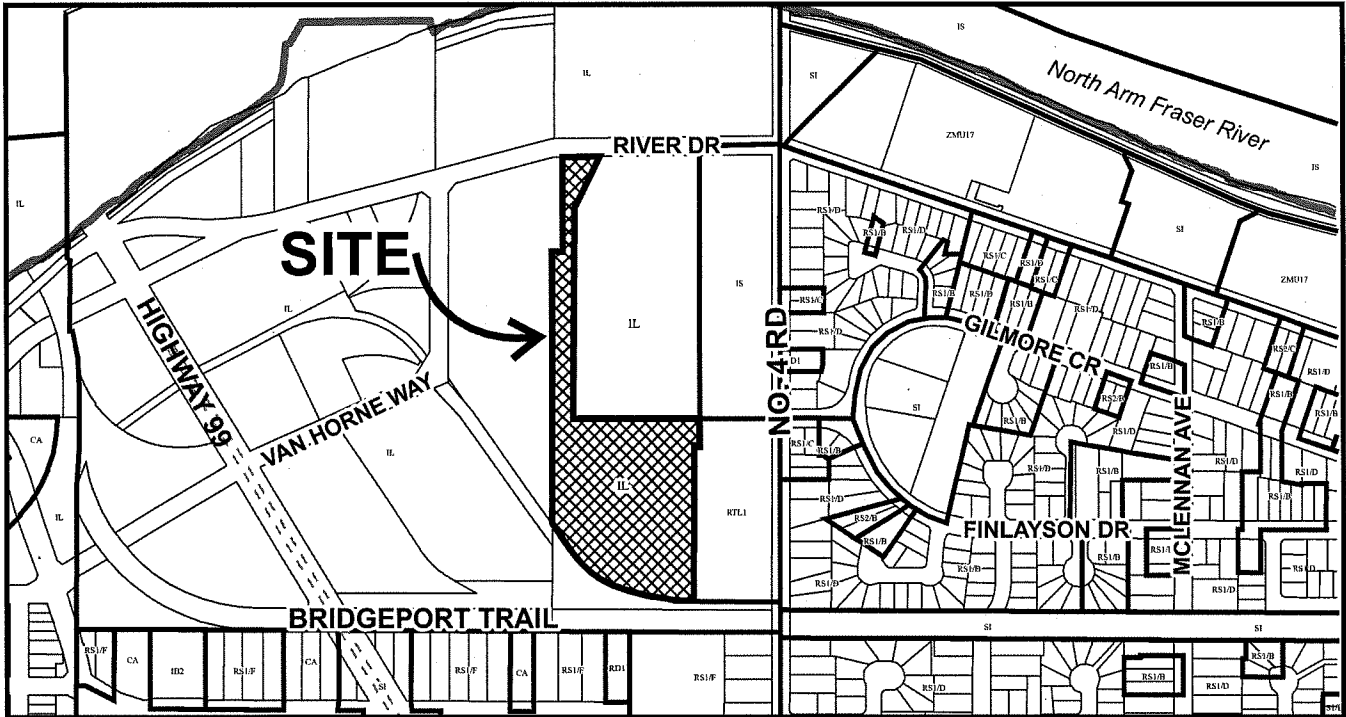
Mark McMullen
Senior Coordinator - Major Projects
(604-276-4173)

MM:blg

- Attachment 1: Location Map
- Attachment 2: City Centre Area Plan Land Use Map
- Attachment 3: Conceptual Development Plans
- Attachment 4: Development Application Data Sheet
- Attachment 5: Rezoning Considerations



City of
Richmond



ZT 16-735545

Original Date: 12/08/16

Revision Date:

Note: Dimensions are in METRES



City of
Richmond



ZT 16-753545

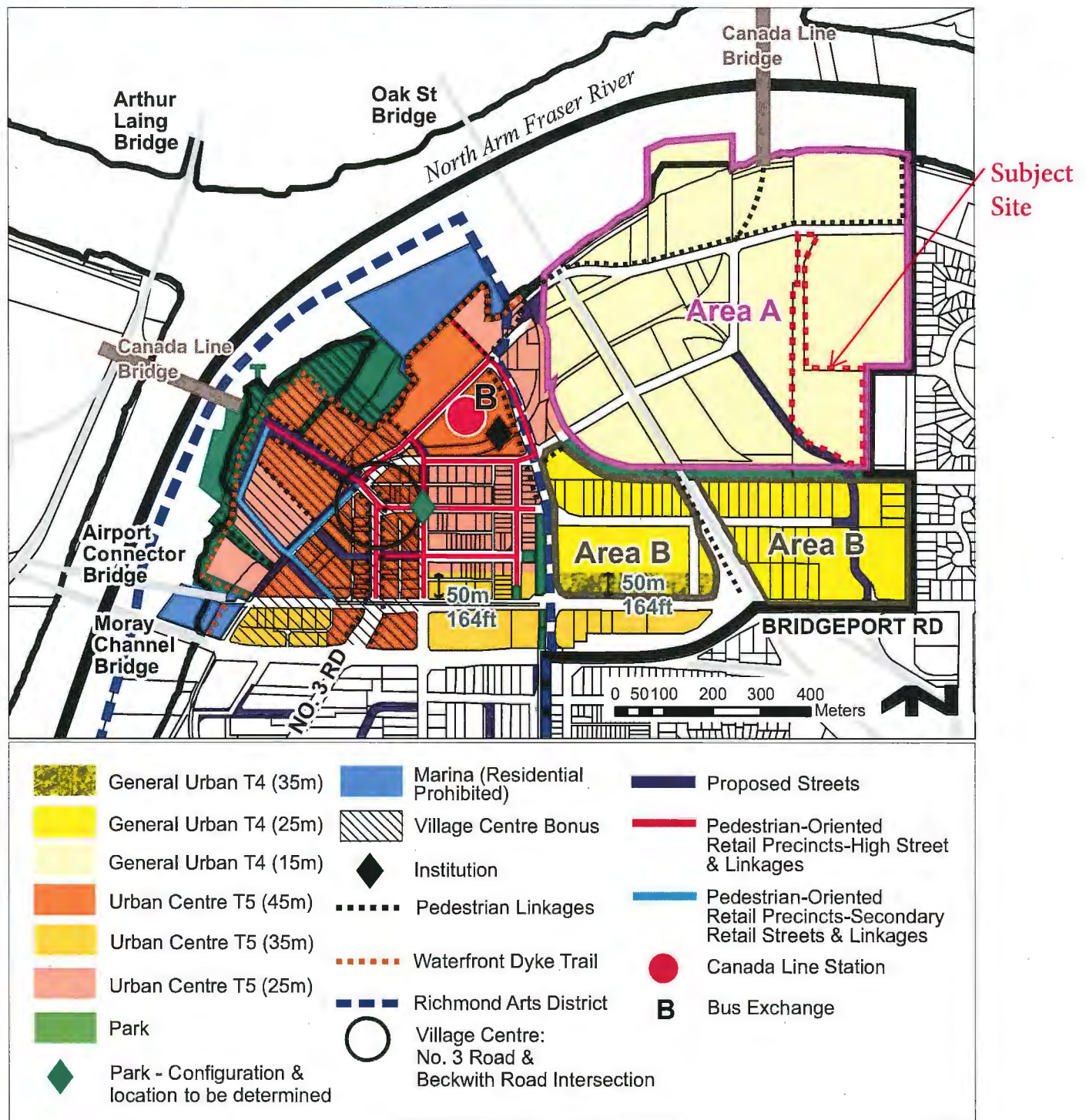
Original Date: 12/08/16

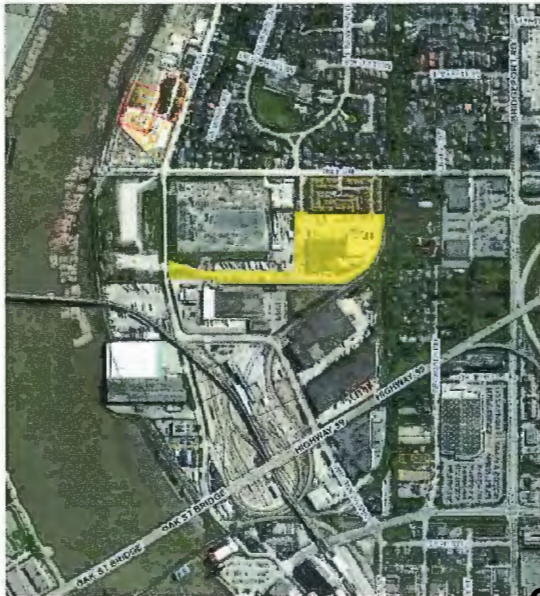
Revision Date:

Note: Dimensions are in METRES

CNCL - 441

City of Richmond

Specific Land Use Map: Bridgeport Village (2031)Bylaw 9041
2016/07/25



larry podhora / architect
1843 BRIMLEY AVE. NORTH VANCOUVER, BC V8P 1A2

PARK N FLY

PROJECT NUMBER
1843 BRIMLEY AVE. NORTH VANCOUVER, BC V8P 1A2

PROJECT ADDRESS
1843 BRIMLEY AVE. NORTH VANCOUVER, BC V8P 1A2

SITE PLAN

DATE
2018.01.01

SCALE
1"=50'

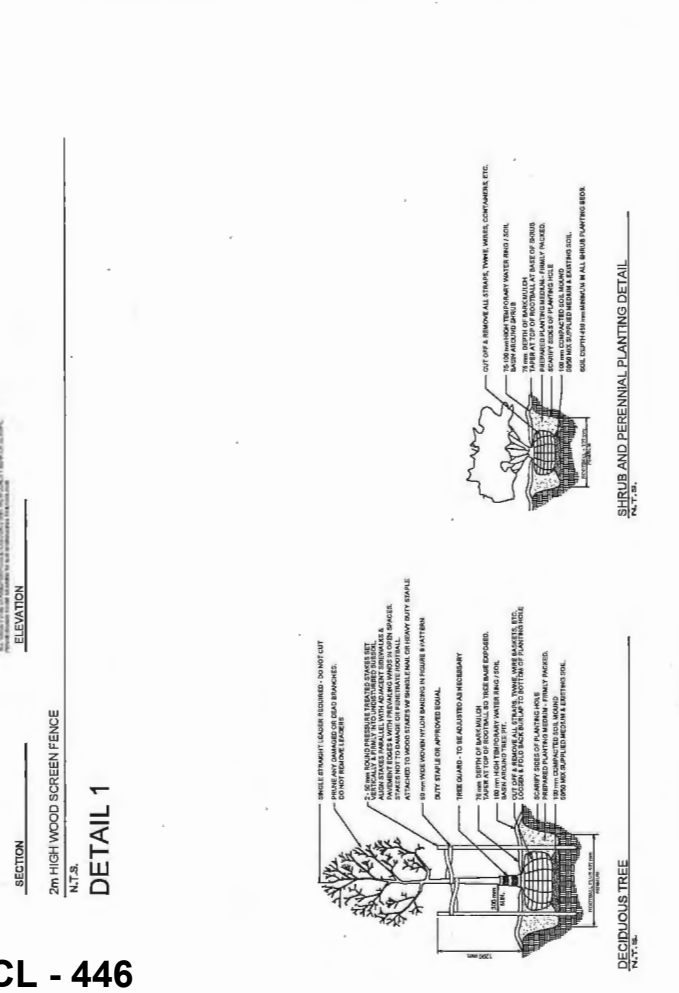
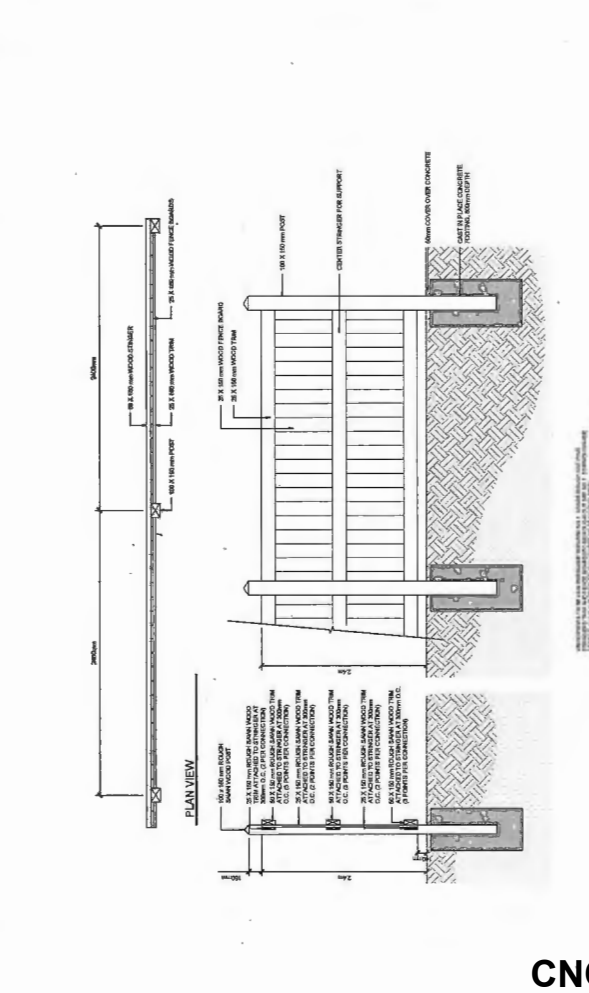
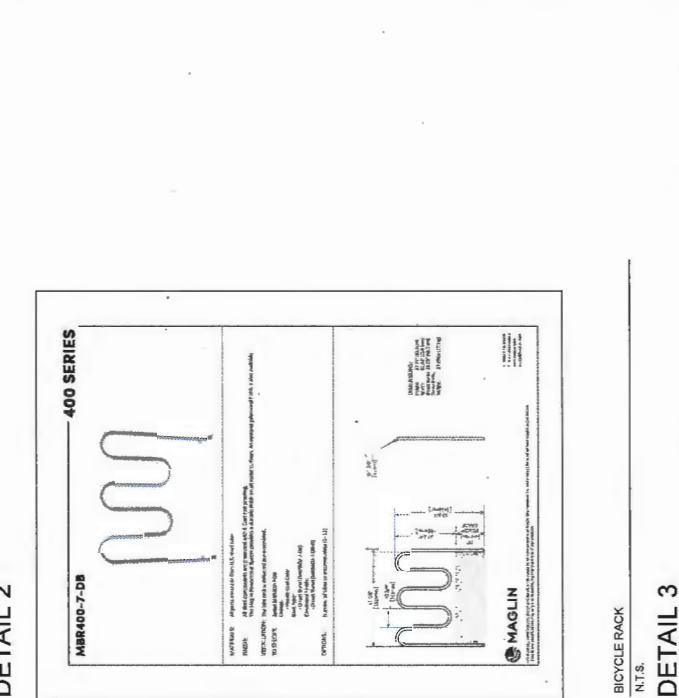
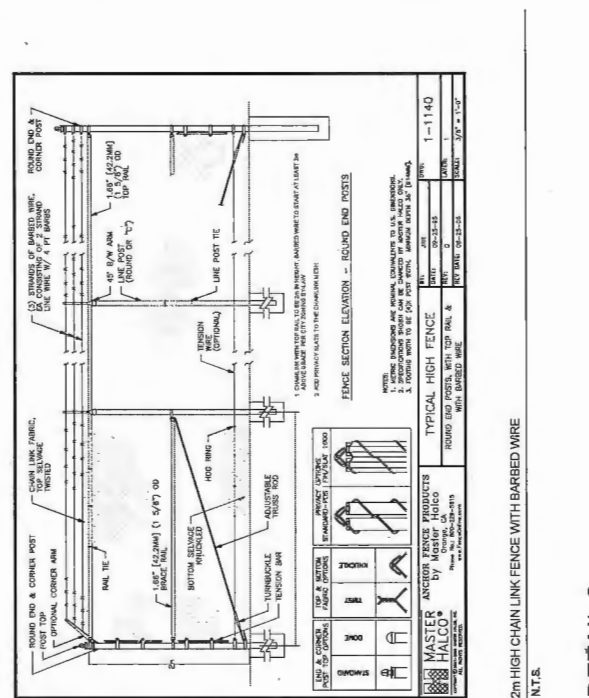
PROJECT NO.
A2.0

PARKING ANALYSIS

1. REQUIRED STALLS (BASED ON 1.0 CAR PER 1,000 SQ. FT. OF GROSS FLOOR AREA)	2. REQUIRED STALLS (BASED ON 1.0 CAR PER 1,000 SQ. FT. OF GROSS FLOOR AREA)	3. REQUIRED STALLS (BASED ON 1.0 CAR PER 1,000 SQ. FT. OF GROSS FLOOR AREA)	4. REQUIRED STALLS (BASED ON 1.0 CAR PER 1,000 SQ. FT. OF GROSS FLOOR AREA)
REQUIRED STALLS (BASED ON 1.0 CAR PER 1,000 SQ. FT. OF GROSS FLOOR AREA)	REQUIRED STALLS (BASED ON 1.0 CAR PER 1,000 SQ. FT. OF GROSS FLOOR AREA)	REQUIRED STALLS (BASED ON 1.0 CAR PER 1,000 SQ. FT. OF GROSS FLOOR AREA)	REQUIRED STALLS (BASED ON 1.0 CAR PER 1,000 SQ. FT. OF GROSS FLOOR AREA)
REQUIRED STALLS (BASED ON 1.0 CAR PER 1,000 SQ. FT. OF GROSS FLOOR AREA)	REQUIRED STALLS (BASED ON 1.0 CAR PER 1,000 SQ. FT. OF GROSS FLOOR AREA)	REQUIRED STALLS (BASED ON 1.0 CAR PER 1,000 SQ. FT. OF GROSS FLOOR AREA)	REQUIRED STALLS (BASED ON 1.0 CAR PER 1,000 SQ. FT. OF GROSS FLOOR AREA)
REQUIRED STALLS (BASED ON 1.0 CAR PER 1,000 SQ. FT. OF GROSS FLOOR AREA)	REQUIRED STALLS (BASED ON 1.0 CAR PER 1,000 SQ. FT. OF GROSS FLOOR AREA)	REQUIRED STALLS (BASED ON 1.0 CAR PER 1,000 SQ. FT. OF GROSS FLOOR AREA)	REQUIRED STALLS (BASED ON 1.0 CAR PER 1,000 SQ. FT. OF GROSS FLOOR AREA)
REQUIRED STALLS (BASED ON 1.0 CAR PER 1,000 SQ. FT. OF GROSS FLOOR AREA)	REQUIRED STALLS (BASED ON 1.0 CAR PER 1,000 SQ. FT. OF GROSS FLOOR AREA)	REQUIRED STALLS (BASED ON 1.0 CAR PER 1,000 SQ. FT. OF GROSS FLOOR AREA)	REQUIRED STALLS (BASED ON 1.0 CAR PER 1,000 SQ. FT. OF GROSS FLOOR AREA)

ZONING BY-LAW ANALYSIS

1. ZONING	2. ZONING	3. ZONING	4. ZONING	5. ZONING
ZONING	ZONING	ZONING	ZONING	ZONING
ZONING	ZONING	ZONING	ZONING	ZONING
ZONING	ZONING	ZONING	ZONING	ZONING
ZONING	ZONING	ZONING	ZONING	ZONING





ZT 16-753545

Attachment 4

Address: 9920 River Drive

Applicant: Krahn Engineering Ltd.

Planning Area(s): City Centre Area Plan

	Existing	Proposed
Owner:	All Stars Motor Inn Ltd.	Park'N Fly (1884901 Alberta Ltd)
Site Size (m²):	34,200 m ²	34,200 m ²
Land Uses:	Light Industrial / Warehousing	Long Term Airport Parking
OCP Designation:	Industrial	Industrial
Area Plan Designation:	General Urban T4 (25m)	General Urban T4 (25m)

On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Floor Area Ratio:	Max. 1.0	0.20	none permitted
Lot Coverage (% of lot area):	Building: Max. 60%	Building: Max. 18.8%	none
Lot Size:	N/A	N/A	none
Lot Dimensions (m):	Width: N/A Depth: N/A	Width: N/A Depth: N/A	none
Setbacks (m):	Front: Min. 3.0 m Rear: Min. 0.0 m Side (east): Min. 3.0 m Side (west): Min. 0.0 m	Front: Min. >3.0 m Rear: Min. 0.0 m Side (east): Min. >3.0 m Side (west): Min. 0.0 m	none
Height (m):	15 m	<15 m	none
Off-street Parking Spaces – Total:	89	816	none



Address: 9920 River Drive

File No.: ZT 16-753545

Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 9694, the developer is required to complete the following:

1. Provincial Ministry of Transportation & Infrastructure Approval.
2. Ministry of Environment (MOE) Certificate of Compliance or alternative approval to proceed granted from MOE regarding potential site contamination issues. This approval is required prior to dedication of land or road to the City if applicable.
3. Registration of a Statutory Right-of-Way (SRW) on title for the purposes of a future public road for the area as shown in Appendix A for vehicle and pedestrian use and for City construction and maintenance of the roadway, sidewalks, street lighting and other services and utilities; and that permits the current owner to use the SRW area for surface parking and landscape until the City provides one (1) year notice of its need to use the SRW area for public road purposes.
4. Registration of a restrictive covenant on title that restricts the use of site so that primary vehicle access is provided to River Drive and that the driveway to No. 4 Road is maintained for only emergency vehicle access and to provide alternative vehicle access to the site at any time that the River Drive access may be temporally blocked or inoperable (e.g. during road construction or repair).
5. Submission of a Landscape Security in the amount of \$214,561 to ensure that the landscaping and fencing proposed in Appendix B is completed within one (1) year of adoption of Bylaw 9694 with 10% of this security to be held by the City as a maintenance security for year (1) after substantial completion of the landscape.

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

1. Submission of a Construction Parking and Traffic Management Plan to the Transportation Department. Management Plan shall include location for parking for services, deliveries, workers, loading, application for any lane closures, and proper construction traffic controls as per Traffic Control Manual for works on Roadways (by Ministry of Transportation) and MMCD Traffic Regulation Section 01570.

Note:

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

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

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

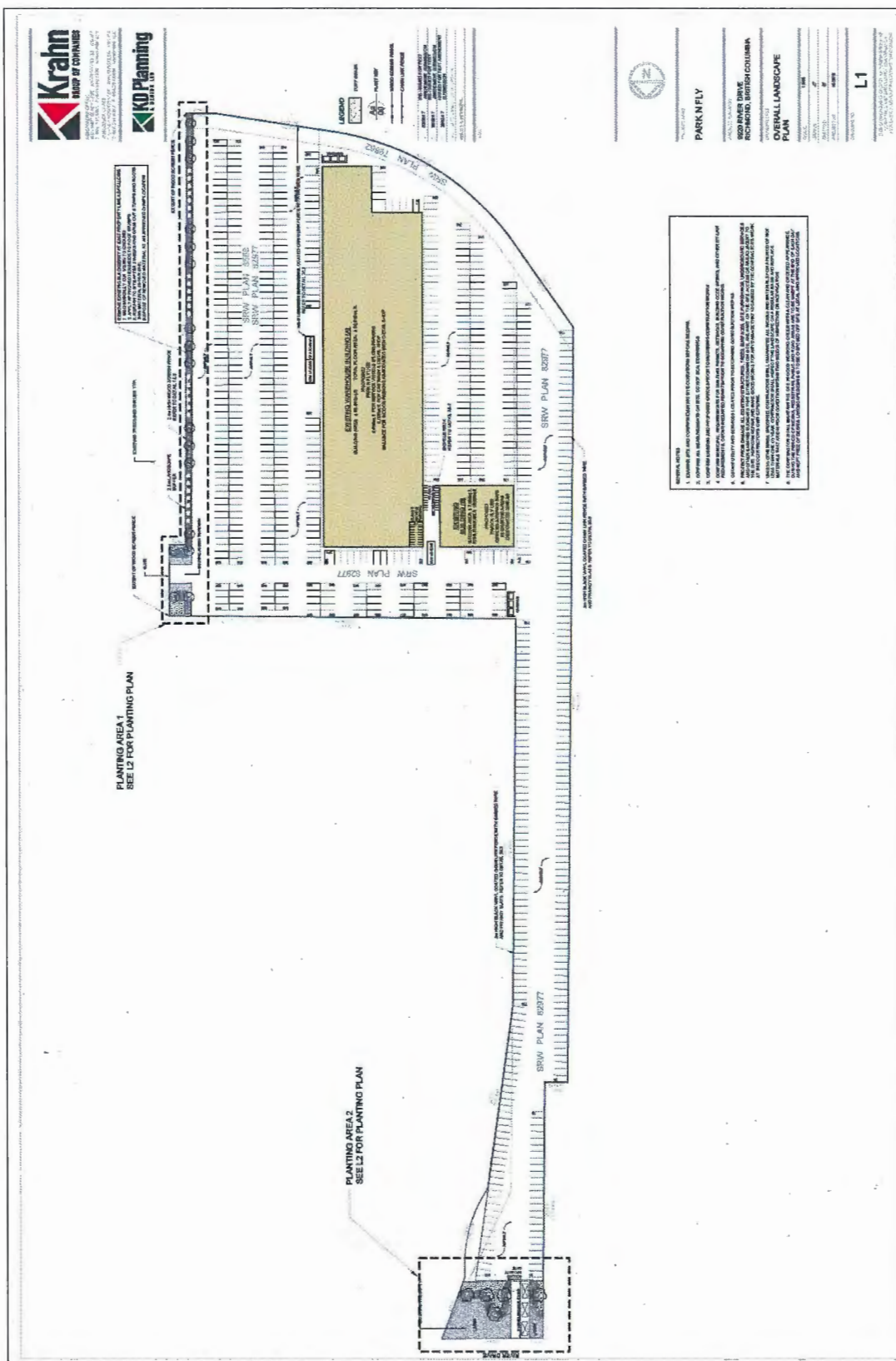
- Additional legal agreements, as determined via the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering may be required including, but not limited to, site investigation, testing, monitoring, site preparation,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

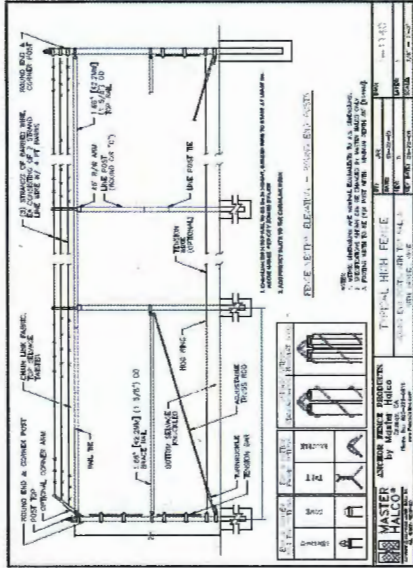
- Applicants for all City Permits are required to comply at all times with the conditions of the Provincial *Wildlife Act* and Federal *Migratory Birds Convention Act*, which contain prohibitions on the removal or disturbance of both birds and their nests. Issuance of Municipal permits does not give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

Signed
Park'N Fly (1884901 Alberta Ltd)

Date

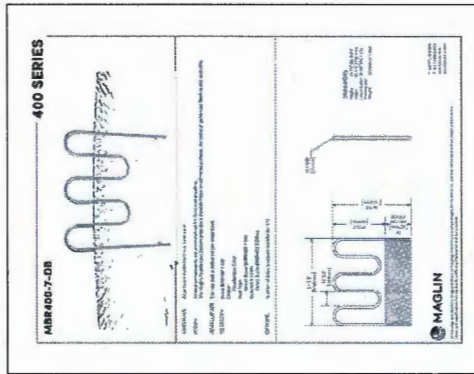
Appendix B - Landscape Plans





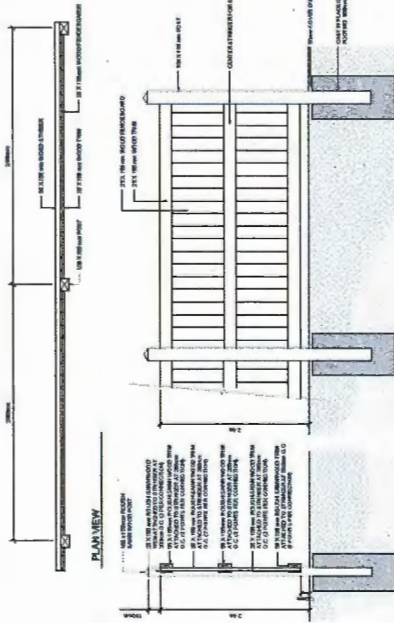
DETAIL 2
2m HIGH CHAIN LINK FENCE WITH BARBED WIRE
N.T.S.

DETAIL 2



DETAIL 3
BICYCLE RACK
N.T.S.

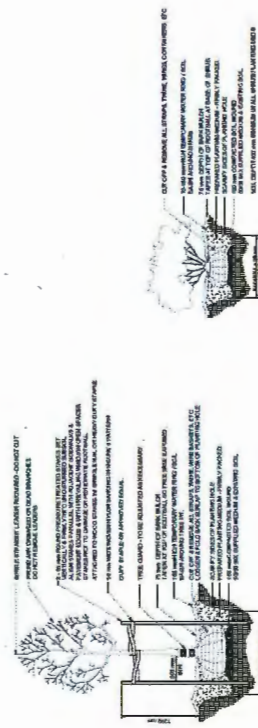
DETAIL 3



DETAIL 1

2m HIGH WOOD SCREEN FENCE
N.T.S.

DETAIL 1



DETAIL 1

SHRUB AND PERENNIAL PLANTING DETAIL
N.T.S.

DETAIL 3



**Richmond Zoning Bylaw 8500
Amendment Bylaw 9694 (ZT 16-753545)
9920 River Drive**

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

1. Richmond Zoning Bylaw 8500 is amended by:
 - (a) Adding the following to Section 12.2.3 (B. Additional Uses):

“parking, non-accessory”
 - (b) Renumbering Sections 12.2.11.4 and 12.2.11.5 respectively as 12.2.11.5 and 12.2.11.6, and inserting the following new Section 12.2.11.4:

“Parking, non-accessory shall be only permitted on the following site:

9920 River Drive
P.I.D. 017-483-166
Lot 1 Except; Part Subdivided By Plan LMP 5990, Section 22 Block 5 North
Range 6 West New Westminster District Plan LMP 1596”

2. This Bylaw may be cited as **“Richmond Zoning Bylaw 8500, Amendment Bylaw 9694”**.

FIRST READING

PUBLIC HEARING

SECOND READING

THIRD READING

OTHER CONDITIONS SATISFIED

MINISTRY OF TRANSPORTATION AND
INFRASTRUCTURE APPROVAL

ADOPTED

MAYOR

CORPORATE OFFICER

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



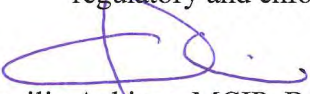
To:	Richmond City Council	Date:	March 21, 2017
From:	Cecilia Achiam, MCIP, BCSLA Director, Administration and Compliance	File:	03-0900-01/2017-Vol 01
Re:	Revised Proposed Bylaws and Options for Short-Term Rentals		

Staff Recommendation

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

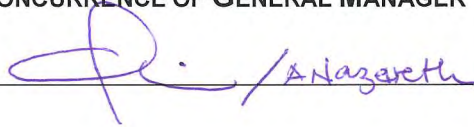

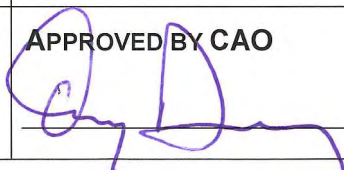
1. That Official Community Plan Bylaw 9000, Amendment Bylaw 9691, which amends Official Community Plan Bylaw 9000 by adding a provision for a 500 meter buffer between B&B establishments be introduced and given first reading;
2. That Bylaw 9691, having been considered in conjunction with:
 - a) the City’s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

- d) Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 9652;
each be introduced and given first, second and third readings;
8. That the proposed communication plan described in Attachment 3 of this report explaining the proposed changes (identified in the above recommendation) to the short-term rental regulations be endorsed;
9. That:
- the information regarding tax requirements including whether a hotel tax should apply to short-term rentals provided in this report be received for information; and
 - staff be directed to engage the Province of British Columbia to discuss regulatory changes to the Provincial Sales Tax in regards to the Municipal and Regional District Tax, including the definition of accommodation providers;
10. That staff conduct a one-year review of the City's proposed short-term rental regulation, and include issues surrounding a requirement for the operator of the short-term rental to be the owner of the property and report back to Council;
11. That staff consider options and report back on the issue of short-term rentals for multi-family dwellings; and
12. That staff formulate a robust public engagement process to address additional options and regulatory and enforcement gaps for future consideration.



Cecilia Achiam, MCIP, BCSLA
Director, Administration and Compliance
(604-276-4122)

Att.

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

Staff Report

Origin

This report is supplemental to the staff report titled “Short-Term Rentals – Proposed Bylaws and Options”, dated February 27, 2017 from the Director, Administration and Compliance which was considered by General Purposes Committee on March 6, 2017 and by Council on March 13, 2017 (Attachment 1).

At the meeting on March 13, 2017, Council made the following referral:

That the recommendations and the staff report titled “Short-term Rentals – Proposed Bylaws and Options” dated February 27, 2017 from the Director Administration and Compliance, be referred back to staff to continue with the existing approach subject to:

- 1. an additional requirement for a short-term rental operator to be the owner of his/her principal residence;*
- 2. the definition applying to an individual, not a corporate owner; and*
- 3. the definition applying to an owner’s direct family members;*

and report back to the March 27, 2017 Regular (open) Council meeting with the revised Bylaws.

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

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

Analysis

A complete analysis has been provided in the staff report titled “Short-Term Rentals – Proposed Bylaws and Options”, dated February 27, 2017 from the Director, Administration and Compliance. This report is only intended to address the requirement for a short-term rental operator of a licenced Bed and Breakfast (B&B) to be the principal residence of the owner or his/her family member as directed by Council on March 13, 2017.

Defining “Owner” and “Family Member”

Staff propose amending the Zoning Bylaw to state that, in addition to the requirement that the B&B be the operator’s principal residence, a B&B is only permitted where the operator is the owner of the dwelling or is the owner’s direct family member.

Staff also propose amending the Business Licence Bylaw, the Business Regulation Bylaw, and the Municipal Ticket Information Authorization Bylaw to:

- a) require licence applicants to be individuals, and not a corporation;

- b) require the applicant to be the owner of the premises, or certify that they are a direct family member of the owner; and
- c) introduce MTI tickets in the amount of \$1,000 if the operator is not the owner or the owner's direct family member (as certified on the application form).

The term "Owner" is defined in the Zoning Bylaw as "any person who is an **owner** of land as defined in the *Community Charter* or any agent or other applicant on behalf of an **owner**." This definition is broader than the registered owner of a property. As directed by Council, staff propose introducing definitions of "registered owner" and "family member" to the Zoning Bylaw, to restrict B&B use to properties where the operator is the registered owner or the registered owner's direct family member (spouse, child, parent, grandparent, or grandchild). While these terms can be interpreted to have broad meanings, the proposed definitions for the Zoning Bylaw are:

"Individual Registered Owner means with respect to land, any individual person who is:
a) the registered owner of an estate in fee simple; or
b) the tenant for life under a registered life estate."

"Family Member means, with respect to a person:
a) the person's spouse;
b) the person's child;
c) the person's spouse's child;
d) the person's parent, or the person's spouse's parent;
e) the person's grandparent, or the person's spouse's grandparent; or
f) the person's grandchild, or the person's spouse's grandchild."

Staff have contacted several local governments (Vancouver, Surrey, Burnaby, Delta, Langley, New Westminster and Fernie) in the region to provide an overview of the requirements of B&B operators and definitions for reference. A summary of findings is provided in Attachment 2.

Public Consultation

In addition to the required public consultation processes for bylaw amendments including Public Notification and Public Hearing, staff have included a Communication Plan (Attachment 3), which was previously presented to Committee and Council for endorsement. The Communication Plan ensures that current licenced B&B operators are notified of the proposed changes; new applicants are well informed by an updated B&B Application Guide and that information on short-term rentals are readily accessible to the general public on the City's website, in brochures and through the City's social media channels.

Financial Impact

None

Conclusion

Regulating short-term rentals in the context of a sharing economy involves complex and evolving issues. The adoption of the regulatory changes and enforcement enhancements outlined in this and past reports, considered by Committee and Council since January 2017, provide a regulatory framework to address short-term rentals as B&Bs in single-family and agricultural zones. The retention of “boarding and lodging” uses enables up to 2 boarders or lodgers in all residential zones.



Cecilia Achiam, MCIP, BCSLA
Director, Administration and Compliance
(604-276-4122)



Carli Edwards, P.Eng.
Chief Licence Inspector
(604-276-4136)

CA:ca

- Att. 1: Staff report titled “Short-Term Rentals – Proposed Bylaws and Options”, dated February 27, 2017
2: Summary of B&B Requirements of Selected Local Governments
3: Communication Plan



City of Richmond

Report to Committee

To:	General Purposes Committee	Date:	February 27, 2017
From:	Cecilia Achiam, MCIP, BCSLA Director, Administration and Compliance	File:	03-0900-01/2017-Vol 01
Re:	Short-term Rentals - Proposed Bylaws and Options		

Staff Recommendation


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

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

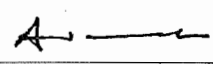
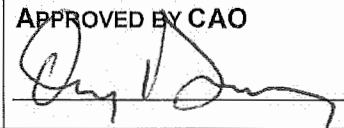
- b. Business Licence Bylaw No. 7360, Amendment Bylaw No. 9650;
- c. Municipal Ticket Information Authorization Bylaw No. 7321, Amendment Bylaw No. 9651; and
- d. Consolidation Fees Bylaw No. 8636, Amendment Bylaw No. 9652;

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

- 8. That the proposed communication plan described in Attachment 12 of this report explaining the proposed changes (identified in the above recommendation) to the short-term rental regulations be endorsed; and
- 9. That:
 - a. the information regarding tax requirements including whether a hotel tax should apply to short-term rentals provided in this report be received for information; and
 - b. staff be directed to engage the Province of British Columbia to discuss regulatory changes to the Provincial Sales Tax in regards to the Municipal and Regional District Tax, including the definition of accommodation providers, and
- 10. That staff conduct a one-year review of the City's proposed short-term rental regulation and report back to Council.


 Cecilia Achiam, MCIP, BCSLA
 Director, Administration and Compliance
 (604-276-4122)

Att. 12

REPORT CONCURRENCE		
ROUTED TO: Economic Development Community Bylaws Law Development Applications Policy Planning	CONCURRENCE <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	CONCURRENCE OF GENERAL MANAGER 
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: DW	APPROVED BY CAO 

Staff Report

Origin

This report responds to a number of referrals and resolutions made by Council and General Purposes Committee since January 6, 2017. Staff were directed to:

- 1) *bring forward the appropriate bylaw amendments to the Open General Purposes Committee on March 6, 2017 to*
 - a) *continue and enhance the existing regulations limiting short-term rentals to B&Bs in single-family and agricultural zones only, and*
 - b) *implement a distance buffer between Bed and Breakfast (B&B) establishments;*
- 2) *provide information and respond to various referral questions including:*
 - a. *tax requirements including whether a hotel tax should apply to short-term rentals;*
 - b. *summarize the various approaches regarding short-term rentals that have been considered;*
 - c. *the adequacy of the definition for boarding and lodging;*
 - d. *the number of short-term rental listings on Agricultural Land Reserve land; and*
 - e. *licence / permit fees for boarding and lodging.*

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

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

Executive Summary

Short-term rentals of residential units have increased recently due to the emergence of the sharing economy and internet service providers that provide easy access to the marketplace. This has provided a business opportunity for some property owners but has also led to an increase of illegal hotel-like operations that are causing a nuisance to their neighbours.

This issue has been discussed at several meetings of Council where staff have been directed to limit short-term rental to those uses already in place but to enhance regulations related to Bed and Breakfasts while strengthening the enforcement of illegal operations. When considering enhancements to the regulations, Council has asked staff to explore a variety of new requirements including, insurance, "spot" rezonings, buffer distances and allowing only owner-operators. The response to these issues as well as a summary of all of the reports is provided in this report.

Having explored a variety of options, including an expansion of licencing schemes, this report puts forward the analysis and details to support a number of bylaw changes in accordance with direction from Council. The bylaw changes include an amendment to the OCP to implement a buffer distance between all new B&B's. Taken together, these bylaw changes introduce new requirements for B&B's and impose new penalties and increased fines for the illegal operations that are not proposed to be licenced.

This report further recommends engaging the province to discuss provincial tax laws to level the playing field between B&B's and hotels. While some of the bylaw changes have statutory requirements for notice periods and a public hearing prior to approval, staff are also proposing a comprehensive communication plan to notify the public of the changes. It will take some time for the outcome of the proposed changes and enhanced enforcement on illegal short-term rentals to show results and so it is recommended that staff conduct a one-year review and report back to Council.

Part 1 – Summary of Present Council Position/Direction

Since January 3, 2017, in addition to this report, Council has received three reports on short-term rentals. All three reports are listed in Table 1 below and reports 1 and 2 are provided in Attachment 1. Attachment 2 to this report summarizes the history of the first three reports and highlights the key recommendations for reference.

Table 1: Reports on Short-Term Rentals

Report Title	Report Dated	Presented to Committee/Council	Outcome
1. Regulation of Short-Term Rental Units	November 29, 2016	General Purposes Committee on January 3, 2017	Recommendations endorsed by Committee and forwarded to January 9, 2017 Council.
		Council Meeting on January 9, 2017	Council did not endorse the recommendations and referred the matter back to staff for further analysis on the implementation of Option 2 (Prohibition).
2. Short-Term Rental Regulations	January 26, 2017	General Purpose Committee on February 6, 2017	Committee referred the report back to staff for further consideration of issues raised at the Committee.
3. Short-Term Rentals – Enforcement and Bed & Breakfast Regulations	February 9, 2017	Closed General Purposes Committee to provide legal advice on options related to referral items	Committee received the legal advice (in closed session) and instructed staff to bring a report to General Purposes Committee on March 6, 2017.

There are a number of current City bylaws that are applicable to and regulate short-term rental units. For example, subject to the regulations in the *Richmond Zoning - Bylaw 8500* (the Richmond Zoning Bylaw) and the City's *Business Regulation – Bylaw 7538* (the Business Regulation Bylaw), the City permits bed and breakfast accommodation (B&B) in residential and

agricultural zones. The Zoning Bylaw also permits and regulates boarding and lodging in residential and agricultural zones.

Council Direction: Council has instructed staff to continue and enhance the existing regulations limiting short-term rentals to B&Bs in single-family and agricultural zones only.

To carry out Council's direction, staff recommend defining "short-term rental", strengthening some of the existing regulations and increasing penalties and fines to support enhanced enforcement of illegal and un-licensed short-term rental operations. Staff note that taking these steps do not preclude further exploration of additional regulations or expansion of short-term rental into other residential zones as directed by Council.

Analysis Regarding Part 1

A. Summary of Proposed Changes to Continue and Enhance the Limitation of Short-Term Rentals to Single Family and Agricultural Zones

In order to implement Council's direction to continue and enhance the existing regulations limiting short-term rentals to B&Bs in single-family and agricultural zones only, a number of bylaw amendments are recommended. Attachment 3 contains two tables that provide an analysis of how each amendment enhances the existing regulations and which bylaws are affected. This attachment also provides a table that summarizes regulations which are not proposed to change, along with a copy of the amended code of conduct that is provided to all licensed B&B's.

Part 2 – Response to Referral Questions and Issues

A. Response to Referrals

This section summarizes all the referrals requested since January 3, 2017 by General Purposes Committee and Council. These referrals are provided in greater detail in Attachment 4.

Referral 1: Implementation a proof of insurance requirement

Staff Response: The City currently does not require B&B applicants to provide proof of insurance prior to being approved for a B&B licence. This is consistent with current practice with other BC jurisdictions. While it would be prudent for B&B operators to obtain the requisite insurance, staff do not recommend that the City take-on the obligation of assuring that the applicable insurance is in place.

Proposed Action: Maintain current practice of not requiring insurance but amend the Richmond Bed and Breakfast Code of Conduct Guidelines (provided in Attachment 3) to recommend that B&B operators carry adequate liability and property damage insurance specifically written for B&B's.

Referral 2: Amending definition of Operator to require Owner/Operator

Staff Response: The current B&B regulations do not require the operator to be an owner. The current regulations require the operator to reside in the unit. Staff have investigated the question of ownership and have concluded that restricting the ability to operate a home-based business, such as a bed and breakfast, to only the owner(s) of the property on which the operation is to be located is likely beyond the authority provided by legislation.

Proposed Action: Strengthen requirement of proof that B&B is the principal residence of the operator.

Referral 3: Establishing a “Spot” (Site Specific) Rezoning Process

Staff Response: Staff were directed to explore mechanisms, including “spot” (site specific) rezoning to address potential negative impacts such as noise, parking, increased traffic, etc., that could occur as a result of a concentration of short-term rentals in a single-family neighbourhood. A number of options were considered. The current B&B regulations do not require rezoning. Requiring “spot” rezoning to change the use to a B&B would be costly, time consuming and onerous for a small business.

Permitting B&Bs is consistent with the planning objective of accommodating a range of uses in the City’s neighbourhoods. At the same time, creating a buffer between B&B’s will prevent the densification of B&Bs thereby reducing over-commercialisation and protecting the character and community values of the neighbourhood. A 500 m buffer will mitigate nuisances including noise, traffic and parking issues. In general, the 500 m buffer would allow approximately one (1) B&B per quarter section when implemented. Based on the location of the 19 existing licenced B&Bs, 7 are within 500 m from another B&B operation. These 7 B&Bs may be, in accordance with the legislation, “grand-fathered” if the 500 m buffer is adopted. For illustration purposes, a map (Attachment 5) outlining single family zones (including Agricultural Zones), the existing licenced B&Bs, and the proposed 500m buffer is included to model the potential impact of implementing the 500 m buffer.

Operationally, a buffer requirement would be relatively easy to verify as part of the Business Licence application review and is preferable to the onerous requirements, costs and processing time associated to spot rezoning.

Proposed Action: Amend the Official Community Plan and the Zoning Bylaw to implement a minimum 500 m separation between B&B operations.

Referral 4: Tax Requirements Including Whether a Hotel Tax Should Apply to Short-Term rentals

Staff Response: Staff were directed to further explore hotel tax and the Whistler “hotel tax” and their applicability to the City. Attachment 6 summarizes the findings. The Municipal and Regional District Tax (MRDT) is the only local level tax that impacts short term rentals, as long as they are classified as “accommodation providers” under the Provincial Sales Tax Act (which governs the MRDT).

The MRDT is legislated by the province and the province determines who remits it. The City does not currently have authority to impose a tax on hotel/short-term rentals. It would require a change in provincial legislation to enable local government to impose a short-term rental tax.

The Whistler hotel/short-term rental tax model is not immediately transferable to Richmond.

Proposed Action: There is no current mechanism to enable a local government to levy a hotel or rental tax on short-term rental. Staff be directed to engage the Province of British Columbia to discuss regulatory changes to the Provincial Sales Tax in regards to the Municipal and Regional District Tax, including the definition of accommodation providers

Referral 5: Summary of Various Approaches That Have Been Considered

Staff Response: In the report dated November 29, 2016, titled "Regulation of Short-Term Rental Units" Staff identified three options for Council, they are:

Option 1 – *status quo*. Make no changes to the existing City regulatory regime

Option 2 – prohibit all short-term rentals

Option 3 – develop regulations specifically tailored to short-term rentals¹

Council considered these options on January 9, 2017 and instructed staff to prepare appropriate bylaw amendments that clarify that short-term rentals are limited to single family and agricultural zones as B&B uses and to implement a distance buffer between B&B establishments.

Many other cities in North America and Europe have taken different approaches to the growth of short-term rentals in their community. Their responses reflect the unique situations in their communities related to housing, tourism, and taxation. Many choose to make different rules for shared spaces (like B&B's where the house is shared) as compared to rental of the entire unit and several have attempted to impose limits on the number of nights to be rented. A summary of the approaches taken in Vancouver, San Francisco, CA, Quebec, Portland, DC, and Austin, Texas, are provided in Attachment 7.

Proposed Action: There are significant variances in the approaches different local governments have taken to address short-term rentals. Should Council wish to consider expanding short-term rental regulations, staff recommend that Council direct staff to develop a separate consultation plan on these alternatives and report back to Council for endorsement for the purpose of public consultation.

¹ Recommended in the staff report but not endorsed by Council.

Referral 6: Review the Adequacy of the Definition of Boarding and Lodging

Staff Response: In the current Richmond Zoning Bylaw 8500 “**Boarding and lodging** means:

*sleeping unit accommodation, without cooking facilities in the **sleeping units**, that is supplied for remuneration for not more than 2 **boarders**, and which may or may not include meal service, but does not include senior citizen lodges, **hotels**, **motels**, **congregate housing**, **bed and breakfasts**, **agri-tourist accommodation**, **minor or major community care facilities**, **secondary suite** or **coach house**.*

Boarding and lodging are permitted as a **secondary use** in most residential zones (single family and multi-family) where **secondary use**:

“means one or more **uses** in the list of **secondary uses** in the **zones** of this bylaw that must be:

- a) in conjunction with a **principal use**;
- b) located on the same **lot** as the **principal use**; and
- c) clearly accessory to the principal use. For example, a home business is a secondary use to the principal use of a single detached housing.”

Boarders and lodgers have been permitted in the City’s zoning bylaws since 1956. It is notable that there is currently no duration requirement for a boarder and lodger. Boarding and lodging could be a day, week, month or several months.

There is no reliable record as to the number of boarders and lodgers in the City or if the practice causes a nuisance. While there has not been any formal consultation processes to date, anecdotally staff are told by the School District and sports organizations that boarding and lodging are used to accommodate student exchanges, home stay programs, and sports hosting in all neighbourhoods in Richmond. These programs are seen to be beneficial and to support national and international exchange programs and amateur sports.

A preliminary review of data from data of one of the online listing service (Airbnb listings on January 12, 2017- i.e. data for one day from a single listing service only) indicated that approximately 440 out of 760 rooms available on that day for booking were private rooms in a home. These numbers are for rooms available that day, and not the total number of listings or total number of people potentially hosted. Staff were unable to find data to indicate what percentages of these listings were for home stay and/or sports hosting programs.

Short-term rental of private rooms is a very complex issue. The fact that these rentals are private rooms within dwelling units (i.e. boarding and lodging) would indicate that these homes are occupied and not left vacant. In the context of “vacant home” syndrome where Richmond has a <1% vacancy rate for rental properties, knowing that these homes are occupied could be considered a positive outcome.

Based on the current boarding and lodging regulations there are two options for Council's consideration in the context of short-term rental:

1. ***Status Quo - No change to current definition or practice:*** Boarding and Lodging does not currently require any permit or licences. Records on neighbourhood nuisance do not track whether they are a result of boarding and lodging uses. There is also no evidence that boarding and lodging uses are creating negative impact on the City's utility services. Richmond has a "pay for service" approach to garbage, recycling, water and sewerage utilities. As a result, the cost of any additional usage of City utilities would be recovered; or
2. ***Require a minimum 30 days requirement to boarding and lodging:*** Adding a 30 day minimum to boarding and lodging would eliminate a significant number of short-term rentals in all neighbourhoods but would potentially impact homestay and sports hosting programs significantly.

Proposed Action: Given the lack of data at this point that boarding and lodging has a negative impact to neighbourhood character, staff recommend *status quo* but to monitor and report back to Council after 1 year should Council choose to implement new regulations on boarding and lodging.

Referral 7: The Number of Short-Term Rental Listings in Agricultural Land Reserve

Staff Response: Of the licenced B&B's in Richmond, only one is on agricultural land. In examining the data provided by one of the listing services, "Airbnb", it would appear that only 4-5% of the unlicensed providers are located on agricultural land. The majority of listings are in single family areas, or in multi-family zones in City Centre.

Proposed Action: The proposed changes and enhancements to the licencing scheme and the increased fines and penalties will enable enforcement staff to deal with unlicensed providers on agricultural land and in multi-family zones (where B&Bs are not permitted). These changes and enhancements include the proposal to reduce the number of rooms permitted as part of a B&B in the ALR from 4 to 3.

Referral 8: Licence/Permit Fees for Boarding and Lodging

Staff Response: The City can levy licence and permit fees to recover administration costs (e.g. the cost of inspecting a business premises and administering and enforcing regulations). Richmond has a "pay for service" approach to garbage, recycling, water and sewerage utilities. As a result, the cost of any additional usage of City utilities would be recovered. Attachment 8 provides a comparison of the City's Business Licence Fees with other local jurisdictions.

Proposed Action: This report proposes changes to the Consolidated Fees Bylaw but only to create a separate category for the B&B licence fee. The current licence fee for a B&B is \$162.

Part 3 – Other Considerations

Other considerations that have been presented and discussed at Committees/Council include:

- A. Enforcement on Illegal Short-Term Rentals
- B. Fines and Penalties
- C. Consultation and Communication Processes

These considerations are included in this report to provide a comprehensive overview related to short-term rentals in the City.

A. Enhanced Enforcement on Illegal Short-Term Rentals

The attached memorandum from the Acting Senior Manager, Community Safety, titled “Request for Statistics Related to Enforcement of Short-Term Rentals” dated February 9, 2017 (Attachment 9) provides an overview of the enforcement action taken by Community Bylaws to date.

In addition to an enhanced regulatory regime, staff will be taking intensified enforcement action and pursuing an increase in prosecutions as a deterrent. The City’s Community Bylaws Division has already commenced a proactive approach by monitoring various short-term rental listing web-sites for operations that are not compliant with City regulations and bylaws. The Community Bylaws Division will continue to follow up on these listings.

B. Fines and Penalties

Along with amendments that provide specific prohibitions and enhancements to the B&B licensing regulations, this report also recommends new penalties and increased fines. The new penalties will give enforcement and licence officers more options to deal with illegal operations, including those either refusing to be licenced or those proceeding with activities not permitted in any licencing or land use scheme. The increased fines relate both to illegal operations and to licenced B&B’s not operating within the regulations. A summary of the increased fines is described in Attachment 10.

C. Consultation and Communication Processes

1. **Required Processes:** The public consultation processes required for amendment of the Official Community Plan, Zoning and other Bylaws are summarized in Attachment 11.
2. **Communication Plan:** In addition to the statutory requirements for a public hearing and public notification, it will be important to notify the public of the changes, including those currently operating, or impacted by, any type of short-term rentals.

Staff are recommending the implementation of a communications plan (Attachment 12) that will be implemented should Council adopt the proposed changes in this report.

If the new regulations are adopted by Council, staff will also monitor the implementation of the changes and provide an update to Council on the progress, public feedback, long term impacts on budgets and other programs and further recommendations for enhancements after approximately one year of implementation.

3. **Consultation for Future Short-Term Rental Regulation Changes:** If Council directs staff to explore the regulation of short-term rentals outside the B&B use in the single-family and agricultural zones, or to further explore regulations that other jurisdictions have adopted (e.g. San Francisco, Portland, Quebec) or are contemplating (e.g. Vancouver), it would be recommended that staff be instructed to prepare a full public engagement plan and for Council's consideration and endorsement, separate from the above public notification and public hearing processes described, prior to engaging the public for consultation.

Financial Impact

The temporary full-time bylaw enforcement officers will initially be funded from within the existing Community Bylaws budget. Staff will continue to monitor the implementation of the changes and enforcement costs related to short-term rentals. Should additional funding be required to support ongoing operations, a report will be prepared for Council's consideration.

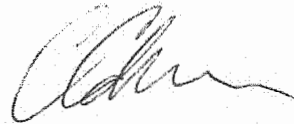
Conclusion

It is challenging for local governments to develop and enforce a short-term rentals regulatory regime. Staff believe that a "phased" approach of stepping up enforcement; adopting the proposed enhanced regulations and guidelines to address the most egregious cases (i.e. illegal and un-licensed operations in the single family and agricultural zones) is a sound response. This would enable a robust public engagement process to address additional options, and regulatory and enforcement gaps for future consideration. This approach does not preclude Council from consulting with the public to further enhance or expand regulations and enforcement for short-term rentals.

The adoption of the Staff Recommendation (p. 1-2) proposed in this report represents a concrete move towards addressing short-term rentals and other emerging trends of the sharing economy going forward.



Cecilia Achiam, MCIP, BCSLA
Director, Administration and Compliance
(604-276-4122)



Carli Edwards, P. Eng
Chief Licence Inspector
(604-276-4136)

- Att. 1: Staff report titled "Regulation of Short-Term Rental Units" dated November 29, 2016 and staff report titled "Short-Term Rentals-Enforcement and Bed and Breakfast Regulations", dated February 9, 2017
2: History of Short-Term Rental Staff Reports and Highlights
3: Summary of Proposed Changes and amended Code of Conduct Guidelines
4: Analysis on Referrals from Closed General Purposes Committee, February 20, 2017

February 27, 2017

- 12 -

- 5: Map of Licenced B&Bs with 500 m Buffer
- 6: Summary of Tax Regimes Related to Short-Term Rentals
- 7: Comparison of Short-Term Rental Regulations in Other Cities
- 8: Comparison of Licence Fees for Bed and Breakfast Businesses
- 9: Memorandum titled "Request for Statistics Related to Enforcement on Short Term Rental", dated February 14, 2017
- 10: Proposed New Penalties and Increased Fines
- 11: Required Public Consultation Process for OCP and Bylaw Amendments
- 12: Proposed Communication Plan: Short-Term Rentals



City of Richmond

Report to Committee

To: General Purposes Committee
From: Doug Long, City Solicitor
 Carli Edwards, Chief Licence Inspector
Re: Regulation of Short-Term Rental Units

Date: November 29, 2016

File: 08-4430-03-12

Staff Recommendation

1. That the regulation of short-term rental units as set-out in the staff report from the City Solicitor and Chief Licence Inspector titled "Regulation of Short-Term Rental Units", dated November 29, 2016, be endorsed in principle for the purpose of public consultation;
2. That the public consultation process set-out in the staff report be approved; and
3. That staff be directed to engage with the Province of British Columbia to discuss regulatory changes to the Provincial Sales Tax and Municipal and Regional District Tax in regards to accommodation providers and report back to Council as part of the one-year review of the City's proposed short-term rental regulation.

Doug Long
 City Solicitor
 (604-276-4339)

Carli Edwards
 Chief Licence Inspector
 (604-276-4136)

REPORT CONCURRENCE		
ROUTED TO: Economic Development Affordable Housing Community Bylaws Fire Rescue Building Approvals Development Applications Policy Planning Transportation	CONCURRENCE <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	CONCURRENCE OF GENERAL MANAGER (ACTING)
REVIEWED BY THE SENIOR MANAGEMENT TEAM	INITIALS: 	APPROVED BY CAO

November 29, 2016

- 2 -

Staff Report

Origin

This report responds to the following referral from the closed General Purposes meeting held on November 7, 2016:

That staff explore options on regulation and enforcement in respect to daily property rentals in Richmond.

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

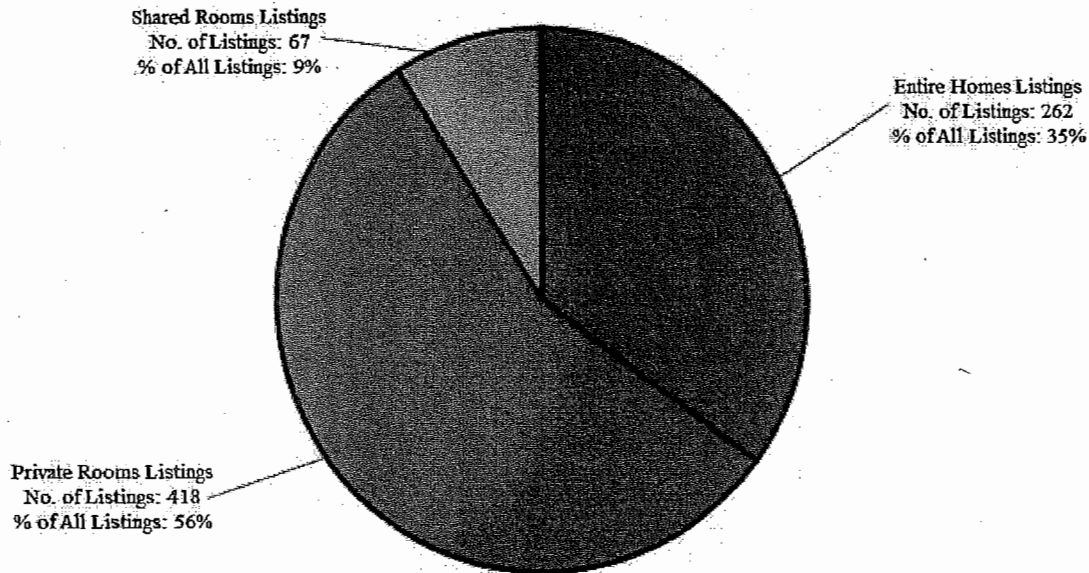
Adhere to effective planning and growth management practices to maintain and enhance the livability, sustainability and desirability of our City and its neighbourhoods, and to ensure the results match the intentions of our policies and bylaws.

Findings of Fact

Short-Term Rental Listings

Short-term rental units in Richmond are listed online on numerous websites which include Airbnb, Vacation Rentals By Owners (VRBO), HomeAway, VacationRentals.com, Travelmob, Homelidays, Abritel, Ownersdirect, Flipkey, Craigslist and Booking.com. On November 16, 2016, there were approximately 1,586 short-term rental listings in Richmond on the above-noted websites. There were approximately 747 short-term rental listings on Airbnb, which accounted for approximately 47% of the total Richmond listings, while approximately 40% of the short-term listings were on VRBO.

Further breakdown of the Airbnb short-term listings show that 35% of the listings were for entire houses/strata units/apartments, 56% were for private room rentals and 9% for shared room rentals. Airbnb defines a private room rental as having a bedroom to yourself but sharing living space with others (operator or other guests), and defines a shared room rental as sharing a bedroom with other people (operator or other guests).

Figure 1: Airbnb Listings for City of Richmond - November 16, 2016 (Total Listings = 747)

Current City Bylaws

There are a number of current City bylaws that are applicable to short-term rental units. For example, subject to the regulations in the *Richmond Zoning - Bylaw 8500* (the Richmond Zoning Bylaw) and the City's *Business Regulation - Bylaw 7538* (the Business Regulation Bylaw), the City permits bed and breakfast accommodation (B&B) in residential zones. The Zoning Bylaw also permits and regulates boarding and lodging¹ in residential zones.

The Zoning Bylaw limits, with exceptions, the permitted use in RS-1 zones to single detached housing², which essentially means housing for a single family/household. As a result, houses that provide multiple accommodations, that are not B&Bs or boarding and lodging, in essence become hotels and are not permitted in the RS-1 zones.

Pursuant to the Business Regulation Bylaw, a person is not permitted to carry on a business in the City without a business licence. Further, the Building Regulation Bylaw may require a building permit for construction or renovation of a house to accommodate short-term rentals.

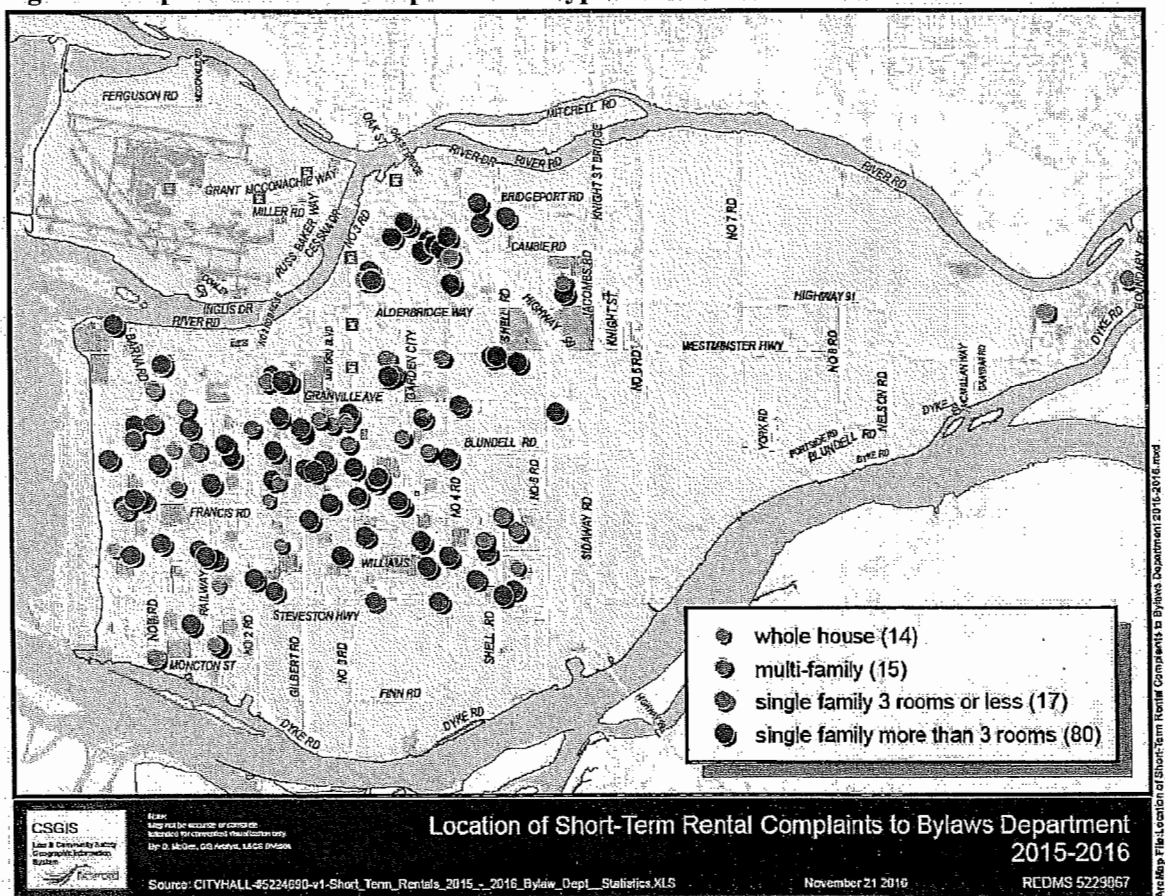
¹ Boarding and lodging means sleeping unit accommodation, without cooking facilities in the sleeping units, that is supplied for remuneration for not more than two (2) boarders, and which may or may not include meal service, but does not include senior citizen lodges, hotels, motels, congregate housing, bed and breakfasts, agri-tourist accommodation, minor or major community care facilities, secondary suite or coach house.

² Single Detached Housing means a detached building containing only one dwelling unit, designed exclusively for occupancy by one household, and may include one room that, due to its design, plumbing, equipment and furnishings, may be used as a secondary kitchen (e.g., a wok kitchen) provided that no more than two kitchens are located in one single detached housing dwelling unit, and includes modular homes that conform to the CSA A277 standards, but does not include a manufactured home designed to CSA Z240 standards or town housing.

While the City has a number of bylaws that are applicable to short-term rentals, current City bylaws do not provide for comprehensive and specific regulation of short-term rentals. As short-term rentals and the share economy are relatively new phenomena, current City bylaws are not tailored to address short-term rentals, with the exception of B&Bs.

In 2015, the City's Community Bylaws department received 26 complaints relating to suspected short-term rental operations. As of December 2016, the number of 2016 complaints is approximately 100. The substance of the complaints, with respect to short-term rentals, includes illegal renovations, parking and noise/nuisance issues. Figure 2 below is a map of the location of complaints and the type of short-term rental generating such complaint.

Figure 2: Map of Location of Complaints and Types Short-Term Rentals



Current Provincial Consultation re Sharing Economy

Pursuant to a Staff Report dated June 13, 2016³, staff recommended that the following comments be sent to the B.C. Minister of Community, Sport and Cultural Development in respect to the Minister's consultation with stakeholders, including municipalities, to explore how the sharing economy may be better integrated and the role of local governments in this process:

1. Integrate public safety as top priority;
2. Enable greater choices to consumers;
3. Incorporate meaningful feedback from the public and relevant stakeholders, including local and regional regulators, sharing economy companies and sharing economy end users;
4. Develop fair and balanced regulations to encourage healthy competition among existing players and new entrants; and
5. Ensure no downloading of responsibilities to local governments through regulatory and enforcement processes.

Analysis

Impacts of Short-Term Rentals

Effect on Rental Housing Stock

Studies are beginning to suggest that short-term rentals adversely affects long-term rental stock. The concern is that rental housing stock is being converted from long-term rentals to short-term rentals. In many cities, this concern is exacerbated by already low rental housing vacancy rates. The current rental vacancy rate in Richmond is less than 1%⁴. The Canada Mortgage and Housing Corporation is of the opinion that a healthy vacancy rate is about 3%. City of Vancouver staff identified in a staff report, dated September 28, 2016, that there is a "strong financial incentive to rent in the short-term"⁵ and if short-term units "were rented long-term instead of short-term, it would have a positive impact on Vancouver's 0.6 rental vacancy rate"⁶.

Land Use Conflicts

Most short-term rentals are located in areas zoned for residential use and not for hotel-like accommodation. Short-term rentals may have a number of impacts or nuisances on a residential neighbourhood or residential strata complex which include parking, noise, poor guest behaviour and so forth. These problems are exacerbated as there is often no management on site to address such issues.

³ Staff Report dated June 13, 2016 from the Director, Administration and Compliance, titled "Forthcoming Provincial Consultation on new Models of Transportation, Accommodation Services and Other Sharing Economy Applications"

⁴ Metro Vancouver. "Metro Vancouver Housing Data Book". March 2016.

http://www.metrovancouver.org/services/regional-planning/PlanningPublications/MV_Housing_Data_Book.pdf

⁵ City of Vancouver. Administrative Report: "Regulating Short-Term Rentals in Vancouver". September 2016.

⁶ Ibid.

Level Playing Field

Hotels and B&Bs pay taxes and fees, which include Good and Services Tax, Provincial Sales Tax, Hotel Room Tax and Business Licence fees and are subject to provincial and municipal regulation and oversight. Short-term rentals are not subject to the same taxes and regulation. As a result, there is an inequity between hotels or B&B accommodations and other short-term rental accommodations.

Health, Fire and Safety

Similarly, hotels must comply with certain building and fire code standards and are subject to health and safety inspections. For example, pursuant to the *Fire Services Act*, a municipality "must provide for a regular system of inspection of hotels". Short-term rentals are usually located in houses or strata lots and, therefore, not subject to the same requirements.

Economic Benefits

Against concerns, short-term rentals can provide economic benefits to residents and the local economy. Short-term rentals are beginning to open up neighbourhoods and provide visitors with the opportunity to experience cities as locals, not tourists. Studies have also documented that users of short-term rentals stay longer and spend more compared to traditional visitors who opt for hotels. Short-term rentals also provide local residents with a means to generate additional income by renting out rooms in their homes⁷.

A study released on November 1, 2016 suggests that the overall annual impact of Airbnb alone on the Vancouver economy is \$402 million in direct and indirect revenue⁸. The study also found that 267,000 guests stayed almost 1.2 million nights and their hosts earned an average of \$60 per night for a total income of \$71 million in 2016. According to Airbnb data, there are an estimated 8,000 Airbnb listings in Vancouver and 4,600 hosts. Earlier Airbnb research on the Vancouver market suggests that the average incremental income each host earns is \$6,600 per year.

This information, and the necessary research and data, is not available for Richmond. The data necessary to conduct a similar economic impact report is owned by Airbnb, who commissioned the research.

Enforcement

Enforcing bylaws that prohibit or regulate short-term rental operations is very challenging. Among other things, the barrier for entry into the short-term rental operator market is low and therefore often results in little, if any, modification of a short-term rental unit such as a house or

⁷ Smith, Brock, Dr., Airbnb 2015-2016 Vancouver Economic Impact Report, Cordova Bay Consulting (November, 2016)

Coles, Peter and Lauf Vanessa, Airbnb and the Vancouver Housing Market, Airbnb (September, 2016).

⁸ Smith, Brock, Dr., Airbnb 2015-2016 Vancouver Economic Impact Report, Cordova Bay Consulting (November, 2016)

Coles, Peter and Lauf Vanessa, Airbnb and the Vancouver Housing Market, Airbnb (September, 2016).

a strata unit. If the threat of bylaw enforcement is perceived the operator may simply choose to stop renting and resume again when the threat has lessened. Further, building and prosecuting a case requires the application of significant staff time and resources. For example, when the Province of Quebec implemented comprehensive laws regulating short-term rentals it increased the number of inspectors from two to 18.

San Francisco's actions in respect to short-term rentals provide a good example of the challenges. San Francisco enacted a comprehensive short-term rental ordinance in 2015 and when doing so created the "Office of Short-Term Rentals" with a staff of six. The San Francisco ordinance included:

- restricting short-term rentals to single family dwellings in which the owner resides for not less than 275 days per year and limiting to 90 days as being the maximum period that an owner could not be present;
- restricting the rentals to primary residences;
- ensuring insurance requirements are met; and
- collecting payment for permit fees and taxes.

After significant difficulties with compliance, almost 80% non-compliance⁹, San Francisco Council passed another ordinance in 2016 which purported to fine the internet booking service \$1000 per day if its operators failed to register under the 2015 ordinance. In July 2016, Airbnb commenced action against the City of San Francisco arguing that the 2016 ordinance breaches its freedom of speech rights under the First Amendment of the United States' Constitution.

To date, local governments in Canada have attempted to regulate internet booking services, like Airbnb and Uber, with little success. The City of Toronto, for example, sought an injunction against Uber on the basis that Uber was operating a taxi business without a business licence. However, the Court found that "Uber's peer-to-peer process operates, in a sense, as a super-charged directory service" that plays no role in taxis bookings and therefore Uber's service was not subject to the City's bylaw. The City of Edmonton experienced a similar unsuccessful outcome against Uber.

Strata Corporations

As strata corporations can prohibit short-term rentals under their bylaws and impose fines for breaches, they can play an important role in regulation. To do so, however, a strata corporation's bylaws need to be specifically drafted to address short-term rentals. If a bylaw is not currently drafted to prohibit short-term rentals, an amendment to the bylaw is required to include this prohibition. The amendment can only be passed if 75% of the owners agree and vote at an annual or special general meeting. Not only might it be difficult to obtain a 75% owner vote, it is also likely that many owners would not agree to such a prohibition as some units may have been purchased to use as short-term rentals or short-term rentals may assist some owners to pay their living expenses.

⁹ City and County of San Francisco. Policy Analyst Report: "Short-Term Rentals 2016 Update". April 7, 2016. Further, in this respect, in 2014 Portland changed its zoning code to regulate short-term rentals. Portland's September 2016 "Accessory and Short-term Rentals Monitoring Report, found that only 22% of short-term listings had been issued short-term rental permits.

Options and Recommendations

Staff identify three options for Council, they are:

Option 1 – *status quo*. Make no changes to the existing City regulatory regime

Option 2 – prohibit all short-term rentals

Option 3 – develop regulations specifically tailored to short-term rentals (**Recommended**)

Option 1 (*status quo*) (Not Recommended) – this option has the advantage that a new and comprehensive regulatory regime would not be implemented and therefore, the very significant difficulties that staff anticipate in implementing, obtaining compliance, monitoring and enforcing a new regime would be avoided. Short-term rentals, however, continue to increase. Also, it is clear, that not only in Canada but globally, there is a trend of more comprehensive regulatory regimes specifically targeting short-term rentals. Like many cities grappling with this relatively new issue, other than for B&Bs, current City bylaws are not tailored to address short-term rentals. Given the same, Option 1 is not recommended.

Option 2 (*prohibit all short-term rentals*) (Not Recommended) – like Option 1 this option would avoid implementing a new and comprehensive regulatory regime and the pitfalls associated with the same. However, staff anticipate that if this option was selected, non-compliance would be significant and, therefore, enforcement would be difficult. Additionally, as identified in this report, there are some economic and social benefits to permitting short-term rentals. For these reasons, staff do not recommend Option 2. If Council wished to implement Option 2, implementation would require an amendment to the Richmond Zoning Bylaw prohibiting rentals for less than 30 days, with the exceptions of hotels, motels, B&Bs, boarding and lodging, agri-tourism accommodation and community care facilities. A draft of the bylaw that would effect this prohibition is Attachment 1 of this report.

Option 3 (*regulatory regime*) (**Recommended**) – having kept in mind the comments provided by the City to the Minister of Community, Sport and Cultural Development in respect to the Minister's consultation regarding the sharing economy, the currently available data and information on the effects of short-term rentals in Richmond, and the experience of a number of jurisdictions including Vancouver, Toronto, Quebec, San Francisco, Portland and others, staff recommend that Council consider Option 3. The regulation anticipated by Option 3 would require amendments to many City bylaws including the Business License Bylaw, Business Regulation Bylaw, Richmond Zoning Bylaw, Municipal Ticket Information Bylaw, and the Consolidated Fees Bylaw. Drafts of the proposed bylaw amendments are Attachments 2, 3, 4, 5 and 6 to this report. If Option 3 is approved by Council, then the amendment bylaws would be introduced to Council by subsequent report(s).

Implementation and Enforcement Challenges with Option 3

Staff acknowledge that it is unusual to make a recommendation but then immediately identify concerns with the recommendation; however, the experience to date from other cities is that there has been significant difficulties with implementing and enforcing the regime. For example, as identified above, in San Francisco and Portland, both of which implemented comprehensive short-term rental regimes in the past two years, even adding staff their experience is that only

November 29, 2016

- 9 -

about 20% of short-term rental operators have brought themselves within the regime and obtained the requisite permits. Further, the experience of San Francisco, Portland, and others is that the implementation and enforcement of comprehensive regimes has proved very difficult.

While the trend across the globe is to regulate short-term rentals, staff expect that the short-term regulatory regime proposed in this report will face many of the same implementation and enforcement challenges experienced by other cities. Given the same, in order to hopefully mitigate, staff recommend:

- full public consultation be conducted prior to introduction of any bylaw amendment(s). Staff would report back to Council on the consultation results together with any revisions to the attached draft bylaws resulting from such consultation; and
- once adopted, staff will monitor the short-term regulatory regime, with an emphasis on compliance, enforcement issues with compliance, and complaint issues. Staff would report back to Council on the first anniversary of adoption, and on the second anniversary of adoption, on compliance and enforcement together with any recommended changes.

Staff strongly believe that an essential mechanism in assisting implementation and enforcement is to work collaboratively with the principal booking platforms, such as Airbnb. Possible outcomes may include the booking platforms referring prospective users to Richmond's short-term rules and/or requiring a local permit as a condition of use of the booking platform. If Council endorses a regulatory approach set-out in this report, then staff will begin to engage the principal booking platforms.

Business Licence

Staff recommend that short-term rental operators require a short-term rental business licence. For the purposes of the regime, a short-term rental is a rental for less than 30 days. The requirement for a business licence has the following benefits:

- it identifies the short-term operator;
- it informs patrons that the operation is regulated;
- it allows for a particular type of license for each type of permitted short-term rental;
- it allows a business licence fee to be charged which will assist in the costs of administering regulation and enforcement; and
- it permits the City a mechanism through initial business licence issuance and subsequent annual renew to set terms and conditions upon which the City may issue and renew the business licence.

The initial principal elements of the proposed regime for a short-term rental are set-out below.

Regulations Applying to All Short-Term Rentals

The following regulations apply to all short-term rentals:

- all short-term rental operators must have a business licence;
- rentals of less than 30 days are not permitted in any dwelling in the City, unless such dwelling is a permitted short-term rental, forms part of a hotel or a motel, or is used for boarding and lodging, agri-tourist accommodation, community care facility, or dormitory in compliance with all applicable bylaws;

- short-term rentals are not permitted if the dwelling unit contains a secondary suite, agri-tourists accommodation, minor care facility, or child home care business, or the lot has a granny flat or a coach house;
- the short-term rental unit must be the short-term operator's primary residence. Annual confirmation required;
- compliance with zoning, building, fire and other applicable City bylaws is required; and
- if the applicant is not the owner, the owner must sign the licence application and renewal.

Regulations Applying to Specific Categories of Short-Term Rentals

Staff propose the following three initial categories:

- Type A – Entire Single-Detached Home
- Type B – Portion of Single Detached Home (essentially current B&B regulations)
- Type C – Strata Units

Type A – Entire Single-Detached Home

- single-detached dwelling only (no duplexes, row houses, etc.);
- no more than six patrons at any one time, and as one booking;
- building and fire inspections are a condition of obtaining and maintaining a business licence; and
- notice of operations, including operator contract information, provided to neighbours.

Type B - Portion of Single-Detached Home

- single-detached dwelling units only;
- no more than six patrons at any one time;
- no more than three guest rooms with two guests each;
- one parking stall per guest room;
- permitted signage prescribed; and
- building and fire inspections, and health inspections (if serving breakfast) are a condition of obtaining and maintaining a business licence.

In addition to the current B&B rules above, staff also recommend the following addition to the existing regulations:

- notice of operations, including operator contract information, provided to neighbours

Type C – Strata Unit

- regulations apply to strata corporations comprised of five or more strata units – no short-term rentals in strata corporations having four or less strata units;
- no more than six patrons at any one time;
- bylaws of the strata corporation must permit short-term rentals; and
- strata council must sign the licence application and renewal.

Some Key Rationales and Further Explanations

Principal Residence Only

There are two underlying rationales for this requirement. First, as the principal residence of the short-term rental operator, use for short-term rentals is less likely to impact long-term rental stock. Second, as the short-term operator's residence, it is more likely that the operator will be present thereby resulting in more oversight.

Single-Detached Dwelling Units Only (Type A and B)

The principal rationale is to reduce impacts on long-term rental stock. By limiting to single-detached dwellings only, the following types of units are excluded from short-term rental:

- affordable housing units; and
- market rental duplexes, row houses, townhouses and apartments.

A secondary rationale is mitigating nuisances and parking issues that may arise as a result of short-term rentals.

Little Regulation on Short-Term Rental of Strata Units (Type C)

Regulation is more limited for strata units as a strata corporation has, pursuant to the *Strata Property Act*, the tools to prohibit, regulate and enforce a short-term rental regime crafted by the particular strata corporation.

The rationale for requiring the strata corporation to have at least five strata units is to prevent duplexes, triplexes and row houses, in which short-term rentals would otherwise not be permitted, from being permitted under Type C simply as a result of being stratified. Further, strata corporations of more than five strata units are more likely to have a functional strata council.

Parking

The rationale for:

- not requiring additional parking for Type A (Entire Single-Detached Home) short-term rentals, is that this type of short-term rental would occur when the owners were not present, therefore, there should be limited or no increased parking;
- one parking stall per guest room for Type B (Portion of Single-Detached Home) short-term rentals, is to preserve existing B&B rules; and
- not requiring additional parking for Type C (Strata Unit) short-term rentals, is that parking for owners and guests of most strata lot units will be regulated by the strata corporation.

Notice Provisions

The rationale for requiring notice to neighbours is to better inform neighbours of the type of short-term operation and, in particular, as the notice includes the name, telephone number and

November 29, 2016

- 12 -

email address of the operator, this will permit neighbours to contact the operator in the event of complaints.

Enforcement

The challenges with respect to the enforcement of short-term rental regulations have been set out above. Before setting out staff's recommendations, below is an over-view of the formal bylaw enforcement mechanisms.

Provincial Court Prosecutions

Provincial Court prosecutions by way of long-form information under the *Offence Act* have the benefit of potentially large fines (up to \$10,000 per day) and injunctive relief which could prohibit operators from continuing illegal short-term rental operations. On the other hand, obtaining the evidence necessary to be successful in a prosecution, expenses (including staff and legal costs), and obtaining Court time (which can take many months) are the down-side of a Provincial Court prosecution. As to collection of awarded fines and penalties, a court order may be collected in the same way as a judgment; however, the outstanding fines and penalties cannot be added to the tax roll.

Municipal Tickets

Bylaw officers may issue tickets for bylaw infractions pursuant to the municipal ticket or "MTI" provisions of the *Community Charter*. The maximum amount of a ticket is \$1,000 per offence, and if the offence is a continuing offence a maximum of \$1,000 per day. If the person disputes the ticket, then the matter must be referred to the Provincial Court for a hearing. Unpaid tickets can be collected in the same way as a judgment.

Local Government Bylaw Notice Enforcement Act

Pursuant to the *Local Government Bylaw Notice Enforcement Act*, the City has adopted the Notice of Bylaw Violation Dispute Adjudication bylaw. This bylaw creates a more informal adjudication system. An adjudicator, appointed by the Province, hears disputes and determines if the contested bylaw contravention occurred, so as to confirm or cancel the bylaw notice, or if compliance agreements have been breached. The ordinary rules of evidence are not applicable and the burden of proof is lesser. With some exceptions, decisions are final. The maximum penalty is \$500 per contravention of the bylaw. Continuing violations require separate bylaw notices for each violation.

Generally, in addition to an enhanced regulatory regime, staff recommend intensified enforced action and an increase in prosecutions as a deterrent. More specifically, staff recommend:

- short-term rental operators are the focus of regulatory enforcement, not the booking service;
- continuing use of Municipal Tickets with fines for fundamental breaches of the proposed regulation being set at the maximum, \$1000 per occurrence. For example, the fine for a non-resident operator under the current B&B regime is \$250. Staff recommend that a

similar breach under the proposed short-term rental regime would be \$1000. A full set-of proposed fines is set-out in Attachment 5; and

- use of formal “long-form” prosecution, including injunctive relief, in egregious cases of bylaw violation.

Coupled with the three recommendations above, staff identify three other enforcement matters. First, enforcement will likely require further resources, and as such this issue is identified below. Second, the viability of making use of *Local Government Bylaw Notice Enforcement Act* regime for short-term rentals be studied. Third, and perhaps fundamental, the City may wish to collaborate and coordinate with the on-line booking services to provide, and regulate, the short-term rental market. As discussed earlier, staff recommend engaging the on-line booking services in the “Public Consultation” section, set out below.

Next Steps and Public Consultation and Monitoring

As to public consultation, before amendments to the Business Licence and Business Regulation bylaws are adopted by Council, the *Community Charter* requires that public notice of the amendments must be given and “persons who consider they are affected by the bylaw” must be given the opportunity “to make representation to council.” In respect to the amendments to the Richmond Zoning bylaw, a public hearing must take place prior to adoption.

Given the nature and complexity of regulating short-term rentals, staff recommend that Council conduct full public consultation beyond the statutory requirements and prior to introduction of the bylaws to Council. Consultation would include the public, housing advocates, short-term rental operators, users and booking companies. Further, consultation would include the Let’s Talk Richmond website and a dedicated email address for receiving comments. Consultation may include a public open house. Staff will incorporate feedback from the community and stakeholder consultation into a subsequent report and may include such feedback into the proposed bylaws. Consultation will take place in Spring 2017 and staff will report back to Council in Spring 2017.

Outstanding Matters

Outstanding Matters fall into two categories. The first category is a general list of outstanding matters. The second category identifies some regulations that, while not included in the regulation above, could be considered as additions or modifications to the regulatory regime recommended in this report.

General Outstanding Matters

Given the complexity of this matter, staff continues to address several matters in respect to short-term rentals. These matters include the following:

1. **Full Richmond Analysis** – the requirement of a business licence that staff recommend to Council is similar to what Vancouver staff recommended to their Council. However, based on differing regulation and anecdotal evidence, it may be the case that the

Richmond short-term rental operations will differ from Vancouver's and this difference may be important in regulation.

For example, it may be the case that in Richmond there are more owners dealing directly with end users and, therefore, do not rely on booking platforms to find guests. If this is the case, then tracking short-term rentals in Richmond may be more difficult than in Vancouver. Also, the majority of Richmond's enforcement efforts to date that are associated with short-term rentals have been based on nuisance complaints, such as noise and parking violations. In contrast, according to a recent Vancouver survey, noise and property damage effects of short-term rentals were of least concern to respondents while quality, affordable, long-term housing was of most concern.¹⁰

Furthermore, there are many types of short-term rental scenarios beyond what is immediately visible through online listing sites. Some scenarios include:

- a. multiple owners within a multi-family building where a management company that operates within the same building or across multiple buildings rents out to end users;
- b. single owners of multiple properties across multiple multi-family buildings renting directly to end users;
- c. single owners of multiple properties across multiple multi-family buildings where a management company rents out to end users;
- d. single owners renting out single units in a multi-family building renting directly to end users; and
- e. single owners in large single-family dwellings with multiple rooms renting out to single or multiple end users.

To assess the effectiveness of regulation, additional research is required to quantify the short-term rental scenarios above and the impacts of regulation in each scenario. Such additional research would require data owned by the management companies and the online booking providers. Therefore, engaging with stakeholders is necessary to conduct a full Richmond analysis, including assessment of the economic benefits of short-term rentals. The results from the full Richmond analysis can be integrated into the 1-year regulation review and follow-up regulatory amendments.

Assessing economic benefits would also be part of this study.

2. **Taxes** – a concern identified above is in respect to short-term rental providers not paying the same 8% Provincial Sales Tax (PST) and 3% Municipal and Regional District Tax (MRDT) paid by hotels and motels. Generally, there is an exemption from PST and MRDT if an operator offers less than four units, the units may be in more than one location, for accommodation in British Columbia.

The Provincial government has commenced collecting PST and MRDT on certain short-term operators in Richmond. There are approximately 20 residential units in Richmond that are currently remitting and payees change in conjunction with ongoing government

¹⁰ According to a recent Vancouver staff report, the Talk Vancouver online survey took place in July and August 2016 and received 6,475 responses.

enforcement efforts. Key criteria used to determine the payees includes properties offered as units of accommodation by third parties on behalf of owners, with four or more units offered by the third party. The Province then looks at whether the provider simply lists the units and/or processes payments on behalf of the owners, or whether they have more control with setting prices, managing maintenance, check-in, and the like. Airbnb type services for instance, do not meet the definition of accommodation and are not required to register. Those types of businesses are offering marketing type services only and the units they list are not subject to PST or MRDT.

On November 23, 2016, the City received a letter from the Richmond Hotel Association (RHA) advocating that Richmond Council request that the Province remove the 8% PST and 3% MRDT exemption on accommodation of four rooms or less (Attachment 7), suggesting that such action will facilitate enforcement of local short-term rental regulations. Removing the four-room maximum exemption would level the tax regime across all types of accommodation providers and has the potential to facilitate local enforcement through information sharing between jurisdictions. However, it would also increase the regulatory burden for traditional bed and breakfasts, which are currently exempt from the 8% PST and 3% MRDT.

The Province's approach to taxing short-term rentals, described above, indicates that it is not immediately considering changes to the provincial regulation to lift the four-room exemption. However, considering the position of the Richmond Hotel Association and the broader hotel community, further discussion with the Province is required in respect to taxation of short-term rentals and accommodation providers.

3. **Financial Enforcement Costs** – staff are reviewing the potential revenues derived from a short-term rental licencing regime (both licence fees and fines) and costs of enforcement of the regulation. Once a financial analysis is complete, a resource increase request may be made.
4. **Notice of Bylaw Violation Dispute Adjudication Bylaw** – this bylaw is not currently used in respect to zoning or business license infractions. Staff will study its effectiveness for enforcing short-term rental regulation.
5. **Development of a Code of Conduct for Short-Term Rentals** – staff recommend that similar to the City's code of conduct for B&Bs, a short-term rental code of conduct be developed.
6. **Provincial Consultation** – the Province of British Columbia is currently undertaking consultation with stakeholders, including municipalities, to explore how the sharing economy may be better integrated and what the role of local governments will be in this process. This process may result in the Province developing tools that could assist local governments for managing the sharing economy. Staff will be monitoring the Provincial government's progress in its sharing economy consultation process.

Possible Short-Term Rental Elements

Possible short-term rental elements not included in the regime proposed above include:

1. **Cap on Number of Short-Term Rental Nights** – some cities limit the number of rental nights (San Francisco and Portland for example). This would support the principal residence rule and better prevent the dwelling from becoming a dedicated short-term dwelling. Staff have not included this element in the report, as monitoring is extremely difficult. Vancouver decided not to include such a cap in their proposed regimes for this reason;
2. **Prescribed Number of Days Required for Principal Residence** – while a short-term rental business licence will require identification confirming that the short-term rental unit is the operator's principal residence, this regime can be manipulated. A prescribed number of days required to qualify as an operator's principal residence would add some certainty, but again monitoring and confirmation is difficult;
3. **Linking the Short-Term Operator to Ownership of Short-Term Rental Unit** – ownership would act to limit the number of short-term rentals and, as there is often a link between ownership and principal residence, an ownership requirement could reinforce the principal residence requirement. Ownership could be as restrictive as the registered owner, or expanded to include relatives of the registered owner or even long-term lessees;
4. **Increasing the Number of Guests Permitted in Type B (B&B, Portion of Single Detached Homes)** – it may be the case that, in some cases or neighbourhoods, operations could allow for more rooms/person without adversely impacting the neighbourhood. So as to keep the existing B&B rules, staff have not recommended an increase in permitted guest/rooms. However, consistent with the current B&B regime in Agriculture zones AG1, AG3 and AG4 a B&B may have up to four guest rooms, and in Single detached heritage zone ZS11 – London Landing (Steveston) a B&B may have up to five guest rooms;
5. **Creating a New Type of Permitted Short-Term Rental Unit** – it may be that to accommodate the market, a new type of short-term rental with less units/persons and lesser regulation than Type B could be created. For example, a regime with only two permitted rooms but, provided that impacts are addressed, with lesser regulation may be an option. As another example, unlike Type B rentals, which are only permitted in detached single family houses, short-term rental might be permitted in duplexes or row houses. Staff, have not recommended the creation of this additional short-term rental type but, by preserving (and not requiring a business license) the current boarding and lodging regime (no more than two boarders and lodgers) this market may already be partially accommodated; and
6. **Operator in Type B (B&B, Portion of Single Detached Homes) Must Be Present in Dwelling Concurrently with Short-Term Rental Use** – this may increase monitoring. Currently the dwelling must be where the operator resides (i.e. primary residence), but not that the operator must be residing there while the business is being run.

November 29, 2016

- 17 -

Staff will continue to investigate both the possible short-term rental elements and the general outstanding matters identified above and any other further matters and, together with the results of public and stakeholder consultation, will report back to Council in Spring 2017.

Financial Impact

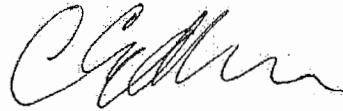
Staff will continue to monitor the investigation and enforcement costs relating to short-term rentals, and if the need for staff increases is determined, staff will report back to Council in Spring 2017.

Conclusion

Short-term rentals pose a challenge to local governments in developing and enforcing a regulatory regime. Staff have recommended that Council consider Option 3 set-out above which is a business license regime. As developing practical regulation and effective enforcement is challenging, full public consultation prior to bylaw introduction is recommended. Thereafter, once the bylaws are adopted, staff will report back to Council after a 12 month trial period.



Doug Long
City Solicitor
(604-276-4339)



Carli Edwards
Chief Licence Inspector
(604-276-4136)

- Att. 1: Richmond Zoning Bylaw No. 8500, Amendment Bylaw No. 9647
2: Richmond Zoning Bylaw No. 8500, Amendment Bylaw No. 9648
3: Business Regulation Bylaw No. 7538, Amendment Bylaw No. 9649
4: Business Licence Bylaw No. 7360, Amendment Bylaw No. 9650
5: Municipal Ticket Information Authorization Bylaw No. 7321, Amendment Bylaw No. 9651
6: Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 9652
7: Letter from the Richmond Hotel Association to the City dated November 23, 2016



City of Richmond

Report to Committee

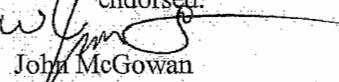
To:	General Purposes Committee	Date:	January 26, 2017
From:	John McGowan General Manager, Law and Community Safety Cecilia Achiam Director, Administration and Compliance	File:	03-0900-01/2017-Vol 01
Re:	Short-Term Rental Regulations		

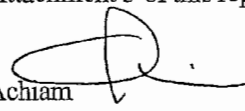
Staff Recommendation

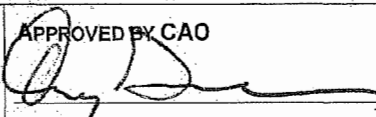
That in respect to the regulation of short-term rentals and the enforcement of such regulation:

1. Richmond Zoning Bylaw No. 8500, Amendment Bylaw, 9647 be introduced and given first reading; and
2. That:
 - a. Business Regulation Bylaw No. 7538, Amendment Bylaw No. 9649;
 - b. Business Licence Bylaw No. 7360, Amendment Bylaw No. 9650;
 - c. Municipal Ticket Information Authorization Bylaw No. 7321, Amendment Bylaw No. 9651; and
 - d. Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 9652
 each be introduced and given first, second and third readings.

3. That the proposed communication plan described in Attachment 3 of this report be endorsed.


John McGowan
General Manager, Law and Community Safety
(604-276-4104)


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

REPORT CONCURRENCE		
ROUTED TO:	Affordable Housing	CONCURRENCE
	Community Bylaws	<input checked="" type="checkbox"/>
	Fire Rescue	<input checked="" type="checkbox"/>
	Law	<input checked="" type="checkbox"/>
	Building Approvals	<input checked="" type="checkbox"/>
	Development Applications	<input checked="" type="checkbox"/>
	Policy Planning	<input checked="" type="checkbox"/>
	REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS
	DW	

January 26, 2017

- 2 -

Staff Report

Origin

This report addresses the resolutions from Council on January 9, 2017:

1. *That the matter be referred back to staff for analysis on the implementation of Option 2 (Prohibition of all short-term rentals as defined in the staff report titled "Regulation of Short-Term Rentals" dated November 29, 2016), and that staff report back with all appropriate bylaw amendments and information including a proposed enforcement program;*
2. *That staff review the current rules governing Bed and Breakfast operations in Richmond and provide an analysis including the current number of Bed and Breakfast operations in Richmond; and*
3. *That staff recommend a process for public consultation for Council's consideration on the proposed program, bylaw amendments, and information in response to the staff referral given in Parts (1) and (2) of this resolution.*

Analysis

A previous staff report titled "Regulation of Short-Term Rental Units", dated November 29, 2016 from the City Solicitor and Chief Licence Inspector (the "previous report") provided detailed analysis on regulations and enforcement in respect to short-term rental units in Richmond. The report presented three short-term options for consideration and at the Council meeting on January 9, 2017, Council endorsed "Option 2" (Prohibition of all short-term rentals), as described in the previous report.

1. Proposed Bylaw Amendments to achieve Option 2 (Prohibition of all short-term rentals)

The existing regulations in the Richmond Zoning Bylaw (bed and breakfast ("B&B") and boarding and lodging regulations in particular) combined with the requirement for a business licence in the Business Licence and Business Regulation Bylaws currently act to restrict short-term rentals. However, unlike many other jurisdictions, short-term rentals, being rentals of less than 30 days (except for B&Bs, boarding and lodging, approved hotels, motels, agri-tourist accommodation, community care facilities and dormitories), are not explicitly prohibited. Consequently, in order to implement "Option 2", staff recommend bylaw amendments that;

1. Provide an explicit prohibition of short-term rentals (except for the most common types currently allowed such as B&Bs and boarding and lodging) and remove agri-tourist accommodation from the Agriculture (AG1) zone;
2. Change the existing B&B regulations; and
3. Increase fines for non-compliance.

Table 1 provides a description of the Zoning Bylaw amendments being proposed to provide an explicit prohibition on short term rentals (except for B&Bs, boarding and lodging, approved hotels, motels, agri-tourist accommodation, community care facilities and dormitories). This

includes a number of proposed amendments that will align zoning regulations with Council direction to limit short-term rentals.

Table 1 – Zoning Bylaw Amendments

Change	Rationale
Add explicit prohibition of Short-term Rental (less than 30 days) of Dwelling Units	All short-term rental explicitly prohibited except for B&Bs, boarding and lodging, approved hotels, motels, agri-tourist accommodation, community care facilities and dormitories
Remove Agri-tourist accommodation as a permitted use in the Agriculture (AG1) zone	This type of short-term rental is not considered an appropriate out-right use but could be considered on a site by site basis.
All B&B operations limited to 3 rooms	Current bylaw includes exceptions for Agricultural Zone (AG1) and for site specific London Landing zone (ZS11)

For example, this report proposes removing agri-tourist accommodation as an out-right permitted use in the Agriculture Zone and that it be considered through site specific rezoning applications only. Agri-tourist accommodation is a permitted farm use in the Agricultural Land Reserve (“ALR”) but the Agricultural Land Commission (“ALC”) legislation permits the City to regulate or prohibit the use. Given that this use may be interpreted to be similar in nature to a hotel, staff believe that any proposals for agri-tourist accommodation should be considered through a site specific rezoning. This will ensure that proposals are consistent with the intended smaller-scale operation of such uses in the ALR. Site specific rezoning applications would allow the details of the agricultural operation and the proposed agri-tourist accommodation activity to be considered by Council and the public through the statutory rezoning process.

The changes proposed to the Zoning bylaw will also eliminate the exceptions that allow some areas of the City to provide 4, instead of 3, B&B rooms per home. Currently, homes in the ALR and in London Landing are permitted 4 B&B rooms. Reducing this to 3 will align with the City wide regulations.

The proposed amendments do not propose changing regulations related to boarders or lodgers. The current zoning bylaw allows 2 boarders/lodgers and this typically includes international students on home stay programs or cultural and sports exchanges. There are also no changes proposed to the status of secondary suites. Secondary suites are currently not eligible to be B&B's and the new regulations further clarify that they are not permitted to be rented out on a short term basis.

Table 2 provides a summary of how the existing B&B regulations are proposed to be enhanced. In most cases, it is proposed that the the current regulatory regime remain unchanged, but there are several proposed additional requirements including requiring owner consent and neighbourhood notification. These proposals will strengthen the B&B regulations, especially

January 26, 2017

- 4 -

considering the growth and increased interest in short-term rentals. These changes also modernize the bylaws and respond to the public input received in writing and from the delegations at the January 9, 2017 Council meeting.

Table 2 – Existing and Proposed B&B Requirements

Bed and Breakfast Regulations	Existing Requirement	Proposed Future Requirement
Business Licence required	√	√
Must comply with zoning, building, fire and other City bylaws	√	√
No cooking facilities in guest rooms	√	√
Minimum size of guest rooms	√	√
One parking stall per guest room required	√	√
Signage permitted	√	√
Must be operator's Primary Residence	Yes, but Residence is not defined	Principal Residence now specifically defined and new rules added
Owner consent required	No	Required
In Dwelling with Boarding and Lodging	Not permitted	Not permitted
In Dwelling with Secondary Suite	Not permitted	Not permitted
Same site as Coach House/Granny Flats	Not specified	Not permitted
No more than 4 guest rooms in the ALR (2 guests each)	√	Removed -Harmonize with other residential zones
No more than 3 guest rooms in all residential zones where B&B are permitted	√	Reduce the max. no. of guest room in ALR from 4 to 3 to harmonize requirements in all residential zones
Notice of operations to neighbours as condition of licence	No	Required

January 26, 2017

- 5 -

In order to make these changes, amendments are proposed to the Zoning, Business Regulation, Business License, and Municipal Ticket Information Authorization. This report also proposes changes to the Consolidated Fees Bylaw but only to create a separate category for the fee. The licence fee for a B&B remains at \$162.

Along with amendments that provide specific prohibitions and enhancements to the B&B licensing regulations, this report also recommends new penalties and increases to fines. The new penalties will give enforcement and licence officers more options to deal with illegal operations, including those either refusing to be licenced or those proceeding with activities not permitted in any licencing or land use scheme. The increased fines relate both to illegal operations and to licenced B&B's not operating within the regulations. A summary of the bylaw amendments and increased fines is shown in Table 3.

Table 3 –Proposed New Penalties and Increased Fines

Type of Fine	Penalty (can be applied for each day the offense occurs)	Current Fine	Proposed Fine
Issued as a Municipal Ticket	For a licenced B&B – Failure to maintain Fire Evacuation Plan	\$250	\$1,000
	For a licenced B&B – No access to Guest Register	\$250	\$1,000
	For a licenced B&B – Premises not operator's Principal Residence	\$250	\$1,000
	Rentals for 30 days without a Licence	N/A	\$1,000
	For any B&B – excess guest rooms	\$250	\$1,000
	For any B&B – excess guest capacity	\$250	\$1,000
	For any B&B – excess guest room capacity	\$250	\$1,000
Imposed through prosecution in Court	Conviction for an Offence under the Business Regulation Bylaw	\$2,000	\$10,000
	Conviction for an Offence under the Business Licence Bylaw	\$2,000	\$10,000

2. Proposed Enforcement Program to Address Un-licenced Short-Term Rentals

In the previous report, a search on numerous websites identified approximately 1,600 short-term rental listings in the Richmond area. Further research is being conducted to define the scope of the issue, eliminate duplication of listings and to potentially identify other advertising sites for short-term rentals.

As noted in the previous report, enforcement in other jurisdictions has proven to be very difficult. A collaborative approach working with the principal booking platforms may provide

January 26, 2017

- 6 -

the ability for the City to ensure that prospective hosts are aware of the local rules and requirements for listing their property.

Community Bylaws will be the lead department. Support will be provided by Business Licensing, Richmond Fire Rescue, and Building Inspections. This will provide a broad scope of authority to manage and investigate short-term rental properties found to be in contravention of current and amended municipal bylaws. Compliance will be achieved through an integrated graduated enforcement program. The first step in the process is to mail out warning letters to all identified properties to ensure they are aware of the Bylaw requirements governing short-term rentals. That will be followed up by conducting an inspection of the property (both scheduled and unscheduled). Non-compliance will result in the issuance of Municipal Ticket Informations and other fines. The final step in the process would be a prosecution against property owners who remain in contravention.

Bylaw staff are currently researching and identifying properties currently listed on short-term rental web sites. They are also developing a matrix to prioritize the identified properties and are actively managing the most egregious cases at this time. Other home owners who are not properly licensed to offer short-term rental accommodation will be contacted both in person and in writing and provided with information on the licensing requirements. This notice will also direct them to cease operations immediately or until such time as they are in compliance.

To allow for a proactive rather than a reactive approach, Community Bylaws has redeployed three existing resources to immediately address those illegal short-term rental operations which have been identified as having a significant impact on the community. These residences have recently been inspected or have been scheduled for inspections in the near future. The City has also undertaken a hiring process to employ four additional temporary bylaw enforcement officers to address the short-term rental issues in Richmond. This additional staff is expected to be in place by the end of February 2017.

Community Bylaws will conduct an assessment of the impact of these enforcement initiatives and report back to the General Purposes Committee in six months.

3. Current Bed and Breakfast options in Richmond

There are currently 19 B&Bs in the City of Richmond (Attachment 1) that have been licenced according to the requirements in the Business Licence and Business Regulation Bylaws. In addition to the requirements in the Bylaws, the B&B's are provided with the City of Richmond Bed & Breakfast Information Package (Attachment 2). This package provides information on application requirements and expectations for lawful operations and is available in print at City Hall and on the City's website¹.

Eighteen of the licenced B&B's are operating in good standing as Licencing staff have received complaints about only one current operation. Staff are currently investigating the complaint and

¹ <http://www.richmond.ca/shared/assets/bedandbreakfastinfopackage30758.pdf>

January 26, 2017

- 7 -

any recommendation for licence suspension or cancellation will be brought back to Council for consideration.

Consultation

This report proposes changes to the existing regulations governing B&B operations, including new rules and increased fines for non-compliance. While agri-tourist accommodation is proposed to be removed as a permitted use from the Agriculture (AG1) zone, the use will continue to be defined so that site-specific rezoning applications may be considered by Council. There are no increases proposed to the existing licence fees and no new types of short-term of licences being proposed. Collectively, changes to these bylaws will require public notification and a public hearing.

As to the proposed amendment to the Richmond Zoning Bylaw, should Council endorse and grant first reading to the proposed Zoning Amendment Bylaw, then it will be forwarded to the next Public Hearing (anticipated to be March 20, 2017). Public notification for the Public Hearing, including notification in the newspaper, will be provided as required under the Local Government Act. The public will have an opportunity to comment at the Public Hearing on the proposed Zoning Amendment Bylaw prior to final consideration of the amendment.

The process for amendments to the Business Licence, Business Regulation, Municipal Ticket Information Authorization and Consolidated Fees bylaws (collectively, the "Amendment Bylaws") requires public notification prior to final consideration. Should the General Purposes Committee endorse the proposed Amendment Bylaws, and if Council grants bylaw readings in accordance with the Community Charter, the public will be given notice and the opportunity to make representations to Council prior to final adoption.

In addition to the statutory requirements for a public hearing and public notification, it will be important to notify the public of the changes, including those currently operating or impacted by any type of short-term rentals. The communications plan in Attachment 3 provides a summary of actions and deliverables that will be implemented should Council adopt the proposed changes in this report.

If the new regulations are adopted by Council, staff will also monitor the implementation of the changes and provide an update to Council on the progress, public feedback, long term impacts on budgets and other programs and further recommendations for enhancements in June, 2017.

Financial Impact

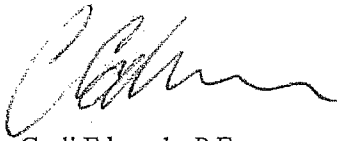
The temporary full time bylaw enforcement officers will initially be funded from within the existing bylaws budget. The investigation and enforcement costs will be monitored and should additional funding be required to support ongoing operations, a report will be prepared for Council's consideration. Operational impacts due to Staff re-deployment will be mitigated by drawing upon experienced temporary staff to backfill required positions.

January 26, 2017

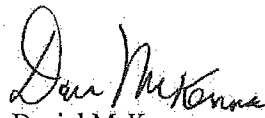
- 8 -

Conclusion

The proposed changes to various bylaws outlined in this report provide practical regulations that are simple to understand and comply with. The clarity of regulations would enhance enforcement, which, together with the increased penalties would provide further deterrent for non-compliance.



Carli Edwards, P.Eng.
Manager, Customer Services and Licencing
(604-276-4136)



Daniel McKenna
Acting Senior Manager, Comm Safety
(604-276-4273)

- Att. 1: Current Licenced B&B in Richmond
2: City of Richmond Bed & Breakfast Information Package
3: Communications Plan

History of Short-Term Rental Staff Reports and Highlights

Corresponding Report	Short-Term Rental Options Proposed in Report	Description	Key Highlights
Staff report titled "Regulation of Short-Term Rental Units" dated November 29, 2016 and presented to General Purposes Committee on January 3, 2017 (http://www.richmond.ca/cityhall/council/agendas/gp/2017/01/03/17minutes.htm) and Council on January 9, 2017. (http://www.richmond.ca/agendas/files/Open_Council_1-9-2017.pdf)	Option 1: Status Quo (Not recommended)	No changes to bylaws and regulations	<ol style="list-style-type: none"> B&B are currently permitted in single family and Agricultural Zones <ul style="list-style-type: none"> 3 room with 2 guests maximum /room in single family zones 4 rooms with 2 guests maximum/room in AG zones A Business Licence is required to operate B&Bs Lodgers and Boarders <ul style="list-style-type: none"> Max 2 lodgers or boarders are permitted in all residential zones with no licencing requirement <p>Not endorsed by Council</p>
	Option 2: Prohibit all short-term rentals (Not recommended)	Full-ban of short term rental Define short term rental	Not endorsed by Council Council instructed staff to move ahead with bylaw preparation to define "short term rental"
	Option 3: Tailored short-term rental regulations (Recommended)	Tailor regulations to address short-term rentals in different residential zones (single family, town house and condo, etc.)	<ol style="list-style-type: none"> Proposed Short-Term Rental Categories with Associated Custom Regulations: <ul style="list-style-type: none"> Type A – Entire Single-Detached Home Type B – Portion of Single-Detached Home Type C – Strata Unit (5 or more units/building) Addressed public consultation related to bylaw amendments and included a communication plan <p>Not endorsed by Council</p>
On January 3, 2017, General Purposes Committee moved and seconded:			
<ol style="list-style-type: none"> That the regulation of short-term rental units as set-out in the staff report from the City Solicitor and Chief Licence Inspector titled "Regulation of Short-Term Rental Units", dated November 29, 2016, be endorsed in principle for the purpose of public consultation; That the public consultation process set-out in the staff report be approved; and That staff be directed to engage with the Province of British Columbia to discuss regulatory changes to the Provincial Sales Tax and Municipal and Regional District Tax in regards to accommodation providers and report back to Council as part of the one-year review of the City's proposed short-term rental regulation. 			
On January 9, 2017, Council did not endorse any of the 3 proposed options and passed the following resolution:			
<ol style="list-style-type: none"> That the matter be referred back to staff for analysis on the implementation of Option 2 (Prohibition of all short-term rentals as defined in the staff report titled "Regulation of Short-Term Rentals" dated November 29, 2016), and that staff report back with all appropriate bylaw amendments and information including a proposed enforcement program; That staff review the current rules governing Bed and Breakfast operations in Richmond; and That staff recommend a process for public consultation for Council's consideration on the proposed program, bylaw amendments, and information in response to the staff referral given in Parts (1) and (2) of this resolution. 			

History of Short-Term Rental Staff Reports and Highlights

Corresponding Report	Short-Term Rental Options Proposed in Report	Description	Key Highlights
Staff report titled "Short-Term Rental Regulations" dated January 26, 2017 considered by General Purpose Committee on February 6, 2017 (http://www.richmond.ca/agenda/files/Open_GP_2-6-2017.pdf)	Enhanced B&B regulations and Code of Conduct	<ol style="list-style-type: none"> Enhanced B&B regulations and Code of Conduct Increase penalties and fines 	<ol style="list-style-type: none"> Enhance B&B regulations and code of conduct guidelines <ul style="list-style-type: none"> Require proof of primary residency for operator Require owner consent for B&B if the operator is not the owner Limit B&B to a maximum of 3 bedroom with a maximum of 2 guests/bedroom in both single-family and agricultural residential zones Require notice to neighbours that a B&B licence has been approved and to provide contact information to neighbours Increase penalties and fines <ul style="list-style-type: none"> Increase Municipal Ticket from \$250 to \$1,000 maximum per daily offence Increase maximum fine for conviction from \$2,000 to \$10,000 (imposed through prosecution in Court)
	Enhanced Enforcement	Temporarily increase the number of Community Bylaw Inspection staff to tackle illegal short-term rentals	Community Bylaws is in the process of hiring 4 temporary Community Bylaw Officers and take proactive action to close down illegal short-term rental in addition to taking action on the basis of complaints.
<p>Council did not endorse the staff recommendation and passed the following referral motion:</p> <p><i>That the staff report titled, Short-Term Rental Regulations be referred back to staff for a detailed analysis of the pros and cons of and options relating to:</i></p> <ol style="list-style-type: none"> implementing a proof of insurance requirement; amending definition of operator to also include owner operator; and establishing a "spot" (site specific) rezoning process; and report back. 			
(Closed) Staff report, dated February 9, 2017 titled "Short-Term Rentals - Enforcement and Bed & Breakfast Regulations" to GP Committed on February 20, 2017 to provide legal advice on options that presented themselves from the previous General Purposes Meeting.	<p>Incorporated changes to address Council's concerns to enhance regulations to limit short-term rentals as B&B in single-family and agricultural zones</p> <p>Requested direction to prepare a report for the Open General Purposes Committee on March 6, based on the endorsed approach, including the appropriate bylaw amendments, and without the legal opinion attached</p>		
<p>Note: The report meets the statutory closed meeting criteria: 90(1)(i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose</p>			

Table A: Proposed Changes to Short-Term Rental Regulations

Requirement		Where is this Regulated?	Process for Approval
1.	All short-term rental explicitly prohibited except for B&Bs, boarding and lodging, approved hotels, motels, agri-tourist accommodation, community care facilities and dormitories	Richmond Zoning Bylaw	Amendment requires a public hearing prior to final approval by Council
2.	No more than 3 guest rooms to be permitted in all residential zones where Bed and Breakfasts are permitted	Richmond Zoning Bylaw	Amendment requires a public hearing prior to final approval by Council
3.	Bed and Breakfast is not permitted on site with a Coach House or Granny Flat	Richmond Zoning Bylaw	Amendment requires a public hearing prior to final approval by Council
4.	Remove Agri-tourist accommodation as a permitted use in the Agriculture (AG1) zone	Richmond Zoning Bylaw	Amendment requires a public hearing prior to final approval by Council
5.	All new B&B's to be separated by 500 m (1640 ft.) to limit over commercialization and to mitigate potential nuisance	Official Community Plan Bylaw and Richmond Zoning Bylaw	Amendments require a public hearing and consultation with the ALC prior to final approval by Council
6.	Operator must provide evidence, annually, that Bed and Breakfast is their Principal Residence	Business Licence Bylaw	Public notification of proposed changes required prior to final approval by Council
7.	Property Owner must consent to Bed and Breakfast business	Business Licence Bylaw	Public notification of proposed changes required prior to final approval by Council
8.	Neighbours must be notified of Bed and Breakfast operation and be provided operator contact information	Business Licence Bylaw	Public notification of proposed changes required prior to final approval by Council
9.	Convictions for an offense under the Business Licence or Business Regulation Bylaw can be imposed a fine of up to \$10,000 (imposed by Provincial Court as a result of bylaw prosecution)	Business Licence and Business Regulation	Public notification of proposed changes required prior to final approval by Council

Requirement		Where is this Regulated?	Process for Approval
10.	Renting rooms, or residential units, for periods of less than 30 days to be issued MTI ticket	Municipal Ticket Authorization Bylaw	Public notification of proposed changes required prior to final approval by Council
11.	Increased fines for MTI tickets, \$250 to \$1000, for: <ul style="list-style-type: none"> • Failure to maintain fire evacuation plan • No access to guest register • Premises not operator's Principal Residence • Excess guest rooms • Excess guest capacity • Excess room capacity 	Municipal Ticket Authorization Bylaw	Public notification of proposed changes required prior to final approval by Council
12.	Operators of Bed and Breakfasts are encouraged to carry adequate liability and property damage insurance	Code of Conduct	Amendments to be made by staff following Council approval of overall program changes
13.	Bed and Breakfast operators are to be available 24 hours a day when hosting guests	Code of Conduct	Amendments to be made by staff following Council approval of overall program changes

Table B: Summary of Existing Regulations (not proposed to change)

Requirement	Where is This Regulated?
A Business Licence is required to operate a Bed and Breakfast	Business Licence Bylaw
Home must comply with zoning, building, Fire and other City bylaws	Business Licence Bylaw
No cooking facilities allowed in guest rooms	Business Regulation Bylaw
Minimum size of rooms permitted for Bed and Breakfasts	Richmond Zoning Bylaw
One parking stall is required for each guest room in a Bed and Breakfast	Richmond Zoning Bylaw
All residential zones allow 2 boarders and lodgers per dwelling unit	Richmond Zoning Bylaw
Bed and Breakfasts are not permitted on a site with a secondary suite	Richmond Zoning Bylaw

Highlight of Proposed Changes

BED AND BREAKFAST CODE OF CONDUCT GUIDELINES (PROPOSED)

The City of Richmond expects the operators of Bed and Breakfast establishments permitted in residential zones to respect the residential character of their neighbourhoods. In addition to complying with all requirements of the Zoning Bylaw and the Business Regulation Bylaw that are applicable to such establishments, the City expects operators to adhere to the following Code of Conduct. In the event that the City receives complaints regarding the operation of a Bed and Breakfast establishment that indicate a failure to adhere to this Code of Conduct, the operator may be required to show cause why their business licence should not be suspended or revoked, or the Licence Inspector may refuse to renew the business licence.

No Residential Dwelling Alterations

With the exception of the small exterior signage permitted by the zoning regulations, no alterations should be made to the exterior of a residential dwelling indicating that it operates as a bed and breakfast establishment.

Noise

The operation of a bed and breakfast establishment should not produce noise detectable beyond the boundary of the premises that would be in excess of that associated with an ordinary residential use. Operators may wish to consult the noise regulations in the City's Public Protection Health Bylaw, available on the City's website:

http://www.richmond.ca/_shared/assets/Bylaw_6989_12140924694.pdf

Traffic and Parking

Operators should be aware that some of the most common complaints regarding bed and breakfast operations in residential neighbourhoods are associated with guest parking and traffic. Complying with City parking and traffic regulations and using on-site parking spaces will eliminate many potential complaints. Operators should ensure that they bring these regulations and amenities to the attention of guests upon check-in.

Insurance

It is recommended that bed and breakfast operators carry adequate liability and property damage insurance specifically written for bed and breakfasts. There are several organizations and service providers that provide further information and assistance, including the BC Bed & Breakfast Innkeepers Guild at www.bcsbestbnbs.com.

Privacy of Neighbours

The use of outdoor spaces such as patios, terraces and gardens by bed and breakfast guests can affect the privacy of neighbours. Such areas should be located, oriented and screened so as to

minimize their impact on neighbouring properties. Operators should also manage check-in and checkout times to minimize the impact of this activity on the neighbourhood.

Guest Services

Operators should be available 24 hours a day when they are hosting guests. If they need to go off-site during a guests' stay, they should be available by phone. In addition, guest rooms should be clearly identified on each door in order to provide adequate safety and security for the guests.

Dealing with Complaints

If approached by neighbours with complaints regarding their bed and breakfast establishment, operators should attempt to resolve the complaint on the basis that residents of residential neighbourhoods have a legitimate expectation of privacy and normal residential amenity, with which the operation of a bed and breakfast operation in the neighbourhood is not intended to significantly interfere. Records of such complaints, and how the operator has dealt with them, should be retained for reference in the event that the City is requested to become involved in the matter.

CITY OF RICHMOND ZONING BYLAW 8500 (PROPOSED)

"Bed and breakfast" means the commercial accommodation of guests for periods of 30 days or less, in a single detached housing dwelling unit in accordance with section 5.5 of this bylaw.

5.5 Bed and Breakfast

- 5.5.1 A bed and breakfast use is permitted only in a single detached housing dwelling unit.
- 5.5.2 A bed and breakfast use is not permitted in a single detached housing dwelling unit or on a lot that contains a secondary suite, a granny flat, or a coach house, or a boarding and lodging, minor community care facility, agri-tourist accommodation, or child care home business use.
- 5.5.3 A bed and breakfast use is permitted only in a single detached housing dwelling unit that is the principal residence of the operator.
- 5.5.4 No facilities or equipment used for the preparation of food shall be installed or provided in a room used for bed and breakfast guest accommodation.
- 5.5.5 A bed and breakfast use is limited to a maximum of three guest rooms unless otherwise provided in this bylaw.
- 5.5.5A Bed and breakfast use of a single detached housing dwelling unit is limited to accommodation of a maximum of 6 guests at one time.
- 5.5.6 A room used for bed and breakfast guest accommodation shall not be equipped, furnished or used to provide accommodation for more than two guests.

- 5.5.7 A room used for bed and breakfast guest accommodation shall have a floor area of not less than 9.75 m².
- 5.5.8 One fascia sign with maximum dimensions of 0.3 m by 0.6 m is permitted on each premises used for a bed and breakfast use, unless otherwise provided in this bylaw.
- 5.5.9 A vehicle parking space provided in respect of a guest room may be provided in a tandem arrangement with another such parking space or a space required in respect of the residential use of the building.
- 7.7.1 Bed and Breakfast Establishments are required to provide one on-site parking space for each guest room.

CITY OF RICHMOND BUSINESS LICENCE BYLAW 7360 (PROPOSED)

- 2.4.1 Every Bed & Breakfast Establishment applicant must at the time of application:
- (a) certify that they reside in the premises as their principal residence and provide proof that the premises are the applicant's principal residence. To demonstrate that the premises is their principal residence, an applicant must be able to produce copies of the applicant's government issued picture identification showing the applicant's address as the premises, and copies of either one or both of the following:
 - (i) a tax assessment for the current year for the lot upon which the premises are constructed showing the applicant as payor, or
 - (ii) a utility bill (electricity, district energy, gas, or telephone) issued within the previous 3 months for the premises showing the applicant as payor, or
 - (iii) such other evidence as required by the City from time to time;
 - (b) provide proof that the owner of the premises has consented to the use of the premises as a bed & breakfast establishment by providing one of the following, as applicable:
 - (i) if the applicant is an owner of the premises, a copy of legal title to the premises showing the applicant as an owner in fee simple or leasehold, or
 - (ii) if the applicant is not an owner of the premises, a copy of legal title to the premises identifying the owner and a declaration from the owner of the premises certifying that use of the premises as a short-term rental is permitted; and
 - (c) provide a copy of the guest register format to be used in the recording of guests stays under the *Hotel Guest Registration Act* (British Columbia).
 - (d) prepare a notification letter that:
 - (i) describes the operation and the number of bedrooms that will be rented to overnight guests; and
 - (ii) includes information on how to contact the operator by phone;

- (e) mail or deliver the notification letter to all residents and owners of residential dwellings (i) abutting or across the street from the premises, or (ii) within a 50 metre radius of the premises, whichever is greater;
- (f) provide a copy of the notification letter and a list with the addresses of all persons that received the notification letter;
- (g) provide a copy of the fire evacuation plan required by the Business Regulation Bylaw;
- (h) provide floor plans, drawn to scale, of the entire floor area of each level of the residence, indicating the use of each room of the residence and clearly identifying the guest rooms to be used in the bed & breakfast establishment;
- (i) provide a property site plan showing:
 - (i) the location and dimension of the driveway identifying vehicle parking spaces for residences and guests for each guest room;
 - (ii) the location of the residence on the property with setbacks indicated from all property lines;
 - (iii) landscaping and open areas as required by the Zoning Bylaw;
 - (iv) signage size and placement as permitted by the Zoning Bylaw; and
- (j) pay the required annual bed & breakfast business licence fee specified in the Consolidated Fee Bylaw No. 8636 for the Bed & Breakfast Use category of this bylaw.

Referral 1 - Implementing a proof of insurance requirement

The City does not require B&B applicants to provide proof of insurance prior to being approved for a B&B licence. This is consistent with current practice in other BC jurisdictions. Staff do not recommend any changes to this practice. Instead, the Richmond Bed and Breakfast Code of Conduct Guidelines (Attachment 2) has been amended to recommend that B&B operators carry adequate liability and property damage insurance specifically written for B&B's and further that the Code of Conduct Guidelines make reference to the BC Bed & Breakfast Innkeepers Guild at www.bcsbestbnbs.com for information and reference.

In the past, Tourism BC operated a voluntary "Approved Accommodation Program" where tourist accommodation operators (e.g. hostels, B&Bs, camp grounds, etc.) could apply to be granted "Approved Accommodation" status. Once the accommodations were inspected and approved by Tourism BC, they were eligible to be listed in the British Columbia Approved Accommodation Guide, which was a widely distributed and popular resource for domestic, regional and international visitors. This voluntary accreditation program no longer exists as the program was too costly to apply across the province and on-line listing services became the principle means for travelers to compare and book tourist accommodations.

It is not the role of a regulator to ensure that a business has adequate insurance. While it would be prudent for B&B operators to obtain insurance, the City might be taking on unnecessary risk exposure to liability if the City requires proof of insurance as a requirement to grant a business licence for B&B.

Staff feel that a responsible and effective approach to address the concern related to an insurance requirement is to strongly encourage B&B operators to obtain adequate insurance coverage in the Bed and Breakfast Code of Conduct Guidelines (Attachment 2) and future communication materials and to advise operators of this "best practice".

Referral 2 - Amending definition of Operator to also include Owner/Operator

Staff have reviewed this issue and are of the view that the applicable legislation likely does not permit restriction requiring an operator to be an owner. Staff note that the current B&B regulation does not require an operator to be an owner. The current regulations require an operator to be "a person who resides" in the premises.

The requirement that the B&B be the principal residence of the owner or operator, rather than owner as occupier vs. operator as occupier, seems to be the key to ensure accountability. Staff are proposing to require owner or operators to provide proof of residency as part of the Business Licence application and annual Business Licence renewal process. This would ensure that the B&B location is the primary residence of the B&B owner or operator. This is consistent with current practice in other BC jurisdictions, the current Richmond Business Licence regulations and the requirements in the voluntary Tourism BC "Approved Accommodation Program" (now defunct) noted in Referral 1 above.

Furthermore, there is no indication that owner vs. tenant operator of B&B affects the neighbourliness of a licenced B&B operation in Richmond. For example, the City has received only one complaint about a licenced B&B, which currently requires that the home is the primary

residence of the owner or operator. In this instance of complaint, the particular business under review is operated by an owner. All other nuisance complaints received by the City were caused by non-licensed establishments.

Referral 3 - Establishing a “spot” (site specific) rezoning process

Staff have considered several options to regulate the location and number of B&Bs and have identified the options set-out below.

General Prohibition - “Spot” (Site Specific) rezoning (NOT RECOMMENDED)

Staff were directed to explore mechanisms, including “spot” (site specific) rezoning to address potential negative impacts such as noise, parking, increased traffic, etc., that may occur if too many short-term rental operations are located within close proximity within a single-family neighbourhood.

The mechanism to require site specific rezoning is well established and the implementation is technically feasible. Should this option be pursued, all future B&B’s would be required to complete a rezoning process and the approved use would be permitted to remain on the site unless the zoning is subsequently amended. However, subject to the applicable legislation, some existing B&B’s would be considered legal non-conforming and could continue to operate. Staff are concerned that deploying such a sophisticated regulatory tool for essentially a “home occupation” type business would be counter-productive. Table 1 below illustrates the pros and cons of implementing such a scheme.

PROS	CONS
Neighbourhood Input: Neighbouring residents have the opportunity to provide input as part of the notification process.	Costly Process: A B&B licence costs \$162. With the spot zoning option, there will be a rezoning application fee of \$2,261. Further costs, such as plan and submission preparation and site notification signs may also be required.
Council Oversight: Council assesses each application and sets requirements and conditions that reflect site specific conditions.	Lengthy Process: Spot rezoning application processes can be lengthy (especially considering the small scale of B&B businesses) and the administrative process requires time for notice of a public hearing.
	Discourage Compliance: Experience from other jurisdictions that implemented complex regulatory requirements indicated a low compliance rate. Spot rezoning may be too onerous for small business operators and further discourage compliance.

Table 1: Pros and Cons for "Spot" Site Specific Rezoning

Staff do not recommend implementing site specific rezoning requirement for B&B’s.

Option 2: Zoning Areas or Sub-Areas – Create geographic areas or sub-areas within each single family and agricultural zone in which B&Bs would be permitted (**NOT RECOMMENDED**)

Discussion in GP Committee on February 6, 2017 also included exploration of implementing limits based on geographical areas whereby some areas would permit B&Bs and some areas would not. This approach could not limit the number of B&Bs in each area. Staff have reviewed this mechanism and while this can be achieved through zoning regulation, there is very little precedence for this approach and staff are unable to propose an equitable way to determine what those limits should be and how many B&B licences would be acceptable to a neighbourhood.

Staff do not recommend geographical limits for B&Bs.

Option 3: Limiting by Text – Create a special class, by description, to limit the properties where a B&B could be located. (**NOT RECOMMENDED**)

In this option, B&Bs would be restricted to single family residential properties having certain characteristics. For example, a characteristic could be a certain lot size. Properties having the characteristic would permit B&Bs and those not having the characteristic would not. Determination of the characteristics would be based on sound planning principles. This option is not recommended as it may be considered as “purported to limit the number of B&Bs or the location of B&Bs” and would likely not be a valid use of the Zoning Bylaw.

Option 4: Minimum Buffer Distance between B&B Operations – Implement a minimum buffer to achieve specific planning objectives. (**RECOMMENDED**)

Permitting B&Bs is consistent with the planning objective of accommodating a range of uses in the City’s neighbourhoods (Section 3.2 Neighbourhood Character and Sense of Place encourages neighbourliness and character retention that are compatible in single family neighbourhoods). At the same time, creating a buffer between B&B’s will prevent the densification of B&Bs thereby reducing over-commercialisation and protecting the character and community values of single family neighbourhoods.

A 500 m buffer will mitigate nuisances including noise, traffic, and parking issues. Staff suggest a 500 m (1640 ft.) separation between B&B operations for consideration should Council adopt Option 4. This distance has been recommended because it is similar to the minimum distance to separate uses that may have negative impact from, school, park or community centres.

A text amendment to the Official Community Plan and the Zoning Bylaw would be required. A buffer requirement would be relatively easy to verify as part of the Business Licence application review and would avoid the need for spot rezoning.

The adoption of a minimum 500 m (1640 ft.) distance between B&B operations would be a consistent application that has a proven record. Staff suggests that any buffer applied to B&B operations would be measured as a radius from the centre of the lot that contains the B&B business. Staff have prepared the necessary bylaw amendments should Council endorse and adopt Option 4.,



Summary of Tax Regimes Related to Short-term Rentals

Current Taxes – Level Playing Field

A concern identified is in respect to short-term rental providers not paying the same 8% Provincial Sales Tax (PST) and 3% Municipal and Regional District Tax (MRDT) paid by hotels and motels. Generally, there is an exemption from PST and MRDT if an operator offers less than four units, the units may be in more than one location, for accommodation in British Columbia.

On November 23, 2016, the City received a letter from the Richmond Hotel Association (RHA) advocating that Richmond Council request that the Province remove the 8% PST and 3% MRDT exemption on accommodation of four rooms or less (Attached), suggesting that such action will facilitate enforcement of local short-term rental regulations. Removing the four-room maximum exemption would level the tax regime across all types of accommodation providers and has the potential to facilitate local enforcement through information sharing between jurisdictions. However, it would also increase the regulatory burden for traditional bed and breakfasts, which are currently exempt from the 8% PST and 3% MRDT.

The Province's approach to taxing short-term rentals, described above, indicates that it is not immediately considering changes to the provincial regulation to lift the four-room exemption. However, considering the position of the Richmond Hotel Association and the broader hotel community, further discussion with the Province is required in respect to taxation of short-term rentals and accommodation providers.

The Municipal and Regional District Tax (MRDT) - Applicable to Richmond

The Municipal and Regional District Tax (MRDT) is the only local level tax that impacts short term rentals, as long as they are classified as "accommodation providers" under the PST Act (which governs the MRDT).

The MRDT is legislated by the Province and the Province determines who remits it. In Richmond, this includes the 23 hotel properties and (as of last year) approximately 20 suites operated by other providers. The Province uses the following criteria to charge these additional providers the MRDT:

"The criteria we use is based on the definitions of "accommodation" and "accommodation provider" in the Provincial Sales Tax Act (PSTA). In the case of properties offered as units of accommodation by third parties on behalf of owners, we first look at the number of units they offer. If it is less than four, they would not be required to register or collect tax regardless of the specific nature of their contract with the owners. When four or more units are offered by the third party, we then examine the specific nature of their business.

It can get complicated, but essentially it comes down to what they are responsible for and in control of regarding the individual units. In order to meet the definition of an

accommodation provider, we look at whether they simply list the units and perhaps process payments on behalf of the owners, or whether they have more control such as setting prices, managing maintenance, check-in, and the like. Air B&B type services for instance, do not meet the definition of accommodation and therefore are not required to register. Those types of businesses are offering marketing type services only and the units they list are not subject to PST or MRDT.”

The following observations and Richmond-specific items regarding the MRDT apply:

- The list of additional providers collecting MRDT changes often, as the Province carries out ongoing enforcement of its own legislation. This is problematic, as the MRDT legislation requires that the MRDT be voted on every 5 years by at least 51% of accommodation providers with 51% of the rooms at a given point in time and for a period of 5 years.
- The Richmond Hotel Association and the BC Hotel Associations are engaging the Province in discussions regarding the MRDT, seeking that all accommodation providers, including B&Bs, be required to pay the MRDT (B&Bs are currently exempt).
- Technically, should the Province expand its definition of accommodation providers in the future to include short term rentals, Richmond will become recipient of the associated MRDT. However, it is unclear how the MRDT voting mechanism will be adjusted (under the current practice, an operator with five rooms represents the same vote as a hotel with 300 rooms; furthermore, multiple fragmented ownership of properties will make it difficult to arrive at a majority MRDT vote in the future, if the Province requests that each provider vote for the MRDT, so the MRDT may not be successful in the future unless the provincial voting regulations change).
- The City has submitted its application to the Province to increase the MRDT to 3% and it is expected that this process will complete on or before June 30, 2017.
- No material changes in the MRDT are anticipated under the current Provincial government term.

The Resort Municipality of Whistler Act – Applicable to Whistler

Whistler is a grandfathered tourism community under the MRDT regulation and the destination marketing organization Tourism Whistler (not the RMOW) receives the MRDT and a provincial grant (both Provincially legislated), as well as a membership fee from all short-term tourism rentals. All owners of what is designated "Resort Lands" in Whistler must be a Member of Tourism Whistler and contribute assessment fees to support ongoing destination marketing and sales initiatives. Those who purchase property on Resort Lands are required to declare, annually, how they are using the property in order to determine associated assessment fees. Generally, those owners using their property for nightly rentals are required to pay commercial fees in addition to the common fees which are paid by all Members (regardless of property use).

More information on the RMOW fees can be accessed on their website:
<https://members.whistler.com/documents-public/fees.pdf>.

Staff Recommendation:

That

- a. the information regarding tax requirements including whether a hotel tax should apply to short-term rentals provided in this report be received for information; and
- b. staff be directed to engage the Province of British Columbia to discuss regulatory changes to the Provincial Sales Tax in regards to the Municipal and Regional District Tax , including the definition of accommodation providers, and report back to Council as part of the one-year review of the City's proposed short-term rental regulation;

Attachment 7



November 18, 2016

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

RE: Request to rescind Provincial Tax Regulation 78(1)(b)

Dear Mayor and Council,

We understand the City of Richmond has been working to mitigate the negative impacts of nightly short-term rentals in our community. We strongly support these efforts and commend Council for its leadership on this issue. However, we are concerned that Council's resources in this matter are stretched, and that meaningful action from the provincial government is required to resolve this issue in a timely manner.

Richmond Hotel Association represents 20 hotels with the City of Richmond and our members over the last year have experienced continual challenges with assisting new or existing employees to locate affordable monthly rental accommodation. The vacancy rate is often near zero, and in some cases we have lost potential employees due to this chronic rental shortage. Making matters worse, there are no indications this trend will change in the year ahead.

As Council well knows, many British Columbians have embraced short-term residential rental companies such as Airbnb and Vacation Rental by Owner (VRBO). While these online platforms have in some cases brought new visitors and tourism spending to BC, they have also negatively impacted the availability and affordability of monthly rental accommodations. One of the challenges is that these agencies are not subject to the same regulatory, legal, taxation, health and safety, or insurance laws as traditional accommodation providers.

For example, residents who offer fewer than four rooms for rent do not have to collect provincial sales taxes when renting those accommodations. This exemption has created an unclear business environment, and made it all but impossible for municipalities—even those with stringent bylaws targeting short-term rental accommodations—to effectively enforce the rules.

Eliminating section 78(1)(b) of BC's *Provincial Sales Tax Act* (Provincial Sales Tax Exemption and Refund Regulations) will eliminate this exemption and significantly enhance our community's enforcement regime. Not only will it encourage our local renters to register their business income fairly, but it will also increase voluntary compliance among landlords who risk finding themselves off-side with both local bylaws and the provincial tax code.

On behalf of the Board of Directors, we therefore respectfully request that the City of Richmond write to the Minister of Finance and formally request that *Provincial Sales Tax Act* exemption 78(1)(b) be rescinded. Council's support in this matter will be vital to encouraging effective action from BC's provincial government. We have attached a sample letter for Council's consideration.

Yours truly,



Gary Collinge
Chair

Richmond Hotel Association

cc: RHA Board of Directors

Comparison of Short-Term Rental Regulations in other Cities

Vancouver

The City of Vancouver does not presently have laws or policies in place dedicated to regulating the types of home sharing promoted by platforms such as Air BNB. Their zoning bylaw currently prohibits rentals of less than 30 days, unless in approved zones for Hotel or Bed and Breakfast businesses, accompanied by an appropriate City business licence. Recently, Vancouver reported to their Council recommending changes to the regulations and proposed allowing short term rentals in all units, as long as the units are the principal residence of the operator. The proposal has been approved to go out to public consultation in order to refine the policy approach and report back with bylaw amendments and an implementation plan.

San Francisco

San Francisco is the home of California based company, Airbnb, and enacted an ordinance effective February 1, 2015 legalizing short-term rentals in the city. Under the new law, all buildings containing one or more rental units are eligible for short-term rental, subject to the following restrictions:

- Short term rentals are permitted only in units where the owner or resident resides for at least 275 days per year;
- In the event that the host is not present for the rental, the unit may only be rented up to 90 days per year;
- Permanent residents are allowed to rent out their primary residences, but not locations in which they don't live, or second or vacation homes;
- Hosts are required to register and obtain a permit from the Office of Short Term Rental, and pay a \$50 fee every two years;
- Hosts are required to be covered by liability insurance with at least \$500,000 in coverage;
- Hosts who are tenants are not allowed to charge their guests more rent than they are paying to their current landlord;
- The 14% San Francisco hotel tax--called the "Transient Occupancy Tax"--must be collected from renters and paid to the city; and
- Tenants must to notify their landlords before they engage in short-term rentals of their units.

Quebec

Québec is the first Canadian Jurisdiction to regulate the home-sharing industry. The new provincial laws came into effect during April 2016, and require owners who "regularly" rent out their properties to obtain the same provincial certification as hotel and bed-and-breakfast operators. Approval for certification requires that home-sharing operations do not violate any municipal zoning bylaws. Under this scheme, travellers are charged lodging taxes of up to 3.5 per cent.

Occasional hosts are not required to obtain provincial certification and comply with the same regulations as are regular hosts. The current legislation does not make a clear distinction as to what constitutes each category of host. In order to facilitate the new legislation, the government increased its number of inspectors tasked with enforcing hotel laws from two to eighteen.

Portland

The City of Portland adopted regulations that define what is allowed as an Accessory Short-Term Rental (ASTR). A basic definition for a City of Portland ASTR is where an individual or family resides in a dwelling unit and rents bedrooms to overnight guests for less than 30 days. The regulations allow ASTRs in houses, attached houses, duplexes, manufactured homes on its own lot, and accessory dwelling units. Bedrooms in legal detached accessory structures can also be rented to overnight guests and count towards the maximum size limit.

There are two types of ASTRs, each with a specific permitting process:

- Type A - is one where the resident rents no more than 2 bedrooms to overnight guests. A Type A Accessory Short-Term Rental Permit is required, which includes a safety inspection as part of the permit approval and neighborhood notification.
- Type B - is one where the resident rents between 3 and 5 bedrooms to overnight guests. A Land Use Conditional Use Review application is required along with a site inspection or self-certification for the same safety features as the Type A rental.

Austin, Texas

Austin has five short-term rental licences categories. In Austin, an owner can rent his or her entire principal residence up to 179 nights per year and but can also rent a portion of their unit with no time limits. Austin also allows an owner to obtain a permit for on-site accessory dwellings (suite or coach house) with no annual night cap.

Austin also issues short-term rental licences for units that are not principal residences. In this case, the numbers of licences issued are capped at 3% of total housing units in residential areas and 25% of housing units in commercial areas. In all cases, the City of Austin's 9% Hotel Occupancy Tax applies to short-term rentals.

Comparison of Licence Fees for Bed and Breakfast Businesses

City	Bed and Breakfast Licence Fee
Vancouver	\$46 annual (\$54 App fee)
Surrey	\$105
Victoria	\$100
Kelowna	\$27.50
Kamloops	\$67.20
Burnaby	\$380 initial fee, \$130 for renewal
White Rock	\$150
Coquitlam	\$85
Nanaimo	\$165
North Vancouver	\$19 per room
Prince George	\$87
Pitt Meadows	\$49
Abbotsford	\$130
Maple Ridge	\$110
Richmond	\$162



**City of
Richmond**

**Memorandum
Community Bylaws**

To: Mayor and Councillors
From: Daniel McKenna
Acting Senior Manager
Law & Community Safety

Date: February 14, 2017
File: 12-8075-20-AMANDA
#/2017-Vol 01

Re: Request for Statistics Related to Enforcement of Short Term Rentals

This memo will provide an update on enforcement activities by Community Bylaws regarding illegal hotels/bed and breakfasts/short term rentals since the last report to Council titled "Regulation of Short-Term Rental Units" dated November 29, 2016.

1. Since December 1, 2016 the Community Bylaws Staff has received 17 illegal hotel complaints and 10 illegal suite complaints. An additional 46 complaints have been received from a licenced Bed and Breakfast operator, most of which had been previously identified by Community Bylaws Staff.
2. At this time Community Bylaws have a total of 130 open investigations. This includes 61 addresses found on various short term rental web sites and 38 illegal hotel and 31 illegal suite complaints received from the public.
3. Research of current short term rental addresses identified approximately 21% of the residences located outside of single family zones.
4. Since December 1, 2016 Community Bylaws Staff have inspected 23 short term rental accommodations. These inspections were conducted to identify any structural changes and modifications made to the building which may accommodate short-term rentals.
5. Community Bylaws Staff have been verbally notifying short-term rental operators to cease operations when they have been identified through the inspection process. Operators who may be operating illegally and identified through searches conducted on short term rental web sites, will be issued a letter to cease and desist immediately. Failure to comply could result in inspections, fines and prosecutions. This letter has recently been reviewed and approved by Law. The distribution of this letter will commence immediately.
6. Bylaw officers have recently begun issuing tickets for contraventions under Zoning Bylaw 8500 and Business Regulation Bylaw 7538. To date there have been three tickets issued for contraventions to an operator of a licenced B&B. Another property owner operating an illegal hotel has been charged and a trial date of July 18 to July 20, 2017 has been set. The

February 9, 2017

- 2 -

owner has ceased operations and the matter is currently under negotiation with a view to reaching a settlement.

7. Since December 1, 2016 Community Bylaws Staff have closed down six illegal short-term rentals.
8. The four additional Bylaw Enforcement Officers will prioritize investigations and enforcement of illegal hotels/bed and breakfasts/short-term rentals as follows:
 - a. Public complaints
 - b. Web identified addresses:
 - i. Agricultural properties
 - ii. Single Family properties
 - iii. Multi Family properties

This is a synopsis of the enforcement action taken to date. A combination of intensified enforcement and the adoption of the proposed regulations will provide the opportunity to more effectively and efficiently address the illegal short-term rental issue in Richmond.



Daniel McKenna
Acting Senior Manager, Community Safety

DM:rg

pc: John McGowan, Acting GM, Law and Community Safety
Andre Nazareth, GM, Finance and Corporate Services
Doug Long, City Solicitor
Carli Edwards, P.Eng., Chief Licence Inspector
Ron Graham, Manager, Community Bylaws

Proposed New Penalties and Increased Fines

Type of Fine	Penalty (can be applied for each day the offense occurs)	Current Fine	Proposed Fine
Issued as a Municipal Ticket	For a licenced B&B – Failure to maintain Fire Evacuation Plan	\$250	\$1,000
	For a licenced B&B – No access to Guest Register	\$250	\$1,000
	For a licenced B&B – Premises not operator's Principal Residence	\$250	\$1,000
	Rentals for 30 days without a Licence	N/A	\$1,000
	For any B&B – excess guest rooms	\$250	\$1,000
	For any B&B – excess guest capacity	\$250	\$1,000
	For any B&B – excess guest room capacity	\$250	\$1,000
Imposed through prosecution in Court	Conviction for an Offence under the Business Regulation Bylaw	\$2,000	\$10,000
	Conviction for an Offence under the Business Licence Bylaw	\$2,000	\$10,000

Required Public Consultation for OCP and Bylaw Amendments

This report proposes changes to the existing regulations governing B&B operations, including new rules and increased fines for non-compliance. While agri-tourist accommodation is proposed to be removed as a permitted use from the Agriculture (AG1) zone, the use will continue to be defined so that site-specific rezoning applications may be considered by Council. There are no increases proposed to the existing licence fees and no new types of short-term of licences being proposed. Collectively, changes to these bylaws will require public notification and a public hearing.

As to the proposed amendments to the Official Community Plan (OCP) and Richmond Zoning Bylaw, should Council endorse and grant first reading to the proposed Official Community Plan (OCP) and Zoning Amendment Bylaws, then they will be forwarded to the next Public Hearing (anticipated to be April 18, 2017). The Agricultural Land Commission will be notified as the OCP amendment proposed is within the ALR. Richmond Official Community Plan Bylaw 9000, Amendment Bylaw 9691 having been considered in accordance with OCP Bylaw Preparation Consultation Policy 5043, is hereby found to not require further consultation beyond the Public Hearing (as shown in the table below). Public notification for the Public Hearing, including notification in the newspaper, will be provided as required under the Local Government Act. The public will have an opportunity to comment at the Public Hearing on the proposed Zoning Amendment Bylaw prior to final consideration of the amendment.

Required Public Consultation Process for OCP Amendments

OCP Consultation Summary

Stakeholder	Consultation
The Board of the Greater Vancouver Regional District (GVRD)	No consultation necessary, as the proposed amendments are consistent with the Regional Growth Strategy.
The Councils of adjacent Municipalities	No consultation necessary as adjacent municipalities are not affected.
First Nations (e.g., Sto:lo, Tsawwassen, Musqueam)	No consultation necessary as First Nations are not affected.
Richmond School Board	No consultation necessary as schools are not affected.
TransLink	No consultation necessary as no transportation or road network changes are proposed.
Provincial and federal government and their agencies	No consultation necessary as they are not affected.
Vancouver International Airport Authority (VIAA)	No consultation necessary as it is not affected.
Richmond Coastal Health Authority	No consultation necessary as it is not affected.

The process for amendments to the Business Licence, Business Regulation, Municipal Ticket Information Authorization and Consolidated Fees bylaws (collectively, the "Amendment Bylaws") requires public notification prior to final consideration. Should the General Purposes Committee endorse the proposed Amendment Bylaws, and if Council grants bylaw readings in

accordance with the Community Charter, the public will be given notice and the opportunity to make representations to Council prior to final adoption.

In addition to the statutory requirements for a public hearing and public notification, it will be important to notify the public of the changes, including those currently operating or impacted by any type of short-term rentals. The communications plan in Attachment 12 provides a summary of actions and deliverables that will be implemented should Council adopt the proposed changes in this report.

Communication Plan: Short-term Rentals

Purpose:

Disseminate the proposed changes using a wide range of communication tools to increase understand of and compliance with the regulations:

Highlight of Proposed Communication Plan:

Communication Tool	Timing
Question and answer guide for frontline staff	<ul style="list-style-type: none"> • Immediately following Council granting first reading • Immediately following adoption of new bylaws
News release to be issued immediately following Council's decision	<ul style="list-style-type: none"> • Immediately following Council granting first reading • Immediately following adoption of new bylaws
Print advertisements in the local community paper and ethnic newspapers	<ul style="list-style-type: none"> • Standard advertisement for Public Hearing • After adoption of new bylaws
Prepared letter/email for distribution to residents operating legal B&Bs	<ul style="list-style-type: none"> • Acknowledge legal operations and provide them with additional regulations for annual renewal
First and second notices to residents hosting unlicensed short-term rentals	<ul style="list-style-type: none"> • In co-ordination with Bylaw Enforcement to notify illegal short-term rental operators on bylaw changes and invitation to submit for approval for those who fit the criteria
Updated brochure to explain the changes to the bylaw and related requirements	<ul style="list-style-type: none"> • Immediately following adoption of new bylaws
Web page and social media content	<ul style="list-style-type: none"> • Immediately following Council granting first reading • Immediately following adoption of new bylaws
Prepared letter/email to send to stakeholders such as AirBnB and Expedia	<ul style="list-style-type: none"> • After adoption of bylaws to invite cooperation from these companies to only host legally approved short-term rentals on their websites

Owner as B&B Operator a Review (as of March 16, 2017)

Municipality	Bylaw		Req. Operator to reside in B&B	Req. B&B Operator to be Owner
Richmond	Zoning Bylaw		Yes	No
	Business Licence Bylaw		With amendment	No
	Business Regulation Bylaw		With amendment	No
Vancouver	Zoning Bylaw 3575	<p>Defined as a Service Use</p> <p>"Bed and Breakfast Accommodation" means the use of a dwelling unit as temporary accommodation for tourists or transients where the room rate includes breakfast provided on the premises.</p> <p>11.4 Bed and Breakfast Accommodation -- subject to the following:</p> <p>11.4.1 A maximum of two bedrooms accommodating a maximum of four bed and breakfast guests may be permitted in a dwelling unit.</p> <p>11.4.2 The provision of bed and breakfast accommodation shall not be permitted coincidentally with the keeping of boarders and lodgers.</p> <p>11.4.3 The operator of the bed and breakfast accommodation shall reside in the dwelling unit</p>	Yes	No
	License Bylaw 4450	"Bed and Breakfast Accommodation" means the use of a dwelling unit as temporary accommodation for tourists or transients where the room rate includes breakfast provided on the premises.	No	No
	Guidelines (1989)	Nothing related to ownership or operators. Safety related.	No	No
Vancouver (con't)	Website http://vancouver.ca/doing-business/bed-and-breakfast-business.aspx	<p>A Bed and Breakfast is temporary accommodation that is provided by a homeowner from within a residence. Under the Bed and Breakfast regulations, the homeowner must live in the residence.</p> <p>A Bed and Breakfast is limited to a maximum of Two bedrooms and Four guests</p> <p>Requirements: One additional parking space; Payment of a one-time Development and Building permit fee; An approved safety inspection from a City Inspector; City of Vancouver Business Licence</p>	Yes	Maybe, but non-binding

Municipality	Bylaw		Req. Operator to reside in B&B	Req. B&B Operator to be Owner
Surrey	Zoning Bylaw No. 12000	<p>“Bed and Breakfast” means a business operation carried on by the members of a family as a home occupation to provide temporary sleeping accommodations, with or without meals being provided, all provided for a prescribed charge on a daily basis, where the maximum length of occupancy by any patron is not more than 30 days in a 12-month period.</p> <p>“Family” means 1 or more persons occupying a dwelling unit and living as a single non-profit housekeeping unit.</p> <p>“Home Occupation” means an occupation or profession carried on as a business by a person residing in the same dwelling unit as the business, but shall exclude social escort services, automotive service uses and tow truck operations.</p> <p>Uses Permitted in Specific Zones</p> <p>(a) Bed and Breakfast: Where the bed and breakfast use is permitted, the following conditions shall apply:</p> <ul style="list-style-type: none"> i. Not more than 6 patrons shall be accommodated within 1 dwelling unit; ii. Not more than 3 bedrooms shall be used for the bed and breakfast operation; iii. No cooking facilities or other facilities for the keeping of food shall be provided for within the bedrooms intended for the said operation; iv. Parking of cars, trucks, house trailers, campers or boats operated by the patrons shall be provided for within the lot; v. No patron shall stay within the same dwelling for more than 30 days in a 12-month period; and vi. A valid business license has been issued for the use. <p>(c) Where the bed and breakfast use and boarders or lodgers are permitted the maximum number of patrons accommodated for both uses shall not exceed 6.</p> <p>(d) The bed and breakfast use and boarders or lodgers are not permitted in a building containing a secondary suite.</p>	Yes	No

Municipality	Bylaw		Req. Operator to reside in B&B	Req. B&B Operator to be Owner
Surrey (con't)	Business License Bylaw 13680	<p>"Bed and Breakfast" means a business operation carried on by the members of a family as a home occupation to provide temporary sleeping accommodations, with or without meals being provided, all provided for a prescribed charge on a daily basis, where the maximum length of occupancy by a patron is not more than 30 days in a 12-month period.</p> <p>Bed and Breakfast 43. (1)Every proprietor of a bed and breakfast must: (a)supply the Inspector with the number of bedrooms intended for the operation, the daily rate of charge, and whether meals are to be provided; (b)keep the records of all patrons, including dates of arrival and departure; (c)post the daily rate of charge at an easily visible location in the premises; and (d)request inspection of the premises at the time the business license application is made. (2)No proprietor of a bed and breakfast will accommodate more than six people at the premises</p>	Yes	No
Burnaby	Zoning Bylaw	<p>"BOARDING, LODGING OR ROOMING HOUSE" means a dwelling in which more than 2 sleeping units are rented, with or without meals being provided, to more than 2 and not exceeding 15 persons, other than members of the family of the lessee, tenant or owner, and excludes the preparation of meals within the rented units. "FAMILY" means (a) persons related by blood, marriage, adoption or foster care, or (b) a group of not more than three unrelated non-transient persons living together as a single non-profit group in a dwelling unit and using common cooking facilities and excludes boarders, lodgers and servants but includes a person living alone.</p>	Yes	No
Delta	Zoning Bylaw 2750	Bed and Breakfast Unit: A room, which may also include a bathroom, occupied or intended to be occupied by persons requiring temporary lodging while absent from their normal or permanent place of residence.	No	No

Municipality	Bylaw		Req. Operator to reside in B&B	Req. B&B Operator to be Owner
City of Langley	Zoning Bylaw 2100	<p>Home Occupation means an occupation or profession carried on for profit within a dwelling unit by a person residing in the same dwelling unit in a manner ancillary to the residential use of the building and includes a bed and breakfast (limited to two (2) sleeping rooms) and a Child Care Centre (limited to eight (8) children), but excludes retail sales.</p> <p>Home occupations shall be permitted in all Residential Zones provided that such occupations:</p> <ul style="list-style-type: none"> i) Must be conducted by a resident of the residential building in which they are permitted and shall not employ more than one person not resident therein; ii) Shall meet all Provincial and Federal health and safety requirements and produce no public offence or nuisance, by noise, vibration, smoke, odour, dust, heat, glare, electrical interference or by any other means; and iii) Shall not give any external indication of the existence of the occupation, other than a name plate not exceeding 0.2 m² [2.15 ft²] by displays, floodlighting, storage of materials, alteration of the appearance of buildings or by any other means. 	Yes	No
	Business Licence Bylaw 2916	<p>36. Home Occupations</p> <p>(2). Home occupation businesses must be in compliance with all home occupation regulations enacted in the City's zoning bylaw.</p>	Yes	No
Township of Langley		<p>"AGRICULTURE USE" means a building or use for</p> <ul style="list-style-type: none"> h) bed and breakfast facilities, allowing a maximum of three sleeping units in either a principal or accessory building, subject to: i) being specifically permitted by the Agricultural Land Commission; ii) being an accessory use on the property; iii) being limited to one establishment per legal parcel; iv) being located on a lot having a minimum lot size of 1.7 ha (4.2 acres); v) the bed and breakfast lot being owner occupied; vi) complying with health, fire and building codes; and vii) obtaining a valid business licence. 	Yes	Yes

Municipality	Bylaw		Req. Operator to reside in B&B	Req. B&B Operator to be Owner
New Westminster	Zoning Bylaw 6680	<p>BED AND BREAKFAST means a home based business to provide temporary sleeping accommodations on not less than a daily basis, including the provision of a daily breakfast.</p> <p>HOME BASED BUSINESS means an accessory use to an authorised residential use in which one or more residents carry on a business, and for greater certainty, includes a bed and breakfast, but does not include child care.</p> <p>190.28</p> <p>j)every operator of a home based business must first receive permission from the landlord or strata corporation in order to operate a home based business;</p> <p>(p) a bed and breakfast</p> <p>i)may not accommodate no more than four guests except that one additional guest for every 500 square feet (46.45 square metres) of floor space in the dwelling unit over 2,000 square feet (185.80 square metres) is permitted, to a maximum of 10 guests;</p> <p>ii)may occupy one Off-Street parking or one on-street parking per bed and breakfast bedroom, provided that not more than two spaces per every three bed and breakfast bedrooms are occupied; and</p> <p>iii)in the case where a house contains a secondary suite, may be operated in either the principal residence or the secondary suite, but not both.</p>	Yes	No

Municipality	Bylaw		Req. Operator to reside in B&B	Req. B&B Operator to be Owner
Ferne	Zoning Bylaw 1750	<p><i>BED AND BREAKFAST USE - RESIDENTIAL</i> means: an owner occupied dwelling unit located in a residential zone in which not more than three (3) bedrooms are rented to paying customers on an overnight basis. One on site parking stall is required per room.</p> <p><i>BED AND BREAKFAST USE - COMMERCIAL</i> means: an owner occupied dwelling unit located in a commercial zone in which up to four (4) bedrooms are rented to paying customers on an overnight basis.</p> <p>3.6 BED AND BREAKFAST A bed and breakfast operation is an establishment where overnight accommodation is provided in fixed roof structures, where washroom facilities may or may not be shared and meals may or may not be provided. They shall take place within an inhabited residence or commercial area and are divided into two categories: residential and commercial, and are guided by the following general provisions.</p> <p>.1 Bed and Breakfast - Residential:</p> <ul style="list-style-type: none"> a) shall be owner occupied in a residential zone; b) shall not provide more than three (3) rooms for the purpose of paying guests within the home; c) one parking space must be provided on site for each room to be rented; d) the employment of one additional staff, who does not live in the primary residence, is allowed to assist with the operation of the bed and breakfast facility. <p>.2 Bed and Breakfast - Commercial:</p> <ul style="list-style-type: none"> a) shall be owner occupied in a commercial zone; b) a bed and breakfast commercial shall not provide more than four (4) rooms for the purpose of paying guests within the home; c) one parking space must be provided on site for each room to be rented; d) built form and signing shall conform to the City of Fernie Building Facade Design Guidelines, if located in a commercial Development Permit Area. e) the employment of two additional staff, who do not live in the primary residence, are allowed to assist with the operation of the bed and breakfast facility; f) a bed and breakfast commercial operation may allow limited retail sales to occur, for the sales of crafts, baking or convenience goods, providing the space used for display and sales of the goods does not exceed 120 sq. m. 	Yes	Yes

Municipality	Bylaw		Req. Operator to reside in B&B	Req. B&B Operator to be Owner
Coquitlam	Zoning Bylaw 3000	<p>BOARDING means the rental and occupation of a sleeping unit which is attached to or part of a dwelling unit, either with common cooking facilities, or where regular meals are provided; includes bed and breakfast accommodation.</p> <p>508 Accessory Uses (1) Boarding Use A boarding use: (a) must not accommodate more than two boarders per dwelling unit; (b) in the form of bed and breakfast accommodation, may provide accommodation for one family or two boarders; and (c) must be completely enclosed within a building.</p>	No	No
Victoria	Zoning Bylaw	<p>"Transient Accommodation" means: a) the use of land or a building for the temporary accommodation of visitors, and without limitation includes hotels, motels, vacation rentals and bed and breakfast accommodation; but b) does not include the accommodation of visitors without receipt of payment or other consideration, where that accommodation is incidental to and normally associated with the permitted residential use of a dwelling unit.</p> <p>"Home Occupation" means making, servicing, or repairing goods, or providing services for hire or gain by any person, wholly within a dwelling unit occupied by that person, but does not include the following except as provided in Schedule D: a) the sale of goods on or from the dwelling unit or its premises; b) the provision of escort services within a multiple dwelling; c) small-scale commercial urban food production.</p> <p>Schedule D. 11. Subject to the following requirements, where any building is used as a single family dwelling, up to two bedrooms may be used for transient accommodation as a home occupation. (1) Notwithstanding Section 4, meals or food services may be provided to any customers but not after 12:00 noon. (2) No liquor shall be provided to any customers. (3) One parking space for each room available for transient accommodation shall be provided on the lot and a parking space may be located behind another parking space. (4) No sign may be erected, used, or maintained for the purpose of advertising transient accommodation use within a single family dwelling.</p>	<p>Yes, if B&B up to two bedrooms</p> <p>Yes, in particular zones</p>	No

Municipality	Bylaw		Req. Operator to reside in B&B	Req. B&B Operator to be Owner
Victoria (con't)	Licence Bylaw 89-071	<p>18. Subject to Clause 19, a person letting individual rooms, suites of rooms, or lodgings for hire, either in a hotel, rooming house, apartment house, lodging house or elsewhere, and whether or not board or meals are supplied to the occupants thereof \$100.00, plus \$5.00 for each room let or available for letting</p> <p>19. Any persons who</p> <p>(a) have 2 or fewer rooms or suites for rent in a dwelling unit where the dwelling unit is occupied by its owner, the dwelling unit remains as a single legal title, and the interval at which rent is payable on the suite or rooms is <u>one month or longer</u>, or</p> <p>(b) let a room or suite of rooms under a registered lease with an initial or renewal term of 99 years or more are not required to take out or hold a license under Clause 18.</p>	No	No

Proposed Communication Plan: Short-term Rentals

Purpose:

Disseminate the proposed changes using a wide range of communication tools to increase understand of and compliance with the regulations:

Highlight of Proposed Communication Plan:

Communication Tool	Timing
Question and answer guide for frontline staff	<ul style="list-style-type: none"> Immediately following Council granting first reading Immediately following adoption of new bylaws
News release to be issued immediately following Council's decision	<ul style="list-style-type: none"> Immediately following Council granting first reading Immediately following adoption of new bylaws
Print advertisements in the local community paper and ethnic newspapers	<ul style="list-style-type: none"> Standard advertisement for Public Hearing After adoption of new bylaws
Prepared letter/email for distribution to residents operating legal B&Bs	<ul style="list-style-type: none"> Acknowledge legal operations and provide them with additional regulations for annual renewal
First and second notices to residents hosting unlicensed short-term rentals	<ul style="list-style-type: none"> In co-ordination with Bylaw Enforcement to notify illegal short-term rental operators on bylaw changes and invitation to submit for approval for those who fit the criteria
Updated brochure to explain the changes to the bylaw and related requirements	<ul style="list-style-type: none"> Immediately following adoption of new bylaws
Web page and social media content	<ul style="list-style-type: none"> Immediately following Council granting first reading Immediately following adoption of new bylaws
Prepared letter/email to send to stakeholders such as AirBnB and Expedia	<ul style="list-style-type: none"> After adoption of bylaws to invite cooperation from these companies to only host legally approved short-term rentals on their websites



City of
Richmond

NEW

Bylaw 9652

**CONSOLIDATED FEES BYLAW NO. 8636,
AMENDMENT BYLAW NO. 9652**

The Council of the City of Richmond enacts as follows:

1. The **Consolidated Fees Bylaw No. 8636**, as amended, is further amended by adding the Business Licence Bylaw No. 7360, Bed & Breakfast Use Table set out in Schedule A to this Bylaw following the Business Licence Bylaw No. 7360, Residential Use Table forming part of SCHEDULE – BUSINESS LICENCE to Consolidated Fees Bylaw No. 8636.
2. This Bylaw is cited as “**Consolidated Fees Bylaw No. 8636, Amendment Bylaw No. 9652**”.

FIRST READING

SECOND READING

THIRD READING

ADOPTED

MAYOR

CORPORATE OFFICER

CITY OF RICHMOND
APPROVED for content by originating dept. <i>CA</i>
APPROVED for legality by Solicitor <i>267</i>

**Business Licence Bylaw No. 7360
Bed & Breakfast Use**

Description	Fee
Bed & Breakfast Business Licence	\$162.00



City of
Richmond

NEW

Bylaw 9691

**Richmond Official Community Plan Bylaw 9000
Amendment Bylaw 9691
(B&B Buffer)**

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

1. Richmond Official Community Plan Bylaw 9000 is amended at Section 3.2 (Neighbourhood Character and Sense of Place), Objective 1 , by adding the following to the policies listed below “Single Family Land Uses”:
 - “• to limit the commercialization of single family neighbourhoods, and to mitigate potential impacts on traffic, parking congestions, and noise in single family neighbourhoods, bed and breakfast operations shall be located no less than 500 metres apart;”
2. This Bylaw may be cited as **“Richmond Official Community Plan Bylaw 9000, Amendment Bylaw 9691”**.



FIRST READING

PUBLIC HEARING

SECOND READING

THIRD READING

ADOPTED

CITY OF RICHMOND
APPROVED by 
APPROVED by Manager or Solicitor 

MAYOR

CORPORATE OFFICER



City of
Richmond

NEW

Bylaw 9692

**Richmond Zoning Bylaw No. 8500
Amendment Bylaw No. 9692
(B&B Buffer)**

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

1. Richmond Zoning Bylaw No. 8500, as amended, is further amended at Section 5.5 by inserting the following as a new subsection 5.5.10. following 5.5.9.:

“5.5.10. Each **bed and breakfast use** must be no less than 500 m apart, measured from the centre point of each **lot**.”

2. This Bylaw is cited as “**Richmond Zoning Bylaw No. 8500, Amendment Bylaw No. 9692**”.

FIRST READING

PUBLIC HEARING

SECOND READING

THIRD READING

OTHER CONDITIONS SATISFIED

ADOPTED

MAYOR

CORPORATE OFFICER

CITY OF RICHMOND
APPROVED by 
APPROVED by Director or Solicitor 



Richmond Zoning Bylaw No. 8500
Amendment Bylaw No. 9647

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

1. Richmond Zoning Bylaw No. 8500, as amended, is further amended at Section 3.4:
 - a. by deleting and replacing the definition of **Agri-tourist accommodation** with the following:

“Agri-tourist accommodation means accommodation for an **agri-tourist operation** on a farm, limited to 10 sleeping units in total of seasonal campsites, seasonal cabins or the short-term use of **bedrooms**.”
 - b. by adding the following definition after the definition of **“exhibition & convention facilities”**:

“Family member means, with respect to a person:

 - a) the person’s spouse;
 - b) the person’s child;
 - c) the person’s spouse’s child;
 - d) the person’s parent, or the person’s spouse’s parent;
 - e) the person’s grandparent, or the person’s spouse’s grandparent; or
 - f) the person’s grandchild, or the person’s spouse’s grandchild.”;
 - c. by adding the following definition after the definition of **“hutch”**:

“Individual registered owner means with respect to land, any individual person who is:

 - a) the registered owner of an estate in fee simple; or
 - b) the tenant for life under a registered life estate.”.

d. by adding the following definition after the definition of “**open space**”:

“**Operator** means the person who operates the **bed and breakfast**.”; and

e. by adding the following definition after the definition of “**premises**”:

“**Principal residence** means a **dwelling** in which an **operator** ordinarily resides. A person can only have one **principal residence**.”.

2. Richmond Zoning Bylaw No. 8500, as amended, is further amended at Section 5.5:

a. by deleting subsection 5.5.2 and replacing it with the following:

“5.5.2. A **bed and breakfast use** is not permitted in a **single detached housing dwelling unit** or on a lot that contains a **secondary suite**, a **granny flat**, or a **coach house**, or a **boarding and lodging**, **minor community care facility**, **agri-tourist accommodation**, or **child care home business use**.”;

b. by deleting subsection 5.5.3 and replacing it with the following:

“5.5.3. A **bed and breakfast use** is permitted only in a **single detached housing dwelling unit** that is the **principal residence** of the **operator**, where the **operator** is an individual and not a corporation.

5.5.3A. A **bed and breakfast use** is permitted only in a **single detached housing dwelling unit** where the **operator** is the **individual registered owner** of the **dwelling** or the **individual registered owner’s family member**.”; and

c. by inserting the following as a new subsection 5.5.5A. following 5.5.5.:

“5.5.5A. **Bed and breakfast use** of a **single detached housing dwelling unit** is limited to accommodation of a maximum of **6 guests** at one time.”.

3. Richmond Zoning Bylaw No. 8500, as amended, is further amended by adding the following after Section 5.19 as new Section 5.20:

“5.20 Short Term Rental of Dwelling Units

5.20.1 No person shall use or permit to be used any **dwelling unit**, or portion thereof, for accommodation for a period of less than thirty (30) days unless such **dwelling unit** forms part of a **hotel** or a **motel**, or is used for **boarding and lodging**, **agri-tourist accommodation**, **community care facility**, **dormitory**, or **bed and breakfast use** in compliance with all applicable bylaws.”

4. Richmond Zoning Bylaw No. 8500, as amended, is further amended:

a. at section 14.1.3 by deleting “**agri-tourist accommodation**”;

- b. at section 14.1.11.4 by deleting section 14.1.11.4 and replacing it with the following:
- “4. *Intentionally deleted.*”; and
- c. at section 15.11.11.1 by deleting section 15.11.11.1 and replacing it with the following:
- “1. *Intentionally deleted.*”.
5. This Bylaw is cited as “**Richmond Zoning Bylaw No. 8500, Amendment Bylaw No. 9647**”.

FIRST READING

PUBLIC HEARING

SECOND READING

THIRD READING

OTHER CONDITIONS SATISFIED

ADOPTED

MAYOR

CORPORATE OFFICER





**Business Regulation Bylaw No. 7538,
Amendment Bylaw No. 9649**

The Council of the City of Richmond enacts as follows:

1. **Business Regulation Bylaw No. 7538**, as amended, is further amended by deleting Part 22 and replacing it with the following:

**“PART TWENTY-TWO: BED & BREAKFAST ESTABLISHMENT
REGULATIONS**

- 22.1. Without first obtaining a **licence** for a **bed and breakfast establishment**, persons must not provide guests with **residential rental accommodation** for rental periods of less than 30 days.
- 22.2 **Bed and Breakfast Establishments** shall be subject to the following regulations:
 - 22.2.1. the premises must be the **operator’s principal residence**;
 - 22.2.2. the **operator** must be an **individual registered owner** of the premises or a **family member** of the **individual registered owner** of the premises;
 - 22.2.3. the **operator** must permit the **City’s Licence Inspector** to inspect the operator’s guest register maintained pursuant to the *Hotel Guest Registration Act* to determine whether the applicable zoning bylaw restrictions on the number of guests permitted in the premises are being complied with;
 - 22.2.4. the **operator** must prepare a fire evacuation plan showing the location of exits, fire extinguishers and smoke detectors, install and maintain the fire safety equipment, and post a copy of the fire evacuation plan in each bedroom used for guest accommodation; and
 - 22.2.5. the **operator** must not provide or install any equipment or facilities used for the preparation of food in any bedroom or sleeping unit used for guest accommodation.”

2. **Business Regulation Bylaw No. 7538**, as amended, is further amended at Part 23 by deleting Section 23.1 and replacing it with the following:

“23.1 Any **licencee, operator**, or any other person who:

- (a) violates or contravenes any provision of this bylaw, or who causes or allows any provision of this bylaw to be violated or contravened; or
- (b) fails to comply with any of the provisions of this bylaw; or
- (c) neglects or refrains from doing anything required under the provisions of this bylaw or the **Business Licence Bylaw**; or
- (d) fails to maintain the standard of qualification required for the issuing of a **licence**; or
- (e) makes any false or misleading statement,

commits an offence and upon conviction shall be liable to a fine of not more than Ten Thousand Dollars (\$10,000.00), in addition to the costs of the prosecution, and where the offence is a continuing one, each day that the offence is continued shall constitute a separate offence.”.

3. **Business Regulation Bylaw No. 7538**, as amended, is further amended at Section 26.1 by:

- (a) adding the following as the definition of “**boarding and lodging**” in alphabetical order:

“**boarding and lodging** means **boarding and lodging** as defined in the City’s zoning bylaw.”;

- (b) adding the following as the definition of “**community care facility**” in alphabetical order:

“**community care facility** means a **community care facility** as defined in the City’s zoning bylaw.”;

- (c) adding the following as the definition of “**dormitory**” in alphabetical order:

“**dormitory** means a **dormitory** as defined in the City’s zoning bylaw.”;

- (d) adding the following as the definition of “**dwelling**” in alphabetical order:

“**dwelling** means a dwelling as defined in the City’s zoning bylaw.”;

- (e) adding the following as the definition of “**family member**” in alphabetical order:

“**family member** means a family member as defined in the City’s zoning

bylaw.”;

- (f) adding the following as the definition of “**individual registered owner**” in alphabetical order:

“**individual registered owner** means an individual registered owner as defined in the City’s zoning bylaw.”;

- (g) adding the following as the definition of “**principal residence**” in alphabetical order:

“**principal residence** means a principal residence as defined in the City’s zoning bylaw.”; and

- (h) adding the following as the definition of “**residential rental accommodation**” in alphabetical order:

“**residential rental accommodation** means the accommodation of guests in all or a portion of a dwelling, with or without food service, but excludes accommodation that is a **boarding and lodging, community care facility, or dormitory.**”;

4. This Bylaw is cited as “**Business Regulation Bylaw No. 7538, Amendment Bylaw No. 9649**”.

FIRST READING


SECOND READING

THIRD READING

ADOPTED

MAYOR

CORPORATE OFFICER

CITY OF RICHMOND
APPROVED for content by originating Division 
APPROVED for legality by Solicitor 



**Business Licence Bylaw No. 7360,
Amendment Bylaw No. 9650**

The Council of the City of Richmond enacts as follows:

1. **Business Licence Bylaw No. 7360**, as amended, is further amended by deleting Section 2.4.1 and replacing it with the following:

“2.4.1 Every **Bed & Breakfast Establishment applicant** must at the time of application:

- (a) certify that they reside in the premises as their **principal residence** and provide proof that the premises are the **applicant’s principal residence**. To demonstrate that the premises is their **principal residence**, an **applicant** must be able to produce copies of the **applicant’s** government issued picture identification showing the **applicant’s** address as the premises, and copies of either one or both of the following:
 - (i) a tax assessment for the current year for the lot upon which the premises are constructed showing the **applicant** as payor, or
 - (ii) a utility bill (electricity, district energy, gas, or telephone) issued within the previous 3 months for the premises showing the **applicant** as payor, or
 - (iii) such other evidence as required by the **City** from time to time;
- (b) provide proof that the **individual registered owner(s)** of the premises has consented to the use of the premises as a **bed & breakfast establishment** by providing one of the following, as applicable:
 - (i) if the **applicant** is an **individual registered owner** of the premises, a copy of legal title to the premises showing the **applicant** as an **individual registered owner**, or
 - (ii) if the **applicant** is a **family member** of an **individual registered owner** of the premises, a copy of legal title to the premises identifying the **individual registered owner(s)** and a declaration from an **individual registered owner** of the premises certifying that the **applicant** is the **individual registered owner’s family member** and that use of the premises as a **short-term rental** is permitted; and
- (c) provide a copy of the guest register format to be used in the recording of guests stays under the *Hotel Guest Registration Act* (British Columbia).

- (d) prepare a notification letter that:
 - (i) describes the operation and the number of bedrooms that will be rented to overnight guests; and
 - (ii) includes information on how to contact the operator by phone;
 - (e) mail or deliver the notification letter to all residents and owners of residential dwellings (i) abutting or across the street from the premises, or (ii) within a 50 metre radius of the premises, whichever is greater;
 - (f) provide a copy of the notification letter and a list with the addresses of all persons that received the notification letter;
 - (g) provide a copy of the fire evacuation plan required by the **Business Regulation Bylaw**;
 - (h) provide floor plans, drawn to scale, of the entire floor area of each level of the residence, indicating the use of each room of the residence and clearly identifying the guest rooms to be used in the **bed & breakfast establishment**; and
 - (i) provide a property site plan showing:
 - (i) the location and dimension of the driveway identifying vehicle parking spaces for residences and guests for each guest room;
 - (ii) the location of the residence on the property with setbacks indicated from all property lines;
 - (iii) landscaping and open areas as required by the **Zoning Bylaw**;
 - (iv) signage size and placement as permitted by the **Zoning Bylaw**; and
 - (j) pay the required annual bed & breakfast business licence fee specified in the Consolidated Fee Bylaw No. 8636 for the Bed & Breakfast Use category of this bylaw.”.
2. **Business Licence Bylaw No. 7360**, as amended, is further amended at Part 3 by adding the following as a new Section 3.7A following the Section 3.7:
- “3.7A BED & BREAKFAST USE CATEGORY** means the use of premises or facilities as **Bed & Breakfast Establishments**, as permitted by this bylaw, the **Business Regulation Bylaw**, and the **Zoning Bylaw**.”.

3. **Business Licence Bylaw No. 7360**, as amended, is further amended at Part 5 by deleting Section 5.1 and replacing it with the following:

“5.1 Any **licencee**, operator, or any other **person** who:

- (a) violates or contravenes any provision of this bylaw or a **licence** issued hereunder, or who causes or allows any provision of this bylaw or a **licence** issued hereunder to be violated or contravened; or
- (b) fails to comply with any of the provisions of this bylaw or a **licence** issued hereunder; or
- (c) neglects or refrains from doing anything required under the provisions of this bylaw, or a **licence** issued hereunder, or the **Business Regulation Bylaw**; or
- (d) fails to maintain the standard of qualification required for the issuing of a **licence** under this bylaw; or
- (e) makes any false or misleading statement,

commits an offence and upon conviction shall be liable to a fine of not more than Ten Thousand Dollars (\$10,000.00), in addition to the costs of the prosecution, and where the offence is a continuing one, each day that the offence is continued shall constitute a separate offence, and may result in the suspension, cancellation or revocation of the **licence** in question.”.

4. **Business Licence Bylaw No. 7360**, as amended, is further amended at Part 5 by deleting Section 5.3 and replacing it with the following:

“5.3 Every **licencee** must comply with the requirements of this, or any other bylaw of the **City**, which governs or regulates the **business** for which such **licence** was granted, must comply with any requirements imposed by the **Medical Health Officer**, and must comply with all applicable statutes, regulations, rules, codes and orders of all federal or provincial authorities having jurisdiction of such **business**, and any **person** failing to comply with the requirements of this Part commits an offence and, upon conviction, is liable for the penalties specified.”.

5. **Business Licence Bylaw No. 7360**, as amended, is further amended at Section 7.1 by adding the following as the definition of “**family member**” in alphabetical order:

“**Family Member** means a family member as defined in the **City’s zoning bylaw**.”.

6. **Business Licence Bylaw No. 7360**, as amended, is further amended at Section 7.1 by adding the following as the definition of “**individual registered owner**” in alphabetical order:

“**Individual Registered Owner** means a registered owner as defined in the **City’s zoning bylaw.**”.

7. **Business Licence Bylaw No. 7360**, as amended, is further amended at Section 7.1 by adding the following as the definition of “**principal residence**” in alphabetical order:

“**Principal Residence** means a principal residence as defined in the **City’s zoning bylaw.**”.

8. This Bylaw is cited as “**Business Licence Bylaw No. 7360, Amendment Bylaw No. 9650.**”.

FIRST READING



SECOND READING

THIRD READING

ADOPTED

MAYOR

CORPORATE OFFICER

CITY OF RICHMOND
APPROVED for content by originating Division

APPROVED for legality by Solicitor




Municipal Ticket Information Authorization Bylaw No. 7321, Amendment Bylaw No. 9651

The Council of the City of Richmond enacts as follows:

1. **Municipal Ticket Information Authorization Bylaw No. 7321**, as amended, is further amended at Section 2.1 by deleting the definition of Bylaw Enforcement Officer and replacing it with the following:

**“BYLAW
ENFORCEMENT
OFFICER**

means an employee of the **City**, appointed to the job position or title of bylaw enforcement officer, or acting in another capacity, on behalf of the **City** for the purpose of the enforcement of one or more of the **City** bylaws.”.

2. **Municipal Ticket Information Authorization Bylaw No. 7321**, as amended, is further amended at Section 2.1 by deleting the definition of Licence Inspector and replacing it with the following:

**“LICENCE
INSPECTOR**

means an employee of the **City**, appointed to the job position or title of licence inspector, and includes **Bylaw Enforcement Officers** and the Chief Licence Inspector.”.

3. **Municipal Ticket Information Authorization Bylaw No. 7321**, as amended, is further amended at Schedule B 3 by deleting the following portion of Schedule B 3:

SCHEDULE B 3

BUSINESS REGULATION BYLAW NO. 7538

Column 1 Offence	Column 2 Section	Column 3 Fine
Failure to maintain Fire Evacuation Plan	22.1.1	\$250
No access to Guest Register	22.1.2	\$250
Food preparation in room used for guest accommodation	22.1.3	\$250
Failure to maintain Approved Accommodation Status	22.1.4	\$250

4. **Municipal Ticket Information Authorization Bylaw No. 7321**, as amended, is further amended at Schedule B 3 by adding the following to the end of Schedule B 3:

SCHEDULE B 3

BUSINESS REGULATION BYLAW NO. 7538

Column 1 Offence	Column 2 Section	Column 3 Fine
Rentals for less than 30 days without licence	22.1	\$1000
Premises not operator's principal residence	22.2.1	\$1000
Operator not registered owner of premises or family member	22.2.2	\$1000
No access to Guest Register	22.2.3	\$1000
Failure to maintain Fire Evacuation Plan	22.2.4	\$1000
Food preparation in room used for guest accommodation	22.2.5	\$250

5. **Municipal Ticket Information Authorization Bylaw No. 7321**, as amended, is further amended at Schedule B 17 by deleting Schedule B 17 and replacing it with the following:

SCHEDULE B 17

ZONING BYLAW NO. 8500

Column 1 Offence	Column 2 Section	Column 3 Fine
Bed and Breakfast – stay exceeding 30 days	1.4.2	\$250
Parking or storing large commercial vehicle shipping container	3.5.3	\$100
Parking or storing large commercial vehicle	3.5.4	\$100
Bed and Breakfast - not operator's principal residence	5.5.3	\$1000
Bed and Breakfast - operator not owner or family member	5.5.3A	\$1000
Bed and Breakfast - excess guest rooms	5.5.5	\$1000
Bed and Breakfast - excess guest capacity	5.5.5A	\$1000
Bed and Breakfast - excess guest room capacity	5.5.6	\$1000
Bed and Breakfast - excess signage	5.5.8	\$250
Dwellings – rentals for less than 30 days	5.20.1	\$1000
Failure to maintain required parking spaces	7.7.1	\$250



6. This Bylaw is cited as **“Municipal Ticket Information Authorization Bylaw No. 7321, Amendment Bylaw No. 9651”**.

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

Bylaw 8992

**Soil Removal and Fill Deposit Regulation Bylaw No. 8094,
Amendment Bylaw No. 8992**

The Council of the City of Richmond enacts as follows:

1. Soil Removal and Fill Deposit Regulation Bylaw No. 8094 is amended by repealing paragraph 3.2.1(a) in its entirety and marking it as "REPEALED".
2. This Bylaw is cited as "Soil Removal And Fill Deposit Regulation Bylaw No. 8094, Amendment Bylaw No. 8992".

FIRST READING

JAN 28 2013

SECOND READING

JAN 28 2013

THIRD READING

JAN 28 2013

MINISTERIAL APPROVALS

AUG 13 2013

ADOPTED

CITY OF RICHMOND
APPROVED for content by originating dept. <i>EW</i>
APPROVED for legality by Solicitor <i>hj</i>

MAYOR

CORPORATE OFFICER



City of Richmond

Bylaw 9561

Richmond Zoning Bylaw 8500 Amendment Bylaw 9561 (RZ 16-721609) Portion of 7651 Bridge Street

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 (ZS14) – SOUTH MCLENNAN (CITY CENTRE)"**.

That area shown cross-hatched on "Schedule A" attached to and forming part of Bylaw No. 9561

2. This Bylaw may be cited as **"Richmond Zoning Bylaw 8500, Amendment Bylaw 9561"**.

FIRST READING

MAY 24 2016

A PUBLIC HEARING WAS HELD ON

JUN 20 2016

SECOND READING

JUN 20 2016

THIRD READING

JUN 20 2016

OTHER CONDITIONS SATISFIED

MAR 08 2017

ADOPTED

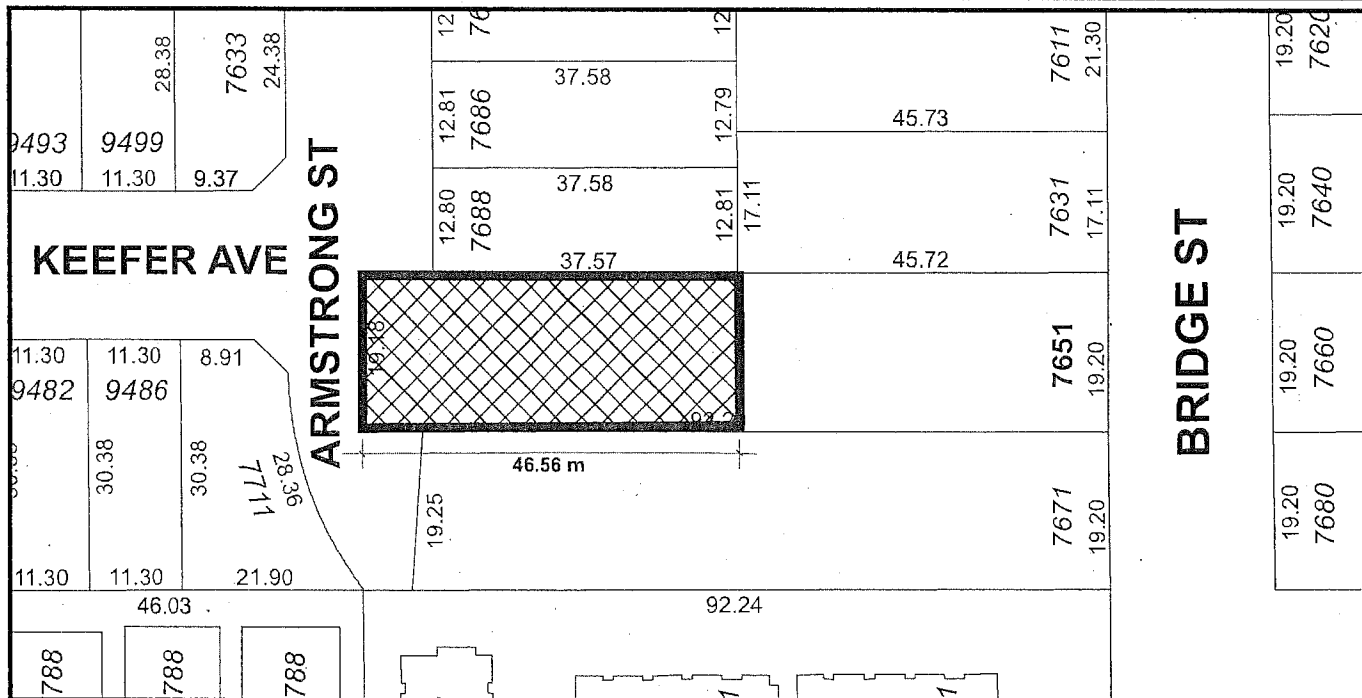
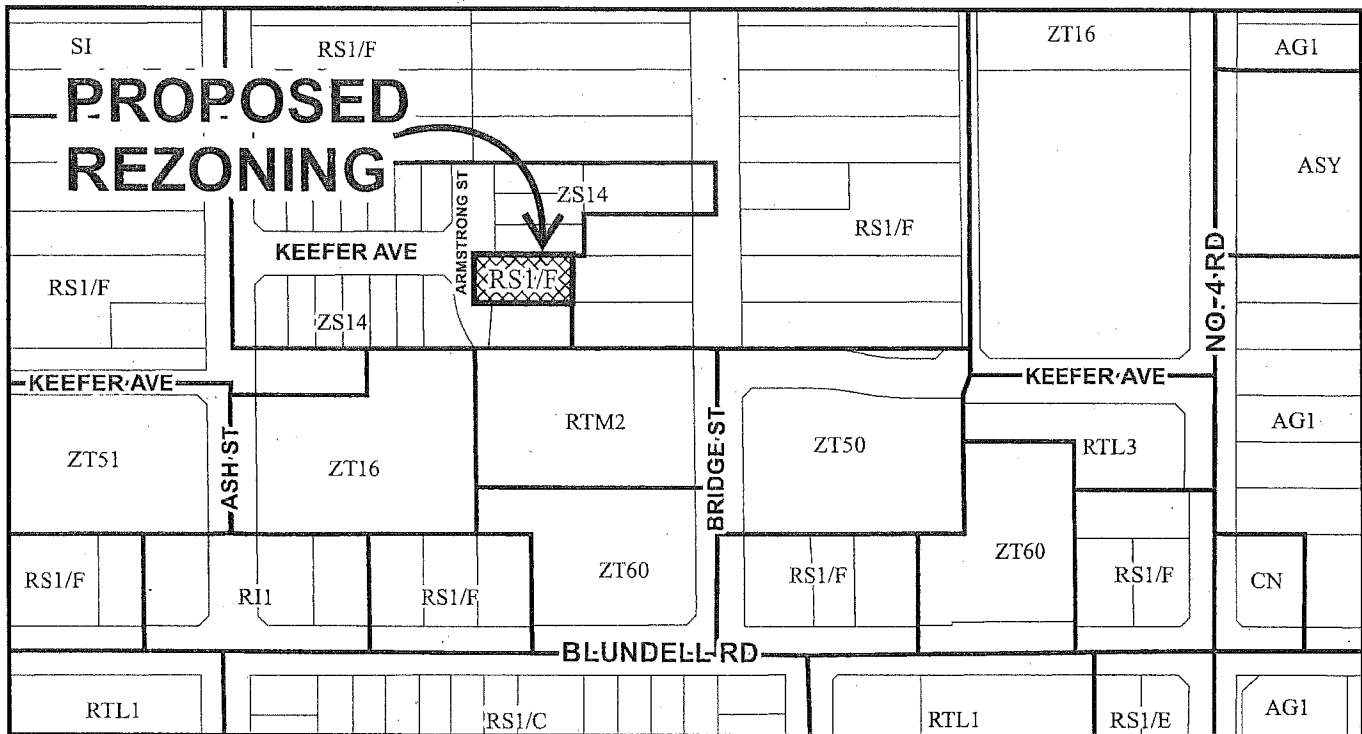
MAYOR

CORPORATE OFFICER





City of Richmond



RZ 16-721609

Original Date: 03/01/16

Revision Date: 04/29/16

Note: Dimensions are in METRES



**Development Permit Panel
Wednesday, February 15, 2017**

Time: 3:30 p.m.
Place: Council Chambers
Richmond City Hall
Present: Joe Erceg, Chair
Cathryn Volkering-Carlile, General Manager, Community Services
Cecilia Achiam, Director, Administration and Compliance

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

Minutes

It was moved and seconded

That the minutes of the meeting of the Development Permit Panel held on January 25, 2017, be adopted.

CARRIED

1. Development Permit 16-738292
(REDMS No. 5291649)

APPLICANT: Randall Olafson

PROPERTY LOCATION: 6551 No. 3 Road

INTENT OF PERMIT:

Permit the construction of exterior alterations and minor building additions to the existing building for an enclosed patio and garbage enclosure at 6551 No. 3 Road on a site zoned "Downtown Commercial (CDT1)" and "Gas & Service Stations (CG1)".

Applicant's Comments

Randall Olafson, Randall Olafson Consultants, Ltd., introduced the members of the design team for the project.

Development Permit Panel

Wednesday, February 15, 2017

Derek Fleming, Acton Ostry Architects, Inc., and Alain Lamontagne, Durante Kreuk Ltd. Landscape Architects, with the aid of a visual presentation (attached to and forming part of these Minutes as Schedule 1) provided background information on the project.

Mr. Fleming briefed the Panel on the project's site context, noting that the restaurant tenant, Cactus Club Café, will be relocating from its current location at the corner of Lansdowne Road and No. 3 Road to the south side of Richmond Centre Mall fronting No. 3 Road which is highly visible and prominent from the main Cook Road entry to the shopping mall.

Mr. Fleming added that interior and exterior improvements are proposed for the restaurant tenant unit including (i) an enclosed restaurant patio addition, open to above and provided with a retractable awning for weather protection, (ii) a fully enclosed garbage building which has its own mechanical systems, (iii) enlargement of a mall entry wall, (iv) a continuous canopy fronting the building to provide weather protection, (v) new tree and landscape plantings fronting the restaurant unit to enhance the pedestrian realm, and (vi) two new raised and realigned pedestrian crossings to enhance accessibility to the mall entrance from No. 3 Road and provide traffic calming to the internal drive aisle fronting the restaurant.

In response to a query from the Panel, Mr. Fleming advised that the garbage building can be accessed through its overhead door and swing door adjacent to the loading area.

Mr. Lamontagne briefed the Panel on the main landscaping features of the project, noting that (i) the existing curb fronting the restaurant will be realigned to enhance the pedestrian realm, (ii) new planting beds and small trees are proposed to provide a buffer between the walkway and the drive aisle directly in front of the restaurant and mall entry wall, (iii) new landscaping planters are proposed in front of the patio, (iv) concrete paving with exposed aggregate banding is proposed for sidewalk surface treatment, and (v) landscaping in front of the mall entry wall will be supplemented.

In response to queries from the Panel, Mr. Lamontagne and Mr. Fleming noted that (i) canopies of trees proposed to be planted along the building walkway will have adequate height clearance and will not impede pedestrian circulation, (ii) the proposed landscaping treatment in front of the subject restaurant tenant unit will not be extended to the White Spot restaurant frontage on the north side of the atrium main entry to the mall, but will be considered by mall management in future development of the mall.

In response to further queries from the Panel, Mr. Lamontagne and Mr. Fleming confirmed that (i) the existing curb line will be pulled out to accommodate the proposed landscaping, (ii) irrigation will be provided to the planted areas in front of the restaurant, (iii) electrical connections will be provided to add lighting to proposed trees along the walkway, and (iv) the number of visitor and handicapped parking spaces currently provided by the mall exceed the minimum requirement and handicapped parking spaces are located in close proximity to the main entrance to the mall, and (v) the loading bay adjacent to the proposed patio will also accommodate deliveries of supplies to the restaurant.

Development Permit Panel

Wednesday, February 15, 2017

Staff Comments

Wayne Craig, Director, Development, acknowledged the work done by the applicant to improve the pedestrian connections on the site as well as the proposed landscaping in front of the restaurant.

In response to a query from the Panel, Mr. Craig confirmed that a Building Permit for façade renovation was issued in 2016 to the restaurant unit on the north side of the atrium main entry to the mall but the extent of the proposed renovation did not require a Development Permit.

Panel Decision

It was moved and seconded

That a Development Permit be issued which would permit the construction of exterior alterations and minor building additions to the existing building for an enclosed patio and garbage enclosure at 6551 No. 3 Road on a site zoned "Downtown Commercial (CDT1)" and "Gas & Service Stations (CG1)".

CARRIED

2. Development Permit 16-743848

(REDMS No. 5295260)

APPLICANT: Oval 8 Holdings Ltd.

PROPERTY LOCATION: 6622/6688 Pearson Way

INTENT OF PERMIT:

Permit the construction of a mixed-use complex that includes two (2) 13-storey and one (1) low rise building with 284 residential units; including 14 2-storey units with street-oriented patio decks, and 1,562 m² (16,813 ft²) of street fronting commercial space; for a combined total area of approximately 35,793 m² (385,272 ft²) at 6622/6688 Pearson Way on a site zoned "High Rise Apartment and Olympic Oval (ZMU4) - Oval Village (City Centre)".

Applicant's Comments

James Cheng, James Cheng Architects, and Christopher Phillips, PFS Studio, with the aid of a visual presentation (attached to and forming part of these Minutes as Schedule 2) provided background information on the proposed development, highlighting the following:

- the public realm is an important consideration in the design of the overall River Green project;
- a significant improvement to the public realm for the overall project since the rezoning in 2011 is the provision of an on-site publicly accessible open space on the subject site that connects to the dike;

3.

Development Permit Panel

Wednesday, February 15, 2017

- design changes are proposed for the subject site to better respond to the publicly accessible open space;
- a larger public plaza is proposed on the south side of the proposed development, facing River Road;
- public art is proposed in the public plaza along River Road;
- the proposed street level “internal covered street” provides customer parking and access to commercial retail units (CRUs) along River Road;
- a seven-meter wide Hollybridge Way Greenway is proposed along the west side of the subject site;
- the massing of Building A is pulled back at the corner of Hollybridge Way and East-West Pearson Way to provide a bigger open space;
- the proposed arrival/drop off courtyard with water feature on East-West Pearson Way provides main access to the residential units in Buildings A and B; and
- the central outdoor courtyard in Level 2, divided into active and quiet amenity spaces, is a visual extension to the indoor amenity spaces surrounding the courtyard which includes the indoor swimming pool.

In response to a query from the Panel, Mr. Philipps advised that the proposed species for street trees was recommended by City staff.

In response to a further query from the Panel, Mr. Cheng acknowledged that a portion of the base of Building A at the corner of River Road and Hollybridge Way was purposely set back so as not to interrupt the sidewalk and provide weather protection to pedestrians.

Staff Comments

Mr. Craig clarified that should the subject Development Permit application be endorsed, such endorsement does not include approval for the proposed public art piece for the subject development as public art selection is done through a separate review process.

Mr. Craig further noted that the Development Permit review process for the subject development considered the location for a potential public art piece to ensure the proposed public plaza along River Road is designed accordingly.

In addition, Mr. Craig acknowledged that (i) the project will contribute significantly to the public realm, (ii) off-site parking will be provided for the benefit of the neighbouring property at 5111 Hollybridge Way, (iii) 23 Basic Universal Housing Units will be provided, (iv) the project will be District Energy Utility ready and will achieve a LEED Silver equivalency, (vi) the project is designed to meet the City’s Aircraft Noise standards, and (vii) there will be a Servicing Agreement for frontage improvements along the four frontages of the site.

Development Permit Panel

Wednesday, February 15, 2017

Panel Discussion

In response to a query from the Panel, Mr. Craig confirmed that the selection of public art pieces is subject to a separate process; however, the future accommodation of public art was considered in the design of the public plaza on River Road.

The Panel acknowledged support for the project in terms of its form and character; however, it was noted that it is beyond the jurisdiction of the Panel to approve the proposed public art piece and its proposed location.

Panel Decision

It was moved and seconded

That a Development Permit be issued which would permit the construction of a mixed-use complex that includes two (2) 13-storey and one (1) low rise building with 284 residential units; including 14 2-storey units with street-oriented patio decks, and 1,562 m² (16,813 ft²) of street fronting commercial space; for a combined total area of approximately 35,793 m² (385,272 ft²) at 6622/6688 Pearson Way on a site zoned "High Rise Apartment and Olympic Oval (ZMU4) - Oval Village (City Centre)".

CARRIED

3. Date of Next Meeting: March 1, 2017

4. Adjournment

It was moved and seconded

That the meeting be adjourned at 4:22 p.m.

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the Development Permit Panel of the Council of the City of Richmond held on Wednesday, February 15, 2017.

Joe Erceg
Chair

Rustico Agawin
Auxiliary Committee Clerk

Schedule 1 to the Minutes of the
Development Permit Panel
meeting held on Wednesday,
February 15, 2017.

ACTON OSTRY ARCHITECTS INC



CACTUS CLUB CAFE RICHMOND CENTRE

DEVELOPMENT PERMIT PANEL
15 February 2017 DP 16-738292



Cactus Club Cafe - No. 3 Road, Richmond

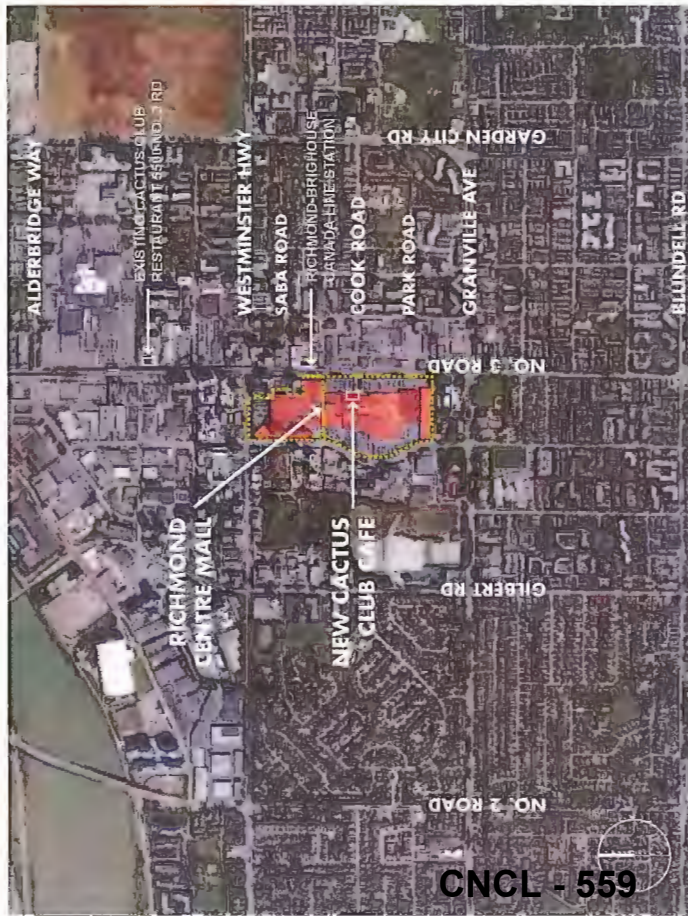


Cactus Club Cafe - No. 3 Road, Richmond

CACTUS CLUB CAFE RICHMOND CENTRE



existing restaurant

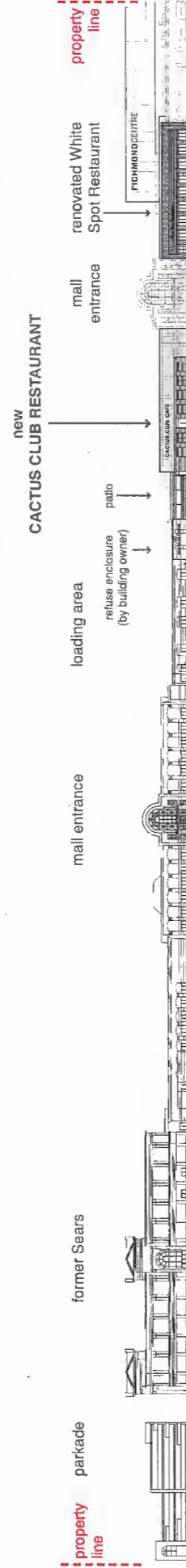


CNCL - 559

aerial view of site



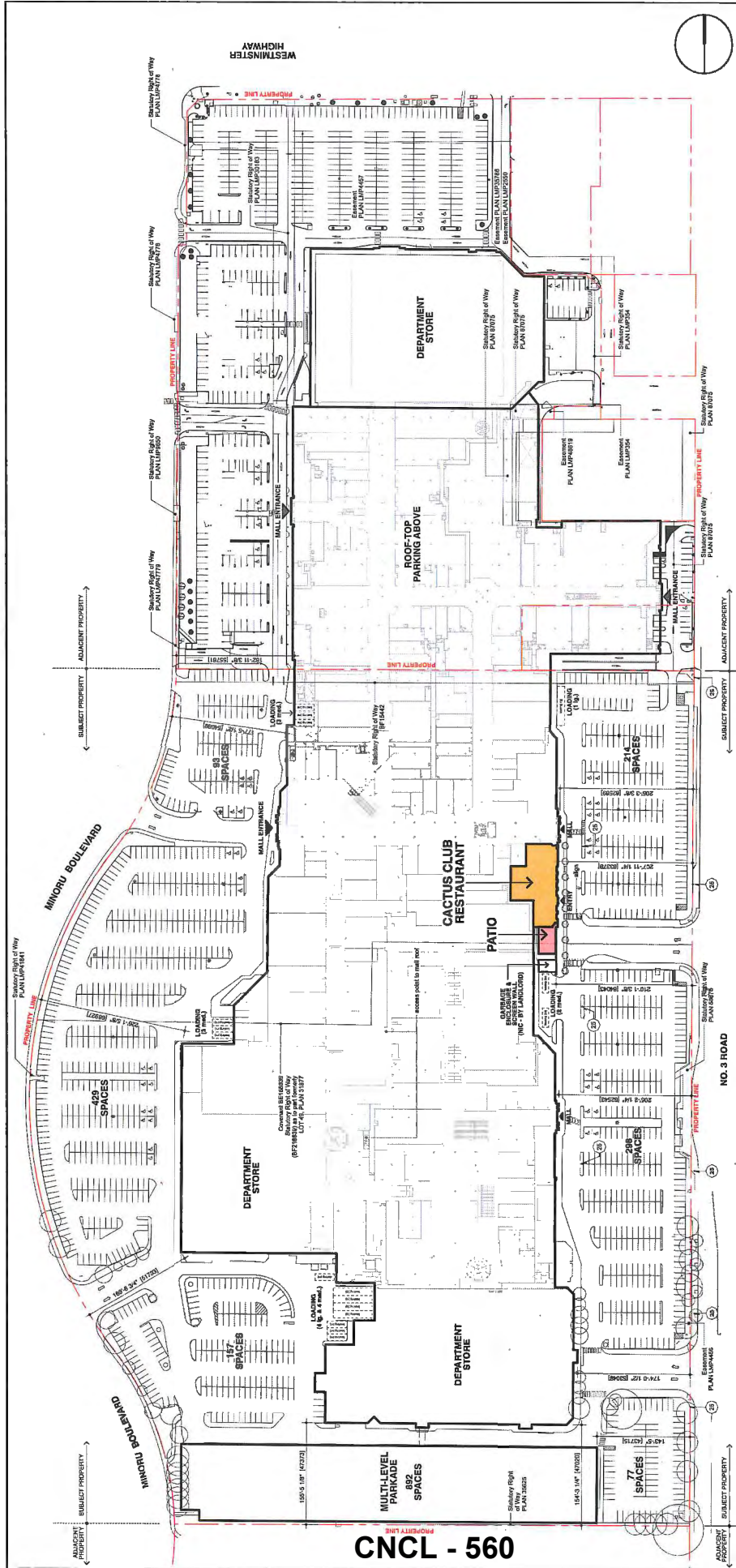
perspective aerial view of site



contextual elevation along No. 3 Road

CACTUS CLUB CAFE RICHMOND CENTRE

context & site



CNCL - 560

CACTUS CLUB CAFE RICHMOND CENTRE

site plan



view north along No. 3 Rd toward Saba Rd (higher density)



view south along No. 3 Rd toward Cook Rd (lower density)



view west from intersection of No. 3 Rd and Cood Rd

CNCL - 561



view west from No. 3 Rd



view west from No. 3 Rd, north end of Richmond Centre Mall

CACTUS CLUB CAFE RICHMOND CENTRE

context & site



CF Richmond Centre, view of existing subject retail unit and mall main entrance



view of mall main entrance, subject retail unit beyond

CNCL - 562



view north, existing loading bay



view of existing loading bay screen wall and subject retail unit



view of sidewalk in front of existing subject retail unit

CACTUS CLUB CAFE RICHMOND CENTRE

context & site



Cactus Club Cafe West Edmonton Mall



Cactus Club Cafe Abbotsford



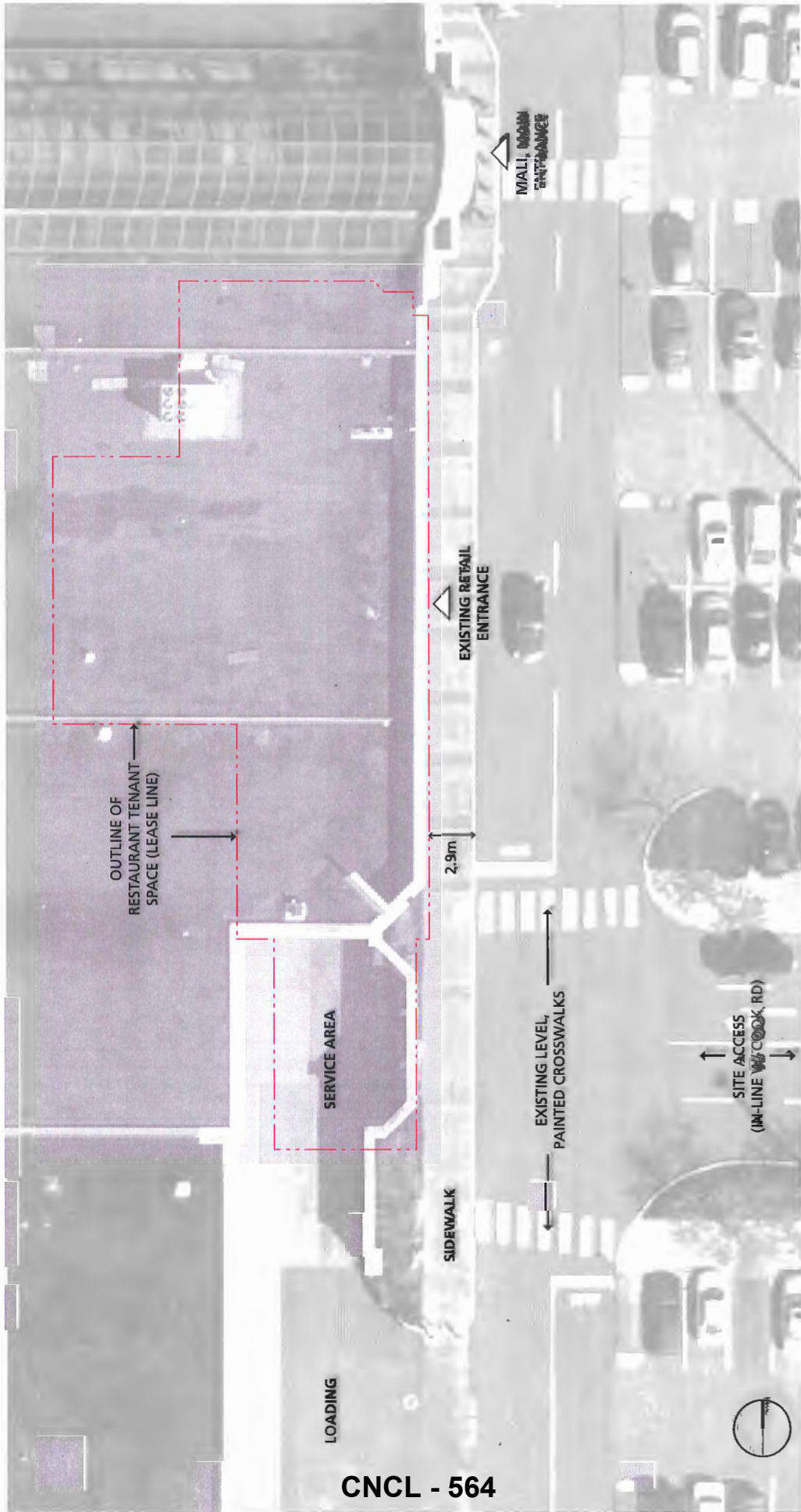
Cactus Club Cafe White Rock



Cactus Club Cafe Langley

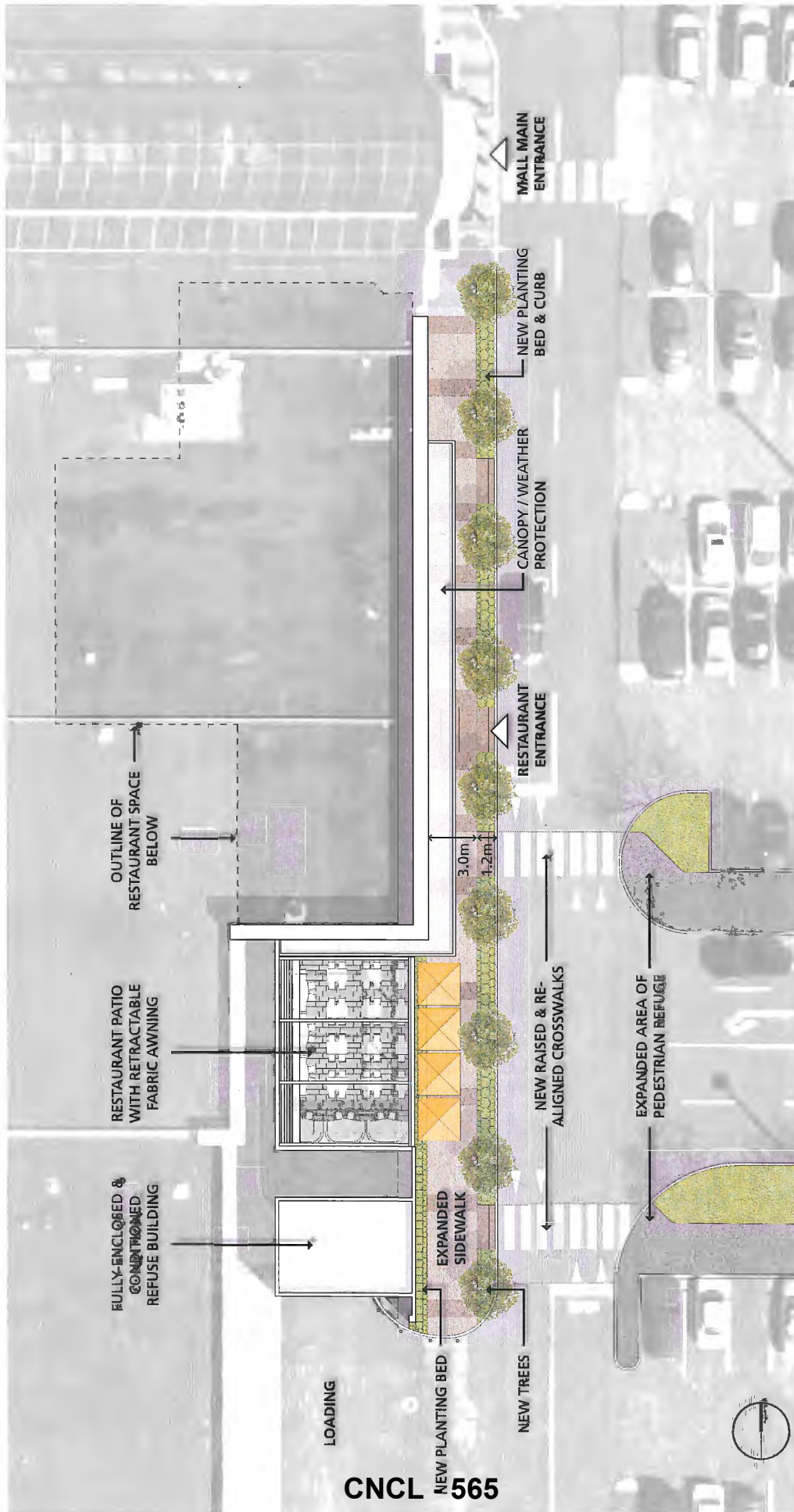
CACTUS CLUB CAFE RICHMOND CENTRE

precedent images



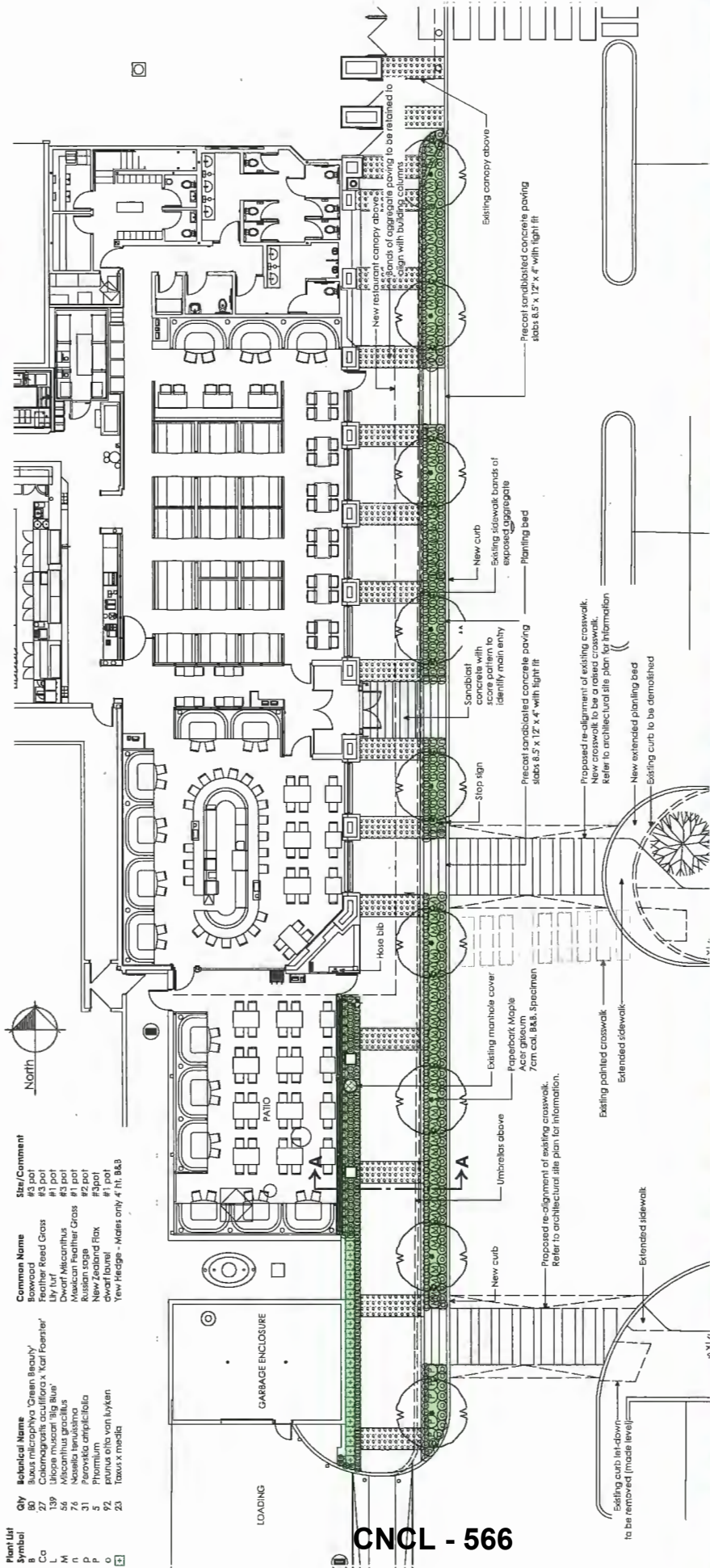
CACTUS CLUB CAFE RICHMOND CENTRE

aerial photograph: EXISTING



CACTUS CLUB CAFE RICHMOND CENTRE

PEDESTRIAN REALM IMPROVEMENTS & LANDSCAPING
aerial photomontage: PROPOSED



CNCL - 566

Plant List	Botanical Name	Common Name	Size / Comment
Q1	Acer glabrum	Red Maple	#3 pot
27	Coloniastrum acutiflorum x 'Karl Foerster'	Feather Reed Grass	#3 pot
Co	Urtica dioica	Stinging Nettle	#1 pot
L	Urtica dioica	Stinging Nettle	#3 pot
M	Miscanthus sinensis	Chinese Silver Grass	#3 pot
n	Miscanthus sinensis	Chinese Silver Grass	#1 pot
76	Nassella tenuiflora	Woolly Fescue	#3 pot
P	Prunus obovatiloba	New Zealand Flax	#3 pot
o	Prunus obovatiloba	New Zealand Flax	#1 pot
23	Taxus x media	Yew Hedges - Males only 4' ht. B&S	



Acer glabrum - Red Maple
B - Coloniastrum acutiflorum x 'Karl Foerster'
Co - Urtica dioica
L - Urtica dioica
M - Miscanthus sinensis
n - Nassella tenuiflora
P - Prunus obovatiloba
o - Prunus obovatiloba
23 - Taxus x media

CACTUS CLUB CAFE RICHMOND CENTRE

landscape plan



CACTUS CLUB CAFE RICHMOND CENTRE

3D rendering: view west from No. 3 Road
EXISTING



CACTUS CLUB CAFE RICHMOND CENTRE

3D rendering: view west from No. 3 Road
PROPOSED







CNCL - 571

CACTUS CLUB CAFE RICHMOND CENTRE

3D rendering, aerial view:
PROPOSED



ASPAC

PFS STUDIO
PLANNING • URBAN DESIGN • LANDSCAPE ARCHITECTURE

○ JAMES KM CHENG | ARCHITECTS

COMPARISON CONTEXT PLAN



Bridge to Bridge Context Plan - Original Rezoning



Bridge to Bridge - Approved Rezoning Amendment

CNCL - 573



RIVER GREEN LOT 12

ASPAC

PFS STUDIO

JAMES KM CHENG

ARCHITECTS

LANDSCAPE EXPERIENTIAL WALK



COMPARISON CONTEXT PLAN



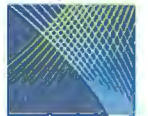
Oval to Bridge - Original Rezoning



Oval to Bridge - Approved Rezoning Amendment

CNCL - 575

river
green™



RIVER GREEN LOT 12

ASPAC

PFS STUDIO
PLANNING • LANDSCAPE ARCHITECTURE • CIVIL ENGINEERING

JAMES KM CHENG ARCHITECTS

SITE CONTEXT PLAN



CNCL - 576



RIVER GREEN LOT 12

LANDSCAPE CONCEPT DIAGRAM

CNCL - 577



- Circulation Legend**
- Public Pedestrian
 - Semi Private Pedestrian
 - Parking / Servicing Access
 - Covered Walkway
 - Secondary Walkway



RIVER GREEN LOT 12

LEVEL PG FLOOR PLAN



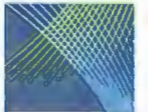
CNCL - 578

LEVEL 2 FLOOR PLAN



CNCL - 579

river
green™



RIVER GREEN LOT 12

ASPAC

PFS STUDIO
LANDSCAPE ARCHITECTURE



JAMES KM CHENG ARCHITECTS

ROOF PLAN



CNCL - 580

river
green™



RIVER GREEN LOT 12

ASPAC

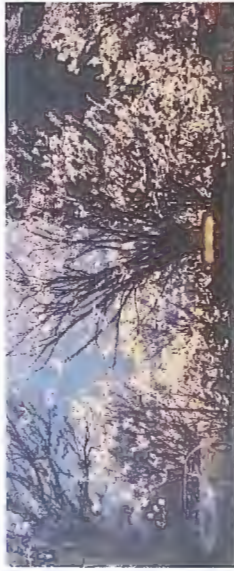
PFS STUDIO
LANDSCAPE ARCHITECTS



JAMES KM CHENG ARCHITECTS

PRECEDENT IMAGES

ENTRY / ARRIVAL



Drive Court



Water Feature



Stone Paving

RIVER ROAD



Plaza Paving



Pocket Plaza

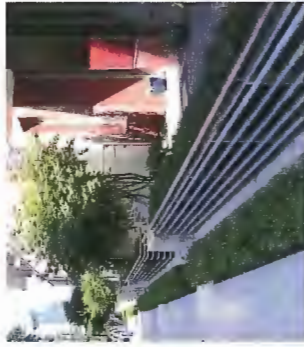


Water Feature



Precast Pavers

HOLLYBRIDGE WAY



Private Patios

PEARSON WAY



Kid's Area



Kid's Area



Stepping Slabs



Reflecting Pool



Covered Walkway



Duck

CNCL - 581



RIVER GREEN LOT 12

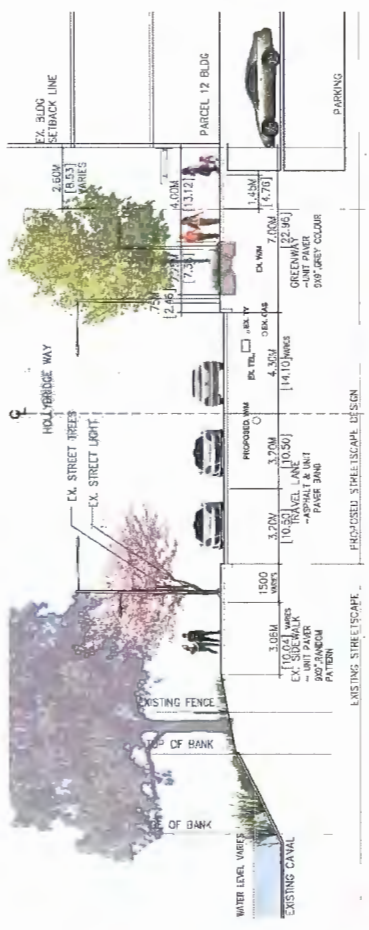
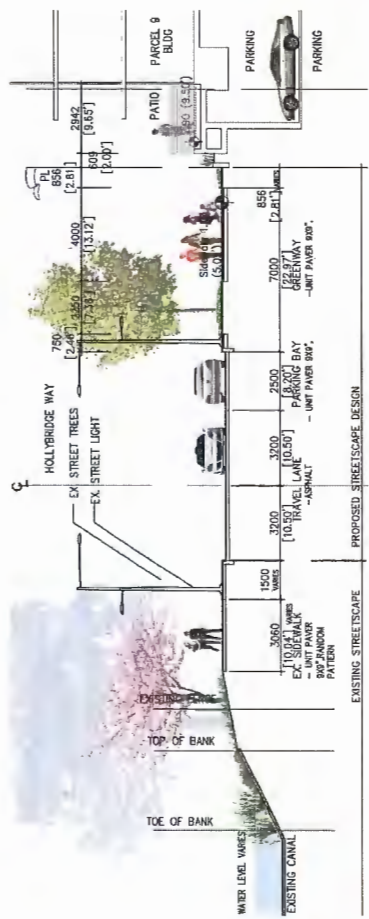
ASPAC

PFS STUDIO

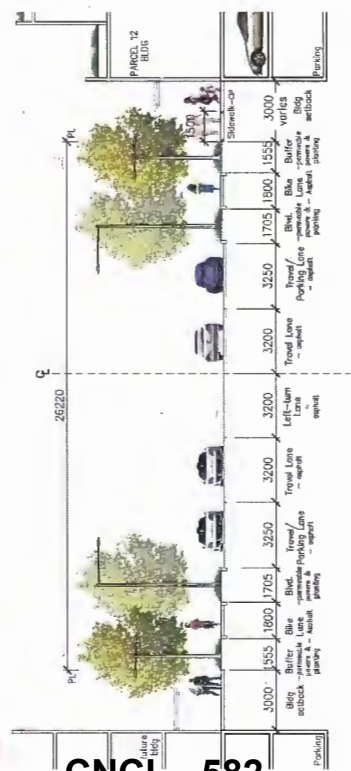
JAMES KM CHENG

ARCHITECTS

SECTIONS

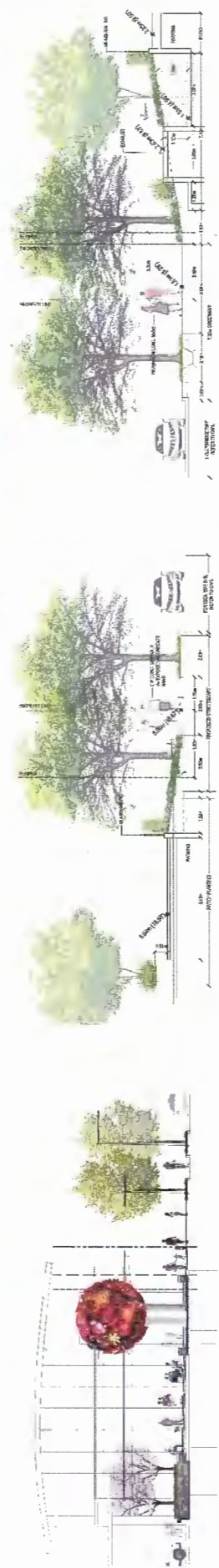


B Section



B Section

C Section



D Plaza at River Road

E Lot 12 Northeast Corner

F Lot 12 Northwest Corner

CNCL - 582



RIVER GREEN LOT 12





CNCL - 584



RIVER GREEN LOT 12

ASPAC **PFS STUDIO** **JAMES KM CHENG** **ARCHITECTS**



CNCL - 585



RIVER GREEN LOT 12

ASPAC

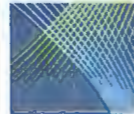
PFS STUDIO
PLANNING • DESIGN • CONSTRUCTION

JAMES KM CHENG | ARCHITECTS



CNCL - 586

river
green™



RIVER GREEN LOT 12

ASPAC

PFS STUDIO
PLANNING • ARCHITECTURE • LANDSCAPE ARCHITECTURE



JAMES KM CHENG

ARCHITECTS



CNCL - 587

river
green™



RIVER GREEN LOT 12

ASPAC

PFS STUDIO
PLANNING • ARCHITECTURE • LANDSCAPE ARCHITECTURE

JAMES KM CHENG ARCHITECTS



CNCL - 588



RIVER GREEN LOT 12

ASPAC

PFS STUDIO
PLANNING • DESIGN • LANDSCAPE ARCHITECTURE

JAMES KM CHENG ARCHITECTS



CNCL - 589



RIVER GREEN LOT 12

ASPAC

PFS STUDIO
PLANNING • ARCHITECTURE • LANDSCAPE ARCHITECTURE

JAMES KM CHENG | ARCHITECTS



CNCL - 590



RIVER GREEN LOT 12

ASPAC

PFS STUDIO
PLANNING • LANDSCAPE • ARCHITECTURE



JAMES KM CHENG | ARCHITECTS



CNCL - 591



RIVER GREEN LOT 12

ASPAC PFS STUDIO JAMES KM CHENG ARCHITECTS



CNCL - 592



RIVER GREEN LOT 12

ASPAC

PFS STUDIO
PLANNING • ARCHITECTURE • LANDSCAPE ARCHITECTURE

JAMES KM CHENG

ARCHITECTS



CNCL - 593



river
green™

RIVER GREEN LOT 12

ASPAC

PFS STUDIO
PLANNING • LANDSCAPE • ARCHITECTURE

JAMES KM CHENG

ARCHITECTS



CNCL - 594



RIVER GREEN LOT 12

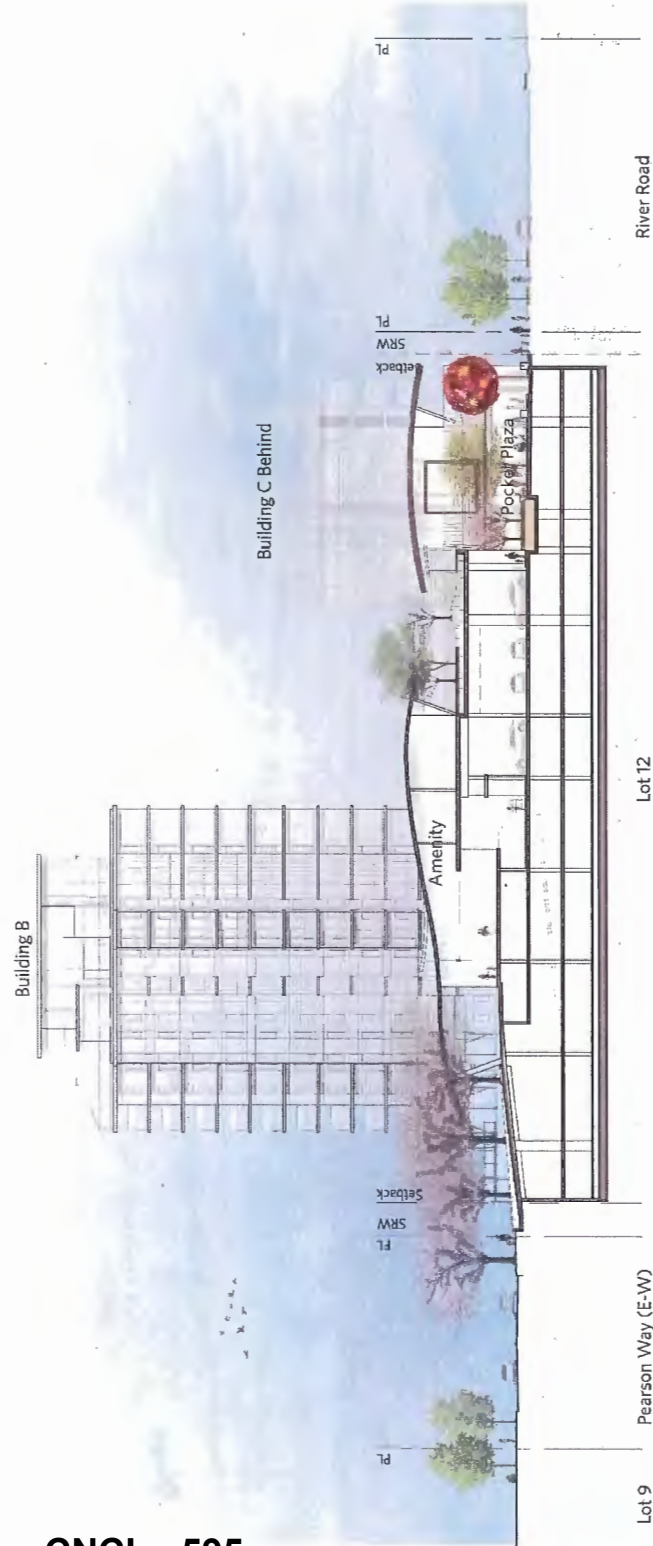
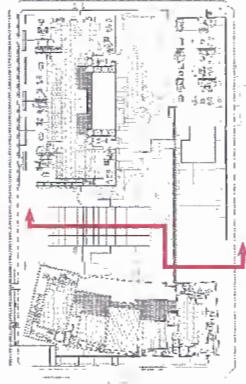
ASPAC

PFS STUDIO
PLANNING • DESIGN • CONSTRUCTION

JAMES KM CHENG | ARCHITECTS

SECTION

CNCL - 595



RIVER GREEN LOT 12

ASPAC

PFS STUDIO
PLANNING • LANDSCAPE • INTERIOR • EXTERIOR

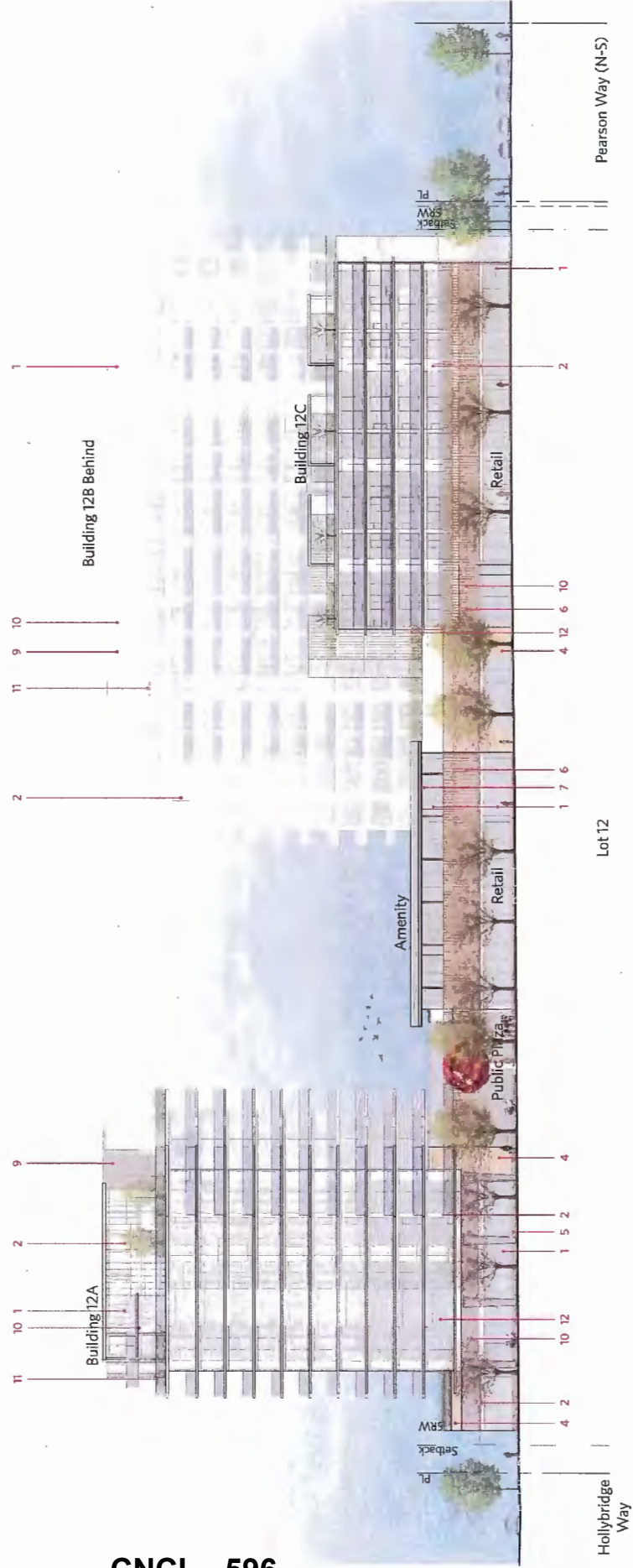
JAMES KM CHENG | ARCHITECTS

SOUTH ELEVATION

CNCL - 596



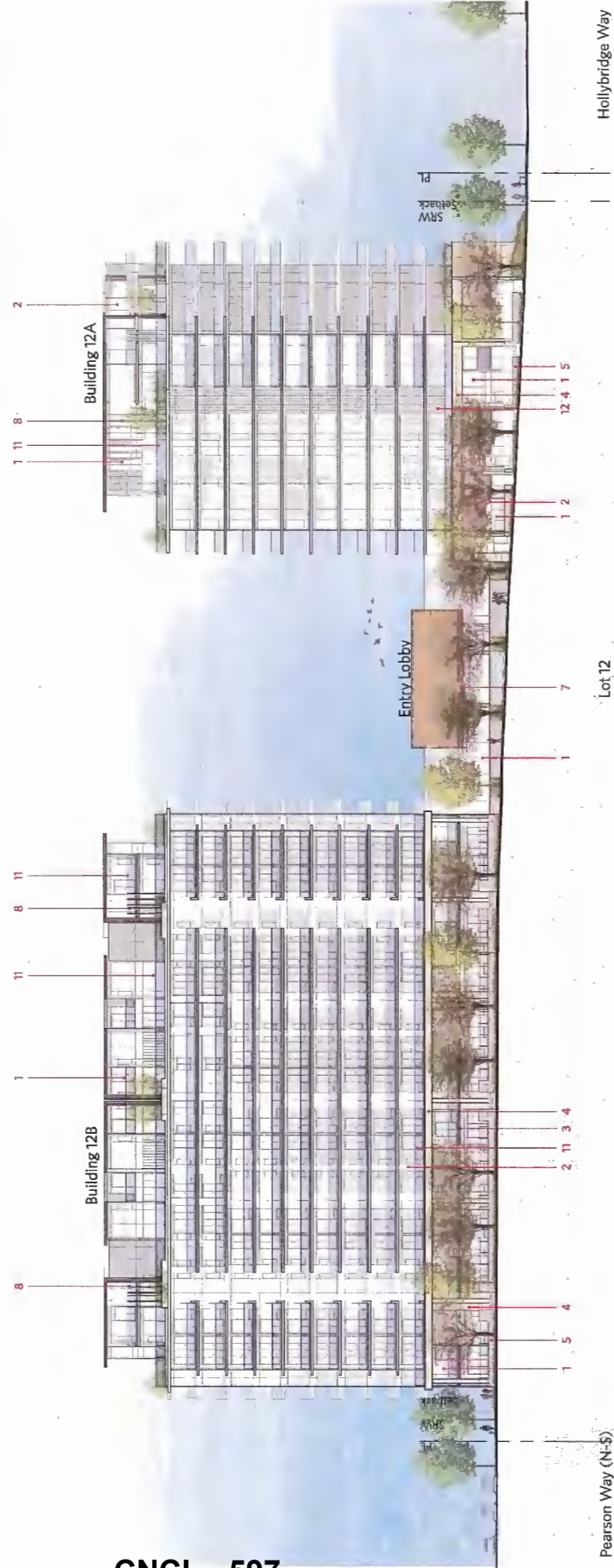
Massing Diagram



RIVER GREEN LOT 12

NORTH ELEVATION

CNCL - 597



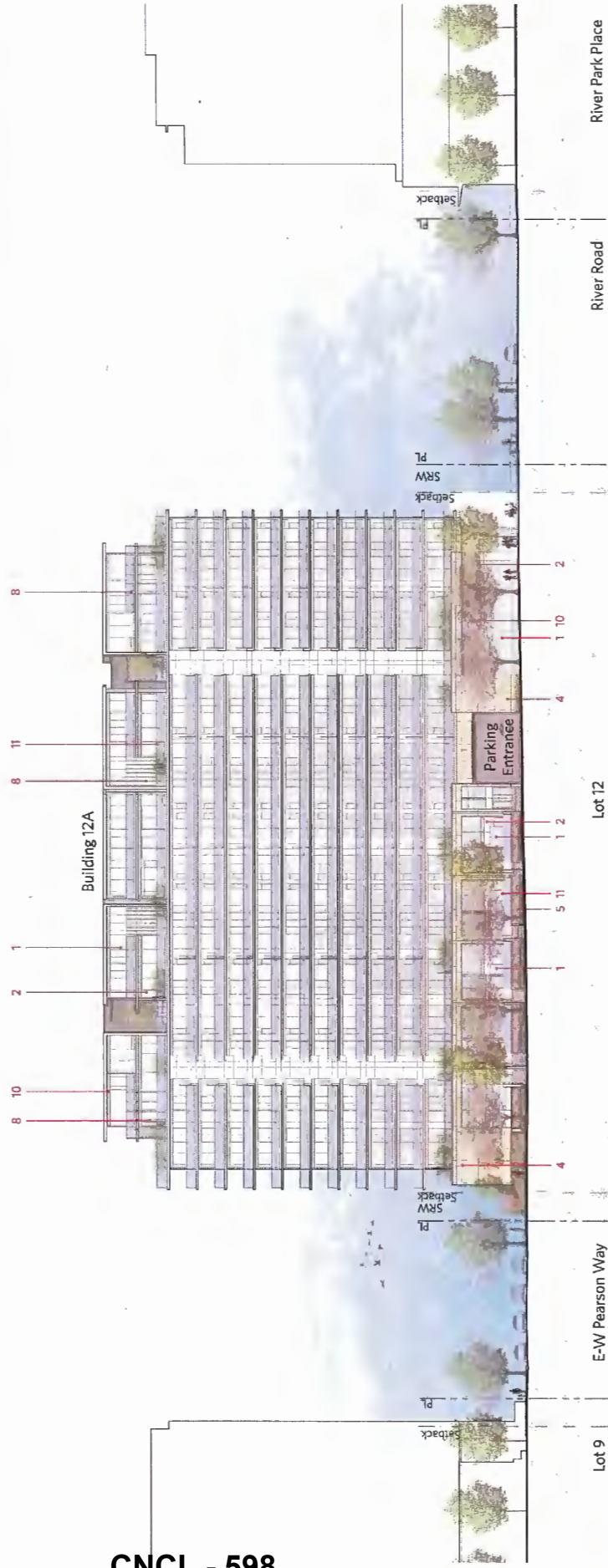
RIVER GREEN LOT 12

ASPAC

PFS STUDIO
PLANNING • INTERIORS • LANDSCAPE ARCHITECTURE

JAMES KM CHENG | ARCHITECTS

WEST ELEVATION

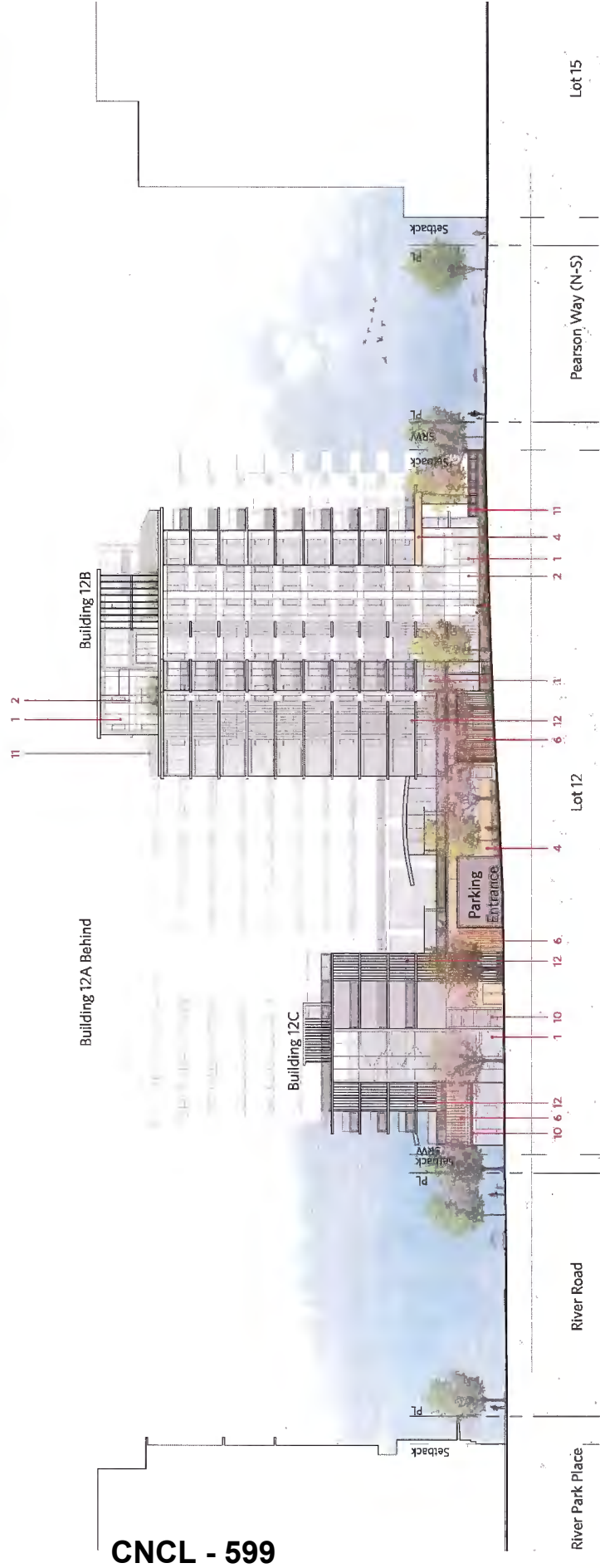


CNCL - 598



RIVER GREEN LOT 12

EAST ELEVATION



CNCL - 599



RIVER GREEN LOT 12

ASPAC

PFS STUDIO
PLANNING • ARCHITECTURE • LANDSCAPE ARCHITECTURE

JAMES KM CHENG ARCHITECTS



THANK YOU



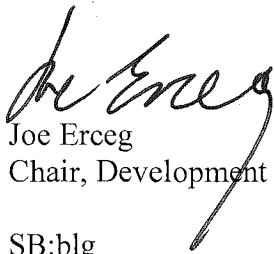
City of Richmond

Report to Council

To: Richmond City Council
From: Joe Erceg
Chair, Development Permit Panel
Date: March 22, 2017
File: 01-0100-20-DPER1-
01/2017-Vol 01
Re: **Development Permit Panel Meetings Held on July 13, 2016, October 26, 2016
and November 30, 2016**

Staff Recommendation

1. That the recommendation of the Panel to authorize the issuance of:
 - a) A Development Permit (DP 16-727168) for the property at 7311 No. 5 Road; and
 - b) A Development Variance Permit (DV 15-717479) for the property at 10691 Bromfield Place;
- be endorsed, and the Permits so issued.



Joe Erceg
Chair, Development Permit Panel

SB:blg

Panel Report

The Development Permit Panel considered the following items at its meetings held on July 13, 2016, October 26, 2016 and November 30, 2016.

DP 16-727168 – PRITAM SAMRA – 7311 NO. 5 ROAD
(July 13, 2016 and November 30, 2016)

The Panel considered a Development Permit application to permit the construction of a single-family dwelling with an attached garage on a site with an Environmentally Sensitive Area (ESA) designation and zoned "Agriculture (AG1)". No variances are included in the proposal.

The application was considered at the July 13, 2016 and November 30, 2016 Development Permit Panel meetings. At the July 13, 2016 meeting, Warren Appleton, Project Manager, Keystone Environmental Ltd., accompanied by Jaswinder Singh, designer for the proposed development, and Pritam Samra, property owner, provided a brief presentation, noting that:

- Approximately one-half of the subject site is designated as Environmentally Sensitive Area (ESA).
- Invasive plant species encroach on the ESA and some portions of the ESA are devoid of vegetation.
- The proposed development will encroach into the ESA to accommodate the construction of a house and driveway in addition to the replacement and upgrading of an existing septic field.
- The proposed ESA compensation scheme includes removal of invasive plant species within the ESA and planting enhancement to diversify the mix of native plants.

In response to Panel queries, Mr. Appleton advised that:

- Proposed new planting along the northern property line and the property frontage is intended to diversify native planting and provide a more suitable habitat for a wider variety of birds.
- The detached garage is proposed to be located at the rear of the site due to the location of the septic tank at the front of the property for easier maintenance.
- Portions of the ESA with higher value vegetation will be retained.
- The proposed planting enhancement at the rear of the site is intended to improve the quality of the retained ESA.

Staff noted that the proposed development's approach to areas retained for ESA is to enhance their quality.

The Chair noted that the design of the proposed development will significantly reduce the amount of ESA in the subject site, and was of the opinion that relocating the septic tank and garage and reducing the paved area within the subject site will lessen the impact to the ESA.

The application was referred back to staff to work with the applicant to consider redesigning the proposed development in order to lessen its impact to the ESA.

At the November 30, 2016 meeting, Jaswinder Singh, designer for the project, accompanied by Pritam Samra, property owner, provided a brief presentation, noting that:

- The ESA covered approximately one-half of the site.
- Proposed modifications made in response to the previous Panel referral include, among others, relocating the septic field out of the ESA to the maximum extent possible, and relocating a smaller sized garage from the rear to the front of the house.
- The proposed modifications will result in a significant reduction of the proposed development's encroachment into the ESA; from approximately 300 m² in the original proposal to 40.3 m² in the revised proposal.

Staff advised that: the revised site plan, house design, and septic field design have responded to the Panel's direction, and the project's encroachment into the ESA was substantially reduced.

In response to queries from the Panel, Mr. Singh acknowledged that: (i) the redesign of the house and septic field will result in minimal impact to the ESA; and (ii) lot coverage is 20 percent for the whole lot and 37 percent excluding the ESA.

The Panel expressed support for the project, noting that the proposed modifications to the original proposal have significantly improved the project.

No correspondence was submitted to the Development Permit Panel regarding the application.

The Panel recommends that the Permit be issued.

DV 15-717479 – SU WANG – 10691 BROMFIELD PLACE
(October 26, 2016)

The Panel considered a Development Variance Permit application to vary the provisions of Richmond Zoning Bylaw 8500 to reduce the minimum required rear yard under the "Single Detached (RS1/E)" zone from 6.0 m to 3.0 m, in order to allow retention of a non-conforming deck for the single-family dwelling located at 10691 Bromfield Place.

Ms. Lee, the applicant's realtor, accompanied by Mr. Wang, the applicant's husband, spoke on behalf of the applicant, noting that: (i) the applicant knew about the existing non-conforming construction only after the applicant had entered into the contract for the house purchase; (ii) the new owners wanted to retain the existing deck due to its quality and safety; (iii) no complaints have been received from owners of neighbouring properties regarding the deck; and (iv) the applicant contacted City staff to comply with requirements for retaining the existing deck.

Staff acknowledged that the City does not typically consider Development Variance applications after an unauthorized construction had been undertaken; however, staff were willing to consider the subject application, as the applicant has provided letters of support from all five adjacent property owners and a significant hedge screens the deck from views of neighbouring properties.

March 22, 2017

- 4 -

In addition, staff advised that: (i) a restrictive covenant will be registered to ensure the retention and maintenance of the existing hedge; and (ii) the proposed setback variance is specific to the existing deck only and precludes future extensions or improvements to the deck.

No correspondence was submitted to the Development Permit Panel regarding the application.

The Panel recommends that the Permit be issued.