



City Council

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

**Tuesday, March 29, 2016
7:00 p.m.**

Pg. # ITEM

MINUTES

1. *Motion to:*

- (1) *adopt the minutes of the Regular Council meeting held on March 14, 2016 (distributed previously); and*
- (2) *adopt the **minutes** of the Regular Council meeting for Public Hearings held on March 21, 2016.*

CNCL-13



AGENDA ADDITIONS & DELETIONS

PRESENTATION

Tricia Buemann, Acting Manager, Parks Programs, to introduce the winning designs for the 2016 Street Banners.

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. 23.)

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
- 2016-2017 RCMP Annual Performance Plan - Community Priorities
- Council Term Goals 2014-2018: Achievement Highlights for 2015
- Fuggles and Warlock Craftworks Ltd., 11220 Horseshoe Way – Unit No. 103
- Request for Approval of 5 Year Software Update License and Support Services Contract with Oracle Canada ULC
- Agricultural Advisory Committee 2015 Annual Report and 2016 Work Program
- Agricultural Land Reserve Appeal Application By Mahal Farms Ltd. for Subdivision at 5800 No. 7 Road
- Provincial 2016/2017 BikeBC Program Submission
- ICBC-City Of Richmond Road Improvement Program – Proposed Projects For 2016
- On-Street Motorcycle and Moped Parking
- Water Use Restriction Bylaw Amendment
- 2016 Clothes Washer Rebate Program
- Steveston Dredging Update

Council Agenda – Tuesday, March 29, 2016

Pg. # ITEM

- Land use applications for first reading (to be further considered at the Public Hearing on April 18, 2016):
 - 9711 Gilbert Crescent – Discharge Land Use Contract 063 from the title (Huen Au Yeung and Kim Kwok Ching Au Yeung – applicant)
 - 12631 Vulcan Way – A Revised Temporary Commercial Use Permit (Lions Communication Inc. – applicant)

5. *Motion to adopt Items No. 7 through No. 20 by general consent.*

☐

Consent
Agenda
Item

6. **COMMITTEE MINUTES**

That the minutes of:

- CNCL-21 (1) the **Community Safety Committee** meeting held on March 15, 2016;
- CNCL-33 (2) the **General Purposes Committee** meeting held on March 21, 2016;
- CNCL-37 (3) the **Planning Committee** meeting held on March 22, 2016;
- (4) the **Public Works and Transportation Committee** meeting held on March 23, 2016 (distributed separately);

be received for information.

☐

Consent
Agenda
Item

7. **2016-2017 RCMP ANNUAL PERFORMANCE PLAN - COMMUNITY PRIORITIES**

(File Ref. No. 09-5000-01) (REDMS No. 4834312)

CNCL-44

See Page CNCL-44 for full report

COMMUNITY SAFETY COMMITTEE RECOMMENDATION

That (i) Pedestrian Safety, (ii) Property Crime – Residential Break and Enters, Theft for Automobile, Mail Theft, and (iii) Mental Health, be included as community priorities in the staff report titled “2016-2017 RCMP Annual Performance Plan – Community Priorities” (dated December 4, 2015 from the OIC, RCMP); to be considered for inclusion in the Richmond Detachment fiscal 2016-2017 (April 1, 2016 to March 31, 2017) RCMP Annual Performance Plan.

☐

Consent
Agenda
Item

8. **COUNCIL TERM GOALS 2014-2018: ACHIEVEMENT HIGHLIGHTS FOR 2015**

(File Ref. No. 01-0100-01) (REDMS No. 4897322 v. 3)

CNCL-50

[See Page CNCL-50 for full report](#)

GENERAL PURPOSES COMMITTEE RECOMMENDATION

- (1) *That the report titled “Council Term Goals 2014-2018: Achievement Highlights for 2015” from the Corporate Programs Consultant outlining the current status, progress and achievements towards Council Term Goals 2014-2018, be received for information; and*
- (2) *That staff be directed to continue using the Council Term Goals 2014-2018 as established in May 2015 to guide work programs for this term of office.*



Consent
Agenda
Item

9. **FUGGLES & WARLOCK CRAFTWORKS LTD., 11220 HORSESHOE WAY – UNIT # 103**

(File Ref. No. 12-8275-05) (REDMS No. 4902299)

CNCL-96

[See Page CNCL-96 for full report](#)

GENERAL PURPOSES COMMITTEE RECOMMENDATION

- (1) *That the application from Fuggles & Warlock Craftworks Ltd., for a brewery lounge endorsement, under Brewery Licence No. 306677, to allow the sale of beer by the glass or bottle, restricted to brewery products registered to the brewery under their Provincial Brewery Licence, be supported; and*
- (2) *That a letter be sent to the Liquor Control and Licensing Branch advising that:*
 - (a) *Council supports the amendment of an endorsement for a brewery lounge as the issuance will not pose a significant impact on the community;*
 - (b) *Council comments on the prescribed criteria (set out in Section 53 of the Liquor Control and Licensing Regulations) are as follows:*
 - (i) *The potential for additional noise and traffic in the area was considered;*
 - (ii) *The impact on the community was assessed through a community consultation process; and*
 - (iii) *Given that there has been no history of non-compliance with the operation, the endorsement to permit a brewery*

lounge under the Brewery Licence should not change the establishment so that it is operated in a manner that is contrary to its primary purpose as a Brewery;

- (c) *As the operation of a brewery lounge may affect nearby residents, the City gathered the view of residents as follows:*
 - (i) *Property owners and businesses within a 50 metre radius of the subject property were contacted by letter detailing the application and provided instructions on how community comments or concerns could be submitted; and*
 - (ii) *Signage was posted at the subject property and three public notices were published in a local newspaper. The signage and notice provided information on the application and instructions on how community comments or concerns could be submitted; and*
- (d) *Council's comments and recommendations respecting the views of the residents are as follows:*
 - (i) *That based on the number of letters sent and the lack of response received from all public notifications, Council considers that the amendment is acceptable to the majority of the residents in the area and the community.*



Consent
Agenda
Item

10. REQUEST FOR APPROVAL OF 5 YEAR SOFTWARE UPDATE LICENSE & SUPPORT SERVICES CONTRACT WITH ORACLE CANADA ULC

(File Ref. No. 04-1300-01) (REDMS No. 4945394 v. 5)

CNCL-102

See Page CNCL-102 for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

- (1) *That the City enter into a five year software licensing and support services contract with Oracle Canada for the PeopleSoft Financial System and the PeopleSoft Human Capital Management System for a total of \$1,600,200; and*
- (2) *That the Chief Administrative Officer and the General Manager, Finance and Corporate Services be authorized to negotiate and execute the software licensing and support services contract with Oracle Canada.*



Consent
Agenda
Item

11. **AGRICULTURAL ADVISORY COMMITTEE 2015 ANNUAL REPORT AND 2016 WORK PROGRAM**

(File Ref. No. 01-0100-30-AADV1-02) (REDMS No. 4920699)

CNCL-106

See Page CNCL-106 for full report

PLANNING COMMITTEE RECOMMENDATION

That the 2016 Agricultural Advisory Committee Work Program be approved.



Consent
Agenda
Item

12. **APPLICATION BY HUEN AU YEUNG AND KIM KWOK CHING AU YEUNG TO DISCHARGE LAND USE CONTRACT 063 AT 9711 GILBERT CRESCENT**

(File Ref. No. 12-8060-20-009534; LU 16-721350) (REDMS No. 4930012)

CNCL-113

See Page CNCL-113 for full report

PLANNING COMMITTEE RECOMMENDATION

That Richmond Land Use Contract 063 Discharge Bylaw No. 9534, to discharge “Land Use Contract 063” from the title of 9711 Gilbert Crescent, be introduced and given first reading.



Consent
Agenda
Item

13. **APPLICATION BY LIONS COMMUNICATION INC. FOR A REVISED TEMPORARY COMMERCIAL USE PERMIT AT 12631 VULCAN WAY FOR 2016 AND 2017**

(File Ref. No. TU 15-717388) (REDMS No. 4944393)

CNCL-121

See Page CNCL-121 for full report

PLANNING COMMITTEE RECOMMENDATION

(1) *That the application by Lions Communication Inc. for a revised Temporary Commercial Use Permit at 12631 Vulcan Way be considered at Public Hearing to be held on April 18, 2016 at 7:00 p.m. in the Council Chambers of Richmond City Hall, and that the following recommendation be forwarded to that meeting for consideration:*

(a) *“That a revised Temporary Commercial Use Permit be issued to Lions Communication Inc. at 12631 Vulcan Way for the purposes of permitting an evening night market event between April 29, 2016 to September 11, 2016 (inclusive) and April 28, 2017 to September 10, 2017 (inclusive) subject to the fulfillment of all terms, conditions and requirements outlined in the Temporary Commercial Use Permit and attached Schedules”;*
and

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



Consent
Agenda
Item

14. **AGRICULTURAL LAND RESERVE APPEAL APPLICATION BY MAHAL FARMS LTD. FOR SUBDIVISION AT 5800 NO. 7 ROAD**
(File Ref. No. AG14-676391) (REDMS No. 4936050)

CNCL-145

See Page CNCL-145 for full report

PLANNING COMMITTEE RECOMMENDATION

That the ALR appeal application by Mahal Farms Ltd. to subdivide the property at 5800 No. 7 Road be endorsed and forwarded to the Agricultural Land Commission.



Consent
Agenda
Item

15. **PROVINCIAL 2016/2017 BIKEBC PROGRAM SUBMISSION**
(File Ref. No. 01-0150-20-THIG1) (REDMS No. 4925480)

CNCL-171

See Page CNCL-171 for full report

PUBLIC WORKS AND TRANSPORTATION COMMITTEE RECOMMENDATION

- (1) *That the submission for cost-sharing to the Province’s 2016/2017 BikeBC Program for the River Drive multi-use pathway, as described in the report, titled “Provincial 2016/2017 BikeBC Program Submission” dated February 23, 2016, from the Director, Transportation, be endorsed; and*
- (2) *That, should the above application be successful, the Chief Administrative Officer and the General Manager, Planning and Development, be authorized to execute the funding agreement.*



Consent
Agenda
Item

16. **ICBC-CITY OF RICHMOND ROAD IMPROVEMENT PROGRAM – PROPOSED PROJECTS FOR 2016**

(File Ref. No. 01-0150-20-PSAF1) (REDMS No. 4930626)

CNCL-176

See Page **CNCL-176** 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 2016,” dated February 25, 2016 from the Director, Transportation be endorsed for submission to the ICBC 2016 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 (2016-2020) be amended accordingly.*



Consent
Agenda
Item

17. **ON-STREET MOTORCYCLE AND MOPED PARKING**

(File Ref. No. 10-6455-00) (REDMS No. 4928549)

CNCL-181

See Page **CNCL-181** for full report

PUBLIC WORKS AND TRANSPORTATION COMMITTEE
RECOMMENDATION

- (1) *That on-street motorcycle and moped parking spaces located within six (6.0) metres of the far side of an intersection where on-street parking is allowed be established in the City Centre Parking Management Zone and the Steveston Village core; and*
- (2) *That staff be directed to bring forth an amendment to Traffic Bylaw No. 5870 to enable implementation of on street motorcycle and moped parking spaces as described in the staff report dated January 26, 2016, from the Director Transportation.*



Consent
Agenda
Item

18. **WATER USE RESTRICTION BYLAW AMENDMENT**
(File Ref. No. 10-6650-01) (REDMS No. 4918606 v. 4)

CNCL-190

See Page CNCL-190 for full report

PUBLIC WORKS AND TRANSPORTATION COMMITTEE
RECOMMENDATION

- (1) *That the Metro Vancouver Water Shortage Response Plan amendments, as outlined in the “Water Use Restriction Bylaw Amendment” report, dated March 10, 2016 from the Director, Engineering, be endorsed; and*
- (2) *That Water Use Restriction Bylaw No. 7784, Amendment Bylaw No. 9530 be introduced and given first, second and third readings.*



Consent
Agenda
Item

19. **2016 CLOTHES WASHER REBATE PROGRAM**
(File Ref. No. 10-6060-01) (REDMS No. 4909410)

CNCL-201

See Page CNCL-201 for full report

PUBLIC WORKS AND TRANSPORTATION COMMITTEE
RECOMMENDATION

- (1) *That the City of Richmond partner with BC Hydro to the end of 2016 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

20. **STEVESTON DREDGING UPDATE**
(File Ref. No. 10-6060-01) (REDMS No. 4929465 v. 4)

CNCL-204

See Page CNCL-204 for full report

STAFF RECOMMENDATION

- (1) *That funding for a 33% share of Steveston Harbour Phase II dredging costs plus \$66,467, for a total of up to \$516,500, be approved;*

- (2) *That funding for a 33% share, up to \$60,000, of No. 1 Road Strip dredging costs, be approved;*
- (3) *That \$400,000 in funding for complimentary dredging from the east edge of the Imperial Landings floats to the east edge of Britannia's Shipyards floats, be approved; and*
- (4) *That the Chief Administrative Officer and General Manager, Engineering and Public Works, be authorized to execute agreements with the appropriate parties to facilitate the dredging work.*



CONSIDERATION OF MATTERS REMOVED FROM THE CONSENT AGENDA

NON-CONSENT AGENDA ITEMS

PLANNING COMMITTEE

Councillor Linda McPhail, Chair

21. **APPLICATION BY ALEX JANE (AWJ INVESTMENTS INC.) FOR A ZONING TEXT AMENDMENT TO THE AUTO-ORIENTED COMMERCIAL (CA) ZONE TO PERMIT A RETAIL PAWNSHOP AT 3779 SEXSMITH ROAD, UNIT 2187**

(File Ref. No. 12-8060-20-009528; ZT 15-709967) (REDMS No. 4737405 v. 3)

CNCL-217

See Page CNCL-217 for full report

PLANNING COMMITTEE RECOMMENDATION

Opposed: Cllr. Au

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9528, for a Zoning Text Amendment to the “Auto-Oriented Commercial (CA)” zone to amend the regulations regarding the locational criteria for Retail Pawnshop uses be introduced and given first reading.



Pg. # ITEM

22. **AGRICULTURAL LAND RESERVE APPLICATION BY MAYBERRY FARMS LTD. FOR SUBDIVISION AT 2400 AND 2600 NO. 7 ROAD AND UN-ADDRESSED ADJACENT PARCELS**

(File Ref. No AG 15-713643) (REDMS No. 4930112)

CNCL-237

See Page **CNCL-237** for full report

PLANNING COMMITTEE RECOMMENDATION

Opposed: Cllrs. Day and Steves

That the Agricultural Land Reserve Application by Mayberry Farms Ltd. to subdivide 2400 and 2600 No. 7 Road and five (5) adjacent un-addressed parcels, be endorsed and forwarded to the Agricultural Land Commission.

PUBLIC ANNOUNCEMENTS AND EVENTS

NEW BUSINESS

BYLAWS FOR ADOPTION

CNCL-285

Revenue Anticipation Borrowing (2016) **Bylaw No. 9527**

Opposed at 1st/2nd/3rd Readings – None.

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CNCL-286

Richmond Land Use Contract 009, Discharge **Bylaw No. 9517**

(9420 Parksville Drive, LU 15-717343) Opposed at 1st Reading – None.

Opposed at 2nd/3rd Readings – None.

☐

CNCL-288

Richmond Zoning Bylaw No. 8500, Amendment **Bylaw No. 8902**

(7840 Bennett Road, RZ 09-496145) Opposed at 1st Reading – None.

Opposed at 2nd/3rd Readings – None.

☐

- CNCL-289** Richmond Zoning Bylaw No. 8500, Amendment **Bylaw No. 9132**
(9211 and 9231 No. 2 Road, RZ 12-620563) Opposed at 1st Reading – None.
Opposed at 2nd/3rd Readings – None.

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DEVELOPMENT PERMIT PANEL

23. RECOMMENDATION

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

- CNCL-291** (1) *That the **Chair's report** for the Development Permit Panel meetings held on May 15, 2013, and September 16, 2015, be received for information; and*
- CNCL-291** (2) *That the recommendations of the Panel to authorize the issuance of:*
- (a) *a Development Permit (**DP 09-506645**) for the property at 7840 Bennett Road; and*
- (b) *a Development Permit (**DP 14-674133**) for the property at 9211 and 9231 No. 2 Road;*
- be endorsed, and the Permits so issued.*

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ADJOURNMENT

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**Regular Council meeting for Public Hearings
Monday, March 21, 2016**

Place: Council Chambers
Richmond City Hall

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

David Weber, Corporate Officer

Call to Order: Mayor Brodie opened the proceedings at 7:01 p.m.

1. **RICHMOND ZONING BYLAW 8500, AMENDMENT BYLAW 9284**
(Location: City Centre; Applicant: City of Richmond)

Applicant's Comments:

The applicant was available to respond to queries.

Written Submissions:

None

Submissions from the floor:

None

PH16/3-1 It was moved and seconded

*That Richmond Zoning Bylaw 8500, Amendment Bylaw 9284 be given
second and third readings.*

CARRIED



**Regular Council meeting for Public Hearings
Monday, March 21, 2016**

PH16/3-2 It was moved and seconded
That Richmond Zoning Bylaw 8500, Amendment Bylaw 9284 be adopted.
CARRIED

**2. RICHMOND ZONING BYLAW 8500, AMENDMENT BYLAW 9285
(RZ 14-663202)**

(Location: 4211/4231 Pendlebury Road; Applicant: Skyhigh
Constructions Ltd.)

Applicant's Comments:

The applicant was available to respond to queries.

Written Submissions:

None

Submissions from the floor:

None

PH16/3-3 It was moved and seconded
*That Richmond Zoning Bylaw 8500, Amendment Bylaw 9285 be given
second and third readings.*
CARRIED

**3. RICHMOND ZONING BYLAW 8500, AMENDMENT BYLAWS 9488
AND 9490**

(Location: City-wide; Applicant: City of Richmond)

Applicant's Comments:

The applicant was available to respond to queries.

Written Submissions:

None

Submissions from the floor:

None



**Regular Council meeting for Public Hearings
Monday, March 21, 2016**

Staff Comments:

Staff responded to a question from Council regarding the current maximum height for a principle building with a flat roof. Staff also confirmed the definition of “accessory structures” and the maximum allowable height of 9.0 metres.

PH16/3-4 It was moved and seconded
That Richmond Zoning Bylaw 8500, Amendment Bylaw 9488 be given second and third readings.

CARRIED

PH16/3-5 It was moved and seconded
That Richmond Zoning Bylaw 8500, Amendment Bylaw 9490 be given second and third readings.

CARRIED

PH16/3-6 It was moved and seconded
That Richmond Zoning Bylaw 8500, Amendment Bylaw 9488 be adopted.

CARRIED

PH16/3-7 It was moved and seconded
That Richmond Zoning Bylaw 8500, Amendment Bylaw 9490 be adopted.

CARRIED

4. **RICHMOND LAND USE CONTRACT 009, DISCHARGE BYLAW NO. 9517 (LU 15-717343)**
(Location: 9420 Parksville Drive; Applicant: Jaspreet Chung)

Applicant's Comments:

None.

Written Submissions:

None



**Regular Council meeting for Public Hearings
Monday, March 21, 2016**

Submissions from the floor:

None

PH16/3-8

It was moved and seconded

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9517 be given second and third readings.

CARRIED

PH16/3-9

It was moved and seconded

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9517 be adopted.

CARRIED

5. OFFICIAL COMMUNITY PLAN BYLAW 9000, AMENDMENT BYLAW 9525, AND RICHMOND ZONING BYLAW 8500, AMENDMENT BYLAW 9515 (RZ 15-705925)

(Location: City-wide; Applicant: City of Richmond and Location: 11971 Dewsbury Drive; Applicant: Hardeep Bhullar)

Applicant's Comments:

The applicant was available to respond to queries.

Written Submissions:

- (a) Donald Flintoff, Richmond resident (Schedule 1)
- (b) Mark Cheng, Vancouver Airport Authority (Schedule 2)

Submissions from the floor:

None

PH16/3-10

It was moved and seconded

That Official Community Plan Bylaw 9000, Amendment Bylaw 9525 be given second and third readings.

CARRIED



**Regular Council meeting for Public Hearings
Monday, March 21, 2016**

PH16/3-11 It was moved and seconded
*That Richmond Zoning Bylaw 8500, Amendment Bylaw 9515 be given
second and third readings.*

CARRIED

PH16/3-12 It was moved and seconded
*That Official Community Plan Bylaw 9000, Amendment Bylaw 9525 be
adopted.*

CARRIED

ADJOURNMENT

PH16/3-13 It was moved and seconded
That the meeting adjourn (7:11 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 21, 2016.

Mayor (Malcolm D. Brodie)

Corporate Officer
(David Weber)

CityClerk

From: Don Flintoff <don_flintoff@hotmail.com>
Sent: Tuesday, 15 March 2016 10:56 AM
To: Lussier, Cynthia
Subject: RE: Bylaw Amendments 9000, 9525, 9515 & 8500

To Public Hearing
Date: <u>March 21, 2016</u>
Item # <u>5</u>
Re: <u>RZ 15-705425</u>
<u>11971 Dewsbury Dr.</u>

Hi Cynthia,

Thanks for this information.

Don

From: CLussier@richmond.ca
To: don_flintoff@hotmail.com
Subject: RE: Bylaw Amendments 9000, 9525, 9515 & 8500
Date: Tue, 15 Mar 2016 16:17:30 +0000

Hello Mr. Flintoff

In response to your request, I've included a link to the scanned version of the staff report associated with Amendment Bylaws 9515 and 9525 for the proposed rezoning of 11971 Dewsbury Drive, which are available through the City's website: http://www.richmond.ca/shared/assets/22_App_11971Dewsbury43534.pdf. I don't have a table of concordance for the proposed changes, but the proposed bylaws themselves are attached to the end of the staff report in the link. If you have any questions after reviewing this link, or the references below, please give me a call at 604-276-4108.

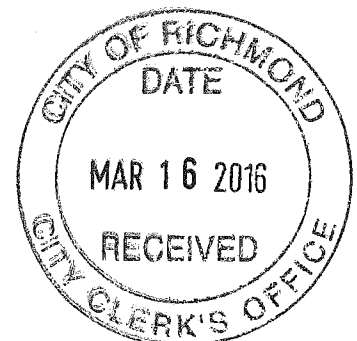
Amendment Bylaw 9515 is proposed to amend the Zoning Map of Richmond Zoning Bylaw 8500 to change the zoning designation of the subject site from the "Single Detached (RS1/E)" zone to the "Compact Single Detached (RC2)" zone. Richmond Zoning Bylaw 8500, is a large series of documents and a map which is consolidated for ease of reference into pdf formats available on the City's website at <http://www.richmond.ca/cityhall/bylaws/zoningbylaw8500/about8500.htm>.

Amendment Bylaw 9525 is proposed to amend the zone names identified in the Aircraft Noise Sensitive Development Policy table in the Official Community Plan Bylaw 9000. This is a housekeeping amendment to reflect the change to the zone names that occurred when Richmond Zoning Bylaw 8500 was adopted in 2009. If you wish to compare the proposed wording in Amendment Bylaw 9525 with the current Aircraft Noise Sensitive Development Policy table in OCP Bylaw 9000, it is available on page "3-68" of the Policy available through the following City website link: http://www.richmond.ca/shared/assets/OCP_9000_neighbourhoods34167.pdf

Thanks,

Cynthia Lussier
Planner 1
clussier@richmond.ca
Tel. 604-276-4108
Fax. 604-276-4052
Development Applications Department
City of Richmond

CNCL - 18



6911 No. 3 Road
Richmond BC V6Y 2C1

From: Don Flintoff [mailto:don_flintoff@hotmail.com]
Sent: Saturday, 12 March 2016 10:11 AM
To: Lussier, Cynthia
Subject: Bylaw Amendments 9000, 9525, 9515 & 8500

Ms. Lussier,

Would you please forward me the wording of the proposed changes to the Bylaws referred to above?
A **Table of Concordance** or side by side format would be appreciated if available.

Cheers,
Donald Flintoff



To Public Hearing
Date: <u>March 21, 2016</u>
Item # <u>5</u>
Re: <u>OCP Amend. Bylaw</u>
<u>9525, Zoning Amend.</u>
<u>Bylaw 9515</u>

Schedule 2 to the Minutes of the Public Hearing meeting of Richmond City Council held on Monday, March 2, 2016.

18 March 2016

Mr. David Weber
Director, City Clerk's Office
CITY OF RICHMOND
6911 No. 3 Road
Richmond, BC V6Y 2C1

Via Email: cityclerk@richmond.ca

Dear Mr. Weber:

RE: City of Richmond – OCP Amendment Bylaw 9515 and Zoning Amendment Bylaw 9525

This letter is in response to your letter dated 19 February 2016 requesting our comment on bylaw amendments related to the rezoning application at 11971 Dewsbury Drive from Single Detached (RS1/E) to Compact Single Detached (RC2).

We understand the objective of the amendments are to update names of the single family zones to reflect changes in the Richmond Zoning Bylaw 8500 and will not increase the number of dwellings permitted in high aircraft noise areas. As such, we have no comment.

Thank you for the opportunity to review. Please contact me at (604) 276-6366 should you require additional information.

Sincerely yours,

Mark C. Cheng

Mark Christopher Cheng, M.Eng. (mech)
Supervisor – Noise Abatement & Air Quality
Vancouver Airport Authority

cc: Anne Murray, Vice President Marketing & Communications – Vancouver Airport Authority
Marion Town, Director Environment – Vancouver Airport Authority

P.O. BOX 23750
AIRPORT POSTAL OUTLET
RICHMOND, BC CANADA V7B 1Y7
WWW.YVR.CA
TELEPHONE 604.276.6500
FACSIMILE 604.276.6505





Community Safety Committee

Date: Tuesday, March 15, 2016

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 10, 2016, be adopted as circulated.

CARRIED

NEXT COMMITTEE MEETING DATE

April 12, 2016, (tentative date) at 4:00 p.m. in the Anderson Room

DELEGATION

1. Ken Frail and Graham Boyle, Block Watch advocates, referenced presentation boards displayed at the meeting (attached to and forming part of these minutes as Schedule 1) and spoke on the Block Watch program in Richmond.

Community Safety Committee

Tuesday, March 15, 2016

Comments were offered on (i) gaps in Block Watch area service coverage, (ii) discussions held with Richmond RCMP and City staff, (iii) public meetings held regarding the program, (iv) ambiguity related to the details of break and enter incidents in some areas, and (v) the current availability of Block Watch information in only English and French.

Mr. Frail suggested some preferred improvements to the Block Watch program in Richmond, including (i) assigning a full time City coordinator to the program, (ii) a plan for full Block Watch coverage, (iii) multi-lingual Block Watch information, (iv) a training program for Block Watch captains, and (v) meeting space for Block Watch meetings.

Mr. Frail offered further suggestion on how the Block Watch program can be integrated into emergency planning by utilizing community resources and neighbourhood connections.

Discussion ensued with respect to (i) other Block Watch programs in the Lower Mainland, (ii) coordinating with other Block Watch captains, (iii) the structure of the Block Watch program, (iv) holding Block Watch meetings in schools, (v) training required for Block Watch captains, (vi) forming an advisory committee on the Block Watch program, and (vii) promoting the Block Watch program in the city.

In reply to queries from Committee, Mr. Frail noted that a survey would be required to accurately gauge the number of active Block Watch captains in the city and that social media could be utilized as a communication tool within neighbourhoods. Superintendent Renny Nessel, Officer in Charge, Richmond RCMP, added that a staff report reviewing the Block Watch program in Richmond is expected to be presented in April 2016.

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

It was moved and seconded

That the presentation provided to the Community Safety Committee on March 15, 2016, by Ken Frail and Graham Boyle, regarding the Block Watch program in Richmond, be referred to staff to consider in the context of the pending staff report on the Block Watch program, and report back.

CARRIED

Community Safety Committee
Tuesday, March 15, 2016

LAW AND COMMUNITY SAFETY DIVISION

2. COMMUNITY BYLAWS MONTHLY ACTIVITY REPORT – JANUARY 2016

(File Ref. No.) (REDMS No. 4911569 v. 4)

In reply to queries from Committee regarding the Grease Management Program, Phyllis Carlyle, General Manager, Law and Community Safety and Michelle Orsetti, Acting Manager, Community Bylaws, noted that (i) the City's Grease Management Officer conducts regular inspections of food sector establishments, (ii) the program is managed under the Engineering and Public Works Division and was established under the City's budget process, and (iii) the program enforces the proper disposal of grease.

During discussion on the Animal Control Program, comments were offered on potential gaps in the dog licensing schedule, and dog license fees and fines.

In reply to queries from Committee, Edward Warzel, Manager, RCMP Administration and Ms. Orsetti advised that (i) residents are encouraged to license dogs in a timely manner, (ii) the dog licensing schedule provides residents time to submit applications and enables staff to efficiently process applications, (iii) staff estimate that there are over 7,000 dogs in the city, and (iv) City canvassers will be going door-to-door to alert residents of the City's dog licensing requirements.

In reply to queries from Committee, Ms. Orsetti noted that the City provides information on dangerous dog regulations in the local newspaper and on the City's website. It was suggested that staff determine what signage was posted at dog parks with respect to dog ownership requirements and licensing.

It was moved and seconded

That the staff report titled "Community Bylaws Monthly Activity Report – January 2016," dated February 15, 2016 from the General Manager, Law & Community Safety, be received for information.

CARRIED

3. RICHMOND FIRE-RESCUE MONTHLY ACTIVITY REPORT - JANUARY 2016

(File Ref. No.) (REDMS No. 4911569 v. 4)

Fire Chief John McGowan reviewed Richmond Fire Rescue's (RFR) January 2016 activities, noting that losses from fires were minimized and that increased incidents of sickness and headaches could be linked to influenza.

In reply to queries from Committee, Ms. Carlyle noted that drug abuse is a growing concern, and referenced a fentanyl-related death in the city.

3.

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Deputy Fire Chief Tim Wilkinson further noted that (i) details related to overdose victims are not available, (ii) more potent drugs are becoming accessible, and (iii) the City is working with the Coroner's office and community groups on issues related to drug use and public health.

The RFR was commended for their community involvement. Chief McGowan recognized the culture of volunteering, noting that RFR members are encouraged to engage in community events.

It was moved and seconded

That the staff report titled "Richmond Fire-Rescue Monthly Activity Report - January 2016," dated February 15, 2016 from the Acting Fire Chief, Richmond Fire-Rescue, be received for information.

CARRIED

4. **TOUCHSTONE FAMILY ASSOCIATION RESTORATIVE JUSTICE ANNUAL PERFORMANCE OUTCOME EVALUATION REPORT**

(File Ref. No. 09-5350-01) (REDMS No. 4912969 v. 5)

Discussion ensued with regard to the volunteer involvement in the Richmond Restorative Justice program.

In reply to queries from Committee, Judy Valsonis, Executive Director, Touchstone Family Association, advised that the organization recruits volunteers when required and regularly hosts recruitment drives.

The organization was recognized for their on-going community service.

It was moved and seconded

That the 2015 Restorative Justice: Performance Outcome Evaluation Report, as attached to the report, "Touchstone Family Association Restorative Justice Annual Performance Outcome Evaluation Report" dated February 11, 2016 from the Senior Manager, Community Safety Policy and Programs, be received for information.

CARRIED

5. **2016-2017 RCMP ANNUAL PERFORMANCE PLAN - COMMUNITY PRIORITIES**

(File Ref. No. 09-5000-01) (REDMS No. 4834312)

Supt. Nessel briefed Committee on the proposed community priorities for 2016-2017 and listed them as (i) pedestrian safety, (ii) break and enters (residential break and enters, thefts from automobiles, mail theft) and (iii) mental health.

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In reply to queries from Committee, Supt. Nesset commented on (i) observations of more brazen break and enter incidents, (ii) links between driver behaviour and pedestrian safety, (iii) speeding violations and distracted driving, (iv) escalating penalties for distracted driving in other communities, and (v) the Richmond RCMP utilizing volunteers and trained officers to alert residents of break and enter incidents in their area.

Discussion ensued with regard to (i) community engagement and visibility of the Richmond RCMP, (ii) enforcing pedestrian and speeding violations, (iii) posting clear school zone signage, (iv) collaborating with community groups such the Richmond Addiction Services Society, and (v) business crime included in the staff report.

In reply to queries from Committee, Supt. Nesset added that the proposed community priorities were current and emerging enforcement challenges.

It was moved and seconded

That (i) Pedestrian Safety, (ii) Property Crime – Residential Break and Enters, Theft from Automobile, Mail Theft, and (iii) Mental Health, be included as community priorities in the staff report titled “2016-2017 RCMP Annual Performance Plan – Community Priorities” (dated December 4, 2015 from the OIC, RCMP); to be considered for inclusion in the Richmond Detachment fiscal 2016-2017 (April 1, 2016 to March 31, 2017) RCMP Annual Performance Plan.

CARRIED

6. 2015-2016 RICHMOND RCMP DETACHMENT ANNUAL PERFORMANCE PLAN (APP) THIRD QUARTER RESULTS (OCTOBER 1 TO DECEMBER 31, 2015)

(File Ref. No. 09-5000-01) (REDMS No. 4907146)

It was moved and seconded

That the report titled “2015-2016 Richmond RCMP Detachment Annual Performance Plan (APP) Third Quarter Results (October 1 to December 31, 2015) dated February 1, 2016, from the Officer in Charge, Richmond RCMP, be received for information.

CARRIED

7. RCMP'S MONTHLY REPORT - JANUARY 2016 ACTIVITIES

(File Ref. No. 09-5000-01) (REDMS No. 4901748 v. 3)

Supt. Nesset reviewed the Richmond RCMP's January 2016 activities, noting that some minor increases in crime statistics may have skewed percentages.

Community Safety Committee

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During discussion on the RCMP's national directive that auxiliary constables no longer be permitted to participate in ride-along duties, Supt. Nessel and Ms. Carlyle explained that (i) although auxiliary and regular members are uniformed similarly, auxiliaries are unarmed, (ii) the directive was implemented as a result of risk assessments, (iii) auxiliaries remain involved in a number of community activities, and (iv) changes are anticipated by June 2016 to auxiliary members' training and duties. Benefits of auxiliary constables' participation in the "Difference Makers" project were acknowledged.

It was moved and seconded

That the report titled "RCMP's Monthly Report – January Activities 2016," – dated February 15, 2016 from the Officer in Charge, Richmond RCMP, be received for information.

CARRIED

8. RCMP/OIC BRIEFING

(Verbal Report)

(i) PADs Dogs Partnership

Supt. Nessel reported that Pacific Assistance Dogs Society (PADS) trainers brought dogs to the Richmond RCMP office during their final phase of training.

(ii) Child Seat Safety Program

Supt. Nessel noted that staff and technicians conducted some child seat safety inspections as children arrived at school, and offered guidance as required.

(iii) Pink Shirt Day

Supt. Nessel acknowledged that many officers participated in Pink Shirt Day.

(iv) Chinese New Year Festivals

Supt. Nessel referenced Richmond RCMP's participation in a number of Chinese New Year activities.

Community Safety Committee

Tuesday, March 15, 2016

9. EMERGENCY PROGRAMS

(Verbal Report)

(i) First Aid Kit Review

Lainie Goddard, Manager, Emergency Programs, emphasized the importance of checking first aid kits annually, noting that a list is posted on the City's website. She added that (i) "Get Ready Richmond Personal Preparedness Workshops" scheduled in February and March 2016, offered information to residents on emergency planning and what to do in an emergency, (ii) discussions will occur with RCMP and Block Watch representatives on emergency services, and (iii) City staff are being trained on personal emergency preparedness.

(ii) Quake Cottage

Ms. Goddard confirmed that the Quake Cottage mobile earthquake simulator will be at the May 14, 2016 Public Works Open House. To experience the simulator, participants (or their guardians) will be required to sign waivers. Although there are no age restrictions to participate, Ms. Goddard will inform the Committee, if she learns of any other restrictions.

(iii) Training Stats

None.

10. COMMITTEE STANDING ITEMS

(i) E-Comm

The Chair reported that given E-Comm's recent service expansion, the E-Comm Board of Directors would be expanding its membership by four seats.

(ii) Emergency Services

Emergency Services was discussed earlier in the meeting.

(iii) Block Watch

Block Watch was discussed earlier in the meeting.

Community Safety Committee
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11. MANAGER'S REPORT

In reply to questions raised, Ms. Carlyle advised that (i) the City did not participate in a recent multi-jurisdictional emergency training exercise in Burnaby, (ii) Emergency Services, RFR, Environmental Services and Richmond RCMP will participate in a May 2016 meeting with Transport Canada and the Canadian Coast Guard on ship sourced oil spills, (iii) staff will update Council on changes to the *Fire Services Act*, (iv) the Province asked each municipality to provide an email address dedicated to receiving Amber Alerts, which the City will distribute accordingly, (v) Mayor Brodie is hosting a March 23, 2016 discussion with other Mayors on emerging RCMP issues, and (vi) terms of reference are being drafted for a joint study between municipalities and the Province on integrated policing teams.

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (5:37 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 15, 2016.

Councillor Bill McNulty
Chair

Evangel Biason
Legislative Services Coordinator

OBSERVATIONS

- 3 @ RCMP
- 1 @ RCMP + CITY

inaccurate info out

Gaps in coverage

ENGLISH / FRENCH

BLOCKWATCH LEADERSHIP

STAFFING 5x20%

LACK OF ANNUAL REPORT - SMALL PROGRAM

of ACTIVE BW CAPTAINS

TRAINING FOR BW

NO INITIATIVES TO GROW BW

ANNUAL MEETING ISSUES

MEETING SPACE

INTERFERENCE - 600/BW

ALERTS - COMMUNICATION - SOCIAL MEDIA

NOT-REGISTERED
LANGUAGE?

SURVEY?

EMERGENCY PLANNING

REVIEWED "PROPOSED EMERGENCY
PREPAREDNESS ACT"

NO MENTION OF HOW COMMUNITIES
WILL BE ORGANIZED.

BUILD ON BW PROGRAM

FIRST 72 HOURS

RESILIENCE

BW CAPTAINS KNOW: RESOURCES

NURSES / DR'S

HANDY MEN / HANDICAPPED

ELDERLY / TOOLS

LANGUAGE DIFFICULTIES

IF AN EMERGENCY / EARTHQUAKE
HAPPENED NOW ?

PREFERRED

FULL TIME COORDINATOR

PLAN FOR FULL COVERAGE NO GAPS!

- RESIDENTIAL + MULTI-FAMILY
LANGUAGE ABILITY } MULTI L.
- WEB PAGE }

COMMUNICATION PLAN TO B.W.C.

ANNUAL REPORT TO COUNCIL

MEASUREMENTS

TRAINING FOR BW CAPTAINS
MEETING SPACE

ENGAGEMENT/PARTICIPATION

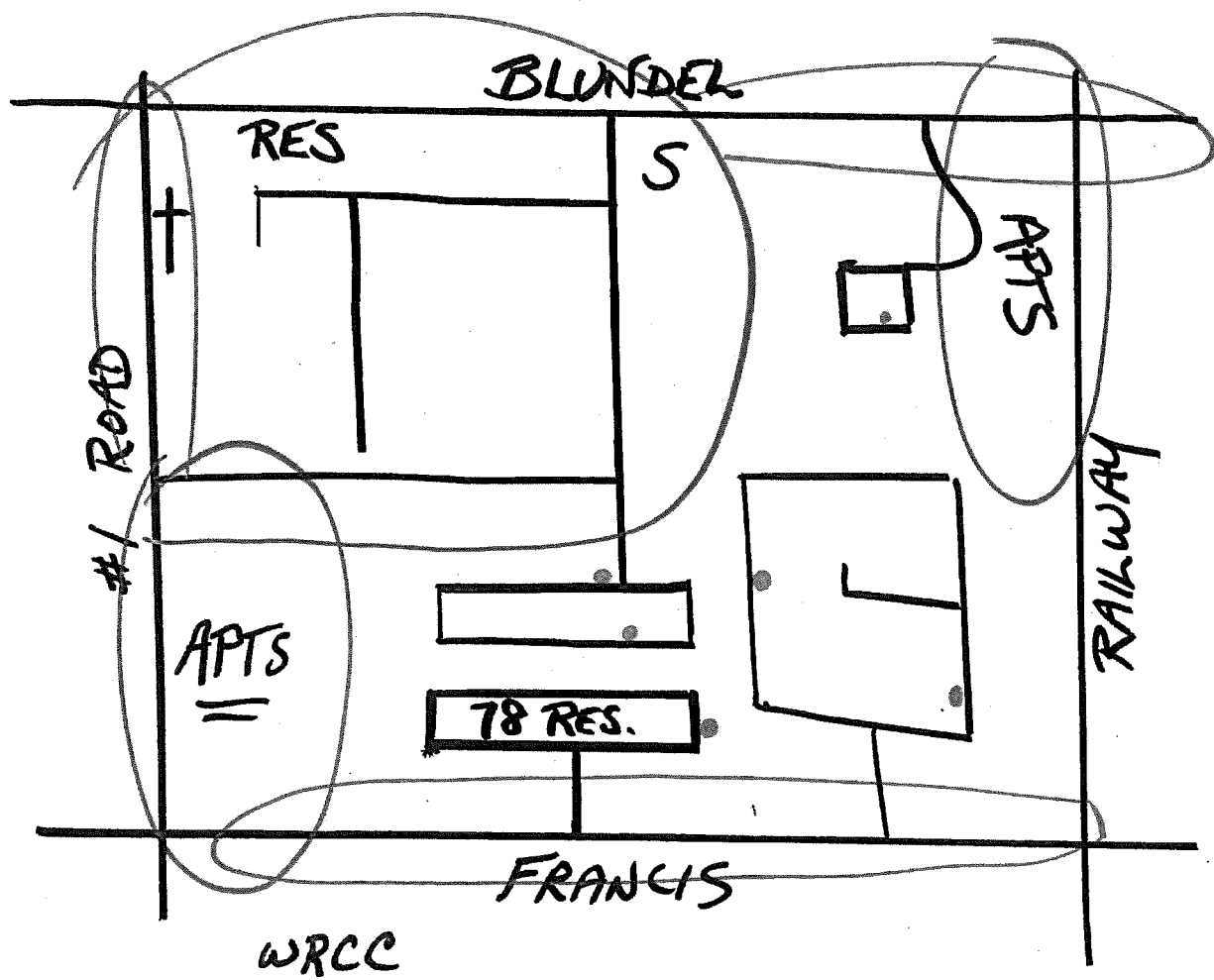
COMMUNITY SUPPORT FOR POLICE
CRIME DETERRENCE

PROMOTE STRONG

COMMUNITY CONNECTION

MORE CRIME INFO

COMMUNITY ADVISORY





General Purposes Committee

Date: Monday, March 21, 2016

Place: Anderson Room
Richmond City Hall

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

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

MINUTES

It was moved and seconded

That the minutes of the meeting of the General Purposes Committee held on March 7, 2016, be adopted as circulated.

CARRIED

Councillor Day entered the meeting (4:03 p.m.)

CHIEF ADMINISTRATOR'S OFFICE

1. **COUNCIL TERM GOALS 2014-2018: ACHIEVEMENT HIGHLIGHTS FOR 2015**

(File Ref. No.) (REDMS No. 4911569 v. 4)

Lani Schultz, Corporate Programs Consultant, referred Committee to the report and attached booklet, "Council Term Goals 2014-2018: Achievement Highlights for 2015".

1.

General Purposes Committee
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Discussion ensued in regards to public availability of the booklet and a potential press release. Committee commended staff for the booklet and suggested that the inside back cover reflect that it was printed in-house.

It was moved and seconded

- (1) *That the report titled "Council Term Goals 2014-2018: Achievement Highlights for 2015" from the Corporate Programs Consultant outlining the current status, progress and achievements towards Council Term Goals 2014-2018, be received for information; and*
- (2) *That staff be directed to continue using the Council Term Goals 2014-2018 as established in May 2015 to guide work programs for this term of office.*

CARRIED

FINANCE AND CORPORATE SERVICES DIVISION

2. FUGGLES & WARLOCK CRAFTWORKS LTD., 11220 HORSESHOE WAY – UNIT # 103

(File Ref. No. 12-8275-05) (REDMS No. 4902299)

It was moved and seconded

- (1) *That the application from Fuggles & Warlock Craftworks Ltd., for a brewery lounge endorsement, under Brewery Licence No. 306677, to allow the sale of beer by the glass or bottle, restricted to brewery products registered to the brewery under their Provincial Brewery Licence, be supported; and*
- (2) *That a letter be sent to the Liquor Control and Licensing Branch advising that:*
 - (a) *Council supports the amendment of an endorsement for a brewery lounge as the issuance will not pose a significant impact on the community;*
 - (b) *Council comments on the prescribed criteria (set out in Section 53 of the Liquor Control and Licensing Regulations) are as follows:*
 - (i) *The potential for additional noise and traffic in the area was considered;*
 - (ii) *The impact on the community was assessed through a community consultation process; and*
 - (iii) *Given that there has been no history of non-compliance with the operation, the endorsement to permit a brewery lounge under the Brewery Licence should not change the*

General Purposes Committee

Monday, March 21, 2016

establishment so that it is operated in a manner that is contrary to its primary purpose as a Brewery;

(c) As the operation of a brewery lounge may affect nearby residents, the City gathered the view of residents as follows:

(i) Property owners and businesses within a 50 metre radius of the subject property were contacted by letter detailing the application and provided instructions on how community comments or concerns could be submitted; and

(ii) Signage was posted at the subject property and three public notices were published in a local newspaper. The signage and notice provided information on the application and instructions on how community comments or concerns could be submitted; and

(d) Council's comments and recommendations respecting the views of the residents are as follows:

(i) That based on the number of letters sent and the lack of response received from all public notifications, Council considers that the amendment is acceptable to the majority of the residents in the area and the community.

CARRIED

3. REQUEST FOR APPROVAL OF 5 YEAR SOFTWARE UPDATE LICENSE & SUPPORT SERVICES CONTRACT WITH ORACLE CANADA ULC

(File Ref. No. 04-1300-01) (REDMS No. 4945394 v. 5)

In response to questions from Committee, Grant Fengstad, Director, Information Technology confirmed that payment for services would be made annually.

It was moved and seconded

(1) That the City enter into a five year software licensing and support services contract with Oracle Canada for the Peoplesoft Financial System and the Peoplesoft Human Capital Management System for a total of \$1,600,200; and

(2) That the Chief Administrative Officer and the General Manager, Finance and Corporate Services be authorized to negotiate and execute the software licensing and support services contract with Oracle Canada.

CARRIED

General Purposes Committee
Monday, March 21, 2016

ADJOURNMENT

It was moved and seconded

That the meeting adjourn (4:05 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 21, 2016.

Mayor Malcolm D. Brodie
Chair

Carrie Peacock
Recording Secretary



Planning Committee

Date: Tuesday, March 22, 2016

Place: Anderson Room
Richmond City Hall

Present: Councillor Linda McPhail, Chair
Councillor Bill McNulty
Councillor Chak Au
Councillor Carol Day
Councillor Harold Steves

Also Present: Councillor Alexa Loo

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

MINUTES

It was moved and seconded

That the minutes of the meeting of the Planning Committee held on March 8, 2016, be adopted as circulated.

CARRIED

NEXT COMMITTEE MEETING DATE

April 5, 2016, (tentative date) at 4:00 p.m. in the Anderson Room

PLANNING AND DEVELOPMENT DIVISION

1. AGRICULTURAL ADVISORY COMMITTEE 2015 ANNUAL REPORT AND 2016 WORK PROGRAM

(File Ref. No. 01-0100-30-AADV1-02) (REDMS No. 4920699)

Discussion ensued with regard to the Agricultural Advisory Committee's (AAC) communication process and connectivity with Planning Committee and staff.

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In reply to queries from Committee, Terry Crowe, Manager, Policy Planning, noted that (i) the AAC meets once a month and advises Council on proposed development applications, (ii) the AAC can consult the Planning Committee prior to requesting additional information from applicants, and (iii) full copies of AAC meeting minutes will be included in future Planning Committee agenda packages.

Todd May, Co-Chair, Agricultural Advisory Committee, noted the AAC may require additional information to consider development applications prior to advising the Planning Committee and that the AAC can suggest a process to further enhance communication with Council.

Committee commended the AAC on their work and their input on issues affecting local agriculture such as the proposed George Massey Tunnel replacement, the No. 5 Road Backlands Policy, and food security.

In reply to queries from Committee, Minhee Park, Planner 1, noted that Parks staff are organizing a farm tour for Council in Spring 2016 and that young people have been helped to farm in the city.

In reply to queries from Committee, Mr. Crowe noted that the AAC and other stakeholders were consulted during the creation of the Garden City Lands Legacy Landscape Plan, which will be used as a guideline. He added that Parks staff can provide a memorandum to update Council on the implementation of the 2014 approved Garden City Lands Legacy Landscape Plan.

It was moved and seconded

That the 2016 Agricultural Advisory Committee Work Program be approved.

CARRIED

Discussion ensued with respect to the AAC's communication process to Council.

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

It was moved and seconded

That staff examine an improved communication process for the Agricultural Advisory Committee and report back to Planning Committee.

CARRIED

Planning Committee
Tuesday, March 22, 2016

2. **APPLICATION BY ALEX JANE (AWJ INVESTMENTS INC.) FOR A ZONING TEXT AMENDMENT TO THE AUTO-ORIENTED COMMERCIAL (CA) ZONE TO PERMIT A RETAIL PAWNSHOP AT 3779 SEXSMITH ROAD, UNIT 2187**

(File Ref. No. 12-8060-20-009528; ZT 15-709967) (REDMS No. 4737405 v. 3)

Wayne Craig, Director, Development, reviewed the proposed application. He added that there is a secondary, more conservative option requiring that each pawnshop be approved on an individual basis.

Mr. Craig responded to queries from Committee regarding the number and locations of pawnshops in the city and the strict business licensing regulations applying to pawnshops.

It was moved and seconded

That Richmond Zoning Bylaw 8500, Amendment Bylaw 9528, for a Zoning Text Amendment to the "Auto-Oriented Commercial (CA)" zone to amend the regulations regarding the locational criteria for Retail Pawnshop uses be introduced and given first reading.

CARRIED

Opposed: Cllr. Au

3. **APPLICATION BY HUEN AU YEUNG AND KIM KWOK CHING AU YEUNG TO DISCHARGE LAND USE CONTRACT 063 AT 9711 GILBERT CRESCENT**

(File Ref. No. 12-8060-20-009534; LU 16-721350) (REDMS No. 4930012)

It was moved and seconded

That Richmond Land Use Contract 063 Discharge Bylaw No. 9534, to discharge "Land Use Contract 063" from the title of 9711 Gilbert Crescent, be introduced and given first reading.

CARRIED

4. **APPLICATION BY LIONS COMMUNICATION INC. FOR A REVISED TEMPORARY COMMERCIAL USE PERMIT AT 12631 VULCAN WAY FOR 2016 AND 2017**

(File Ref. No. TU 15-717388) (REDMS No. 4944393)

It was moved and seconded

(1) *That the application by Lions Communication Inc. for a revised Temporary Commercial Use Permit at 12631 Vulcan Way be considered at Public Hearing to be held on April 18, 2016 at 7:00 p.m. in the Council Chambers of Richmond City Hall, and that the following recommendation be forwarded to that meeting for consideration:*

Planning Committee
Tuesday, March 22, 2016

- (a) *"That a revised Temporary Commercial Use Permit be issued to Lions Communication Inc. at 12631 Vulcan Way for the purposes of permitting an evening night market event between April 29, 2016 to September 11, 2016 (inclusive) and April 28, 2017 to September 10, 2017 (inclusive) subject to the fulfillment of all terms, conditions and requirements outlined in the Temporary Commercial Use Permit and attached Schedules"; and*
- (2) *That the Public Hearing notification area be expanded to include all properties within the area bounded by River Road to the north, No. 5 Road to the west, Bridgeport Road to the south and Knight Street to the east.*

CARRIED

5. AGRICULTURAL LAND RESERVE APPEAL APPLICATION BY MAHAL FARMS LTD. FOR SUBDIVISION AT 5800 NO. 7 ROAD

(File Ref. No. AG14-676391) (REDMS No. 4936050)

Mr. Craig reviewed the application, noting that the applicant has ensured the preservation of Rathburn House through the registration of a covenant on title and limiting development to a single-family dwelling.

In reply to queries from Committee, Mr. Craig provided an overview of how the heritage value of Rathburn House will be protected. He confirmed that a Heritage designation is not being sought at this time as the property owner did not agree to designate the house as a heritage building.

Discussion ensued with respect to the referral process to the Heritage Commission.

It was moved and seconded

That the ALR appeal application by Mahal Farms Ltd. to subdivide the property at 5800 No. 7 Road be endorsed and forwarded to the Agricultural Land Commission.

CARRIED

Discussion ensued with respect to the role of the Richmond Heritage Commission.

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

It was moved and seconded

That staff review the role of the Richmond Heritage Commission and report back.

The question on the referral was not called as discussion ensued regarding the criteria to refer potential heritage sites to the Heritage Commission.

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Tuesday, March 22, 2016

Mr. Crowe advised that the City is updating Richmond Heritage Inventory. He added that a memorandum on the matter was provided to Council on March 11, 2016 and undertook to resend the material to Council.

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

6. AGRICULTURAL LAND RESERVE APPLICATION BY MAYBERRY FARMS LTD. FOR SUBDIVISION AT 2400 AND 2600 NO. 7 ROAD AND UN-ADDRESSED ADJACENT PARCELS

(File Ref. No. AG 15-713643) (REDMS No. 4930112)

Mr. Craig reviewed the proposed application, noting that the AAC did not recommend the proposed subdivision into nine lots however, the applicant requires the proposed subdivision for estate planning purposes and to support farm labour.

Discussion ensued regarding the acceptability of the application to the Agricultural Land Commission.

In reply to queries from Committee, Randy May, owner of Mayberry Farms and Bob Holtby, Agrologist, summarized the proposed subdivision configuration, noting that there would be lots created with road access from No. 7 Road that would have potential for single-family homes to be built. He added that a covenant would be provided that building on the lots not fronting No. 7 Road would not occur unless road access is provided by the City.

In reply to queries from Committee, Mr. Craig advised that there are currently no plans to extend Cambie Road and that any potential extensions of the roads in the Agricultural Land Reserve would require Council approval.

It was moved and seconded

That the Agricultural Land Reserve Application by Mayberry Farms Ltd. to subdivide 2400 and 2600 No. 7 Road and five (5) adjacent un-addressed parcels, be endorsed and forwarded to the Agricultural Land Commission.

CARRIED

Opposed: Cllrs. Day
Steves

7. MANAGER'S REPORT

(i) Arterial Road Policy

Mr. Crowe provided an update on the upcoming public consultation on the Arterial Road Policy.

In response to queries from Committee, Mr. Crowe confirmed that consultations with additional stakeholders will be scheduled if requested.

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(ii) *Mylora Golf Course*

Mr. Craig provided an update on the anticipated non-farm use application by the Mylora Golf Course, where agricultural land may be transferred to the City. He added that an agricultural remediation plan would be included to ensure that the land to be transferred would not require significant capital investment by the City to become agriculturally viable.

It was suggested that the application be discussed at the next Parks, Recreation and Cultural Services Committee meeting on March 30, 2016.

(iii) *Ling Yen Mountain Temple*

Mr. Craig briefed Committee on the Ling Yen Mountain Temple development, noting that the traffic impact has been considered and that staff anticipates that the application would be presented in the second quarter, including information on potential traffic connections and proposed landscaping.

(iv) *Single Family Zoning District Referral – Additional Revisions to Single Family Zones*

Mr. Craig advised that the referral on the Single Family Zones will be brought back to Committee in May 2016, with suggested topics for public consultation.

(v) *Early Termination of Land Use Contract Applications*

In reply to queries from Committee regarding applications for early termination of land use contracts, Gavin Woo, Senior Manager, Building Approvals, advised that there have been no substantial increase in building permit applications compared to 2015.

(vi) *Rental Housing*

In reply to queries from Committee, Joe Erceg, General Manager, Planning and Development, noted that staff will provide an update to the Affordable Housing Strategy in the next quarter, including the potential to increase rental housing requirements in new developments.

ADJOURNMENT

It was moved and seconded
That the meeting adjourn (5:11 p.m.).

CARRIED

Planning Committee
Tuesday, March 22, 2016

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 22, 2016.

Councillor Linda McPhail
Chair

Evangel Biason
Legislative Services Coordinator



City of Richmond

Report to Committee

To: Community Safety Committee

Date: December 4, 2015

From: Renny Nesset
OIC

File: 09-5000-01/2015-Vol
01

Re: 2016-2017 RCMP Annual Performance Plan - Community Priorities

Staff Recommendation

That Council select two or more of the priorities as listed in the staff report titled "2016-2017 RCMP Annual Performance Plan – Community Priorities" (dated December 4, 2015 from the OIC, RCMP); to be considered for inclusion in the Richmond Detachment fiscal 2016-2017 (April 1, 2016 to March 31, 2017) RCMP Annual Performance Plan.

Renny Nesset
OIC
(604-278-1212)

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

Staff Report

Origin

The Officer in Charge (OIC) of the Richmond RCMP Detachment is committed to aligning the RCMP's strategic goals with Council's Term Goals. As such, he requests Council's input into the development of the Detachment's Annual Performance Plan for the fiscal 2016-2017 year (April 1, 2016 to March 31, 2017).

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.

Background

The Annual Performance Plan delivers planning and performance management to the Richmond Detachment and ensures policing initiatives are aligned with the City of Richmond and RCMP strategic priorities. The Annual Performance Plan allows the OIC to systematically plan, evaluate, and manage police resources and operations. It also affords him a valuable consultation and reporting mechanism vis-à-vis the City of Richmond, the Commanding Officer of "E" Divisions RCMP, and the Detachment staff.

Planning

Richmond Detachment consults with Council and City staff to identify opportunities for improved services in the local community. A well thought-out plan allows for policing objectives to be aligned to the unique needs of the City of Richmond, as well as the RCMP's national, provincial, and district initiatives that are implemented for the fiscal year. Measurements, targets, and integrated risk assessments for the policing initiatives are also created to monitor performance and risk management.

Quarterly Performance Review

Every ninety days, Council is updated on the status of the Annual Performance Plan. The quarterly report highlights the progression of objectives and policing initiatives, as well as communicates whether planned activities are on-track. For activities that are not on-track, an assessment is conducted to determine whether alternative responses are required.

Annual Performance Plan Features

The Annual Performance Plan is designed to facilitate best management practices for Richmond Detachment administration and provides the foundation for the following strategic planning activities:

- Community, Contract, and Aboriginal Policing Services Community Plans;
- Risk Management;

- Unit Level Quality Assurance (ULQA);
- Performance Management;
- Public Safety; and
- Unit Performance Improvement Program.

Analysis

City of Richmond Community Priorities

Community engagement is a salient component of Richmond Detachment's strategic and annual planning process. Richmond Detachment's 2015-2017 Strategic Plan¹ is the culmination of on-going dialogue with Richmond residents, Council and other community safety stakeholders. It also considers current and emerging policing challenges and opportunities. The 2015-2017 Strategic Plan identifies five Richmond Priorities:

1. Property Crime
2. Road Safety
3. Community Engagement
4. Youth
5. Organized Crime

The Detachment's focus on these five strategic priorities advances its commitment to the City of Richmond's vision "to be the most appealing, livable and well-managed community in Canada²". In addition, it supports the RCMP's mission to provide quality service in partnership with our communities and vision to promote safe communities³.

Richmond Detachment is seeking Council's input in the development of the Annual Performance Plan priorities. For the previous year's Annual Performance Plan (fiscal April 1, 2015 to March 31, 2016), Council selected the following three priorities:

1. Pedestrian Safety;
2. Break and Enters & Theft from Automobile; and
3. Mental Health.

For the 2016-2017 APP, Richmond Detachment is recommending Council select the following three Community Objectives:

1. Pedestrian Safety – Despite notable success in driving down fatal and injurious collisions, Road Safety remains a concern for the community. Road Safety is also one of four key Public Safety BC RCMP objectives set for the 2015-2017 BC RCMP Policing Priorities⁴.

¹ Endorsed, Community Safety Committee, December 9, 2014.

² City Of Richmond Annual Report, 2014.

³ [Royal Canadian Mounted Police Mission, Vision and Values](#)

⁴ [BC RCMP Policing Priorities](#)

Although the year over year totals reflect a marked decrease in pedestrian injuries and fatalities, Richmond Detachment recommends that a continued focus on Road Safety education, enforcement, and environmental planning be a priority.

For fiscal year 2016-2017 (April 1, 2016 to March 31, 2017), this priority will continue to have two targets:

- i. a ten percent reduction in pedestrian related injuries; and
- ii. a twenty-five percent reduction in pedestrian fatalities.

The following table summarizes the last five fiscal years' Pedestrian Safety results.

Fiscal Year (April 1 to Mar 31)	Pedestrian Injuries	% Change	Pedestrian Fatalities	% Change
2011-2012	68	N/A	6	N/A
2012-2013	83	22%	1	-83%
2013-2014	90	8%	4	300%
2014-2015	97	8%	3	-25%
YTD 2015 (April 1 to November 30, 2015)	43	-56%	1	-67%

Source: Richmond Detachment PRIME Statistics, December 2, 2015

2. **Property Crime** - Although Richmond Detachment has achieved many successes this fiscal through the high profile arrests⁵ of several prolific property crime offenders, there is a rise in these types of offences affecting all Lower Mainland jurisdictions. Richmond Detachment has observed that Residential Break and Enters are now becoming more violent and involve damage to windows, property and/or the residents being inside the home at the time of the crime.

Theft from Automobile crimes and Mail Theft crimes often lead to more sinister downstream incidents such as identity theft, residential break and enters, garage break and enters, etc. This phenomenon is not exclusive to Richmond only but is affecting all Lower Mainland jurisdictions.

⁵ **Richmond News** - *Prolific Purse Snatch Suspect Nabbed* (June 17, 2015); *Richmond Purse-snatching Thief Vows To Change* (July 30, 2015); *Richmond Mounties Nab Alleged iPhone Thief* (September 9, 2015); *Richmond Mounties Intercept Stolen Tesla With Mobile App* (November 3, 2015); *Richmond Bike Thief Suspect Arrested After Frigid Swim* (December 2, 2015); *Richmond Mounties Collar Suspected Burglar On His Way Down The Ladder* (December 7, 2015); *Cops Bust North Richmond "Chop Shop"* (December 10, 2015).

City of Richmond RCMP News Release – *Pickpocket Artists Picked Off* (April 8, 2015); *Mail Thieves Caught in Richmond* (May 22, 2015); *Prolific Burglar Arrested* (July 29, 2015); *Burglar Re-arrested* August 18, 2015); *Richmond RCMP Arrests Show Multi-Jurisdictional Crimes Have No Bounds* (October 28, 2015) *Bike Squad Officers Foil Purse Theft* (November 26, 2015).

Crime reduction initiatives will continue to be pursued through community education, engagement and partnerships as well as intervention, prevention and intelligence-led policing.

For fiscal year 2015-2016 (April 1, 2015 to March 31, 2016), the target was established to be a ten percent reduction in Commercial and Residential break and enters as well as a ten percent reduction in Theft from Automobile. For fiscal year 2016-2017 (April 1, 2016 to March 31, 2017), Richmond Detachment will focus on:

- i. a ten percent reduction in Residential Break and Enters;
- ii. a ten percent reduction in Theft from Automobile; and
- iii. a ten percent reduction in Mail Theft.

Should Commercial Break and Enter crime statistics start to creep up significantly, the Detachment will add those to the quarterly Annual Performance Plan report.

The following table summarizes the last five fiscal years' Property Crime results.

Fiscal Year (April 1 to March 31)	Residential Break & Enter	% Change	Commercial Break & Enter	% Change	Theft from Automobiles	% Change	Mail Theft	% Change
2011-2012	668	N/A	378	N/A	1936	N/A	51	N/A
2012-2013	647	-3%	589	56%	2067	7%	67	31%
2013-2014	724	12%	315	-47%	2060	0%	83	24%
2014-2015	972	34%	402	28%	2374	15%	173	108%
YTD 2015 (Nov 30, 2015)	411	-58%	247	-39%	1611	-32%	112	-35%

Source: Richmond Detachment PRIME Statistics, December 2, 2015

3. **Mental Health** – Richmond Detachment continues to experience large numbers of Mental Health related calls for service. These calls consume considerable Detachment resources due to their volume and resolution process. Detachment members must devote substantial time to finding both immediate short and long-term solutions for those who as a result of a mental health and/or addiction related challenges; commit crimes and/or generate such calls for service.

The Detachment has taken on a leadership role in enhancing the collaboration of mental health support services by bringing stakeholders together to find viable solutions. The Detachment continues to meet every two months with the Vancouver Coastal Health Authority and attends separate monthly meetings with City of Richmond Staff, Richmond Fire-Rescue and Richmond Mental Health. These two collaborative working groups, address vulnerable sector clients such as those with mental health and/or addiction issues, hoarders, homeless, those with dementia and other complex challenges. The Detachment continues to populate the Mental Health Referral database that tracks referrals made to

the Detachment's Mental Health Coordinator as well as the second Mental Health Profile database which develops client profiles of high-risk mental health clients in order to analyse patterns, habits and best crisis de-escalation tactics on an individual basis.

For fiscal year 2016-2017 (April 1, 2016 to March 31, 2017), Richmond Detachment will focus on:

- i. A five percent reduction in Mental Health Related Calls for Service

The following table summarizes the last five fiscal years' Mental Health priority results.

Fiscal Year	Mental Health Related Calls for Service	% Change
2011-2012	1,089	N/A
2012-2013	1,139	5%
2013-2014	1,236	9%
2014-2015	1,109	-10%
YTD 2015 (Nov 30, 2015)	860	-22%

Source: Richmond Detachment PRIME Statistics, December 2, 2015

Financial Impact

There is no financial impact associated with this report.

Conclusion

Richmond Detachment requests Council select two or more of the following as Community Priorities for inclusion in the 2016-2017 Annual Performance Plan (April 1, 2016 to March 31, 2017):

1. Pedestrian Safety;
2. Property Crime - Residential Break and Enters, Theft from Automobile, Mail Theft; and
3. Mental Health.



Renny Nessel
OIC
(604-278-1212)



City of Richmond

Report to Committee

To: General Purposes Committee
From: Lani Schultz
Corporate Programs Consultant

Date: March 7, 2016
File: 01-0100-01/2016-Vol
01

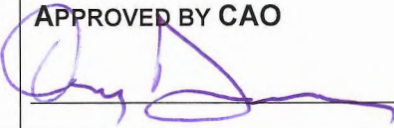
Re: **Council Term Goals 2014-2018: Achievement Highlights for 2015**

Staff Recommendation

1. That the report titled "Council Term Goals 2014-2018: Achievement Highlights for 2015" from the Corporate Programs Consultant outlining the current status, progress and achievements towards Council Term Goals 2014-2018, be received for information; and
2. That staff be directed to continue using the Council Term Goals 2014-2018 as established in May 2015 to guide work programs for this term of office.

Lani Schultz
Corporate Programs Consultant
(604-276-4129)

Att. 1

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	
Communications	<input checked="" type="checkbox"/>	
Corporate Programs	<input checked="" type="checkbox"/>	
Intergovernmental Relations & Protocol Unit	<input checked="" type="checkbox"/>	
Administration & Compliance	<input checked="" type="checkbox"/>	
Economic Development	<input checked="" type="checkbox"/>	
Finance Department	<input checked="" type="checkbox"/>	
Real Estate Services	<input checked="" type="checkbox"/>	
Arts, Culture & Heritage	<input checked="" type="checkbox"/>	
Community Social Development	<input checked="" type="checkbox"/>	
Parks Services	<input checked="" type="checkbox"/>	
Recreation Services	<input checked="" type="checkbox"/>	
Engineering	<input checked="" type="checkbox"/>	
Sustainability	<input checked="" type="checkbox"/>	
Law & Community Safety Administration	<input checked="" type="checkbox"/>	
Building Approvals	<input checked="" type="checkbox"/>	
Policy Planning	<input checked="" type="checkbox"/>	
Transportation	<input checked="" type="checkbox"/>	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: DW	APPROVED BY CAO 

Staff Report

Origin

A set of Council Term Goals are adopted at the start of each new term of office to determine Council's desired focus and shared priorities for the term in order to ensure City work programs are appropriately aligned. This process forms an integral part of City operations, and helps to ensure a focused and productive workforce that makes the most effective use of public resources.

With this term of Council completing its first year, the attached report summarizes the achievement highlights made toward Council Term Goals to date.

Analysis

On May 25, 2015, Council approved the following goals with related priorities for the 2014-2018 term:

1. **A Safe Community:** Maintain emphasis on community safety to ensure Richmond continues to be a safe community.
2. **A Vibrant, Active, and Connected City:** Continue the development and implementation of an excellent and accessible system of programs, services, and public spaces that reflect Richmond's demographics, rich heritage, diverse needs and unique opportunities, and that facilitate active, caring, and connected communities.
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.
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 maintain Richmond's position as a leader in sustainable programs, practices and innovations.
5. **Partnerships and Collaboration:** Continue development and utilization of collaborative approaches and partnerships with intergovernmental and other agencies to help meet the needs of the Richmond community.
6. **Quality Infrastructure Networks:** Continue support and diligence towards the development of infrastructure networks that are safe, sustainable, and address the challenges associated with aging systems, population growth, and environmental impacts.
7. **Strong Financial Stewardship:** Maintain the City's strong financial position through effective budget processes, the efficient and effective use of financial resources, and the prudent leveraging of economic and financial opportunities to increase current and long-term financial sustainability.

8. **Supportive Economic Development Environment:** Review, develop and implement plans, policies, programs and practices that enhance business and visitor appeal and promote local economic growth and resiliency.
9. **Well-Informed Citizenry:** Continue to develop and provide programs and services that ensure the Richmond community is well-informed and engaged with regard to City business and decision making.

Much work has been completed towards achieving these goals during Council's first year of the 2014-2018 term of office. Highlights of this work are contained in the attached document.

Financial Impact

None.

Conclusion

The setting of Council Term Goals is an integral part of the City's strategic approach to the development of organizational work programs and operations. The attached report has been prepared to provide Council with information on the advancement of their term goals since their approval.



Claire Adamson
Program Manager, CPMG
(604-247-4482)

CA:ca

Att. 1: Council Term Goals 2014-2018: Achievement Highlights for 2015



Council Term Goals 2014–2018 **Achievement Highlights for 2015**



Richmond City Council

Front Row (Left to Right):

Councillor Carol Day, Councillor Bill McNulty, Mayor Malcolm Brodie, Councillor Linda McPhail, Councillor Harold Steves

Back Row (Left to Right):

Constable Adam Carmichael (Richmond RCMP), Councillor Chak Au, Councillor Derek Dang, Councillor Ken Johnston, Councillor Alexa Loo, Captain Jack Beetstra (Richmond Fire-Rescue)

City of Richmond Council Term Goals 2014-2018

On May 25, 2015, Council adopted a set of Council Term Goals for the term of 2014-2018 to help guide City work programs during this four-year term of office. These goals are monitored and reviewed with Council at least annually, and adjusted as required to ensure they remain relevant in light of changing community, organizational, and political priorities. This report summarizes the highlights of progress and achievements made on Council's Term Goals to-date.

Goal 1: A Safe Community.....	3
Goal 2: A Vibrant, Active and Connected City.....	6
Goal 3: A Well-Planned Community.....	11
Goal 4: Leadership in Sustainability.....	16
Goal 5: Partnerships and Collaboration	20
Goal 6: Quality Infrastructure Networks.....	24
Goal 7: Strong Financial Stewardship	30
Goal 8: Supportive Economic Development Environment.....	35
Goal 9: A Well-Informed Citizenry	37

Goal 1



A Safe Community

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

Synopsis

While Richmond continues to be a safe place to live, work, and play, Council recognizes community safety as fundamental to the City's livability, and views this area as a high priority. Council understands the importance of continuing to enhance the community's sense of safety to ensure Richmond is a healthy and livable community. Council is committed to ensuring that the City's community safety models of operation and services relate to Richmond's specific needs and concerns, and that these services are responsive to the safety needs of our residents and businesses as their primary focus.

Goal 1: A Safe Community 2015 Highlights



Camp Courage Youth Camp with RCMP and RFR.

Quick Facts

- The Block Watch program included 9,685 participants in 412 groups with 542 Captains/Co-Captains (as of December 2015).
- There was a 32% decrease in theft from automobiles from January to November, 2015 versus January to November 2014.
- The Crime Prevention Outreach Program included 1,162 residential houses, 738 packages, and 117 face-to-face interactions (as of August 2015).
- The Commercial Break and Enter email alert program issued 122 email alerts and 95 letters and has 1,059 registered email addresses.*
- The Residential Break and Enter email alert program issued 457 email alerts and 1,504 letters to 5,083 registered email addresses.*
- The Lock-out Auto Crime initiative handed out 33,270 notices, 9,790 more notices than in 2014.

*As of June 2015.

Council's Priorities:

- 1.1 Policy and service models that reflect Richmond-specific needs.
- 1.2 Program and service enhancements that improve community safety services in the City.
- 1.3 Improved perception of Richmond as a safe community.
- 1.4 Effective interagency relationships and partnerships.

Policy and service models that reflect Richmond-specific needs.

In keeping with this priority, a City-wide strategic review of community policing needs was conducted with preliminary recommendations made to Council in November 2015. A comprehensive report will be delivered in 2016.

A review of the key assumptions and transition costs associated with an independent policing model for the City of Richmond was completed, with a public consultation process to follow in 2016.

Program and service enhancements that improve community safety services in the City

A strong emphasis was placed on **Commercial and Residential Break and Enters** as part of its Richmond Detachment Annual Performance Plan. Statistics for 2015 (January to November) reveal a 39% decrease in commercial break and enters and a 58% decrease in residential break and enters versus same period in 2014.

The RCMP focused on pedestrian safety and hosted a series of lectures entitled "Walk with Safety." The RCMP also facilitated the formation of a Pedestrian Safety Subcommittee with membership from Richmond Fire Rescue (RFR), RCMP, ICBC, the Richmond School District, and the City's Transportation and Bylaws Departments.

Multilanguage emergency preparedness presentations were facilitated throughout the City. In addition, Emergency Social Services partnered with the Richmond Centre for Disabilities to lead a Reception Centre exercise so staff and volunteers could learn how best to work with people with disabilities.

RCMP Crime Prevention and Victim Services launched a pilot project for a mobile app which provides the citizens of Richmond accessibility to local crime, statistical/geographical maps of crime locations, as well as easy access to the Richmond RCMP online report system.

Improved perception of Richmond as a safe community

The RCMP have continued the foot patrol initiative in the City Centre, aimed at increasing RCMP visibility and accessibility for face-to-face contacts with the public. This initiative continues to receive very positive feedback from residents and business owners alike.

The Fire Protection and Life Safety Bylaw 8306 was amended to reduce risks posed by vacant properties.

Effective interagency relationships and partnerships

BC Ambulance Services (BCAS) and Richmond Fire Rescue (RFR) will be co-located at the new Cambie Firehall No. 3, scheduled for occupancy in 2017. This combined facility, and the decision for BCAS to locate in Richmond is the first of its kind in an urban centre, and represents a strong working relationship between the provincially operated BCAS and the municipally operated RFR.

The City has engaged with the RCMP "E" Division senior management team for a variety of meetings and forums including the RCMP's Lower Mainland District Regional Policing Service Mayors Forum. At these meetings, there was dialogue around a number of issues such as policing costs and governance models surrounding the Integrated Teams.

At the Richmond Chamber of Commerce 12th Annual 911 Awards, a number of awards were received by Richmond First Responders and volunteers.



Quick Facts

- 7,114 Speed Watch letters were sent out by volunteers who were equipped with radar and speed reading boards. This is 459 more letters than the same period last year.*
- 796 Distracted Drivers notices were sent out by volunteers to drivers who were found to be on their cell phones, or using other electronic devices, reading a newspaper, shaving or putting on make-up. This was 280 more notices than the same period last year.
- Pedestrian Injuries decreased by 56%.**
- Pedestrian fatalities decreased by 67%.**

*From January to October 2015.

**January to November 2015 versus the same period, 2014.

Fire Safety

- RFR responded to 10,327 emergencies, an increase of 7% over 2014.
- RFR inspected and secured 732 abandoned properties.
- 10 replacement firefighters were hired.



Goal 2



A Vibrant, Active, and Connected City

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

Synopsis

Council is committed to weaving together a strong community fabric of programs, services and infrastructure that result in a healthy, vibrant, and sustainable City. To this end, Council seeks to nurture a thriving and engaged citizenry; neighbourhoods where there is a sense of belonging and connectedness; a culture of inclusiveness, diversity and social cohesion; and programs, facilities and services that are accessible and meet the needs of the demographics of the community for today and in the future. Council seeks a City that is full of opportunities for recreation, boasts a variety of outdoor green space, reflects our rich arts and cultural communities, celebrates Richmond's unique heritage and waterfront roots, and provides meaningful opportunities for volunteerism and engagement. In addition, Council is committed to looking for ways to best address changing social service needs within its limited mandate and resources, while effectively managing the downloading of services and funding from senior levels of government. This goal seeks as an outcome, a balanced system of programs, services and infrastructure that results in an active, caring, connected and engaged community where people belong and thrive.

Goal 2: A Vibrant, Active and Connected City 2015 Highlights

Council's Priorities:

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

Strong Neighbourhoods

The community recreation centres offered a variety of neighbourhood specific programming and outreach initiatives including concerts in the park, outdoor movie nights, festivals, and free park programs for children and families. The Richmond Public Library also implemented new outreach programs including "pop-up libraries".

The City hosted the first annual Diversity Symposium aimed at practitioners in the diversity field, providing the opportunity for 90 professionals and community leaders to share best practices in the field of neighbourhood and community building.

Effective Social Service Networks

The Kiwanis Towers Seniors Housing project saw 296 units of subsidized seniors rental housing made available to seniors, and is now fully occupied. Created through a partnership of non-profit, private, and public sectors, the project also includes programmed community amenity spaces. The City of Richmond received the 2015 Union of BC Municipalities (UBCM) Community Excellence Award for Partnerships for this Seniors Housing project.

The Storeys project, near the corner of Granville and No. 3 Road is now in the construction phase. When complete, this project will include 129 units of subsidized rental housing with programmed amenity spaces, offices and social enterprises to support low-income households to gain housing stabilization and self-sufficiency.

The newly updated Seniors Service Plan: 2015-2020 has been completed and was adopted by Council. The plan will provide the blueprint for the next six years to meet the service and program needs of the seniors' population.

An Age-Friendly Assessment and Action Plan was endorsed by Council and will guide City actions over the next five years to increase the number and scope of age-friendly features, policies and programs throughout Richmond.

The Affordable Housing Resource Guide was developed based on stakeholder feedback with the goals of serving as a resource for the people, organizations, and professionals interested in the development of affordable housing in Richmond.

The 2015-2020 Youth Service Plan was completed and approved by Council. The Plan identifies priority program and service areas for youth and provides a strategic approach to making decisions about youth-related matters over the next six years.

Quick Facts

Richmond's public facilities and programs are well used by the public. This year, the following visits were recorded:

- Aquatics programs: 873,035
- Arenas programs: 162,086
- Community Recreation programs: 1,043,612
- Minoru Place Activity Centre's programs: 79,605
- Arts and Culture programs: 58,797
- The Street Banner Program received 300 artist submissions and 2,945 "likes" on the Facebook page.
- The D.A.R.E. program facilitated 15 classes with 1,703 students graduating.
- The Community Leisure Transportation program supported by the Minoru Seniors Society operated for 3,339 hours, transporting 8,404 passengers generating 619 trips city-wide.
- The City issued 161 Recreation Access Cards providing access to programs and services for residents with disabilities. 249 children were assisted through the Canadian Tire Jumpstart program.
- The Recreation Fee Subsidy Program assisted 748 people this year.
- Richmond Oval has grown to over 6,000 members, 78% of whom are Richmond residents.

Quick Facts

Volunteers are an important component of community and social service delivery in Richmond. They help build strong neighbourhoods and programs including:

- 2,072 volunteers supported Community Services programs and events by contributing a total of 85,375 hours.
- 170 Green Ambassador volunteers contributed over 1,600 hours to help promote recycling at community events.
- 763 Partners for Beautification volunteers contributed 2,274 hours to 210 initiatives (as of September 30).
- 60 Earth Day Celebration volunteers pulled 80 cubic yards on invasive plants from Garden City Park.
- The ROX (Richmond Olympic Experience) opened this year with a Volunteer Docent program that has over 100 active volunteers.
- 42 Auxiliary RCMP Constables contributed a total of 5,695 hours to increasing community safety.



Ski-Jump Simulator at the Richmond Olympic Experience (ROX).

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

A new **Minoru complex** is now under construction and will not only replace the aquatics and seniors centre facilities as well as the Minoru Pavilion, it will become a centre for active living and wellness for residents of all ages and abilities.

A new 28,000 sq. ft. **City Centre Community Centre** officially opened in September 2015 providing recreation and arts opportunities for a growing and diverse area of the city. Amenities include a fitness centre; a fitness studio; an art studio; music rooms; a community living room; and multipurpose rooms for all ages.

A **needs assessment for Community Services** has been completed to better understand the community's needs and satisfaction levels in this area of City operations. The needs assessment is a key planning document that will be used to inform plans and strategies for the delivery of future community services and infrastructure.

Development is underway of a **Community Services Facilities Strategic Plan** to provide strategic direction for short- and long-term facilities projects to ensure community service facilities are keeping pace with, and reflect, the community's needs. A preliminary plan will be completed in early 2016 and brought to Council.

The **Steveston Town Square Park Concept Plan** was adopted by Council to connect the recently opened Japanese Benevolent Society Building and the Steveston Museum for improved outdoor programming opportunities.

Public waterfront improvement projects saw completion of the Middle Arm Oval Beach waterfront improvements including the installation of a new waterfront gathering place, a children's outdoor play environment and outdoor sand volleyball courts adjacent to the Richmond Olympic Oval. Council also approved the new Tait Riverfront Park Concept Plan along the Tait waterfront.

Council endorsed the expansion and implementation of **Richmond's Designated Dog off-leash program** at the McCallan Road Right-of-Way/ Railway Corridor, Garden City Community Park, South Arm Community Park, and Elmbridge Way areas.

Construction has commenced on the newest **City Centre park**, located at Cambie Road and Brown Road. The first phase of park development of the 4.2 acre park will include a network of walking routes, gathering places, and a designated dog off-leash area.

The **Kathleen McNeely School Accessible Playground** was officially re-opened with new play structures and features for inclusive play including a series of wheelchair ramps, a roller slide and disc swing, rubber surfacing, and lower, wheelchair-friendly play structures.

The Terra Nova Adventure Play Environment received a Regional Citation Award from the Canadian Society of Landscape Architects.

The ROX (Richmond Olympic Experience) opened in November celebrating memories of the 2010 Olympic and Paralympic Winter Games, educating visitors about the Olympic and Paralympic Movements, and celebrating Richmond's rich sporting history. As the only official International Olympic Committee (IOC) Olympic Museum in North America, the ROX provides a unique museum experience, using state-of-the-art sport simulators and many engaging interactive activities.

Vibrant arts, culture and heritage opportunities

Maritime themes have been a major focus this year in programs and events. The River Queen Water Shuttle in Steveston offered a fully narrative nature and historic tour with stops at three sites: Britannia, the Village, and the 3rd Avenue Pier. The Britannia Tall Ship "Adventuress" Sailing School was another new highlight program designed to provide opportunities and access to maritime activities and to enhance boating and sailing skill development.

Modern technology and historic sites met in Steveston this year with five interactive 3D tours of Britannia Shipyard buildings and a new film exhibit. In addition, the Nikkei stories project highlighting stories of Japanese-Canadians in Steveston will see 10 street signs with iBeacons installed in Steveston allowing smart phone users to access short videos highlighting the significance of each place told in the words of a member from the Japanese Canadian community.

Several **new public art projects and installations** were completed in 2015 and many more are underway. Completed civic public art projects include the *Motif of One and Many* at the new City Centre Community Centre, and several new utility cabinet wraps. *Pianos on the Streets* were installed in three locations around the city as part of an interactive community arts program. Two new private public art pieces include *ebb & flow*, located on the lobby wall of the Carole Tong Centre and *Sequence*, on the outside corners of the Harmony towers.

Public art programming throughout the City included exhibitions at the Lansdowne and Aberdeen Canada Line Stations. Education and outreach programming included four PechaKucha nights, an Art at Work Professional Development Series for artists, Pianos on the Streets and four exhibitions at the Richmond Art Gallery.

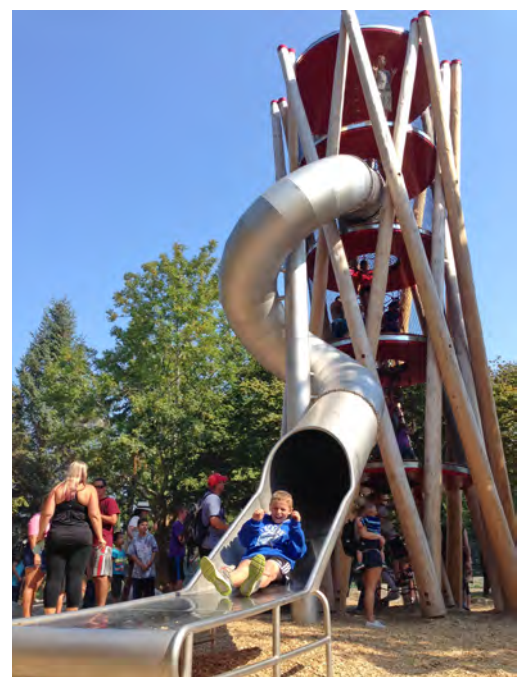
Arts and culture were celebrated through the **Seventh Annual 2015 Richmond Arts Awards**, in partnership with the Richmond Arts Coalition, recognizing artistic achievements and contributions to the cultural community by residents, artists, educators, organizations and business leaders. The Richmond Art Gallery also partnered with the Richmond Arts Coalition to host ArtRich2015, a juried exhibition of artwork by 49 local artists selected from 167 submissions with 1,629 in attendance.



Kathleen McNeely School Accessible Playground.



Visual art opportunities inspiring creativity.



Terra Nova Adventure Play Environment.

Quick Facts

- A total of 110 community events were approved by the Richmond Events and Approvals Coordinating Team (REACT).
- The Britannia Shipyards National Historic Site welcomed 51,225 visitors.
- The Japanese Fisherman's Benevolent Society Building has welcomed 6,774 visitors since opening on June 5.
- The Steveston Interurban Tram Building has welcomed 30,962 visits.
- Richmond Nature House welcomed 7,338 visitors (as of Sep. 30, 2015).
- The Richmond Museum welcomed 35,169 visitors.
- The Steveston Museum welcomed 33,889 visitors.
- The Richmond Art Gallery welcomed 14,733 visitors.
- The Richmond Olympic Oval welcomed over 900,000 visitors.
- "Geo-Quest", the City's geocache program, has logged 9,323 'finds' at various locations since the start of the program in October 2014. Geo-Quest is the first official Geo-Tour of a Canadian city, and provides an outdoor treasure hunt using a smartphone or GPS device to navigate coordinates that are located around the City. 105 people found all 30 of the City's geocaches, thereby completing the Geo-Quest and earning a collectable coin (as of September 30, 2015).
- Over 300 community garden plots are currently in use.

The Richmond Arts Centre partnered with Minoru Place Activity Centre and City Centre Community Centre to present the **Intergenerational Art Program**, a year-long program with Brighthouse Elementary School that culminated in a display of works hosted by Minoru Place Activity Centre. Forty-five older adult volunteers worked with 90 students to create legacy pieces using visual arts techniques and materials.

The **Richmond Public Library** worked collaboratively with community organizations on a number of arts and culture events that focused on promoting literacy in the community, including the Children's Arts Festival, the Heritage Fair, Culture Days and PechaKucha events.



Seniors African Drumming Group.

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 that the results match the intentions of our policies and bylaws.

Synopsis

Richmond is changing and growing at a rapid rate, in line with the rest of the lower mainland. A significant priority for Council over the next four years is preparing for and managing this change by continuing to implement the Official Community Plan (OCP) and make decisions around growth and development with the community in mind. Council is sensitive to the community's perception of the City's growth rate. To this end, Council would like to ensure communication regarding the OCP and its implementation is clear and ongoing with the community, and that developments, when completed do in fact reflect the intent of the City's policies and bylaws. Land Use Contracts (LUCs) are also an area of concern for many and Council has reiterated their desire to remove existing LUCs as a priority. Council would like to enhance the physical design of Richmond to build an attractive physical landscape, with ample visible green space in the urban core. Transportation affects everyone, and increasing livability by dealing with congestion issues through a transportation plan is a priority for Council. Looking at housing options in Richmond, Council would like to increase the variety of options by diversifying housing stock to increase accessibility for all housing needs. Planning our communities takes careful consideration of current and future needs and is a top priority for Council over this term of office.

Goal 3: A Well-Planned Community 2015 Highlights

Quick Facts

In 2015, 4,448 applications were received via the Zoning/Sign counter including:

- Signs: 840
- Plumbing Permits: 638
- Gas Permits issued: 780
- Rezoning: 78
- Subdivision: 56
- Development Permits: 29
- Development Variance Permits: 11
- Servicing Agreements: 35
- Building Permits issued: 1,500*
- Demo Permits issued: 481*

*Up to the end of September.

Council's Priorities:

3.1 Growth and development that reflects the OCP, and related policies and bylaws.

3.2 A strong emphasis on physical and urban design.

3.3 Effective transportation and mobility networks.

3.4 Diversity of housing stock.

Growth and development that reflects the OCP, and related policies and bylaws

In recognition of the City's commitment to comprehensive planning initiatives, Richmond received the **2015 Sustainable Communities Award** from the Federation of Canadian Municipalities for the City Centre Area Plan as a highly livable, transit-oriented, urban centre with a strong mix of commercial, residential and public development.

To improve on integration of ongoing redevelopment of single family lots governed by **Land Use Contracts (LUCs)**, City Council adopted a series of bylaws at a Special Public Hearing held on November 24, 2015 that introduced underlying zoning and provide for the early termination of LUCs governing approximately 4,000 single family lots in the City. The adoption of these bylaws ensures that the single family redevelopment on properties currently governed by LUCs will be subject to the City's Zoning Bylaw after the mandatory one year transition period required by the Provincial Legislation.

To improve on integration of ongoing redevelopment in established single family neighbourhoods, Council directed staff to investigate amendments to the City's Zoning Bylaw to better manage the overall building form, height and massing of new single family dwellings in the City. After an extensive public consultation process with a variety of stakeholder groups, Council took a leadership role and adopted a series of bylaw amendments designed to more effectively control the overall form of new single family dwellings.

In February 2016, after public consultation, Council amended the OCP to include a **clarified No. 5 Road Backlands Policy** which continues to enable community institutional uses in the first 110 metres and requires the Backlands to be farmed by, either the owner, someone else, or the owner can approach to the City to make the farming arrangements. As well, the policy aims to establish a north-south farm access road along the western edge of the Backlands through development application reviews and through separate owner–City discussions, to minimize farm vehicle traffic on No. 5 Road. Also, all property owners who are required to farm their Backlands must annually advise Council and the Agricultural Land Commission to their satisfaction, of their current and ongoing farming activity.

The City's **Advisory Committee on the Environment (ACE)** considered and provided comments on the following items advanced through Council referrals and staff: the disposition of creosote covered rail ties, the Blue Dot Campaign for a clean environment, the City's Climate Action Revenue Incentive Program (CARIP), Carbon Neutral Operations Update, Sustainability

Progress Report, Ecological Network Implementation Plan and Invasive Species Action Plan. Additionally, ACE received regular updates from the AAC and YVR Environmental Advisory Committee (YVR EAC) through cross-appointed members, and information on various initiatives including the George Massey Tunnel Replacement Project.

The City's Agricultural Advisory Committee (AAC) reviewed and commented on nine agricultural related development applications, the proposed changes to the City's Soil Removal and Fill Deposit Regulation Bylaw, and the Metro Vancouver Regional Food System Action Plan.

The City's Richmond Heritage Commission (RHC) provided feedback on several heritage development proposals in the City (e.g., the Goldie Harris House, Gilmore House, and former Ida Steves House) and made contributions to the Mouth of the Fraser publication prepared by the City's Museum and Heritage Services staff.



Canada Line and City Centre development.

A strong emphasis on physical and urban design

To assist ensuring that new developments respond to the City's urban design goals and objectives contained in the OCP, the City continued to seek input and recommendations from the City's Advisory Design Panel (ADP). Throughout 2015, the ADP provided design review comments and recommendations on development applications including numerous new residential and mixed-use developments in addition to providing valuable design input into a variety of commercial, industrial and institutional developments including multiple new City facilities.

City Council issued 43 Development Permits, which establish the specific urban design parameters for a number of significant new developments in the City. These Development Permits included approximately 2,600 new residential dwelling, multiple commercial and industrial buildings and developments within Environmentally Sensitive Areas.

To ensure that **City infrastructure needs** are addressed as part of new developments in the City, approximately \$28 million in new City infrastructure was secured through Servicing Agreements approved in 2015.



Aerial view of the Railway Corridor.

Quick Facts

In 2015, the City:

- Upgraded 21 bus stops to become accessible; 68.5% of all bus stops (490 of 715) are now accessible.
- Installed eight new special crosswalks for a total of 86 city-wide.
- Expanded cycling network to nearly 68 km of on- and off-street routes.

To ensure that **new construction meets all of the City's life, health and safety requirements**, the City issued 1,703 Building Permits, which set an all-time record high of approximately \$1.0 billion (\$997.8 million) in construction value.

Effective transportation and mobility networks

Transportation and mobility is a key component of the OCP. As such, a number of initiatives were completed this year to further progress towards the City's goals and objectives including:

- **Complete Streets:** substantial completion of Westminster Highway widening (Nelson Road-McMillan Way) that includes a multi-use path. Completion of Nelson Road improvements. Secured Federal Government funding of nearly \$5 million towards No. 2 Road upgrade and Lansdowne Road extension, both of which will feature a multi-use path.
- **The funding for the new Canada Line Capstan Station** as a priority for increasing transportation connections for the emerging, mixed use, pedestrian-oriented Capstan Village neighbourhood. Between November 2014 and October 2015, \$5.48 million has been collected with a total of \$9.34 million collected to-date.
- **Cycling:** New pedestrian-oriented and off-street mixed use paved pathways increased the cycling network by 2.5 km to 68 km. To encourage commuter cycling, six celebration stations were held in Richmond for the spring and fall versions of the regional "Bike to Work Week" event. Cycling skills education programs were offered with 440 students in grades four to seven and 43 recent immigrant adults participating.
- **Car-Share:** The expansion of reserved on-street parking spaces for car share vehicles to increase mobility and access to transportation. Approval of the "Car2Go" car-share service for a one year pilot in the City Centre.
- **Transit:** Six new City-owned transit shelters were installed and 21 bus stops were upgraded to become accessible. Issuance of and evaluation of responses to Request for Proposals for a new street furniture contract to quadruple the number of transit shelters provided for waiting bus passengers.
- **Walking:** Eight new special crosswalks that feature enhanced lighting and audio indicators as well as accessible pedestrian signal (APS) features at 16 intersections. New pathway on Shell Road East and on Minoru Boulevard (east side).
- **Traffic Signals and Communications:** Three new full traffic signals, three pedestrian signals, and one fire signal to allow pre-emption as part of the temporary relocation of Fire Hall No. 1. Video cameras at six intersections along Steveston Highway. Ten kilometres of fibre optic cable communications serving traffic signals and some City-owned buildings.
- **School Travel Planning:** New partnership between the City, Richmond School District and TransLink to implement a pilot program at three elementary schools (Walter Lee, Garden City, and AB Dixon) to encourage active transportation (walking and cycling) to/from school.

Diversity of housing stock

In response to Council's desire for more and varied affordable housing:

- In Hamilton, a new mixed use rezoning proposal approved under the 2014 Hamilton Area Plan north of the shopping centre will achieve a range of seniors, affordable and market housing.
- In West Cambie, Area Plan was amended north of Wal-Mart to allow for 30% employment and 70% residential use. Typically, the Affordable Housing Strategy requires 5% of the residential development to be allocated to affordable housing; however, with Council's leadership and for the first time, 15% of this residential area will be built rental housing where one third of these units will be at the Affordable Housing Strategy (AHS) rate and half of the units will be set below the AHS rate, increasing Richmond's diverse, and affordable housing stock.
- In May 2015, at Council's direction, staff consulted with the Sea Island Community Association (SICA) to see if the community was interested in exploring coach house and granny flat options. SICA advised that there is interest and in early 2016, subject to Council's direction, it is anticipated that community consultation with the Burkeville community will occur to better determine their views. Any such land use changes would first require Council's approval.
- In 2015, staff initiated a **review of the City's OCP Arterial Road Redevelopment policy** to clarify along certain arterial roads where townhouses, row houses, triplexes and duplexes may occur. It is anticipated that public consultation on these revised policies will occur in early 2016 before any changes to the OCP are made.



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 sustainable programs, practices and innovations.

Synopsis

Celebrating and building on leading practices in sustainability, Council continues to view leadership in this area as a high priority. Sustainability is considered an overall approach to business within the City, not just a term goal area. Advancing green and sustainable initiatives is very important to Council, who also has a keen interest in combating and preparing for climate change. Continuing to build on the City's sustainability framework, Richmond aims to be a climate prepared City with sustainable resource use, a green-built and natural environment, local agriculture and food, and a leader in sustainable businesses and municipal government.

Goal 4: Leadership in Sustainability 2015 Highlights

Council's Priorities:

4.1 Continued implementation of the sustainability framework

4.2 Innovative projects and initiatives to advance sustainability.

Continued implementation of the sustainability framework

The Ecological Network Management Strategy (ENMS), a long term plan for enhancing Richmond's ecology, was adopted in 2015 along with a bylaw that will take effect in 2016 to establish a minimum standard of 70% waste diversion for single-family home demolitions.

The City received a 2015 Climate and Energy Action Award Honourable Mention for Corporate Operations at the Richmond Ice Centre for reducing: greenhouse gas emissions by 26% or 200 tonnes annually, natural gas use by 25%, and electricity use by over 20%.

The City received Leadership in Energy and Environmental Design (LEED) Gold certification of Firehall No. 2 and is designing firehalls No. 1 and No. 3 to integrate operational needs with a LEED Gold standard.

Richmond shared the Environmental Bill of Rights Resolution at the 2015 Union of BC Municipalities (UBCM) Annual General Meeting (AGM) with unanimous support. The bill provides the right of citizens to clean air and water and the protection, conservation and restoration of the natural environment for the benefit of present and future generations.

The continued implementation of the Council approved Green Fleet Action Plan resulted in an overall 1.9% reduction in litres of fuel consumed per 100 km driven as compared to last year. This was made possible through initiatives such as right-sizing vehicles for their intended use and best in class replacement policies for enhanced fuel efficiencies.

The City was recognized by BC Hydro's 2014 Power Smart Excellence Awards with the Leadership Excellence Award for over 20 years of energy management in city facilities.

Richmond continues to be a regional leader in water metering. The drought conditions experienced in the Metro Vancouver region during the summer of 2015 emphasize the importance of water conservation and water metering. Richmond has metered 85% of the City's single family dwellings and will meter the remaining 15% over the next three years. Forty percent of multi-family dwellings have been metered through volunteer and mandatory programs and 100% of industrial and commercial buildings are metered for water.

Richmond is continuing to expand and improve the City's Water Pressure Management Program. This program reduces overall water leakage and will promote longer service lives for Richmond's water system pipelines.



Learning to care for the environment.



Terra Nova Rural Park and Grauer Lands.



Alexandra District Energy Utility (ADEU).



Sustainable event management volunteers.

Innovative projects and initiatives to advance sustainability

Richmond was recognized for achieving additional milestones in the Federation of Canadian Municipalities' Partners for Climate Protection Program for: achieving carbon neutral status in corporate operations, adopting a community greenhouse gas emissions reductions target of 33% by 2020 and 80% by 2050, and implementing a Community Energy and Emissions Plan, a Green Fleet Action Plan and the Sustainable High Performance Building Policy.

The Alexandra District Energy Utility (ADEU) Phase Three Expansion was delivered on time and budget, including an additional geothermal field and a major energy plant expansion to accommodate equipment necessary to provide additional heating and cooling capacity to new buildings. Phase Four was launched to connect the Smart Centres and new developments in the area and to upgrade the energy metering and supervisory control and data acquisition (SCADA) system. Approximately 1,140 units are now connected to the ADEU, reducing approximately 660 tonnes of greenhouse emissions, equivalent to removing 194 cars off the road annually.

Two interim energy plants were successfully delivered as part of the new Oval Village District Energy Utility in partnership with Corix Utility Services, and the first two buildings have now been connected totalling approximately 480 units. Highly efficient energy production, as generated through the district energy plants, reduces the environmental impact to the community and offers competitive costs to the consumers.

The City implemented a new food scraps and organics recycling program for all multi-family dwellings in support of regional food scraps disposal ban, and an expanded recycling and food scraps program at all City facilities.

Richmond took an active role in the development of an action plan to support the Metro Vancouver Regional Food System Strategy that will be brought to Council in early 2016. This process involved working collaboratively with Metro Vancouver municipalities to support the goal of creating a sustainable and resilient regional food system.

The Richmond Sustainable Event: 7 Step Quick Guide and Toolkit, with corresponding webpage, was launched in early July. This initiative of the City of Richmond and the Richmond Olympic Oval in partnership with the International Academy of Sport Science Technology/Academie Internationale des Sciences et Techniques du Sport (AISTS) in Lausanne, Switzerland is a new tool that helps make it easier for small to medium-sized event organizers to adopt sustainable practices.

A 2.6 acre pollinator pasture was implemented as part of the Bath Slough Revitalization Initiative in partnership with Emily Carr University. Developing this optimum environment for pollination is key to enhancing the environment for bees and therefore for overall biodiversity. Combining this ecological project with public art in the form of flowers shaped to represent a bee's wings will be a beautiful sight for those flying above the pasture (which is on a YVR flight path) and will create more awareness for the project.

The Sidaway Yard recycled 50,000 tonnes of asphalt and concrete, back into reusable construction material to be used on City projects. This initiative has reduced costs and greenhouse gases in the manufacturing and transportation of aggregate material.

The City delivered **energy retrofit programs and incentives** to homeowners and businesses, including incentives for Smart Thermostats and clothes washers. The Building Energy Challenge program, a program which trains and educates representatives who manage over five million square feet of commercial space, was also completed.

This summer, during the water restrictions, **1,320 water bags** were placed on City trees and letters encouraging adjacent residents to help water the trees were delivered to individual homes. The City also used reused water for drought management of the urban forest during water restrictions.

Water conservation education programs the City hosted this year included Project WET, with over 500 students in attendance; successful management of the Stage 3 water restrictions including using reclaimed water for Parks irrigation programs, pressure washing, etc.; Undertaking the Waterwise gardening workshops at Terra Nova Park; Commissioning the DreamRider Theatre productions in schools to educate youth about the importance of water conservation; distributing approximately 300 rain barrels out of the City's Recycling Depot; and hosting a website for water metering that includes water conservation information.

The City implemented an **electronic approval and record management system** for the Security Credential application forms and reduced paper use by 75% as a result.

The **Sharing Farm Society** launched a farm stand in Terra Nova Rural Park to offer residents better access to locally grown organic food.

The **Richmond Public Library** worked collaboratively with the Richmond Food Security Society to house the Richmond Community Seed Library and a World Food Day program to promote sustainable food initiatives.

Quick Facts

This year, the Sustainability Team:

- Implemented an electronic approval and record management system for security credential application forms and reduced paper use by 75%.
- Implemented high efficiency filters to improve air quality, efficiency and sustainability.
- Standardized building digital control systems to optimize maintenance and energy performance.
- Introduced the use of smart phone devices for the remote management of facility digital control systems, resulting in better energy performance and service efficiency.
- Achieved year-over-year (2013/2014–2014/2015) fuel consumption reduction of 1.9% per 100 km driven in accordance with the Green Fleet Action Plan.



The new food scraps and organics recycling program.

Goal 5



Partnerships and Collaboration

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

Synopsis

Council understands the important role that strategic partnerships and intergovernmental relationships play in delivering effective City services and achieving our goals and aspirations. Issues such as the downloading of services and funding by senior levels of government, a fusion of interests of other intergovernmental agencies and business partners, and changing legislation in general that impacts all layers of City business—from social services to transportation to community safety—make it essential to collaborate and enhance strategic relationships. Richmond believes that working with partners and other organizations helps us to better deliver services, improve our City's livability and raise the economic value most effectively.

Goal 5: Partnerships and Collaboration 2015 Highlights

Council's Priorities:

- 5.1 Advancement of City priorities through strong intergovernmental relationships,
- 5.2 Strengthened strategic partnerships that help advance City priorities.

Advancement of City priorities through strong intergovernmental relationships

Working closely with the Provincial and Federal Government, ICBC, and TransLink, the City received funding support totaling \$6.3 million towards a wide range of City transportation projects in 2015. Richmond was recognized as a Gateway to the Asia Pacific by the Government of Canada and was awarded \$5 million of this funding toward two transportation projects (Lansdowne Road extension and No. 2 Road extension) to enhance trade and development in the region. Other projects that received funding included the development of a Crosstown Bike Route with enhanced safety measures, and bus stop and traffic signal upgrades throughout the City.

Through work with the Federal, Canada 150 Program and Western Economic Diversification, Richmond received \$600,000 to work in partnership with the Government of Canada to fund four projects: LED energy efficient lighting upgrades at the Richmond Olympic Oval, Garret Wellness Centre upgrades, accessibility and fire upgrades at the Richmond Olympic Oval, and enhanced digital services at the Richmond Public Library.

Through partnerships with the Federal and Provincial Governments, Richmond received \$750,000 for the ROX (Richmond Olympic Experience). Of this, \$500,000 was awarded through the Government of Canada Cultural Spaces Fund and \$250,000 provincially through the Ministry of Culture, Sport and Community.

In developing the ROX, strong partnerships were developed with the International Olympic Committee (IOC), the Canadian Olympic Committee (COC), the Canadian Paralympic Committee (CPC), local businesses and Olympic and non-Olympic institutions that allowed for exchange of priceless artifacts, photos, videos, and content displayed in the ROX.

In an ongoing partnership with the Province of BC, a 2010 wood podium was donated to the City of Richmond for the Richmond Olympic Oval, valued at \$27,000.

Richmond worked with our Federal Government partners to host four major funding announcements including the Canada 150 Program announcement with the Minister of Western Economic Diversification, the funding to widen Nelson Road with the Minister of Transport, and \$14 million to Steveston Harbour with the Minister of Fisheries and Oceans.



Mayor Malcolm Brodie and Commanding Officer Lieutenant Colonel R.K. Jones.



Mayor Malcolm Brodie and Ms. Fei Liu, Consul General of China.



Hon. Navdeep Bains, Minister of Innovation, Science and Economic Development; Mayor Malcolm Brodie; MP Joyce Murray.



Mayor Malcolm Brodie and Hon. John Yap, MLA.

Strengthened strategic partnerships that help advance City priorities

The City worked in partnership with Port Metro Vancouver (PMV), the Province of British Columbia Ministry of Forests, Lands and Natural Resource Operations (FLNRO), Environment Canada, Steveston Harbour Authority and Small Craft Harbours Canada to fund the navigable channel dredging for half of the Steveston Cannery Channel from Garry Point to Imperial Landing. This project has removed sediment build up on the bottom of the river channel which has increased the depth of the navigable channel, permitting safer boat access to Imperial Landing and deeper water for both recreational and commercial vessels to access the Fraser River. The initiative supports Richmond's waterfront strategy and has also significantly improved conditions at the City's dock and floats at Imperial Landing for boat moorage and special event tall ship hosting.

In response to Council's priority for preserving the viability of farmland in Richmond, Council has taken an active role in responding to proposed BC Ministry of Agriculture Guidelines by requesting the Ministry to: (1) clarify its proposed guidelines for accessory retail and tourism activities on agricultural land, (2) clarify and provide adequate inspection to enforce Agricultural Land Reserve (ALR) guidelines, and (3) agree that the City be permitted to only allow wineries that grow at least 50% of the wine on their site.

The City remains adamantly opposed to the **Port Metro Vancouver's (PMV) Land Use Plan** and has strongly objected in writing that PMV will not commit to avoiding expansion onto Richmond's farm land. City resolutions, requesting the Federal Government to prohibit PMV from purchasing more agricultural land in Richmond and to sell its existing ALR lands, were unanimously endorsed by the Lower Mainland Local Government Association (LMLGA) and the Union of BC Municipalities (UBCM).

Richmond staff are actively engaged in regular meetings with staff at the Ministry of Transportation and Infrastructure to provide input and advance Richmond's interests in the **George Massey Tunnel replacement project**. Council has been regularly briefed via 10 memoranda and four reports over the 2013 to 2015 period to ensure the City's interests are addressed. In early 2016, Council will have an opportunity to provide formal comments on the Project Definition Report released late December 2015. Staff will also be participating in the Environmental Assessment process, which is also anticipated to begin in early 2016.

Richmond is taking an active role in the **TransLink Southwest Area Transport Plan process** to address the transportation needs for the Richmond, South Delta, and Tsawwassen First Nation sub-area. This will include a multi-modal (cycling, walking, driving, transit, and goods movement) service and infrastructure plan. City representatives from both Council and staff participate in advisory committees. Following the identification of issues and opportunities in Phase 1 (2015), Phase 2 (2016) will focus on the development of strategies and actions, and will include public consultation.

The City is actively engaged in **YVR's 2035 Master Plan preparation** to advance and protect the City's long term YVR related land use, transportation, infrastructure, safety, economic and sustainability and environmental interests. These interests include promoting airport related traffic across the bridges and minimizing airport noise.

The City's community sponsorship program raised \$316,439 (96% of the \$330,000 goal) to support major events and community programming around the City and alleviate pressure on taxes.

Sustainability, Environmental Programs, Parks, and Arts, Culture and Heritage partnered with the Sharing Farm Society and Mortal Coil Performance Society to present 'The Faerie Play', a site specific theatrical production for children and families at the Sharing Farm.

Richmond submitted several **New Building Canada and Asia Pacific Gateway submissions** to the Federal and Provincial Governments with formal support from YVR, Port Metro Vancouver, Musqueam Indian Band, Tsawwassen First Nation and Steveston Harbour Authority.

The City is an active participant in the **Fraser Basin Council and the Regional Flood Management program** they facilitate. Recent work by this group has quantified the damage that would result from a catastrophic flood event and the impact to the Canadian GDP. This information will be useful when prioritizing federal grant money.

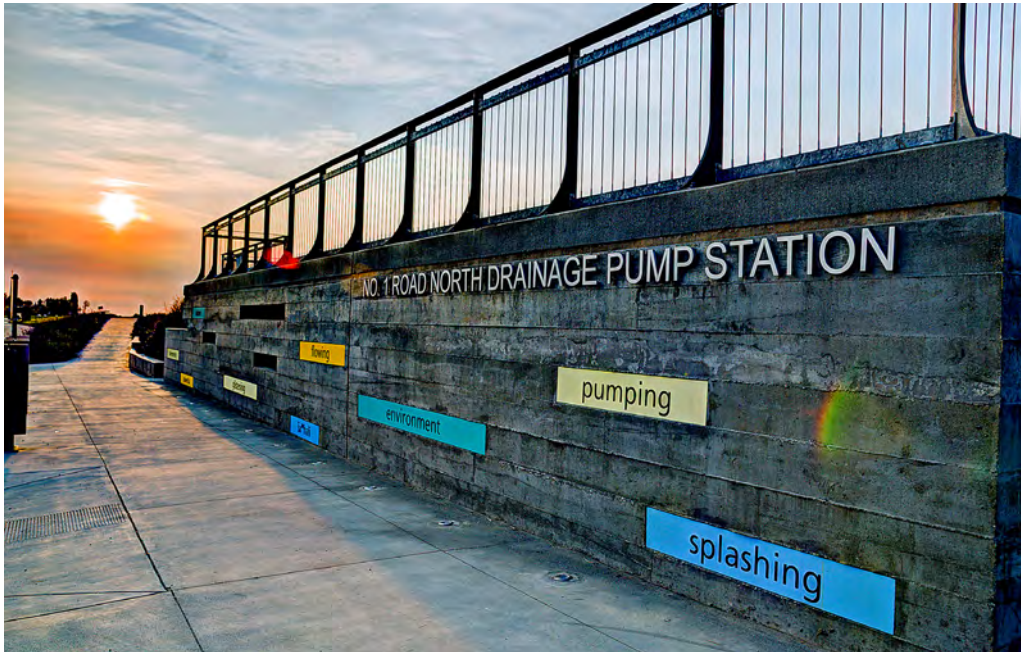


Captain Dave Wong, 39 Service Battalion.



Kiwanis Towers Ribbon Cutting Ceremony; Councillor Ken Johnston; Councillor Carol Day; Jack Mullen, Kiwanis Secretary; Abdul Premji, Kiwanis Resident; Teresa Wat, MLA, Richmond Centre; Councillor Bill McNulty; Darryl Plecas, MLA, Abbotsford South; Councillor Alexa Loo; Councillor Linda McPhail; Councillor Chak Au; Neil Chrystal, CEO, Polygon.

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.

Synopsis

Municipal infrastructure is essential to the health, safety, mobility, economy, and quality of life of Richmond's residents, businesses, and visitors. As one of the City's core responsibilities, ensuring our physical infrastructure is safe, well-maintained and meeting current and future demand is of the utmost importance to Council. The maintenance of road, drain, sewer, and dike networks is essential, and maintaining these networks is increasingly challenging due to growing and changing capacity issues, climate change, and environmental needs. In addition, community facilities and amenity needs are on Council's mind, as existing community facilities are aging, and a growing and changing community is creating new demands. Balancing the needs of aging infrastructure, with the creation of new needs associated with growth, combined with the infrastructure challenges associated with climate change and new construction standards and practices requires a responsible, prioritized and resourced plan of action to ensure the City's infrastructure is safe, well maintained, resilient and meeting the needs of our growing and changing community.

Goal 6: Quality Infrastructure Networks 2015 Highlights

Council's Priorities:

6.1 Safe and sustainable infrastructure.

6.2 Infrastructure is reflective of and keeping pace with, community need.

To meet these priorities, the City creates, updates and maintains a network of infrastructure strategies and plans that guide expenditures and allocation of resources through the annual operating and capital budget process.

Safe and sustainable infrastructure

Infrastructure Operation and Maintenance: The City places great priority on the ongoing operation, maintenance and rehabilitation of the City's utility and non-utility infrastructure to ensure operational excellence during regular and/or extreme conditions and weather events.

Roads:

- **Pavement Management System:** The City utilizes a computerized pavement deterioration model that is supported and calibrated with pavement inspection data to identify short, medium and long term road maintenance requirements and identify the most cost effective ways to maintain roadways from a life cycle cost perspective. The model identifies long term funding requirements that are reported to Council through Ageing Infrastructure reports. The City budgets approximately \$3.5 million in non-major road network (MRN) roadways on an annual basis based on the results of this modeling.
- **Snow and Ice:** Staff responded to 15 ice events, one snow event, and de-iced and/or cleared 8,404 km of road associated with weather events.
- 34,796 m of roads surface cracks were sealed.
- 1,767 street lights were re-lamped.

Dikes:

- The City's Dike Master Planning effort is ongoing. Phase 1 master planning was completed for Steveston and the south West Dike and feasibility work has begun for utilization of Steveston Island as a long term diking solution for Steveston Harbour. Phase 2 of the master plan is underway and will be completed in the second quarter of 2016.
- One waterside and two landside inspections were completed.
- 1,878 m of dike upgrades were completed.

Drainage:

- The City manages the drainage network under three complementary frameworks:
 - ♦ The 2008–2031 Richmond Flood Management Strategy (which will be updated in 2016).
 - ♦ The Ageing Infrastructure Replacement program, which identifies long term funding requirements and short, medium and long term (75 year) replacement needs based on drainage asset deterioration.

Quick Facts

Additional Utility Projects include:

- 465 repairs or services on City vehicles through 1,891 work orders via the dedicated Fleet Management Software system.
- A one-hour response time to all station power outages and flood calls.
- No 2 Road North Drainage Pump Station upgrade and dike raising.
- Horseshoe Slough Drainage Pump Station upgrade.
- No.1 Road Box Culvert rehabilitation.
- Cooney Road and Hazelbridge Way Sanitary Sewer Replacement (160 m).
- Minoru Sanitary Pump Station replacement.
- Leslie Road and Vulcan Way Sanitary Forcemain replacement (1.5 km).
- Dunford / Garry Area Watermain replacement (3.2 km).
- Woodward's Road Watermain replacement (1.8 km).
- Lockhart/Marrington/Beecham Road Watermain, drainage, and road improvements were completed.
- The completed Annual Asphalt Paving Program.



Railway Corridor.

- The 2041 OCP Master Plan which identifies capacity improvements required to support development, and which are funded by development through frontage improvements and Development Cost Charges.
- \$10.4 million of drainage capital infrastructure improvement work is budgeted on an annual basis.
- Thirty-nine drainage stations and 152 sewer stations were maintained.
- A total of 167 km of ditches were maintained.
- A total of 626 km of drainage main lines were inspected and flushed.

Sanitary:

- \$4.3 million of sanitary capital infrastructure replacement work is budgeted on an annual basis.
- A total of 591 km of sanitary sewer mains were inspected and flushed.
- Crestwood Pump Station was refurbished, including upgraded motor controls, the installation of back-up generators, and energy-efficient pumps.
- Pumps that were past their service life were replaced with more energy efficient pumps.
- Technological improvements for maintenance and energy efficiency were made by implementing mobile solutions for on-call staff and supervisors. This allowed staff to make on-site decisions using real time data, such as geographic information and resource infrastructure management.

Sidaway Top Soil Operation:

- The screening plant at Sidaway was replaced to increase production of topsoil at reduced cost and emissions.
- A total of 50,000 tonnes of recycled aggregate material was produced.

SCADA (supervisory control and data acquisition):

- Upgrade included installing communication equipment that provides extensive network coverage, reduction of point failures, speed enhancements, and additional redundancy and security.
- The City manages the sanitary water system under two complementary frameworks:
- The Ageing Infrastructure Replacement program, which identifies long term funding requirements and short, medium and long term (75 year) replacement needs based on water asset deterioration.
- The 2041 OCP Master Plan which identifies capacity improvements required to support development, and which are funded by development through frontage improvements and Development Cost Charges.
- \$7.5 million of water capital infrastructure improvement work is budgeted on an annual basis.

Water:

- The City manages the sanitary sewer system under two complementary frameworks:
 - ♦ The Ageing Infrastructure Replacement program, which identifies long term funding requirements and short, medium and long term (75 year) replacement needs based on sanitary asset deterioration.
 - ♦ The 2041 OCP Master Plan which identifies capacity improvements required to support development, and which are funded by development through frontage improvements and Development Cost Charges.
- The City undertook seasonal pressure management to reduce system leakage and improve pipeline useful life.
- The toilet rebate, clothes washer rebate and rain barrel programs were managed and the City provided water saver kits to residential customers upon request.
- **Leak Detection Program:** A total of 320.5 km of watermain is inspected annually to reduce water loss due to leakage.
- **Water Meter Program:** The installation of water meters was part of the mandatory water metering program with 85% of single-family residences currently metered. In 2015, 1,500 new meters were installed as part of this program with all single family homes being metered within the next three years. Forty percent of multi-family homes have been metered through volunteer and mandatory programs, and 100% of industrial and commercial properties have been metered.
- The City undertook watermain flushing, valve exercising, nut and bolt replacement, hydrant maintenance as part of a preventative maintenance program.
- The pressure relief valve (PRV) stations were maintained to ensure there is adequate pressure throughout the City.
- **Drinking Water Quality:** Successfully met water quality standards as required under the BC Drinking Water Protection Act. Approximately 2,000 water samples are taken annual to ensure the City is 100% compliant with water quality standards.

In 2015, over 10,000 work orders were generated and coordinated to provide ongoing maintenance of dikes; drainage and irrigation conveyance networks; sewerage conveyance network; water infrastructure for ensuring quality drinking water, water for fire protection, and water conservation strategies; road and sidewalk networks; vehicles and equipment to support all City operations; litter, garbage and recycling collection services; street lighting; and SCADA system.



City crews upgrading the pavement at CN railway at Shell Road.



ADEU Expansion



Ditch infill

Infrastructure is reflective of and keeping pace with, community need.

Approximately 100 building improvement and infrastructure replacement projects were completed this year as well as several new design and construction projects, including:

- Completed design and construction of the 28,000 ft² City Centre Community Centre.
- The design of the 110,000 ft² Minoru Complex and all construction enabling works. Occupancy anticipated for the end of 2017.
- The design of the 26,000 ft² Firehall No. 1 and all construction enabling works. Occupancy anticipated for spring 2017.
- The design of the 25,000 ft² Firehall No. 3 and all construction enabling works. Occupancy anticipated for spring 2017.
- The Recreation Facility floor plan design at 7400 River Road.
- The Hugh Boyd Fieldhouse concept design including public and stakeholder engagement.
- Several childcare facility upgrade projects.
- The repair of the roof and bell tower of the Minoru Chapel.
- Terra Nova and Bridgeport Area Sanitary Sewer Rehabilitation.
- Lindsay, Colbeck and Minoru Area Watermain Replacement (4.3 km).
- Acheson Forcemain Replacement (260 m).
- Replacement of the Blundell Forcemain, east of No. 1 Road along Blundell to Railway Avenue. This project included four major tie-ins and the commissioning of the new main.
- Cooney Road and Hazelbridge Way Sanitary Sewer Replacement (160 m).
- A total of 1,340 m of drainage upgrades were completed over five laneway upgrades projects.
- Britannia Heritage Shipyards site work that included replacement of the Seine Net Loft deck, a Flood Proofing Study, and a slipways restoration project that is currently in progress.
- A preventative maintenance program for security panels was implemented and the existing mechanical system program was revised to meet American Society of Heating, Refrigerating, and Air-Conditioning Engineers (ASHRAE) standards.

The Richmond Olympic Oval received the “All Time Award” from the International Association of Sports and Leisure Facilities (IAKS) and the International Olympic Committee (IOC), and award that is reserved for landmark sports facilities from the past half-century.

A trailer is being installed at the Richmond Animal Shelter to provide extra space for housing animals.

The Ageing Facility Infrastructure report was prepared and adopted by Council.

The Richmond Public Library underwent facility improvements at the Ironwood branch to physically refresh the library programming spaces, while technology upgrades were completed at the Cambie branch. A library collection refresh valued at \$200,000 focusing on the Ironwood and Steveston branches were also completed as well as enhancing the eBook collection.



South Dike Trail at sunset.

Goal 7



Strong Financial Stewardship

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

Synopsis

The municipal government agenda is dynamic, multifaceted and broad in scope. Balancing the funding requirements associated with this agenda—growth, urbanization, aging infrastructure, increasing service needs and expectations from taxpayers, changing demographics, and rising external costs including senior government downloading—is a complex task. With limited resources, Council is keenly sensitive to the need for effective stewardship of taxpayers' dollars, and recognizes that ongoing diligence towards the efficient and effective use of these limited resources must be at the core of all City business.

Goal 7: Strong Financial Stewardship 2015 Highlights

Council's Priorities:

- 7.1 Relevant and effective budget processes and policies.
- 7.2 Well-informed and sustainable financial decision making.
- 7.3 Transparent financial decisions that are appropriately communicated to the public.
- 7.4 Strategic financial opportunities are optimized.

Relevant and effective budget processes and policies,

The 2015 Operating Budget in the amount of \$332.9 million (amended October 2015) was approved by Council, after a rigorous process to minimize tax increases. The tax increase of 1.89% was one of the lowest in the region and included an operating budget impact from the capital program of 0.38%, additional level expenditures of 0.06%, and external senior government related increases of 1.19%.

Council approved a **\$108.7 million Utility Budget** (amended October 2015) with rate increases that were lower than the Metro Vancouver (MV) increase, as efficiencies in City operations and well managed budgets have allowed the City to mitigate cost impacts from MV. A significant portion of the City's costs relate to impacts from influences outside of the City's direct control, such as regional cost impacts, power and fuel cost increases.

The 2015 **Capital Budget** in the amount of \$194.8 million (amended October 2015) was approved by Council. Projects are highlighted under Goal 6: Quality Infrastructure Networks.

Operational service reviews began this year and have been completed on 30% (25 of 83) of city work units as of September, representing approximately \$40 million in the Operating Budget for this year. Improvements in efficiency and effectiveness of program and service delivery have been reported by the work units that have implemented recommendations, such as improved process or the implementation of technology, from the operational service reviews.

The City attained **PCI (Payment Card Industry) certification** for the handling of credit card data and enhanced security requirements through facilitating an audit process.

In July 2015, Council approved a new **Purchasing Policy and Budget Amendment Policy**. Both policies were updated to capture best practices, compliance with regulations, ensure consistency with Council bylaws and required disclosures for transparency.

The City was the recipient of two awards from the Government Finance Officers Association of the United States and Canada, the Canadian Award for Financial Reporting and award for Outstanding Achievement in Popular Financial Reporting for City's 2014 Annual Report. The awards are in recognition of the City's commitment to ensure that its financial results are transparent and easily accessible by the general public. The Canadian Award for Financial Reporting is the thirteenth consecutive year and the Award for Outstanding Achievement in Popular Annual Financial Reporting is the sixth consecutive year that the City has been a recipient.



Richmond City Hall.



Financial reporting awards received from the Government Finance Officers Association.

The **Integrated Payment Approval (IPA) improvement** deals with the electronic distribution of invoices from Accounts Payable to the operational departments for acknowledgment of the receipt of goods/services and for approval (if not already provided). The IPA enhances internal controls through system routing of invoice approvals based on authorized limits, reducing the reliance on AP clerks to identify signatures. The efficiency of routing electronic invoice images as opposed to internal mail increases processing times and reduces the risk of lost or misplaced paper statements.

Well-informed and sustainable financial decision making

During the year the City implemented a new **Purchasing Card (Pcard) program** which will simplify processes and improve efficiencies. The PCard reduces the need for requisitions, purchase orders, invoices and cheques associated with low dollar purchases therefore automating and simplifying time-consuming, paper-based procurement processes. Controls are established to maintain control of employee spending and variable transaction authorization limits and merchant blocking allow management to establish spending guidelines and approve merchant types in advance to ensure greater controls.

The **City's financial condition** as calculated in accordance with "Indicators of financial condition" ratio analysis, as recommended by the Canadian Institute of Chartered Accountants is currently very good and is comparable to its comparator group (Surrey, Burnaby, Vancouver and Coquitlam).

The ratio's provide indication of: **sustainability** (the ability of a government entity to carry out its service commitments, without increasing the debt or tax burden), **flexibility** (the degree to which a government entity can change the level of debt and tax burden in order to meet its service commitments or settle financial commitments) and **vulnerability** (measures and demonstrates the degree by which a government entity is dependent on sources of funding outside its control).

Overall the City's sustainability, flexibility and vulnerability ratios are good and in the middle amongst the comparator cities. Richmond's ratio of capital assets net book value to cost was the second lowest amongst the comparator group, which indicates that the City's assets are slightly older in comparison to the other cities. Therefore consideration should be given to increase funding in order to replace and/or improve the City's aging assets.

In order to provide additional information to Richmond taxpayers concerning the correlation between assessment and property tax, Council directed staff to prepare a **property tax 101 video** which summarizes the tax calculation information provided in the "Assessment and Property Taxation" report into an approximately five minute clip. The video takes the viewer from how the annual tax draw is determined to how taxes are calculated for the individual household.

Transparent financial decisions that are appropriately communicated to the public

Council received detailed quarterly and annual financial information and budget reports during the year. The reports disclosed comprehensive financial information which facilitated Council's decision making and ensured transparency.

In 2015, Richmond had the second lowest tax increase of 1.89% amongst lower mainland municipalities.

Richmond has the fifth lowest property taxes at \$1,520 for an average residential property assessed at \$695,132. Within the comparator group, Richmond continues to have the second lowest municipal tax for the average residential assessment.

Richmond has a business to residential tax ratio position of 3.17. In other words, if a property was assessed at \$1,000, the business property owner paid \$3.17. Richmond remains third lowest in business to residential tax ratio when compared to its comparator group.

Strategic financial opportunities are optimized

The current strategic real estate portfolio consists of over 50 properties totaling a combined 170 acres, which are conservatively valued at over \$300 million.

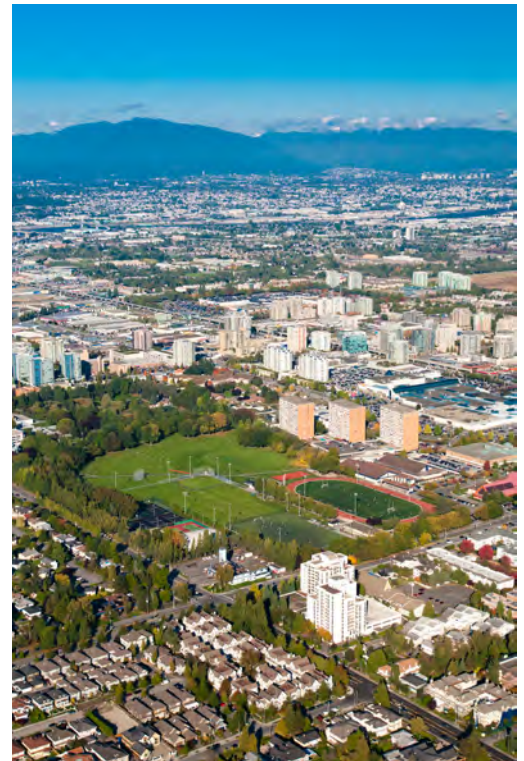
In 2015, Real Estate Services completed seven transactions with total values over \$14 million and currently administers approximately 160 agreements within the strategic portfolio.

A Strategic Real Estate Investment Plan was endorsed by Council in June 2015, seeing a potential shift of approximately \$100 million from traditional investments into real estate strategic holdings with the potential to increase City returns two-fold.

The City received \$44.96 million in development cost charge (DCC) contributions in 2015 which is a 338% increase over the previous year.

The City's annual debt servicing cost of approximately \$5.9 million is funded by the \$5.0 million of annual gaming revenue and reallocation of the tax revenues used for the debt servicing on the extinguished Terra Nova debt. The City's debt per capita had decreased over the past 4 years as no additional debt was obtained until \$50.8 million was borrowed in 2014 to take advantage of the low interest rate environment in order to fund the phase 1 facilities. This borrowing increases the City's debt per capita as at December 31, 2014 to \$242.74 however this is still lower than the average debt per capita of other Cities within the lower mainland.

The City's cash and investment portfolio at December 31, 2015 was \$929.6 million, with an average yield on investment of 2.00%. The portfolio has increased due to the increase in building activity in Richmond and the resulting increase in development cost charge collections, building permits revenues and the active capital projects which have not been completed.



Aerial view of Minoru Park.



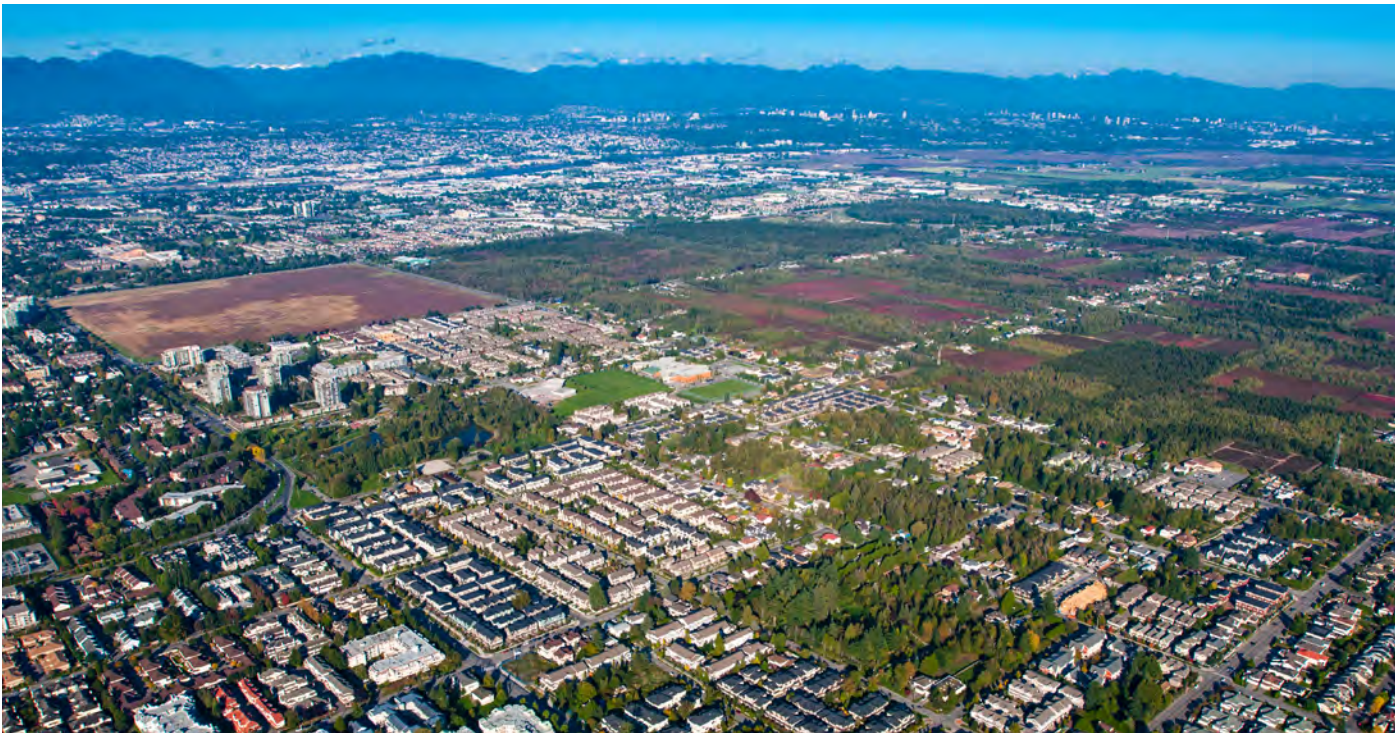
Aerial view of Hugh Boyd Park.

The return (factoring in market value of investment) on the City's investment portfolio of 2.72% was reasonable based on the benchmarks (MFA 2.47% and FTSE TMX ST Provincial Bond index 2.88%) established within the City's Investment policy.

The 2015 reserves balance of \$455.1 million are very good but include amounts that have been approved for expenditure but remain unspent as at December 31 as prescribed by accounting standards. The uncommitted reserve balance is \$247.6 million (in 2014, the uncommitted reserve balance was 213.4 million).

The gaming revenue allocation was changed in 2015 to allow for the funding of grants that the City provides. The allocation of gaming revenue for grants will now be 15% of the total gaming revenue with any unspent amounts transferred into a Grant Provision account. Other changes with respect to the gaming revenue allocation included the establishment of a Council Community Initiatives Account with an initial \$3 million transferred from the Gaming Provision account and an annual allocation of 2% of the gaming revenues. Allocations also include amounts for servicing debt, four police officers, reserves and the major capital community facility replacement program. In 2015, the grant program distributed \$562,449 to Health, Social, and Safety programs, \$105,808 to Arts, Culture and Heritage, and \$99,750 to Parks and Recreation initiatives.

New parking meters were installed in the first quarter of 2015, establishing efficiencies for the parking meter revenue stream through the use of improved technology and enhanced security features. This allows for the opportunity to further utilize technological advancements to parking in the future.



Aerial view of Richmond.

Goal 8



Supportive Economic Development Environment

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

Synopsis

Council is keenly aware of the important role economic development plays in the well-being and financial sustainability of the City. Businesses in Richmond are pivotal to the success of our community and a variety of methods must be employed to support, protect and enhance our business community. Ensuring our businesses have space to grow, determining appropriate taxation levels, protecting our agricultural viability, exploring innovative business models for the future, and ensuring an effective and productive relationship with our business communities are all on Council's mind. Council is interested in exploring large scale events and creative attractions that bring people to the City and raise the profile of opportunities in the community. Through sport hosting, exploring opportunities in film, large-scale community events, and creative, redefined ways of conducting business, Richmond's economy will continue to grow and thrive.

Goal 8: Supportive Economic Development Environment 2015 Highlights



Development in Central Richmond



On set of Marvel's Deadpool filming in Richmond.

Council's Priorities:

- 8.1** Richmond's policies, programs, and processes are business-friendly.
- 8.2** Opportunities for economic growth and development are enhanced.

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

Richmond was named a **Top 10 City of the Future for 2015-16** by Foreign Direct Investment magazine for a third consecutive time.

The **Inter-Municipal Business Licence (IMBL) pilot program** has been enacted on a permanent basis, allowing mobile businesses to obtain licences in their home town and operate in all participating cities in the lower mainland, reducing barriers and making it easier for mobile companies to do business. The goal of the new IMBL program is to promote a greater business environment and improve economic development by reducing costs and administration for construction related businesses operating in the partnering communities. Improved compliance with business licence requirements and a modest revenue increase were also identified as expected benefits under the new scheme.

The **Richmond Public Library** implemented a range of employment programming aimed at small business owners and job seekers.

Opportunities for economic growth and development are enhanced

This year, **2,497 jobs were retained and 1,007 jobs were created** through the 2015 Business Retention, Expansion and Attraction program.

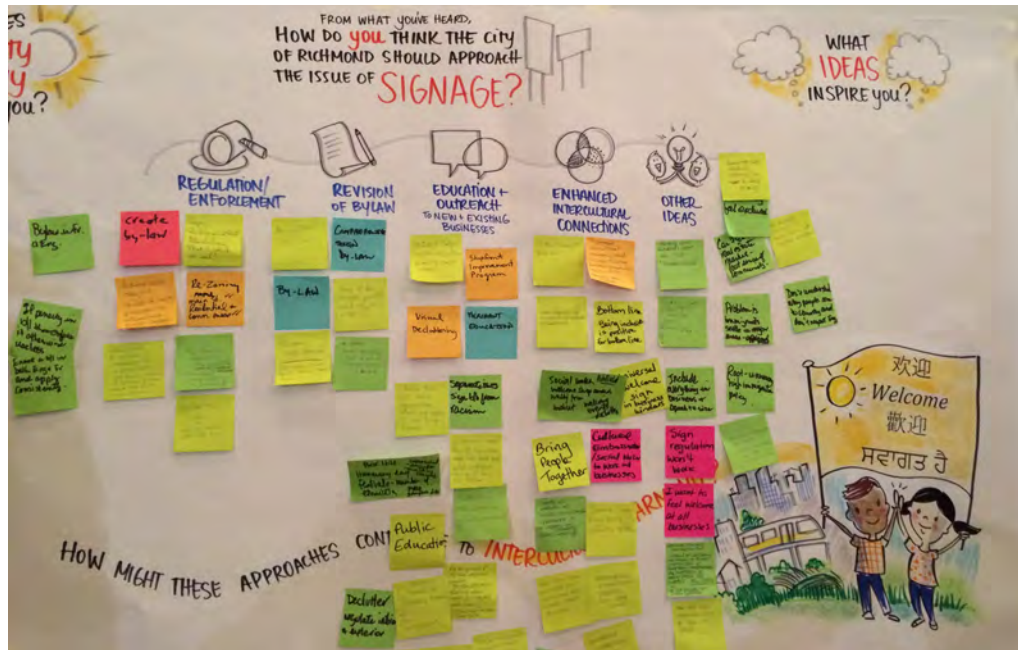
Richmond continues to be a major film hub with 2015 marking the busiest year on record for filming activity so far. The City has leased property for the production of two major motion pictures, and Steveston continues to attract filming as well. A large number of locally filmed series, commercials and movies continue to be filmed at various locations around the city.

The **City's Sport Hosting program** based at the Richmond Olympic Oval worked with partners to secure over 12,500 rooms for future events with an estimated economic value of \$9.75 million.

Large scale events raise the profile of Richmond as well as contributing to a vibrant, culturally rich community. Events in Richmond in 2015 attracted over 200,000 visitors and included the Toronto 2015 Pan Am Games Torch Relay, the Annual Ships to Shore event, the Inaugural Richmond World Festival, Culture Days, the Children's Arts Festival, Doors Open Richmond, and many more.

The **ROX (Richmond Olympic Experience)** opened in November, providing a highly interactive sport history and Olympic museum experience and includes a new ROX Shop retail store.

Goal 9



A Well-Informed Citizenry

Continue to develop and provide programs and services that ensure the Richmond community is well-informed and engaged on City business and decision making.

Synopsis

Council views communication and transparency with the public as a top priority. Though a lot is being done already, Council continues to view the need for an open, responsive, accountable and transparent government as essential. Council understands that growth and change can cause anxiety when the public is not well-informed. Council wants to ensure information about growth, plans, financial decisions, and progress towards Council Term Goals is available through many mediums and is easily accessible, understandable and available to citizens. Equally important is the opportunity for the community to be engaged in various levels of dialogue and decisions with the City. Council would like to see an increase in community engagement for all ages and segments of the community to ensure everyone has a voice and is involved in building a better Richmond together.

Goal 9: A Well-Informed Citizenry



Ribbon cutting at the Minoru Fields Opening Ceremony.



Gold Quill of Excellence Award.

Council's Priorities:

9.1 Understandable, timely, easily accessible public communication.

9.2 Effective engagement strategies and tools.

Understandable, timely, easily accessible public communication

The City of Richmond website was upgraded in 2015 to improve customer usability and better communicate important news and events to site visitors. This upgrade included homepage re-design and installation of improved search capabilities, through an internal Google search appliance, and new e-services menu to allow users to more easily access the City's various online services.

A bylaws database project to update and improve access to the City bylaws was completed this year. Close to 4,000 bylaws and related Council reports were indexed, scanned and linked through the database. The new user-friendly interface makes this a valuable research tool. Future plans include making this database directly available to the public through the City of Richmond website.

The City received the **2015 Gold Quill Award of Excellence** from the International Association of Business Communicators for the extensive public information program around the implementation of the new expanded Green Cart organics waste recycling program (initiated in 2013).

The **Recycling and Solid Waste Management annual report** communicated waste diversion goals to the public. This was supplemented by various communications media, including informative program brochures and information on the City website.

The **Annual Water Quality Report** highlighted the various activities undertaken by the City to ensure quality drinking water is provided and compliance with provincial regulations and standards.

Effective engagement strategies and tools

The use of social media channels and mobile technology is increasing as more people turn to their mobile devices for information and connection to people and organizations of interest. The following are some highlights for 2015.

- The "Your Minoru" concept to brand for the Minoru Complex public engagement process was developed to ensure public engagement was a priority throughout this process. Information and engagement opportunities are available through a dedicated website as well as Facebook and Instagram pages.
- Mobile applications such as "Richmond Works" are now available for sending and receiving requests relating to City infrastructure and weather events.

- Two new mapping tools were launched, in partnership with Vancouver Coastal Health, to help parents find licensed child care programs in Richmond.
- The City used social media, the businessinrichmond.ca website, and a monthly e-newsletter “Business in Richmond” to effectively reach the local business community and prospects.

The **Richmond Digital Strategy** was endorsed to provide a framework and vision for creating a ‘citizen centric’ technology and engagement focus.

The **2015 Public Works Open House** offered additional Works on Wheels (WOW) bus tours to the public to highlight the City’s complete and in-progress infrastructure projects.

The **Richmond Capital Open House** showcases planned capital improvement projects on an annual basis and provides a forum for the public to ask questions of the designers and planners behind the capital program.

Richmond RCMP Detachment has seen increased awareness of the online crime reporting system that was established in August 2014. Those wishing to report lost, damaged, or stolen property valued under \$5,000 can now do so on an online crime reporting website. In addition, the Richmond RCMP Detachment Twitter account followers have increased substantially. The current followership of 2,200 is expected to expand as part of an ongoing initiative to enhance the quality and quantity of Tweets. Tweets on this account promote events such as the 2015 911 Awards and other events that have been well received.

In response to Council referral, staff conducted a **six month pilot outreach program** (from December 2014 to May 2015) to encourage inclusion of English in signage, posters and other advertisement material displayed at businesses to address public concern regarding the impact of signs on community harmony. During the pilot outreach, staff completed over 1,500 visual inspections of business signage and conducted over 850 door-to-door visits with business operators who did not have valid sign permits for their business signs. As a result, the City has received over 900 new sign applications in 2015 as compared to the annual average of approximately 330 sign applications prior to the outreach. None of the new sign applications are solely in a language other than English.

The **use of online tools** including social media continue to be effective in promoting employment at the City of Richmond to Richmond citizens and potential applicants farther afield. Regular updates are made to www.richmond.ca/careers/overview and 2015 saw increasing visits to the LinkedIn page, now with over 3,100 followers. With this increase, work has begun by Human Resources in partnership with Communications to further leverage social media in recruitment.

Staff in the sustainability department mentored **Green Ambassadors** to successfully deliver the 2015 Richmond Earth Day Youth (REaDY) Summit in partnership with the school district and the David Suzuki Foundation with over 200 youth in attendance.



Making an impact on a neighbourhood park.

Staff facilitated a series of **Climate Change Showdown Workshops** to over 7,000 students in grade four to six since project inception. In order to participate, schools enter into friendly competitions to reduce energy use at school and at home.

The Richmond Public Library launched a mobile digital lab in conjunction with a new range of digital programming that saw 200 programs with over 1,200 participants through the end of September.





City of Richmond

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Tel: 604-276-4000

www.richmond.ca

CNCL - 95



To: General Purposes Committee
From: Cecilia Achiam
Director, Performance and Compliance
Re: **Fuggles & Warlock Craftworks Ltd.,**
11220 Horseshoe Way – Unit # 103

Date: March 11, 2016
File: 12-8275-05/2016-Vol 01

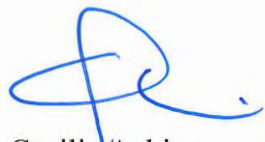
Staff Recommendation

1. That the application from Fuggles & Warlock Craftworks Ltd., for a brewery lounge endorsement, under Brewery Licence No. 306677, to allow the sale of beer by the glass or bottle, restricted to brewery products registered to the brewery under their Provincial Brewery Licence, be supported; and
2. That a letter be sent to the Liquor Control and Licensing Branch advising that:
 - a. Council supports the amendment of an endorsement for a brewery lounge as the issuance will not pose a significant impact on the community;
 - b. Council comments on the prescribed criteria (set out in Section 53 of the Liquor Control and Licensing Regulations) are as follows:
 - i. The potential for additional noise and traffic in the area was considered;
 - ii. The impact on the community was assessed through a community consultation process; and
 - iii. Given that there has been no history of non-compliance with the operation, the endorsement to permit a brewery lounge under the Brewery Licence should not change the establishment so that it is operated in a manner that is contrary to its primary purpose as a Brewery.
 - c. As the operation of a brewery lounge may affect nearby residents, the City gathered the view of residents as follows:
 - i. Property owners and businesses within a 50 metre radius of the subject property were contacted by letter detailing the application and provided instructions on how community comments or concerns could be submitted; and
 - ii. Signage was posted at the subject property and three public notices were published in a local newspaper. The signage and notice provided

information on the application and instructions on how community comments or concerns could be submitted.



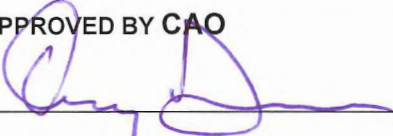
d. Council's comments and recommendations respecting the views of the residents are as follows:

- i. That based on the number of letters sent and the lack of response received from all public notifications, Council considers that the amendment is acceptable to the majority of the residents in the area and the community.



Cecilia Achiam
Director, Performance and Compliance
(604-276-4122)

Att. 1

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

Staff Report

Origin

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

This report deals with the applicant’s submission to the LCLB and the City of Richmond for City support to allow a brewery lounge endorsement under its Brewery Licence No. 306677. The proposed brewery lounge endorsement will enable customers to be able to purchase and consume brewery products on site.

Local Government has been given the opportunity to provide comments and recommendations to the LCLB with respect to liquor licence applications and amendments. For amendments to brewery licences, the process requires Local Government to provide comments with respect to the following criteria:

- the potential for noise,
- the impact on the community; and
- whether the amendment may result in the establishment being operated in a manner that is contrary to its primary purpose.

Analysis

The applicant’s establishment is a new business located in South Richmond in an Industrial area and the primarily focus of this business is to operate a microbrewery, with a small retail component.

The applicant is located at 11220 Horseshoe Way which is located in the Industrial Business Park (IB1) zone. On November 9, 2015 Council adopted a zoning text amendment bylaw to permit this microbrewery to operate with retail and lounge components to the businesses Liquor Primary Licence.

The letter of intent submitted by the applicant indicates that they are requesting a brewery lounge endorsement to enable them to be the first Richmond based production brewery to offer a tasting room that will provide the Richmond beer community a chance to sample local craft beers and the ability to purchase a growler to take home. The applicant is also permitted to sell under the LCLB licence, 20% of other liquor products sold are not produced by the applicant.

Summary of Application and Comments

The City’s process for reviewing applications for liquor related permits is prescribed by the Development Application Fees Bylaw No. 8951, which under section 1.8.1 calls for;

*1.8.1 Every **applicant** seeking approval from the **City** in connection with:*

- (a) *a licence to serve liquor under the Liquor Control and Licensing Act and Regulations; or*
- (b) *any of the following in relation to an existing licence to serve liquor:*
 - (i) *addition of a patio;*
 - (ii) *relocation of a licence;*
 - (iii) *change of hours; or*
 - (iv) *patron participation*

must proceed in accordance with subsection 1.8.2.

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

- (b) *post and maintain on the subject property a clearly visible sign which indicates:*
 - (i) *type of licence or amendment application;*
 - (ii) *proposed person capacity;*
 - (iii) *type of entertainment (if application is for patron participation entertainment); and*
 - (iv) *proposed hours of liquor service; and*
- (c) *publish a notice in at least three consecutive editions of a newspaper that is distributed at least weekly in the area affected by the application, providing the same information required in subsection 1.8.2(b) above.*

The required signage was posted on December 1, 2015, and the three ads were published in the local newspaper December 4, December 9 and December 11, 2015.

In addition to the advertised public notice requirements set out in Section 1.8.2, staff have adapted from a prior bylaw requirement, the process of the City sending letters to businesses, residents and property owners within a 50-metre radius of the establishment (Attachment 1). This letter provides details of the proposed liquor licence application and requests the public to communicate any concerns to the City.

There are nine parcels and 95 properties identified within the consultation area. On December 3, 2015, letters were sent to 113 residents and property owners to gather their view on the application.

All public consultations ended January 7, 2016, and no responses were received from the public.

Potential for Noise

Staff believe that there would be no noticeable increase in noise if the brewery lounge endorsement is supported.

Potential for Impact on the Community

Based on the lack of any negative public feedback staff is of the opinion that there would be no impact on the community associated with the amendment.

Potential to operate contrary to its primary purpose

Staff are of the opinion that due to the rise in public enjoyment of microbreweries and a lack of any non-compliance issues related to the operation of this business, there would be minimal potential of the business being operated in a manner that would be contrary to its primary purpose.

Other agency comments

As part of the review process, staff requested comments from Vancouver Coastal Health, Richmond RCMP, Richmond Fire-Rescue, Richmond Joint Inspection Team, the City Building Permit and Business Licence Departments. These agencies generally provide comments on the compliance history of the applicant's operations and premises.

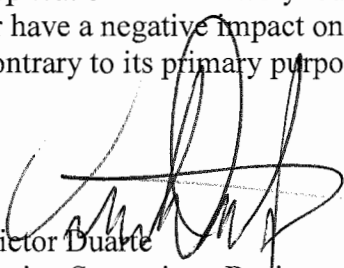
No objections to the application were received from any of the above mentioned agencies and divisions.

Financial Impact

None

Conclusion

Following the public consultation period, staff reviewed the brewery lounge endorsement application against the legislated review criteria and recommends that City Council support the application for a brewery lounge endorsement. The amendment is not expected to increase noise or have a negative impact on the community nor result in the applicant operating the business contrary to its primary purpose.

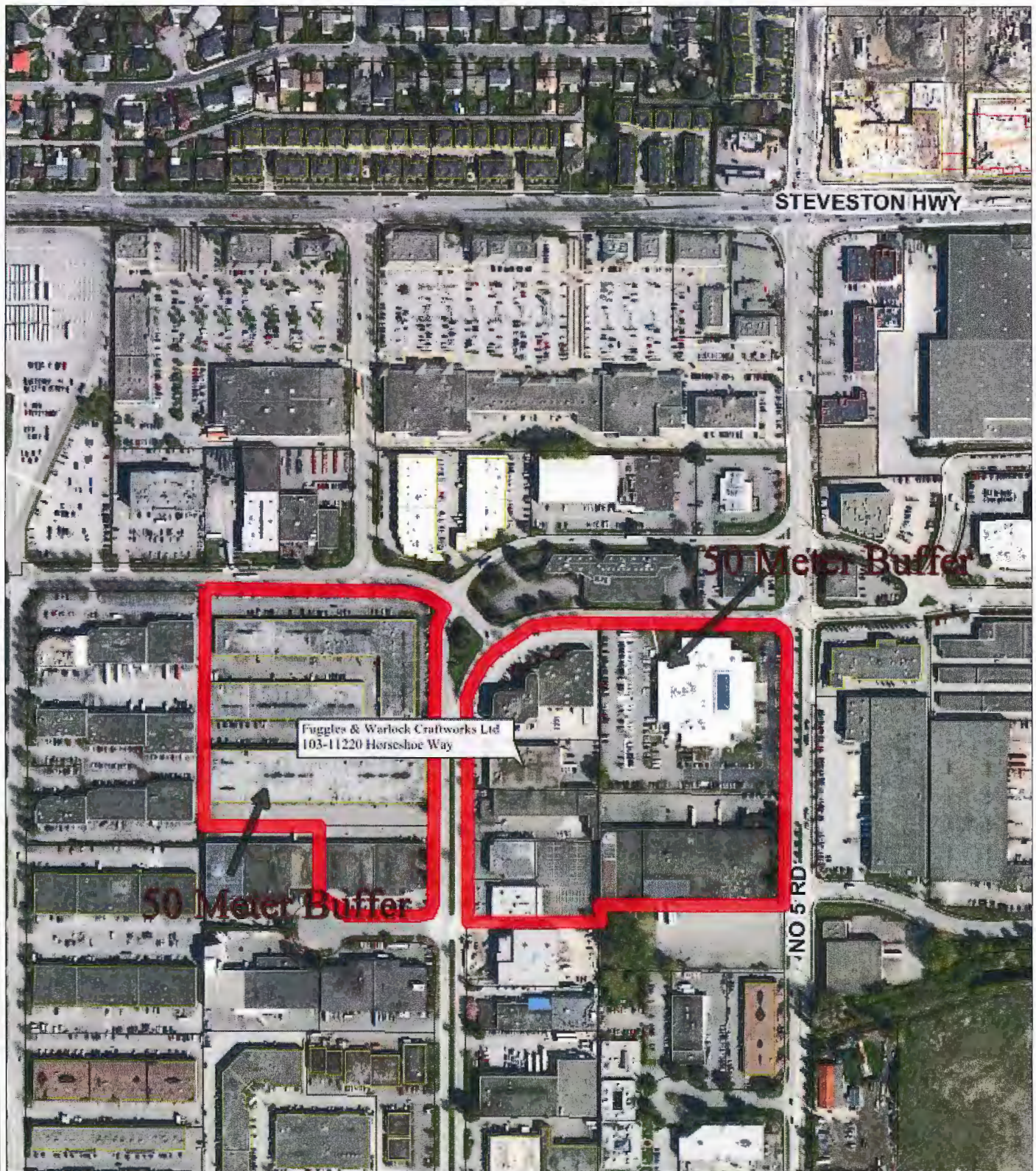


Victor Duarte
Acting Supervisor, Business Licence
(604-276-4389)

VMD:vmd

Att. 1: Site Map with 50 metre buffer

City of Richmond Interactive Map



202.9 0 101.47 202.9Meters

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

THIS MAP IS NOT TO BE USED FOR NAVIGATION



City of Richmond

Report to Committee

To: General Purposes Committee
From: Grant Fengstad
Director, Information Technology
Date: March 8, 2016
File: 04-1300-01/2016-Vol
01
Re: Request for Approval of 5 year Software Update License & Support Services
Contract with Oracle Canada ULC

Staff Recommendation

1. That the City enter into a five year software licensing and support services contract with Oracle Canada for the PeopleSoft Financial System and the PeopleSoft Human Capital Management System for a total of \$1,600,200; and
2. That the Chief Administrative Officer and the General Manager, Finance and Corporate Services be authorized to negotiate and execute the software licensing and support services contract with Oracle Canada.

Grant Fengstad
Director, Information Technology
(604-276-4096)

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

Staff Report

Origin

The City entered into a Software End User License and Services Agreement with PeopleSoft Canada on May 29, 1998 to purchase a Financial and Human Resources Management System. The agreement encompasses the City's enterprise user licenses for the PeopleSoft Financial System which includes modules such as General Ledger, Purchasing, Accounts Payable, Inventory, Billings and Asset Management. The agreement also encompasses the PeopleSoft Human Capital Management System which includes modules such as Human Resources Management, Payroll and Time & Labour.

In December 2004, Oracle Canada announced that it had acquired PeopleSoft Canada. The agreement was updated to transfer the annual Software Update License & Support services from PeopleSoft Canada to Oracle Canada.

The original contract represented an annualized Inflationary Adjustment Rate each contract year of 3% as per the original license agreement. The Support Update License & Support Services was renewed yearly with a clause limiting the annual increase to be no more than 3%.

In February 2016, Oracle Canada presented the City with a proposal to eliminate the 3% annualized increase based on a commitment from the City to agree to a five year binding contract. This agreement would be based on the 2016 annual fee and as part of the agreement, Oracle Canada expected the City to pay upfront for all five years. Staff negotiated with Oracle Canada and was successful in obtaining an agreement to continue to pay for services on an annualized basis and to use the 2015 annual fee as the prescribed rate over a five year term. A proposed agreement was reached for the City's commitment to continue using the PeopleSoft Financial and Human Resources Management System from April 12, 2016 to April 11, 2021. The City will incur no annual increases during this period. The savings to the City under the proposed agreement is \$149,907.

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

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

7.1. Relevant and effective budget processes and policies.

7.2. Well-informed and sustainable financial decision making.

7.4. Strategic financial opportunities are optimized.

Analysis

The purpose of this report is to request approval authority for the City to enter into a five year Software Update License & Support services agreement with Oracle Canada for the PeopleSoft Financial and Human Resources systems. The proposed agreement includes user licensing, major product and technology releases, technical support, software and critical patch updates, tax, legal, and regulatory updates, certification with most new third-party products/versions and new Oracle products.

Oracle Canada is the sole provider of PeopleSoft products, and as a result there is no opportunity to go through the competitive bid process. The term of service is from April 12, 2016 to April 11, 2021.

The terms of the proposed agreement include:

- The City's commitment to continue using PeopleSoft Financial and Human Resources Management System from April 12, 2016 to April 11, 2021.
- The City will incur no Inflationary Adjustment Rate for Software Update License & Support services during this period.
- Software Update License & Support services fees are paid yearly and are stabilized at 2015 rates, resulting in 5 equal payments of \$320,040.
- The total contract price is \$1,600,200.
- The savings to the City under the agreement is \$149,907.

5 Terms	Start Date	End Date	Amount with annual increases	Proposed New Contract	Uplifts	Savings
1st invoice	12- Apr -16	11- Apr -17	\$329,641	\$320,040	0.0%	\$9,601
2nd invoice	12- Apr -17	11- Apr -18	\$339,530	\$320,040	0.0%	\$19,490
3rd invoice	12- Apr -18	11- Apr -19	\$349,716	\$320,040	0.0%	\$29,676
4th invoice	12- Apr -19	11- Apr -20	\$360,207	\$320,040	0.0%	\$40,167
5th invoice	12- Apr -20	11- Apr -21	\$371,013	\$320,040	0.0%	\$50,973
			\$1,750,107	\$1,600,200		\$149,907

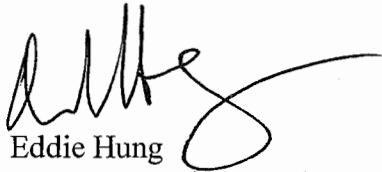
Financial Impact

The total amount of the Oracle Software Update License & Support services renewal is \$1,600,200 (including PST) with five annual payments of \$320,040.

The amount currently included in the 2016 Operating Budget is \$329,754. If the contract is awarded, the annual savings are identified in the table above.

Conclusion

This request is in compliance with the City's Procurement Policy and Officer and General Manager Bylaw. The PeopleSoft Financial and Human Resource Management systems are critical systems, used daily by City staff, and the City has no plans to change Financial and Human Resources Systems. The proposed 5 year agreement from Oracle commits the City to continue using the PeopleSoft Financial and Human Resource Management systems, with the added benefit of no Inflationary Adjustment Rate increase for the term of the agreement. The savings in Software Update License & Support services fees is \$149,907.

A handwritten signature in black ink, appearing to read 'Eddie Hung', with a large, stylized flourish extending from the end of the signature.

Eddie Hung
Manager, Business and Enterprise Systems
(604-276-4232)

EH:gf



City of Richmond

Report to Committee

To: Planning Committee

Date: February 29, 2016

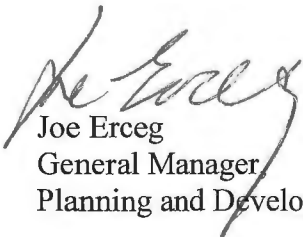
From: Joe Erceg
General Manager, Planning and Development

File: 01-0100-30-AADV1-
02/2016-Vol 01

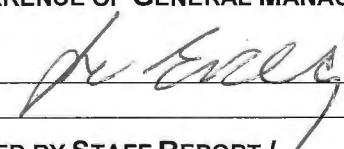

Re: Agricultural Advisory Committee 2015 Annual Report and 2016 Work
Program

Staff Recommendation

That the 2016 Agricultural Advisory Committee Work Program be approved.


Joe Erceg
General Manager
Planning and Development

Att. 2

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

Staff Report

Origin

The Richmond Agricultural Advisory Committee (AAC) was established in 2003 upon Council approval of the Richmond Agricultural Viability Strategy (RAVS). A primary role of the AAC is to provide advice from an agricultural perspective to Council, City staff and other stakeholders on a wide-range of issues and projects that impact agricultural activities in Richmond and to help implement the recommendations contained in the RAVS.

In accordance with the Terms of Reference for the AAC, this report summarizes the activities of the Committee in 2015 and recommends a 2016 Work Program for consideration and approval by Council. The AAC reviewed and endorsed the proposed work program at its meeting held on February 4, 2016.

Summary of 2015 Annual Report

The detailed 2015 Annual Report is contained in Attachment 1. Highlights are as follows:

- Reviewed and provided comments on a total of 11 development proposals related to or affecting agricultural activities.
- Received regular updates and provided comments on various City policies and initiatives (e.g., Sustainability Progress Report, fees and enforcement options for soil removal and deposit activities).
- Received regular updates on the George Massey Tunnel Replacement project.
- Received information and commented on local food awareness events and initiatives (e.g., 2016 Richmond Farm Tour).
- Received information on initiatives, funding programs and farming advisory information sheets from the Ministry of Agriculture staff.

Summary of Proposed 2016 Work Program

The detailed 2016 Work Program is contained in Attachment 2. The following is a summary of highlights for the proposed 2016 work program.

- Review and provide feedback on development proposals forwarded to the AAC by staff and Council.
- Review and provide feedback on the No. 5 Road Backlands Policy and its implementation.
- Continue to receive updates on major transportation works including George Massey Tunnel Replacement project and upcoming consultations.
- Receive updates on the Metro Vancouver's Farm Property Tax Investigation and provide comments when requested.
- Examine options to help promote local agricultural and food awareness.
- Continue to monitor and implement the RAVS and recommend improvements as necessary.

Financial Impact

None.

Conclusion

The 2015 Annual Report for the AAC is submitted for information and the 2016 Work Program is recommended for Council approval.



Terry Crowe
Manager, Policy Planning
(604) 276-4139



Minhee Park
Planner 1
(604) 276-4188

MP:cas

Attachment 1: Agricultural Advisory Committee 2015 Annual Report

Attachment 2: Draft Agricultural Advisory Committee 2016 Work Program

**2015 ANNUAL REPORT
AGRICULTURAL ADVISORY COMMITTEE**

Agricultural Advisory Committee 2015 Accomplishments		
Projects	Results Expected	Accomplishments and Comments
Development Proposals	Agricultural perspective and advice to Council	<ul style="list-style-type: none"> Reviewed and provided comments on a total of 11 development proposals forwarded by staff. Projects covered issues related to development of agricultural landscape buffers to screen projects in and adjacent to the ALR; a non-farm use proposal to place fill, non-farm use applications within the No. 5 Road Backlands Policy area; ALR applications for subdivision; a Development Variance Permit application to increase the maximum setback for a single family house (see the Development Proposal List below).
Richmond Policy Initiatives	Agricultural perspective and advice to Council	<ul style="list-style-type: none"> Received information on the sustainability Progress Report and provided feedback. Received information on the proposed changes to the fees and enforcement options for soil removal and deposit activities and provided feedback.
External Agency Policy Initiatives Requests for Feedback	Receive information and updates and provide agricultural comments and perspectives to the agency (through council) when requested.	<ul style="list-style-type: none"> Received information on initiatives, funding programs and farming advisory information sheets (e.g., manure spreading advisories) from Ministry of Agriculture staff. Received information on the Ministry of Agriculture's consultations on proposed changes to the ALR Regulation and proposed set of criteria for developing local government bylaws regarding agri-tourism. Received information on the Metro Vancouver Regional Food System Action Plan and provided feedback. Received information on the Southwest BC Bioregional Food System study by Kwantlen Polytechnic University and provided feedback.
Major Transportation Projects	Provide comments and feedback from an agricultural perspective	<ul style="list-style-type: none"> Received regular updates regarding the George Massey Tunnel Replacement project.
Public Awareness and Local Food Initiatives	Improved awareness and understanding of agriculture and its role in the community	<ul style="list-style-type: none"> Received information on the proposed Richmond Farm Tour and brainstormed and shared ideas.
General Agricultural Related Issues	Identify specific projects and initiatives that impact agriculture	<ul style="list-style-type: none"> Reviewed and provided comments on issues related to the AG1 zoning regulations. Reviewed development application referral criteria and determined types of applications to be forwarded to the AAC for review.

List of Development Proposals Reviewed in 2015		
Application No.	Address of property	Proposed use
RZ 14-669571	9751 Steveston Highway / 10831 Southridge Road	To rezone the site to "Compact Single Detached (RC2)" for a 5-lot single family subdivision adjacent to the ALR. Review of the proposed ALR landscape buffer.
AG 14-657892	8100 No. 5 Road	Non-farm use application to develop a new Hindhu Temple within the westerly 110m of the site.
RZ 14-662478	8760/8780 Rosemary	Two-lot single family subdivision proposal adjacent to the ALR. Review of the proposed ALR landscape buffer.
DP14-677130	20599 Westminster Highway	Industrial development adjacent to the ALR. Review of the proposed ALR landscape buffer.
AG 13-646237	9500 No. 5 Road	Non-farm use application to subdivide the existing lot into five institutional lots along No. 5 Road and one 20-acre lots in the backlands.
DV 15-694988	2620 No. 6 Road	To vary the maximum 50m setback from a constructed public road abutting the property in the AG1 zone in order to construct a new house.
NF 15-690592	14791 Westminster Highway	Non-farm use application to place 176,520 m ³ of fill to improve drainage conditions and improve agricultural capability.
RZ 11-578758	6571/6573 No. 4 Road	Six townhouse unit proposal adjacent to the ALR. Review of the proposed ALR landscape buffer.
AG 14-676391	5800 No. 7 Road	Proposal to subdivide the 73-acre parcel into two parcels (40 acres and 33 acres) to pursue other agricultural opportunities.
AG 15-713643	2600 No. 7 Road	Proposal to align the legal boundaries with the existing field patterns and create residential sites along No. 7 Road.
RZ 13-641554	10060 No. 5 Road (Lingyen Mountain Temple)	To develop a temple that is approximately the same size as the existing temple at the southern end of the site.

**2016 DRAFT WORK PROGRAM
AGRICULTURAL ADVISORY COMMITTEE**

AAC Role in the Work Program

- Assist in implementing the 2041 Official Community Plan and 2012 Richmond Agricultural Viability Strategy (RAVS).
- Provide comments and feedback, from an agricultural perspective, to Richmond City Council and staff on works and services, development and major projects being undertaken in and adjacent to the ALR.
- Receive for information, reports and materials forwarded from external agencies (Ministry of Agriculture, Metro Vancouver, ALC, NGOs). Provide comments and feedback (through Council) when requested.
- Participate in public meetings and consult on work program projects.
- Continue to improve local agricultural awareness and education initiatives and take the lead role in organizing agricultural showcase events.
- Receive regular updates on projects and works related to agriculture.
- Invite City Divisions to liaise with the AAC as early as possible on works deemed to have an impact on farming so that the Committee can provide advice. These proactive initiatives will help to inform agricultural stakeholders of forthcoming works and enable the AAC to appropriately comment and give feedback.

AAC Proposed 2016 Work Program		
Projects	Results Expected	Objectives and Deliverables
Development Projects	Agricultural perspective and advice to Council	<ul style="list-style-type: none"> • Review development proposals forwarded to the AAC from staff or Council. • Provide comments and work with proponents to modify development proposals to meet City policies and address Committee comments when needed.
Richmond Policy Initiatives	Agricultural perspective and advice to Council	<ul style="list-style-type: none"> • Provide feedback on the proposed changes to the No. 5 Road Backlands Policy, and monitor and assist in implementing the Policy
Transportation Works and Projects	Agricultural perspective and input	<ul style="list-style-type: none"> • Continue to receive updates and provide comments on transportation works in and adjacent to ALR land that may impact agriculture. • George Massey Tunnel Replacement (GMTR) project – continue to receive updates on the project, upcoming consultation and requested stakeholder feedback from the GMTR project team.
Richmond Agricultural Viability Strategy Policy Updates	Agricultural perspective and input	<ul style="list-style-type: none"> • Monitor and update the recommendations of the RAVS based on the progress and work completed.
Soil Removal and Deposit Activities in the ALR	Agricultural perspective and input	<ul style="list-style-type: none"> • Continue to work with Community Bylaw staff to explore to establish a policy that requires a non-farm use application for soil fill to match the existing capability of the soil. • Receive updates on the Metro Vancouver's Illegal Fill Pilot Project and provide comments when requested.

AAC Proposed 2016 Work Program		
Projects	Results Expected	Objectives and Deliverables
Metro Vancouver's Farm Property Tax Investigation	Agricultural perspective and input	<ul style="list-style-type: none"> Receive updates on the Metro Vancouver's Farm Property Tax Investigation and provide comments when requested.
Drainage and Irrigation	Agricultural perspective and input	<ul style="list-style-type: none"> Receive regular updates from Engineering staff on available funding and the proposed design and construction of drainage and irrigation works.
Public Awareness and Local Food Initiatives	Improved awareness and understanding of agriculture and its role in the community	<ul style="list-style-type: none"> AAC to examine options to look at promoting local agricultural and food awareness. Assist staff in organizing 2016 Farm Tour
Agricultural Data System	<ul style="list-style-type: none"> Update agriculture related statistics based on current data figures. Identify latest trends related to agriculture and how they impact the Richmond Agricultural Viability Strategy. 	<ul style="list-style-type: none"> Receive updated statistics and data on agriculture and comment on findings and trends. Update the City's website as appropriate.
AAC Action Items Table	<ul style="list-style-type: none"> Tool used by the Committee to monitor specific initiatives and projects of importance to the AAC. 	<ul style="list-style-type: none"> Continue to utilize the AAC Action Items Table to manage and report progress on initiatives and projects.



City of Richmond

Report to Committee Planning and Development Division

To: Planning Committee

Date: March 10, 2016

From: Wayne Craig
Director, Development

File: LU 16-721350

Re: Application by Huen Au Yeung and Kim Kwok Ching Au Yeung to Discharge
Land Use Contract 063 at 9711 Gilbert Crescent

Staff Recommendation


That Richmond Land Use Contract 063 Discharge Bylaw No. 9534, to discharge "Land Use Contract 063" from the title of 9711 Gilbert Crescent, be introduced and given first reading.


Wayne Craig
Director, Development

WC:cl
Att.

REPORT CONCURRENCE

CONCURRENCE OF GENERAL MANAGER


FOR JEFF ERFELD

Staff Report

Origin

On November 24, 2016, City Council adopted a number of bylaws that:

- Terminated 93 separate Land Use Contracts (LUCs) that affect single-family properties, which will be effective one-year from the date of adoption.
- Established new zoning designations in their place.

The 93 LUCs that are subject to the early termination bylaws will remain on land title records until November 24, 2016. The new zoning designations became operative immediately following adoption. For the one-year period, while both the Zoning Bylaw and the LUC are operative, the provisions of an LUC prevail. Where a property owner wishes to use the provisions in the underlying zoning prior to the expiry of the one-year period, formal discharge of the LUC, by a bylaw adopted by Council, is required.

Huen Au Yeung and Kim Kwok Ching Au Yeung have applied to the City of Richmond for permission to voluntarily discharge "Land Use Contract 063" from the title of 9711 Gilbert Crescent, to permit construction of an addition to an existing single-family dwelling with a maximum site coverage of 45%, consistent with the underlying "Single Detached (RS1/B)" zoning (Attachment 1).

Findings of Fact

A Development Application Data Sheet is attached, which provides details about the proposal, along with a comparison of the LUC provisions and the underlying RS1/B zoning provisions (Attachment 2).

Surrounding Development

Existing development immediately surrounding the subject site is as follows:

To the north and south, are existing dwellings on lots under "Land Use Contract 063", both of which front Gilbert Crescent.

To the East, immediately across the large road cross-section consisting of two (2) frontage roads, treed City boulevards, and the major arterial Gilbert Road, is a single-family dwelling at 7211 Gilhurst Crescent on a lot zoned "Single Detached (RS1/E)".

To the West, is an existing dwelling on a lot under "Land Use Contract 063", which fronts Shawnigan Place.

Public Consultation

As this application does not involve rezoning of the subject property, a sign is not required to be posted on-site.

Should this application advance to a Public Hearing, the standard notification will be sent to all residents and property owners of land within 50 m of the subject site, with details about public participation in the process.

Analysis

This application to discharge the Land Use Contract from the subject property will enable the property owners to apply for and obtain a Building Permit to build an addition to their existing single-family dwelling with a site coverage of 36%, consistent with the underlying RS1/B zone (which allows a maximum of 45% site coverage with buildings), without having to wait until the Land Use Contract termination date of November 24, 2016.

The owners are proposing: a two-storey 29 m² (306 ft²) addition onto the back of their existing dwelling (west elevation); a 12 m² (128 ft²) balcony off the master bedroom (also the west elevation); and a 2nd storey addition over their existing garage and entry at the front, facing Gilbert Crescent (east elevation). The proposed addition to the existing dwelling is shown in Attachment 3

Existing Legal Encumbrances

There are existing statutory right-of-ways registered on title for the sanitary sewer along the west property line, as well as for foreign utilities (i.e. hydro, gas, telephone). Construction within the right-of-ways is not permitted.

Financial Impact

None.

Conclusion

The applicants are requesting permission to voluntarily discharge "Land Use Contract 063" from the title of 9711 Gilbert Crescent, to permit construction of an addition to an existing single-family dwelling with a maximum site coverage of 45%, consistent with the underlying "Single Detached (RS1/B)" zoning.

It is recommended that Richmond Land Use Contract Discharge Bylaw No. 9534 be introduced and given first reading.



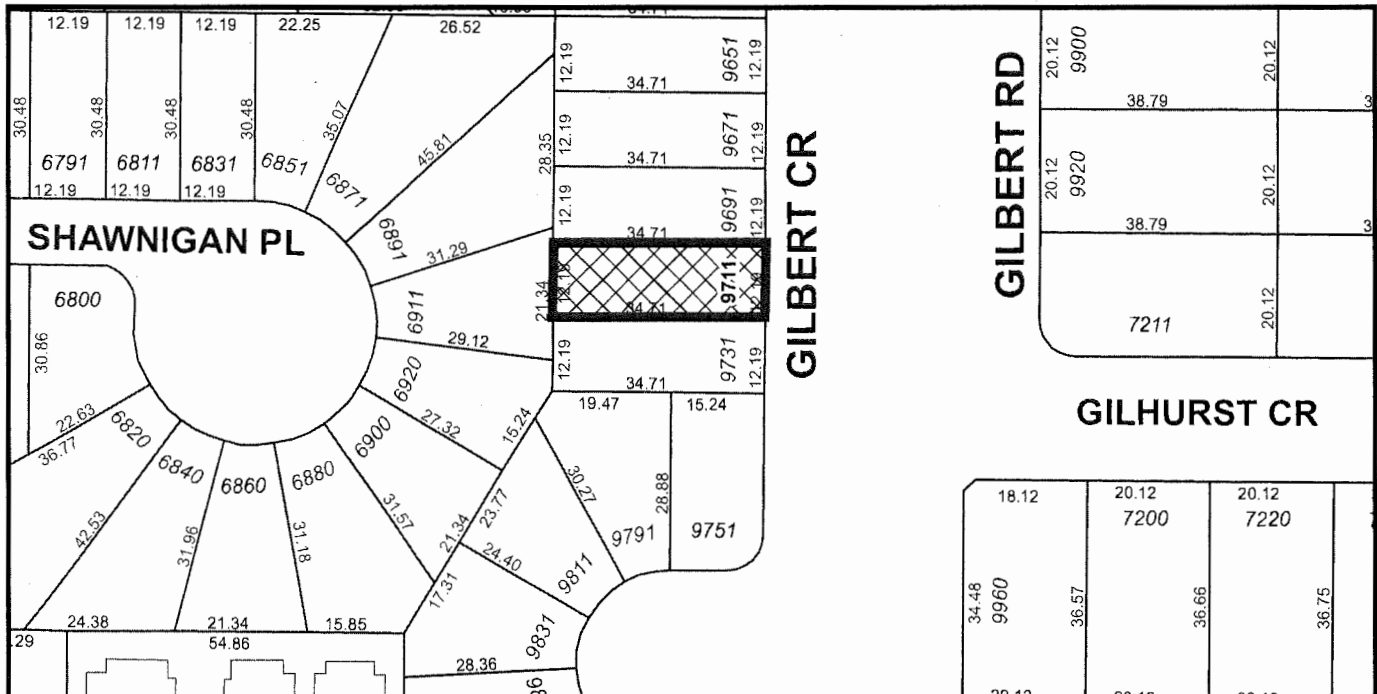
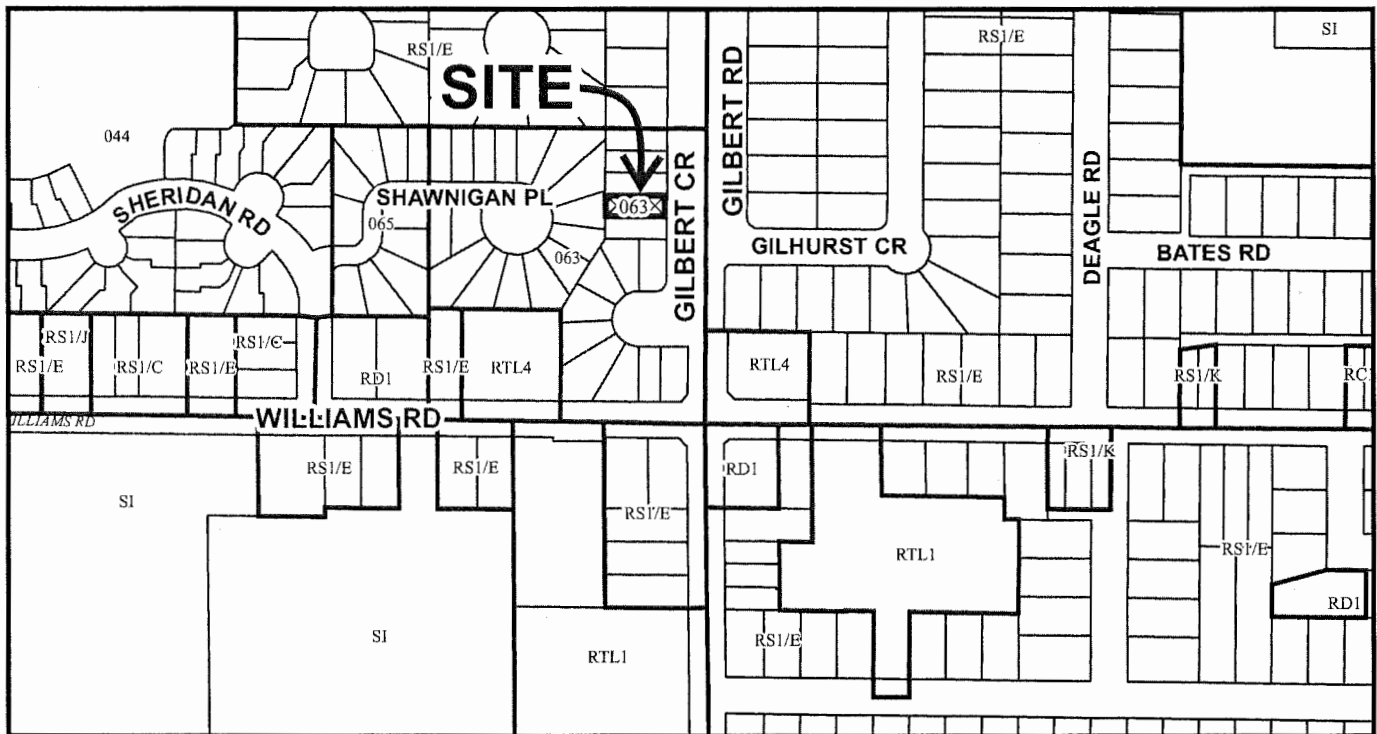
Cynthia Lussier
Planner I
(604-276-4108)

CL:rg

Attachment 1: Location Map/Aerial Photo
Attachment 2: Development Application Data Sheet
Attachment 3: Proposed addition to the existing dwelling



City of Richmond



LU 16-721350

Original Date: 03/10/16

Revision Date:

Note: Dimensions are in METRES



City of
Richmond



LU 16-721350

Original Date: 03/10/16

Revision Date:

Note: Dimensions are in METRES



LU 16-721350

Attachment 2

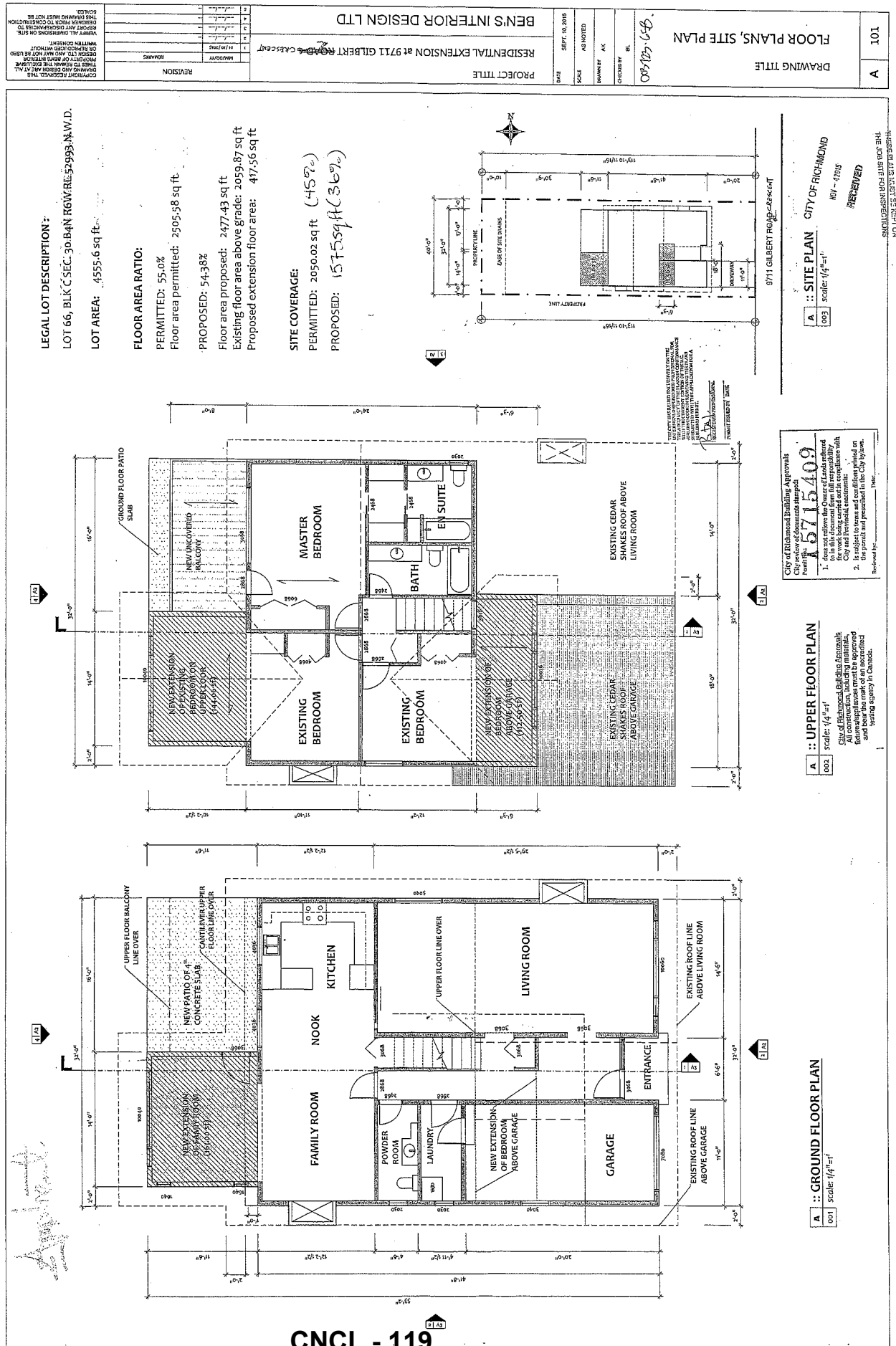
Address: 9711 Gilbert Crescent

Applicant: Huen Au Yeung and Kim Kwok Ching Au Yeung

Planning Area(s): Blundell

	Existing	Proposed
Owner:	Huen Au Yeung Kim Kwok Ching Au Yeung	No change
Site Size (m²):	Approximately 423 m ² (4,555.6 ft ²)	No change
Land Uses:	Single detached dwelling	No change
OCP Designation:	Neighbourhood Residential	No change
Zoning:	Land Use Contract 063 & Single Detached (RS1/B)	Single Detached (RS1/B)

Provision	LUC	RS1/B	Proposed	Variance
Floor Area Ratio:	None	0.55 232.65 m ² (2,505.58 ft ²)	0.54 230.16 m ² (2,477.43 ft ²)	none permitted
Lot Coverage – Building:	Max. 33% 139.66 m ² (1,504 ft ²)	Max. 45% 190.45 m ² (2,050.02 ft ²)	36% 146.32 m ² (1,575 ft ²)	none
Setback – Front & Rear Yard (m):	Min. 6.0 m	Min. 6.0 m	6.0 m & 12.0 m	none
Setback – Interior Side Yard (m):	Min. 1.2 m	Min. 1.2 m	1.2 m	none
Building Height (m):	3 storeys	2 ½ storeys	2 storeys	none





**Richmond Land Use Contract 063
Discharge Bylaw No. 9534 (LU 16-721350)
9711 Gilbert Crescent**

Whereas "Land Use Contract 063", having Charge Number RD53766, including all amendments, modifications and extensions to Charge Number RD53766, charges the following land:

P.I.D. 003-723-658

Lot 664 Section 30 Block 4 North Range 6 West New Westminster District Plan 52993;

Whereas "Land Use Contract 063" was entered into with the City of Richmond as a party and filed in the Land Title Office, New Westminster, British Columbia; and,

Whereas the owners of said land which is subject to "Land Use Contract 063" have requested and agreed with the City that the "Land Use Contract 063" be discharged as against its property title;

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

1. That "Land Use Contract 063" having Charge Number RD53766, including all amendments, modifications and extensions to Charge Number RD53766, be discharged as against:

P.I.D. 003-723-658

Lot 664 Section 30 Block 4 North Range 6 West New Westminster District
Plan 52993.

2. That the Mayor and Corporate Officer are hereby authorized to execute any documents necessary to discharge "Land Use Contract 063" from said land.
3. This Bylaw may be cited as **"Richmond Land Use Contract 063 Discharge Bylaw No. 9534"**.

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

ADOPTED

CITY OF RICHMOND
APPROVED by 
APPROVED by Director or Solicitor 

MAYOR

CORPORATE OFFICER



City of Richmond

Report to Committee Planning and Development Division

To: Planning Committee
From: Wayne Craig
Director, Development

Date: March 7, 2016
File: TU 15-717388

Re: Application by Lions Communication Inc. for a Revised Temporary Commercial Use Permit at 12631 Vulcan Way for 2016 and 2017

Staff Recommendation


1. That the application by Lions Communication Inc. for a revised Temporary Commercial Use Permit at 12631 Vulcan Way be considered at Public Hearing to be held on April 18, 2016 at 7:00 pm in the Council Chambers of Richmond City Hall, and that the following recommendation be forwarded to that meeting for consideration:

“That a revised Temporary Commercial Use Permit be issued to Lions Communication Inc. at 12631 Vulcan Way for the purposes of permitting an evening night market event between April 29, 2016 to September 11, 2016 (inclusive) and April 28, 2017 to September 10, 2017 (inclusive) subject to the fulfillment of all terms, conditions and requirements outlined in the Temporary Commercial Use Permit and attached Schedules.”

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


j : Wayne Craig
Director, Development

WC:ke
Att. 4

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Business Licences	<input checked="" type="checkbox"/>	 FOR JOE GREEN
Economic Development	<input checked="" type="checkbox"/>	
Community Bylaws	<input checked="" type="checkbox"/>	
Fire Rescue	<input checked="" type="checkbox"/>	
RCMP	<input checked="" type="checkbox"/>	
Transportation	<input checked="" type="checkbox"/>	

Staff Report

Origin

Lions Communication Inc. has applied to the City of Richmond for revisions to the already approved Temporary Commercial Use Permit (TCUP) at 12631 Vulcan Way for the purposes of operating a seasonal night market event in 2016 and 2017 (refer to Attachment 1 for a location map). On April 20, 2015, Council approved a TCUP (TU 14-670690) on the subject site from 2015 to 2017 to allow the night market event.

The applicant has requested amended dates and hours of operation and increase number of vendors in 2016 and 2017 for the event that require Council approval of a revised TCUP. All other terms and conditions associated with the night market event on this site will remain generally consistent with previous Council approvals for this event at this site, with the exception of the minor revisions requested in this report.

Findings of Fact

A Development Application Data Sheet providing details about the development proposal is contained in Attachment 2.

A summary of the existing approval by Council for the event in 2015 compared to the requested revisions for 2016 and 2017 is provided in the following table:

	Original Council Approved TCUP (2015 to 2017)	Proposed Revisions to TCUP (2016 and 2017)
Total Number of Commercial Vendors	152 commercial vendors	258 commercial vendors
Opening/Closing Dates	May 8, 2015 to September 27, 2015 May 6, 2016 to September 25, 2016 May 5, 2017 to September 24, 2017	April 29, 2016 to September 11, 2016 April 28, 2017 to September 10, 2017
Days and Hours of Operation	Generally Friday, Saturday, Sunday and Stat Holiday (Monday)	Friday, Saturday and Sunday
Hours of Operation	Fri/Sat – 6 to 11pm Sun/Stat Holiday – 6 to 10 pm Sun before Stat – 6 to 11pm	Fri/Sat – 7 pm to 12am Sun – 7 to 11pm Sun before Stat – 7 pm to 12am

Surrounding Development

The site currently is zoned “Light Industrial (IL)” and is presently occupied by a warehouse building surrounded by paved parking/loading areas.

To the North: River Road and the north arm of the Fraser River.

To the South: Vulcan Way and light industrial/commercial buildings zoned “Light Industrial (IL)” and “Industrial Retail (IR4)”.

To the East: A complex of industrial buildings zoned “Light Industrial (IL)”.

To the West: Industrial buildings zoned “Light Industrial (IL)”.

Related Policies & Studies**Official Community Plan**

The Official Community Plan enables Council to consider Temporary Commercial Use Permits in areas designated “Industry”. The proposed TCUP revision is consistent with the OCP.

Public Consultation

In accordance with the provisions of the Local Government Act, Council consideration of the proposed TCUP revisions at a Public Hearing will be required. Consistent with past TCUP applications on this site, an expanded Public Hearing notification area bounded by Bridgeport Road to the south, No. 5 Road to the west, River Road to the North and the Knight Street highway corridor to the east is recommended by staff (Attachment 3).

The applicant had advised staff that they are currently consulting with businesses in the surrounding area on the proposed revisions for the event in 2016 and 2017.

Analysis**Event Description**

The event consists of the market area located on the north west portion of the subject site that will contain the food court vendor booths (60), two mobile food vendor food trucks and commercial retail booths (196) along with on-site entertainment areas and supporting services (washroom facilities, first aid, administrative areas). A total of 258 vendors are proposed for the event in 2016 and 2017. Remaining portions of the subject site consist of off-street parking. A site plan of the proposed market event area and overall site is contained in Attachment 4. The subject site contains an existing light industrial warehouse building, which is not permitted to be used as part of the night market event.

Transportation, Off-Street Parking and Traffic Management Plan

Transportation requirements to be incorporated into the revised TCUP for 2016 and 2017 is as follows:

- The event organizer has secured a total of 1,104 parking stalls dedicated to provide service to the night market event, located as follows:
 - Event site – 476 stalls
 - 2700 Sweden Way (Home Depot) – 200 stalls.
 - 2633 Sweden Way (Sears) – 248 stalls.
 - 12591 Vulcan Way (Stolberg Engineering) – 60 stalls.
 - 11820 River Road (Ardic Developments Ltd.) – 120 stalls (to be dedicated for vendor parking only).
 - The above parking numbers provides for 120 additional off-street parking stalls compared to the previous TCUP approval (984 stalls provided).
 - From the total 1,104 parking stalls secured, 258 stalls (based on the number of vendors) is required to be dedicated to event vendors.
 - Transportation staff have reviewed the off-street parking dedicated for the event secured by the event organizer and confirm that it meets requirements based on the proposed revisions to the TCUP for 2016 and 2017.

- Submission and approval of an updated Traffic Management Plan (TMP), prepared by a professional consultant, for review and approval by the City.
- Implementation of the TMP is to be undertaken by a Traffic Control Company.
- Changes to the TMP can be required at the sole discretion of the City's Transportation Department staff.
- All traffic control and management costs are at the sole cost of the event organizer.
- Implementation of directional/way finding signage based on the plan approved by Transportation staff at the sole cost of the event organizer.

Details of Proposed Event Revisions for 2016 and 2017

Increase the total number of vendors from 152 to 258

- The proposal for 258 vendors is consistent with previous night market events (2012 - 2014) held on this site that allowed for 255 vendors.
- The increased number of vendors only impacts retail booths as the number of food vendors will remain at 60.
- The increase in vendors will enable the ability for the event to accommodate increased demand and growth as needed.
- All off-street parking requirements based on this change have been addressed in the application, as described above.

Revisions to the event opening and closing dates for 2016 and 2017

- The applicant wishes to advance the opening and closing dates of the event by 2 weeks for 2016 and 2017 to open in late April and close by mid-September.
- City staff reviewed this change and have no concerns. Scheduling of staff required to attend this event will be adjusted based on the terms and conditions attached to the revised TCUP if it is approved by Council.

Revisions to the event days and hours of operation

- The total hours of operation each night remain unchanged (5 hours on Friday, Saturday and Sunday before a Statutory Holiday and 4 hours on Sunday). The applicant wishes to open and close one hour later. The event hours will be 7 pm to 12 am on Friday, Saturdays and Sundays before a Statutory Holiday and 7 pm to 11 pm on Sunday.
- The applicant wishes to operate the event on Friday, Saturday and Sunday. There are no plans to operate the event on Monday where there is a Statutory Holiday.
- Staff have no concerns about the minor changes to the days and hours of operation for the event. Scheduling of staff required to attend this event will be adjusted based on the terms and conditions attached to the revised TCUP if it is approved by Council.
- The revised opening/closing dates and operational days of the event results in a decrease of 6 days for each remaining year for a total of 60 event days compared to the previous TCUP approved in 2015, which allowed 66 event operation days for 2016 and 2017.

Financial Impact

A cost-recovery model will continue to be applied to the revised TCUP to cover all City and RCMP related costs associated with this event. As a result, the event organizer will be required to submit an operational security/bond prior to the start of each event season to cover City and policing costs. Based on the proposed revisions to the TCUP, the bond amount recommended is:

- 2016 - \$147,000 (to be submitted before April 15, 2016).
- 2017 - \$153,000 (to be submitted before March 31, 2017).

Any surplus funds remaining from the bond amounts will be refunded and returned to the event organizer upon reconciliation of all invoices at the conclusion of each season.

Conclusion

The applicant (Lions Communication Inc.) has applied to the City of Richmond to revise an existing TCUP to permit the following changes for the 2016 and 2017 season for a night market event at 12631 Vulcan Way:

- Increase the number of vendor booths from 152 to 258.
- Revise the opening and closing dates of the event to April 29, 2016 to September 11, 2016 and April 28, 2017 to September 10, 2017 respectively.
- Adjust the days and hours of operation to 7 pm to midnight on Friday, Saturday and Sundays before a Statutory Holiday and 7-11 pm on Sunday.

All technical issues associated with the proposed revisions for the 2016 and 2017 event have been addressed and incorporated into the proposed terms and conditions for the revised TCUP. The revisions will enable to event organizer to accommodate operational changes requested from their tenants and customers and allow for market and event growth.

On this basis, staff recommend:

1. Approval of a revised TCUP to operate a seasonal night market event on the subject site in 2016 and 2017 and that this recommendation be forwarded for Council consideration at a Public Hearing (tentatively scheduled for April 18, 2016); and
2. The Public Hearing notification area be expanded to include all properties bounded by River Road to the north, Knight Street Bridge/Corridor to the east, Bridgeport Road to the south and No. 5 Road to the west.



Kevin Eng
Planner 2

KE:cas

Attachment 1: Location Map

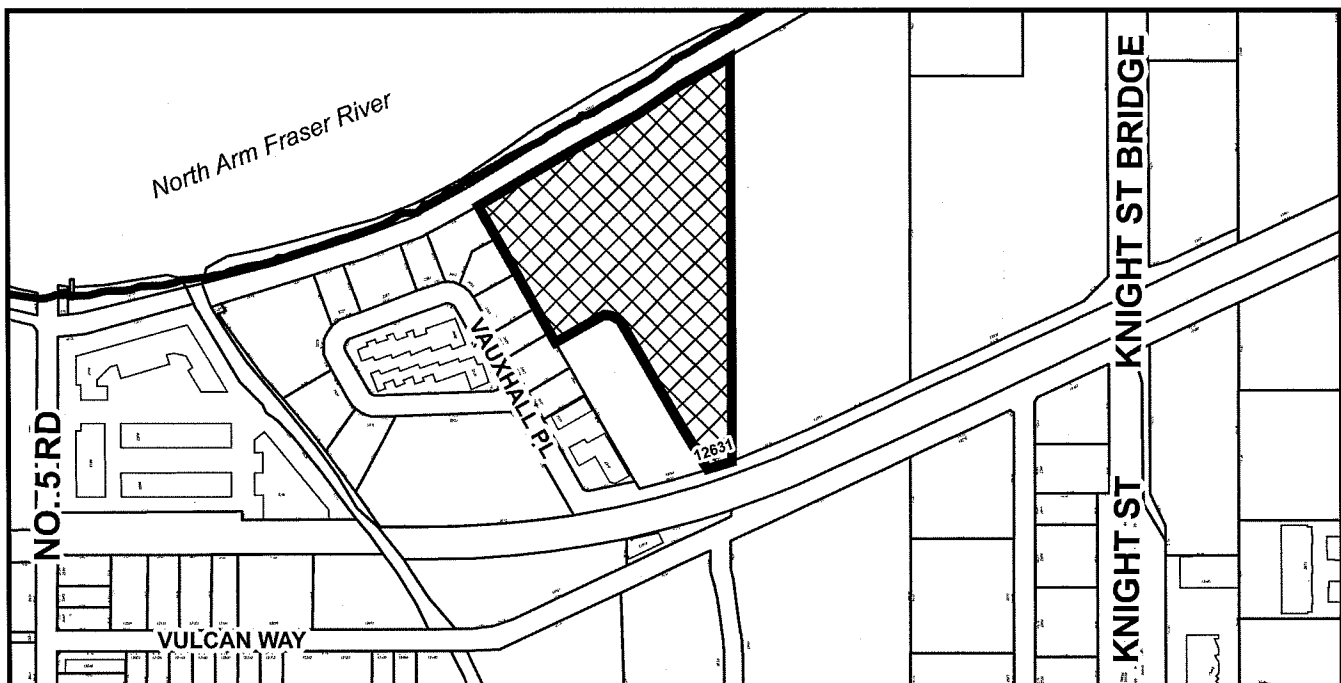
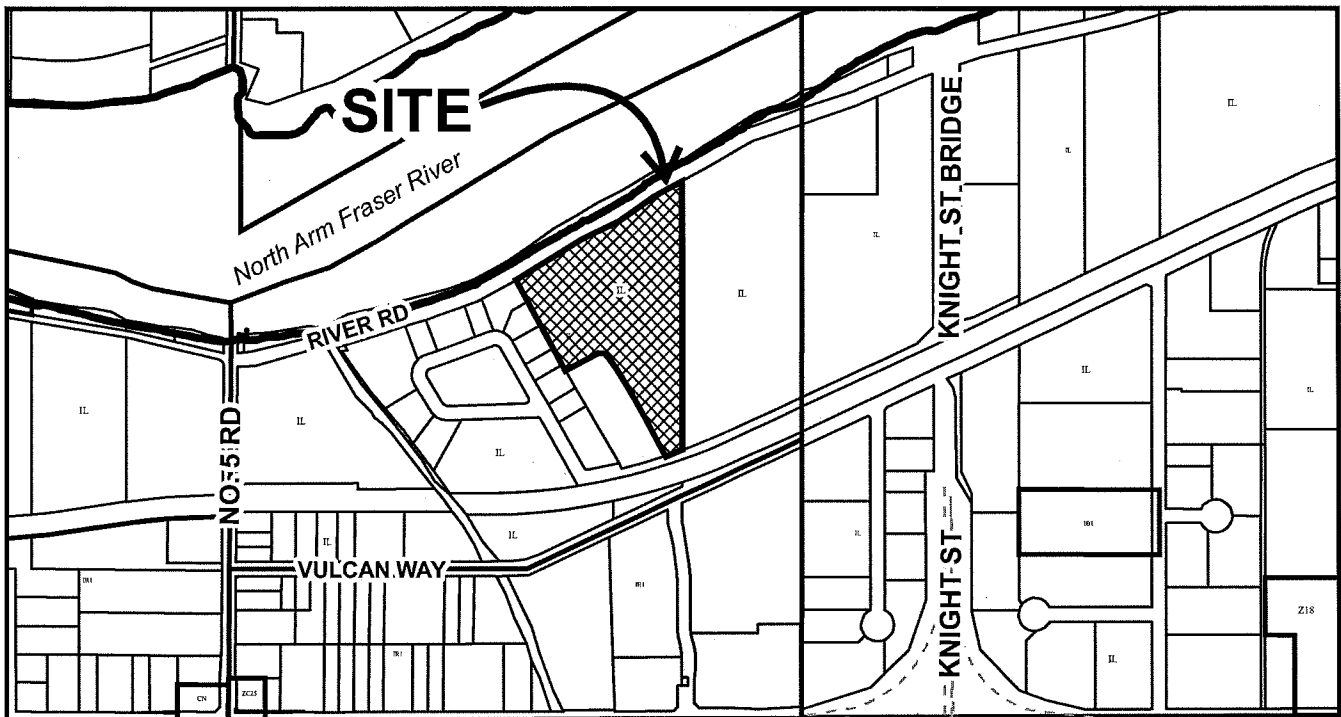
Attachment 2: Development Application Data Sheet

Attachment 3: Recommended Public Hearing Notification Area

Attachment 4: Night Market Site Plan Map



City of
Richmond



TU 15-717388

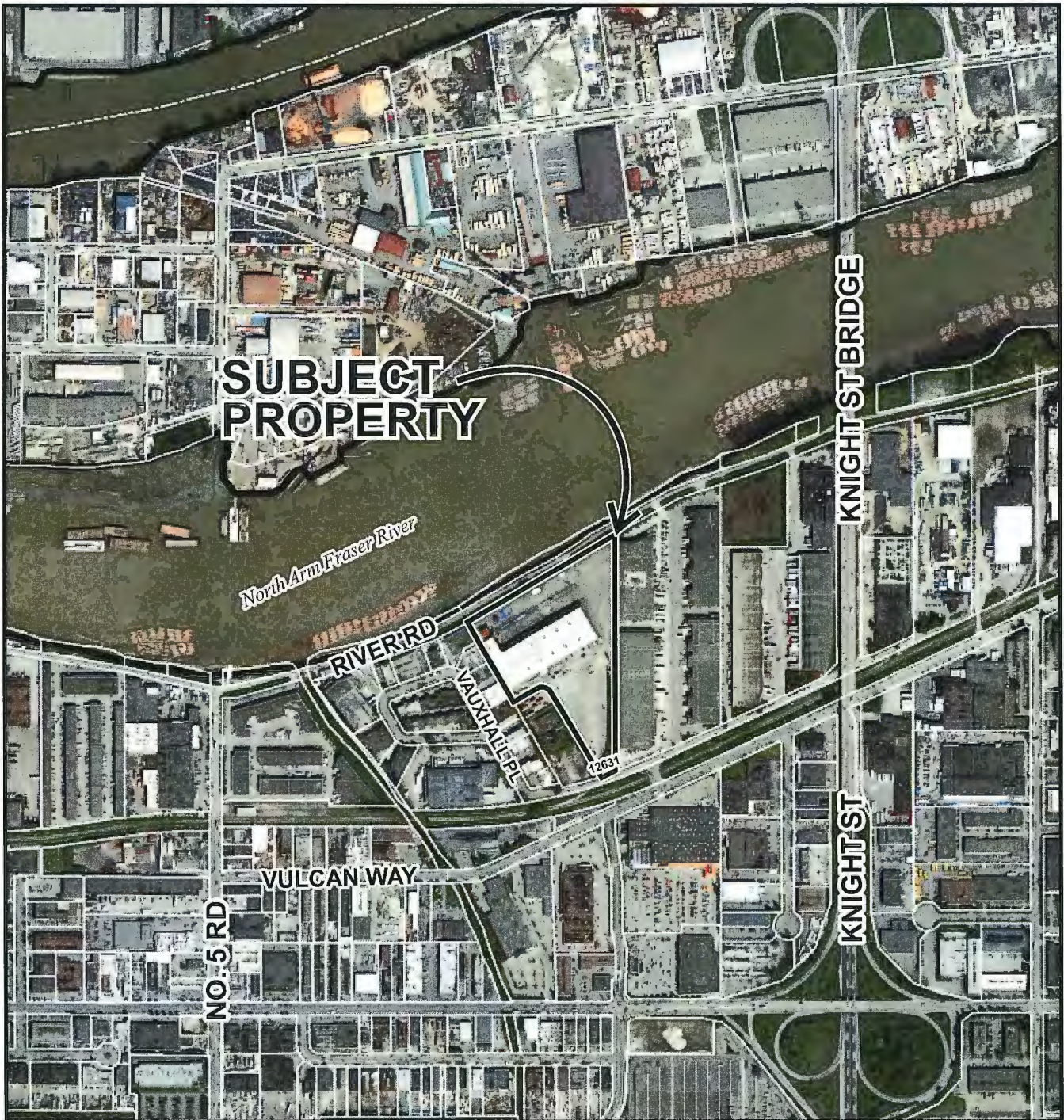
Original Date: 01/11/16

Revision Date:

Note: Dimensions are in METRES



City of
Richmond



TU 15-717388

Original Date: 01/11/16

Revision Date:

Note: Dimensions are in METRES



TU 15-717388

Attachment 2

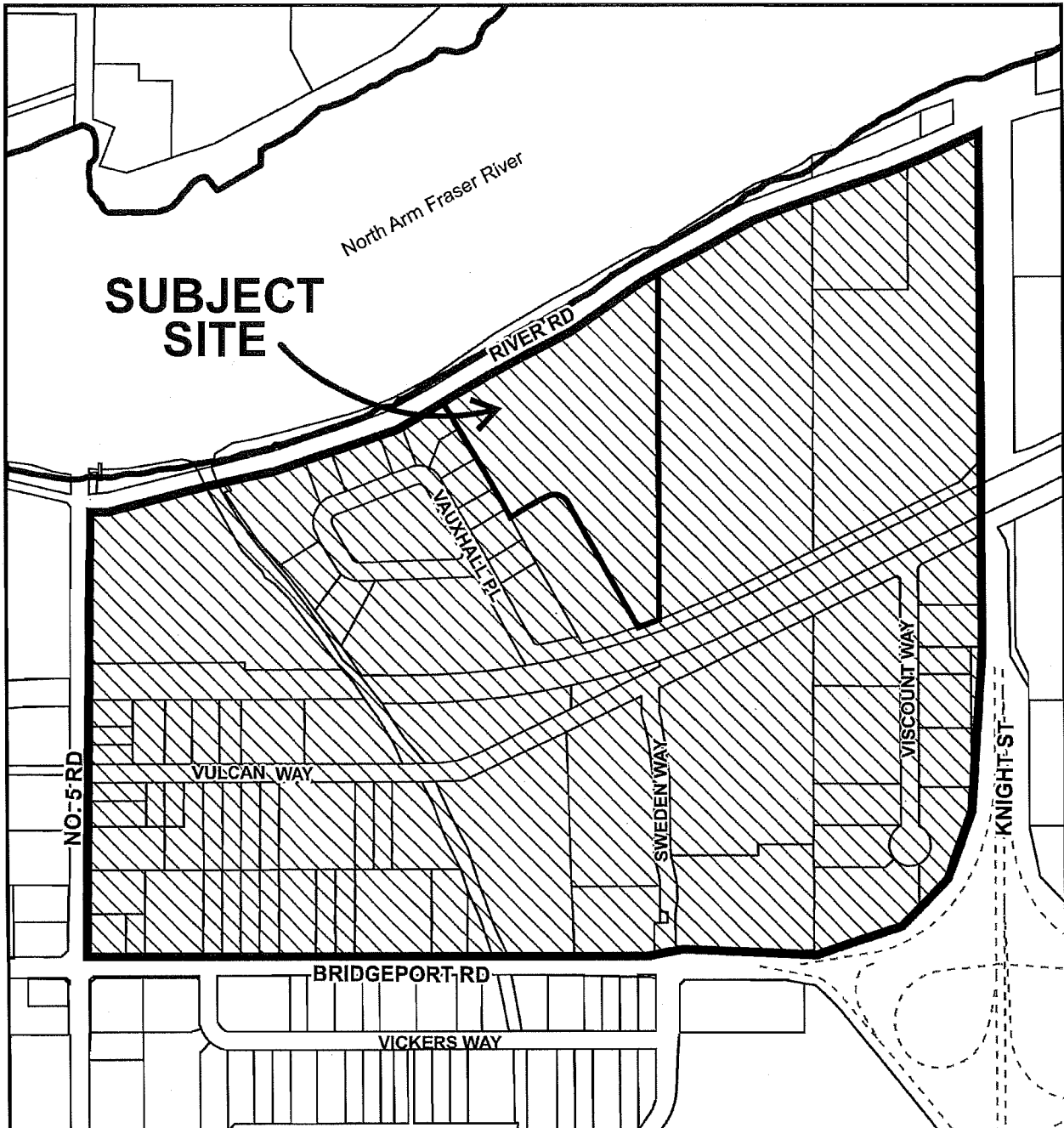
Address: 12631 Vulcan Way

Applicant: Lions Communication Inc.

	Existing	Proposed
Owner:	3547 Holdings Ltd.	No change – Authorization from the property owner has been secured by the event organizer
Site Size:	5.2 ha (12.8 ac)	No change
Land Uses:	Industrial warehouse and paved area for off-street parking and loading area.	Proposed evening market event consisting of food and retail vendor booths, on-site entertainment, event parking and accessory supporting uses to the event.
2041 OCP Land Use Designation	Industry	No change
2041 OCP – Temporary Commercial Use Permits	2041 OCP permits Temporary Commercial Use Permits in areas with an industrial land use designation	Complies
Zoning:	Light Industrial (IL)	No change



City of
Richmond



Public Hearing
Notification Area

Original Date: 03/04/15

Revision Date:

Note: Dimensions are in METRES



CNCL - 131





City of Richmond

Temporary Commercial Use Permit

No. TU 15-717388

To the Holder: Lions Communication Inc. (c/o Liza Cheung)
Ko Ming Chong, 3547 Holdings Ltd., Inc. No. 49426

Property Address: 12631 Vulcan Way

Address: 12631 Vulcan Way
Richmond, BC V6V 1J7

1. This Temporary Commercial Use Permit is issued subject to compliance with all of the Bylaws of the City applicable thereto, except as specifically varied or supplemented by this Permit.
2. This Temporary Commercial Use Permit is issued subject to compliance with all the items outlined on the attached Schedule "A" to this permit.
3. Should the Holder fail to adhere and comply with all the terms and conditions outlined in Schedule "A", the Temporary Commercial Use Permit Shall be void and no longer considered valid for the subject site.
4. This Temporary Commercial Use Permit applies to and only to those lands shown cross-hatched on the attached Schedule "B" to this permit.
5. The subject property may be used for the following temporary commercial uses:

A night market event on the following dates:

- April 29, 2016 to September 11, 2016 inclusive (as outlined in the attached Schedule "C" to this permit); and
- April 28, 2017 to September 10, 2017 inclusive (as outlined in the attached Schedule "C" to this permit).

The night market event dates and hours of operation shall be in accordance with the attached Schedule "C" to this permit.

The night market event shall be in accordance with the site plan as outlined in Schedule "D" to this permit.

6. Any temporary buildings, structures and signs shall be demolished or removed and the site and adjacent roads shall be maintained and restored to a condition satisfactory to the City of Richmond, upon the expiration of this permit or cessation of the use, whichever is sooner.

To the Holder: Lions Communication Inc. (c/o Liza Cheung)
Ko Ming Chong, 3547 Holdings Ltd., Inc. No. 49426

Property Address: 12631 Vulcan Way

Address: 12631 Vulcan Way
Richmond, BC V6V 1J7

7. As a condition of the issuance of this Permit, Council is holding the security set out below to ensure that development is carried out in accordance with the terms and conditions of this Permit. Should any interest be earned upon the security, it shall accrue to the Holder if the security is returned. The condition of the posting of the security is that should the Holder fail to carry out the development hereby authorized, according to the terms and conditions of this Permit within the time provided, the City may use the security to carry out the work by its servants, agents or contractors, and any surplus shall be paid over to the Holder, or should the Holder carry out the temporary commercial use permitted by this permit within the time set out herein and comply with all the undertakings given in Schedule "A" attached hereto, the security shall be returned to the Holder.
- A cash security (or acceptable letter of credit) in the amount of \$147,000 must be submitted prior to April 15, 2016 for the purposes of operating an evening market event during the specified dates set out in Schedule "C" in 2016.
 - A cash security (or acceptable letter of credit) in the amount of \$153,000 must be submitted prior to March 31, 2017 for the purposes of operating an evening market event during the specified dates set out in Schedule "C" in 2017.
8. Should the Holder fail to provide the cash security by the dates specified in this permit, the Temporary Commercial Use Permit shall be void and no longer considered valid for the subject site.
9. The land described herein shall be developed generally in accordance with the terms and conditions and provisions of this Permit and any plans and specifications attached to this Permit which shall form a part hereof.
10. Monies outstanding and owed by the Holder to the City of Richmond for costs associated with the previous evening market event must be paid in full by the following dates:
- All monies outstanding from the 2016 event must be paid in full prior to March 31, 2017.
- Should the Holder fail to provide any outstanding monies by the date specified in this permit, the Temporary Commercial Use Permit shall be void and no longer considered valid for the subject site.
11. This Temporary Commercial Use Permit is valid for the dates specified in Schedule "C" for 2016 and 2017 only.

To the Holder: Lions Communication Inc. (c/o Liza Cheung)
Ko Ming Chong, 3547 Holdings Ltd., Inc. No. 49426

Property Address: 12631 Vulcan Way

Address: 12631 Vulcan Way
Richmond, BC V6V 1J7

This Permit is not a Building Permit.

AUTHORIZING RESOLUTION NO.
DAY OF , .

ISSUED BY THE COUNCIL THE

DELIVERED THIS DAY OF , .

MAYOR

CORPORATE OFFICER

Schedule "A"

In consideration of the City of Richmond issuing a Temporary Commercial Use Permit (TCUP) for the purposes of operating a night market event for 2016 and 2017 on the subject site, the event organizer (Liza Cheung C/O Lions Communication Inc.) acknowledges and agrees to the following terms and conditions:

Traffic Management Plan (TMP)

- Traffic control and operations during the event is to be in accordance with the TMP approved by the City's Transportation Division.
- Operation of the TMP is to be undertaken by a professional Traffic Control Company with the appropriate trained and certified staff. Costs associated with operations and running of the TMP is the responsibility of the event organizer.
- The TMP is to be monitored by the City's Transportation Division in consultation with on-site RCMP and Community Bylaws staff and is subject to revision and changes (i.e., alteration of the plan; additional Traffic Control staff) should the need arise.
- Approval of the TMP, including any necessary revisions, is at the sole discretion of Transportation Division staff.
- Posting of signage and erection of barricades and road markings will be undertaken based on the TMP and is to be at the cost of the event organizer.

Off-Street Parking

- 1,104 off-street parking stalls dedicated for use by the night market event.
- A minimum of 258 stalls (of the 1,104 total off-street parking stalls dedicated for use by the event) is required to be allocated for vendor parking.
 - The 120 stalls secured at 11820 River Road (Ardic Developments) is required to be used for vendor parking only.

City of Richmond and RCMP Staffing

- A minimum of 2 RCMP members must be in attendance for each night the event is being held during the hours of operation for the purposes of providing a police presence and overseeing the TMP and general event operations (Note: Implementation and operation of the TMP is required to be undertaken by a professional traffic control company with appropriate trained and certified staff).
- Six (6) hours of dedicated patrol by Community Bylaw Enforcement Officers is required for each day the event is in operation with scheduling at the discretion of Community Bylaws.
- Periodic attendance by Transportation Division and City staff to monitor and oversee the operations of the event and TMP.
- All costs for RCMP members and City staffing at the applicable rates is the responsibility of the event organizers.
- Facilitation/single point of contact with the operator and other business stakeholders – Katie Ferland.

Required Permits/Licenses from the City of Richmond and Stakeholders

- Building permits and on-site servicing permits for any buildings, structures, services, service connections, including any changes to on-site servicing infrastructure.
- Business Licenses for all commercial/food vendors to operate at the night market event (including the event operator).
- Vancouver Coastal Health (VCH) permits and licenses for the overall food court area and all food and beverage vendors to operate at the night market event, including inspection approval by VCH staff.

Richmond Fire Rescue (RFR) Requirements

- Implementation of an emergency response route and access location to the event market area. This response route is required to remain clear and unimpeded at all times to facilitate access for emergency vehicles, personnel and equipment.
- Submission and approval of an updated Fire Safety Plan on a yearly basis to Richmond Fire Rescue for the night market event.
- The event organizer and each applicable food vendor at the night market event is required to complete and sign the Richmond Fire Rescue Food Vendor Checklist (**Schedule "E"**), as amended from time to time, and be able to produce the completed and signed documents upon request by Richmond Fire Rescue personnel.

Night Market Site Plan

- Implementation of the event in general accordance to the night market site plan as shown in the TCUP report and attached as **Schedule "D"** to the TCUP.
- Amendments to the night market site plan can be considered if they are required/deemed necessary by City staff or other external agencies/stakeholders. Any changes to the night market site plan approved by the City of Richmond will be considered the approved site attached to and forming part of the TCUP.
- The maximum number of vendors allowed in this TCUP is:
 - 60 food vendors;
 - 196 commercial retail vendors; and
 - 2 mobile food truck vendors.
- Related accessory entertainment activities and displays that are ancillary to the market event activities are permitted.
- The existing light industrial warehouse building(s) located on the subject site are not permitted to be used for the night market event and appropriate fencing and/or physical barriers are required to be implemented around the perimeter of the existing building.

Night Market Operations

- The event organizer is required to provide dedicated event security, parking lot patrollers, event liaison staff and certified first aid staff.
- The event organizer is responsible for providing adequate means of communication amongst event staffing, security, first aid, traffic control personnel, RCMP members and Community Bylaw Officers.
- Garbage and Litter Management Plan – Clean up and litter removal before, during and after the evening market event each night of operation. Clean-up and litter removal is to be conducted by the event organizers and is to include the subject property as well as

surrounding areas impacted by the evening market event. The plan will also include placement of garbage receptacles off-site along heavily travelled pedestrian routes.

Product Anti-Counterfeiting Strategy

The event organizer is responsible for implementing the following action items as part of their anti-counterfeiting strategy:

- Liaise with agencies involved with intellectual property rights (Canadian Anti-Counterfeiting Network – CACN) to develop and communicate their strategy.
- Include specific provisions in vendor contracts that prohibit retailing of counterfeit, pirated and other illegal products with clauses on vendor booth termination and removal from the event and product seizure and turnover to the RCMP or Intellectual Property representatives if illegal goods are found.
- Partner with RCMP and Intellectual Property representatives to undertake education with vendor booth operators to ensure they are aware of the counterfeit good restrictions and related consequences (i.e., vendor booth contract termination).
- Have dedicated, trained market event staff to inspect and monitor retailers to ensure no counterfeit or pirated products are being sold.

Night Market Event Cancellation Procedure

- In the event of an evening market event closure on any identified operational day, event organizers are responsible for notifying appropriate City staff and RCMP members a minimum of 24 hours prior to the start of the event. Should event cancellation notification be within the 24 hour time period, staffing costs will be incurred based on minimum call out times.
- The event organizer is responsible for notifying all vendors of any event cancellation.
- The event organizer is responsible for notifying the City and any related stakeholders (i.e., RCMP, VCH) if they decide to close early for the season prior to the last date permitted in this TCUP renewal application for 2016 and 2017.

Security Bond Requirements

- The event organizer is required to submit an operational security bond to the City in accordance with the terms and conditions identified in the TCUP.
- The operation security bond is required to cover City costs and expenses as a result of the night market event, which includes a contingency fund to address any issues arising during event operations.
- The event organizer is required to pay for additional City costs, in the event that costs exceed the amount submitted in the operational security bond.

General Provisions

- At the conclusion of each event operation day, any road modifications (temporary signage, barriers, cones) associated with the TMP must be removed and original road conditions restored to the satisfaction of the Transportation Division staff.
- Upon expiration of this permit or cessation of the permitted use, whichever is sooner, the following shall be completed:
 - The property described in **Schedule “B”** shall be restored to its original condition.

- Adjacent roads shall be maintained and restored to a condition satisfactory to the City of Richmond.

Undertaking

- In consideration of the City of Richmond issuing the Temporary Commercial Use Permit, we the undersigned hereby agree to demolish or remove any temporary buildings, structures and signs; to restore the land described in **Schedule "B"**; and to maintain and restore adjacent roads, to a condition satisfactory to the City of Richmond upon the expiration of this Permit or cessation of the permitted use, whichever is sooner.

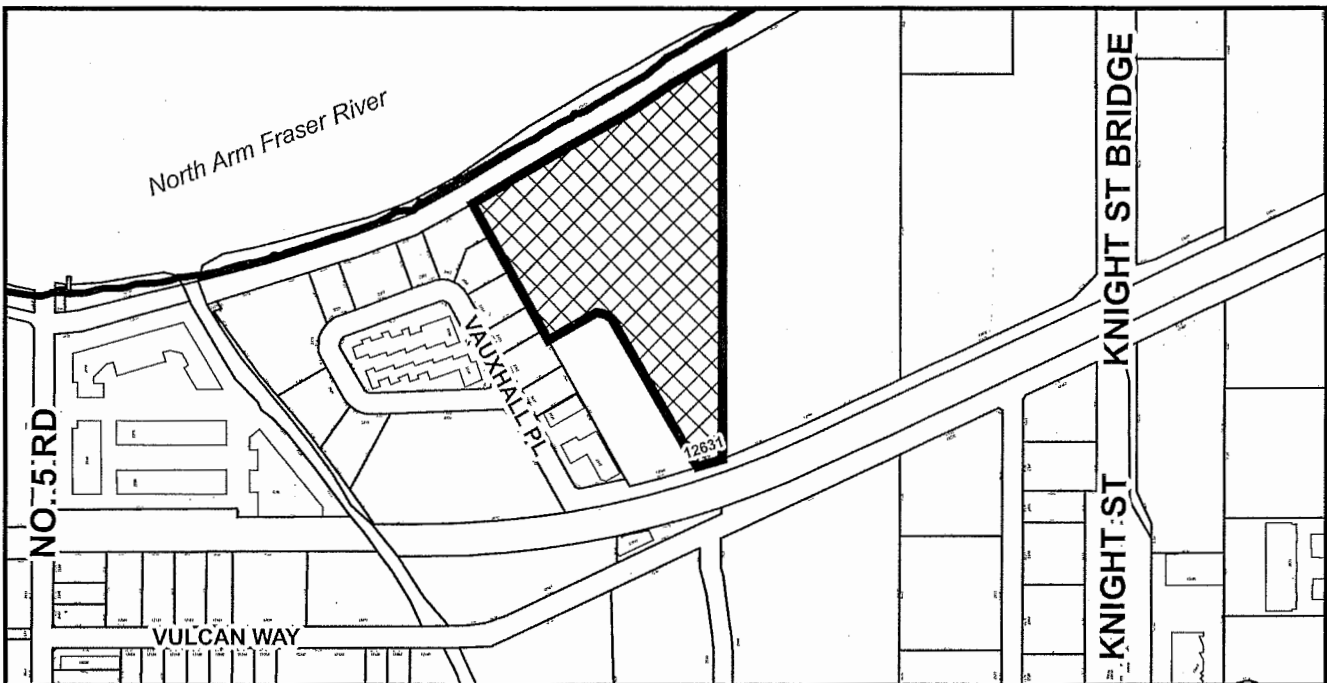
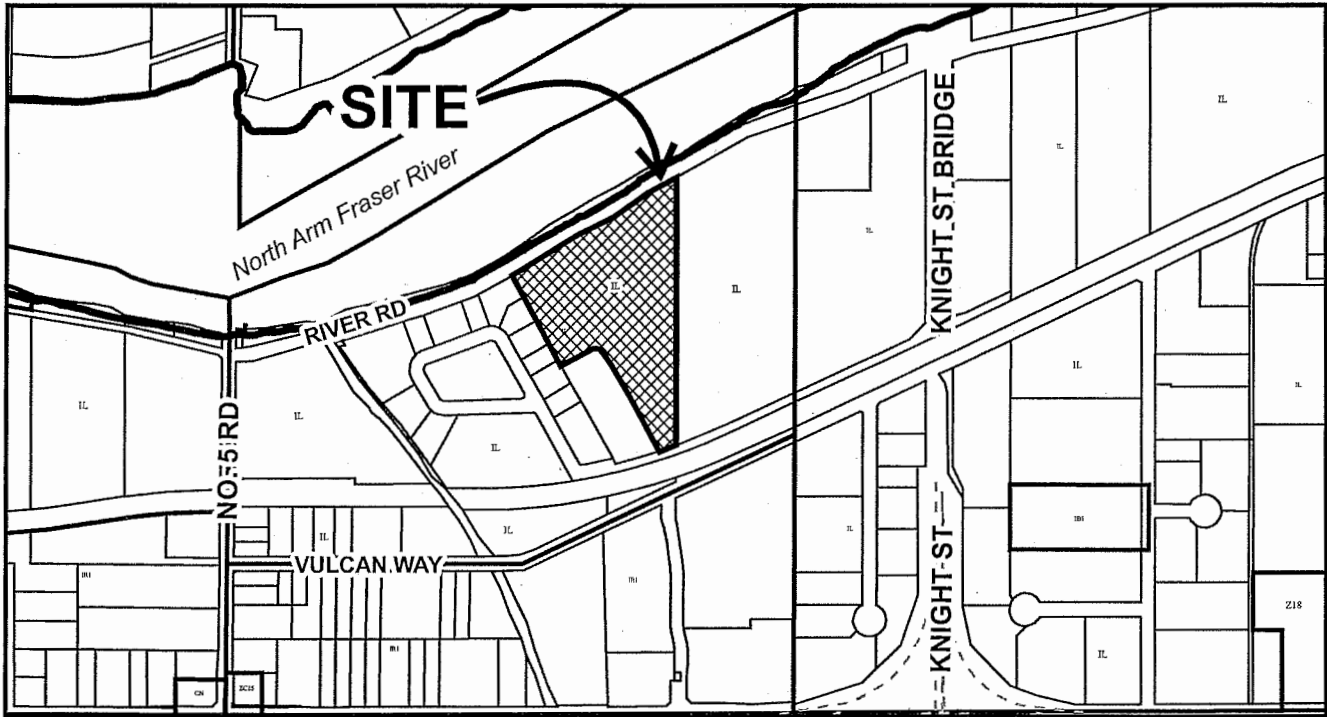
Liza Cheung (Lions Communications Inc.)
by its authorized signatory

- Signed copy on file -

Liza Cheung
Lions Communication Inc.



City of
Richmond



TU 15-717388

Original Date: 01/11/16

Revision Date:

Note: Dimensions are in METRES

Schedule "C"

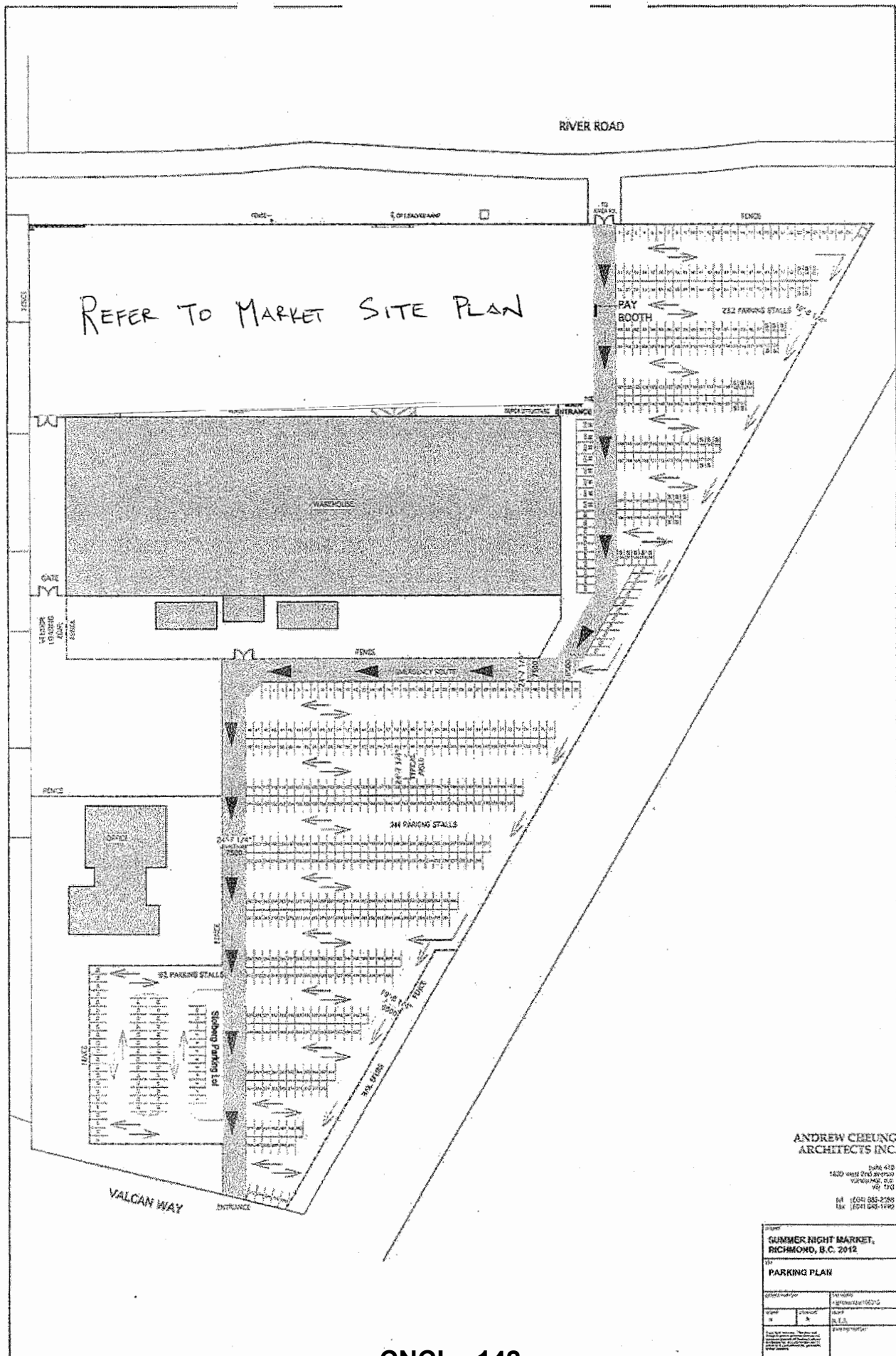
Night Market Event Schedule of Dates for 2016

Month	Day	Event Hours	Month	Day	Event Hours
April (2 Days)	29	7pm-12am	May (13 Days)	1	7pm-11pm
	30	7pm-12am		6	7pm-12am
				7	7pm-12am
				8	7pm-11pm
				13	7pm-12am
				14	7pm-12am
				15	7pm-11pm
				20	7pm-12am
				21	7pm-12am
				22	7pm-12am
				27	7pm-12am
				28	7pm-12am
				29	7pm-11pm
June (12 Days)	3	7pm-12am	July (15 Days)	1	7pm-12am
	4	7pm-12am		2	7pm-12am
	5	7pm-11pm		3	7pm-11pm
	10	7pm-12am		8	7pm-12am
	11	7pm-12am		9	7pm-12am
	12	7pm-11pm		10	7pm-11pm
	17	7pm-12am		15	7pm-12am
	18	7pm-12am		16	7pm-12am
	19	7pm-11pm		17	7pm-11pm
	24	7pm-12am		22	7pm-12am
	25	7pm-12am		23	7pm-12am
	26	7pm-11pm		24	7pm-11pm
				29	7pm-12am
				30	7pm-12am
		31		7pm-12am	
August (12 Days)	5	7pm-12am	September (6 days)	2	7pm-12am
	6	7pm-12am		3	7pm-12am
	7	7pm-11pm		4	7pm-12am
	12	7pm-12am		9	7pm-12am
	13	7pm-12am		10	7pm-12am
	14	7pm-11pm		11	7pm-11pm
	19	7pm-12am			
	20	7pm-12am			
	21	7pm-11pm			
	26	7pm-12am			
	27	7pm-12am			
	28	7pm-11pm			
Total Number of Event Operation Days - 60					

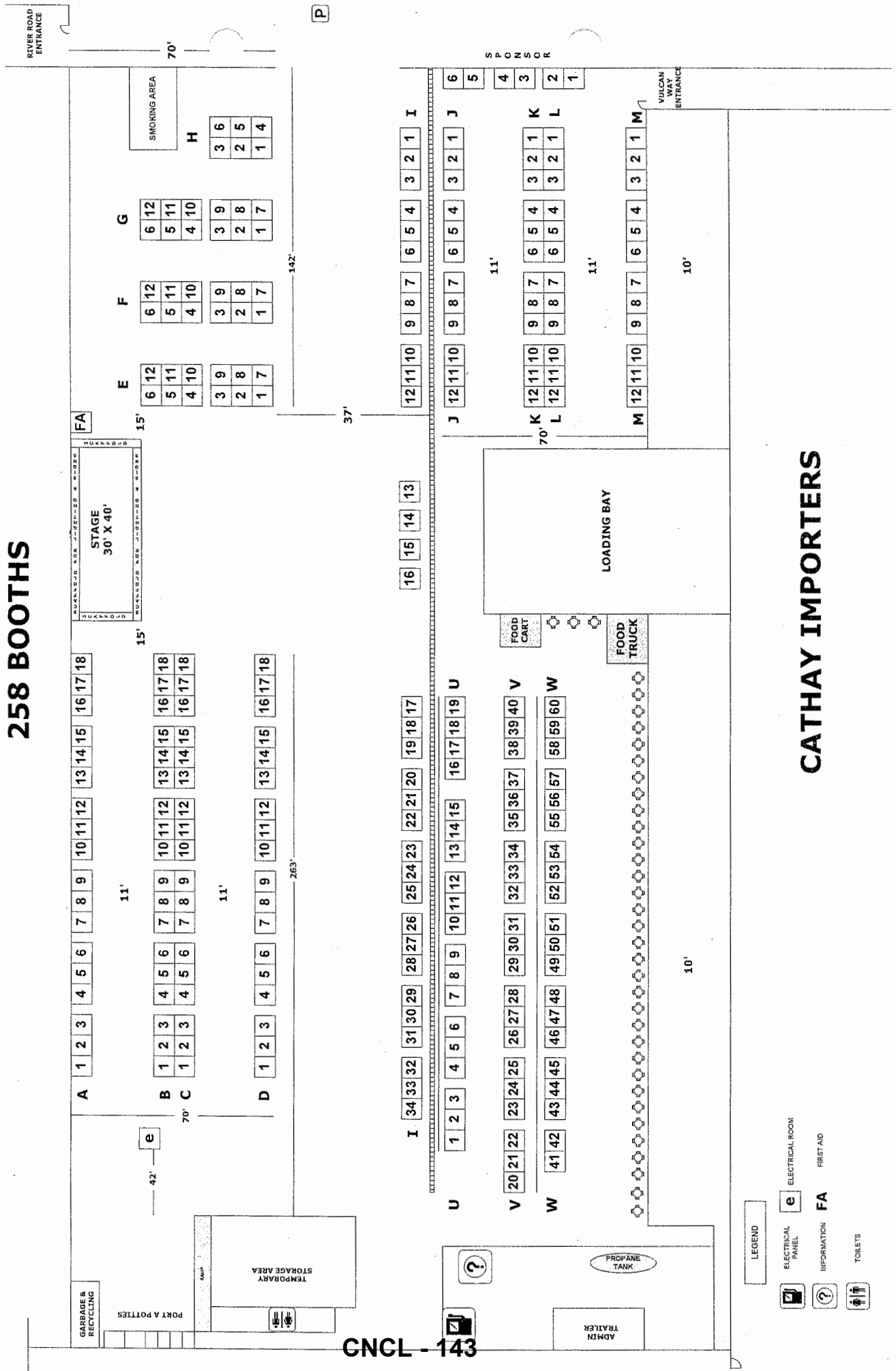
Night Market Event Schedule of Dates for 2017

Month	Day	Event Hours	Month	Day	Event Hours
April (3 Days)	28	7pm-12am	May (12 Days)	5	7pm-12am
	29	7pm-12am		6	7pm-12am
	30	7pm-11pm		7	7pm-11pm
				12	7pm-12am
				13	7pm-12am
				14	7pm-11pm
				19	7pm-12am
				20	7pm-12am
				21	7pm-12am
				26	7pm-12am
				27	7pm-12am
				28	7pm-11pm
June (13 Days)	2	7pm-12am	July (14 Days)	1	7pm-12am
	3	7pm-12am		2	7pm-12am
	4	7pm-11pm		7	7pm-12am
	9	7pm-12am		8	7pm-12am
	10	7pm-12am		9	7pm-11pm
	11	7pm-11pm		14	7pm-12am
	16	7pm-12am		15	7pm-12am
	17	7pm-12am		16	7pm-11pm
	18	7pm-11pm		21	7pm-12am
	23	7pm-12am		22	7pm-12am
	24	7pm-12am		23	7pm-11pm
	25	7pm-11pm		28	7pm-12am
	30	7pm-12am		29	7pm-12am
		30	7pm-11pm		
August (12 Days)	4	7pm-12am	September (6 days)	1	7pm-12am
	5	7pm-12am		2	7pm-12am
	6	7pm-12am		3	7pm-12am
	11	7pm-12am		8	7pm-12am
	12	7pm-12am		9	7pm-12am
	13	7pm-11pm		10	7pm-11pm
	18	7pm-12am			
	19	7pm-12am			
	20	7pm-11pm			
	25	7pm-12am			
	26	7pm-12am			
	27	7pm-11pm			
Total Number of Event Operation Days - 60					

~~CNCL - 142~~



INTERNATIONAL SUMMER NIGHT MARKET PROPOSED MAP 258 BOOTHS





Richmond Fire-Rescue General Fire Safety Requirements for Food Vendors Including Mobile Food Trucks

All vendors must meet requirements defined in NFPA 96* standards.

The following list outlines specific fire requirements for vendors and is provided to eliminate or reduce last minute delays to vendors applying for event approval.

1. All commercial cooking units (deep fryers, grills, etc) in trailers or trucks shall have an automatic suppression system (meeting ULC300) and at least one portable Class K wet chemical fire extinguisher.
2. All commercial deep fryers (no matter where they are located) are required to have a portable Class K wet chemical extinguisher.
3. Vendors using heating or cooking units shall provide for their own use at least one portable multi-purpose extinguisher (minimum 10 pound 4A-60B:C rated). Fire Extinguishers must be **visible, accessible**, and may not sit on the ground.
4. All commercial cooking units, other than approved self-contained units, require non-combustible hoods, filters, or trays for containing grease laden vapours—must have been cleaned and tagged by a certified Applied Science Technologist Technician (ASTT) or company within the past 6 months.
5. All Vendors and Mobile Food Trucks must have **BC Safety Authority Gas decal**
6. All Vendors and Mobile Food Trucks must have **BC Safety Authority Electrical decal**
7. All appliances are required to have appropriate certification and/or listing (e.g. CSA, ULC).
8. All tents and awnings with any heat sources and/or cooking units underneath must be fire treated and labelled to meet NFPA 705 (regardless of clearances - **no** exceptions).
9. All commercial cooking exhaust hoods must have required filters and trays installed at all times (mesh filters are not permitted). Tagged by a certified ASST within the past 6 months.
10. All extinguishers and automatic suppression systems must have current service completed by an ASTT, complete with stamped service tag.
11. Standalone stove or burners and self-contained cooking appliances shall be supported on an approved base or non-combustible surface and kept away from combustibles (do not place directly on the ground). No folding tables with oil cooking on top.
12. Propane cylinders and tanks shall be secured to a permanent surface to prevent tipping and located away from cooking and heat devices as per all applicable Gas Codes and Standards.
13. No unattached (spare) propane tanks are to be in the cooking area.
14. Temporary electrical power, generators, and any connections to vendors must be proper thickness, size and capacity (gauge) and properly rated (e.g. CSA, ULC), protected from weather and vehicle traffic and restricted from public access—do not use damaged power cords. **No household extension cords.**
15. Generators may require a noise cover or acceptable non-combustible housing depending on location. Combustible items may not be placed on generators in contact with hot surfaces (e.g. tarps).

* **National Fire Protection Association 96:** provides preventive and operative fire safety requirements intended to reduce the potential fire hazard of both public and private commercial cooking operations.

For further information or questions, please call Richmond Fire-Rescue at 604-278-5131, Monday to Friday, 8:15 a.m. to 5 p.m.

Information contained here is subject to change without notice.



City of Richmond

Report to Committee

To: Planning Committee
From: Wayne Craig
Director of Development

Date: March 1, 2016
File: AG14-676391

Re: Agricultural Land Reserve Appeal Application by Mahal Farms Ltd. for
Subdivision at 5800 No. 7 Road

Staff Recommendation


That the ALR appeal application by Mahal Farms Ltd. to subdivide the property at 5800 No. 7 Road be endorsed and forwarded to the Agricultural Land Commission.

for. 
Wayne Craig
Director of Development

WC:mp
Att.

REPORT CONCURRENCE

CONCURRENCE OF GENERAL MANAGER


For Joe Craig

Staff Report

Origin

Mahal Farms Ltd. has applied to the City of Richmond for permission to apply to the Agricultural Land Commission (ALC) for subdivision of the property at 5800 No. 7 Road. The purpose of the application is to subdivide the property into two lots in order to align ownership structure with Mahal Farms' separate enterprises.

A location map and an aerial photograph are included in Attachment 1. The proposed subdivision plan is included in Attachment 2.

Project Description

The subject property is 73 acres (29.5 ha) in area, is zoned "Agriculture (AG1)" and is located within the Agricultural Land Reserve (ALR). The owners of Mahal Farm Ltd. are third generation farmers whose family has owned and farmed the subject property since the late 1940s. The application is to subdivide the property into two parcels: these parcels are proposed to measure approximately 40 acres and 33 acres in area.

The current uses of the property are as follows:

- Proposed north lot (40 acres): 25 acres of cranberries and 15 acres of an Environmentally Sensitive Area;
- Proposed south lot (33 acres): 3 acres of hedging cedar, 10 acres of vegetables farming and 20 acres of nurseries.

The proposed south lot also contains two single family dwellings; the house ("Rathburn House") located near No.7 Road has heritage significance, and the other house fronting onto Westminster Highway (166551 Westminster Highway) is currently occupied by one of the owners of Mahal Farms Ltd..

The Rathburn house is one of the few remaining heritage farmhouses in Richmond. Detailed Information about the heritage value of the Rathburn House from the City's Heritage Inventory is included in Attachment 3. The owner has committed to protecting the Rathburn House, and has agreed to register a restrictive covenant on title to prevent demolition, relocation and/or any significant exterior modification to the house as part of the forthcoming subdivision application to the City.

Findings of Fact

A Development Application Data Sheet providing details about the development proposal is contained in Attachment 4.

Surrounding Developments

To the North: Mayfair Lakes Golf Course located on a "Golf Course (GC)" zoned property located within the ALR.

To the South: Across Westminster Highway, "Agriculture (AG1)" zoned properties containing single family dwellings and farming activities located within the ALR.

To the East: Across Kartner Road, single family dwellings on properties zoned “Single Detached (RS1/F)” and “Single Detached (RS1/G)” located within the ALR.

To the West: Across No. 7 Road are “Agriculture (AG1)” zoned properties containing active farming activities located within the ALR.

Related Policies & Studies

2041 Official Community Plan (OCP)

The subject site is designated for “Agriculture” in the 2041 OCP. The 2041 OCP limits the subdivision of agricultural land into smaller parcels, except where possible benefits to agriculture can be demonstrated.

The proposed subdivision is consistent with the 2041 OCP as the proposed lot sizes would be sufficient to support economically viable agricultural activities, and the legal separation of the lots would allow the owners to pursue additional investment opportunities through improved financial viability, and enable the next generation of farmers to stay on the farm.

Agricultural Viability Strategy (AVS)

The Agricultural Viability Strategy was developed in partnership with the Richmond Farmers Institute to develop a long-range strategy for improving the viability of the farmlands within the City. The AVS was approved by Council on May 26, 2003. The AVS seeks to minimize subdivision in the ALR, except where it supports agricultural viability (e.g., diversification, expansion, etc.)

The proposed subdivision would support the viability of the farm by allowing the owners to better manage the financial aspects of the farm, and create opportunities to pursue other, more intensive agricultural operations.

Zoning Bylaw

The Zoning Bylaw section 14.1.8.1 does not allow for subdivision of lands in the ALR unless approved by the ALC.

Should Council endorse the application, it will be forwarded to the ALC for consideration.

Consultation

Agricultural Advisory Committee

The AAC reviewed the application at its meeting held on November 19, 2015 and passed the following motion.

That the ALC non-farm use application (Subdivision) be returned to the AAC for further review and consideration with a detailed farm plan.

Carried (8 members voted in favour, 1 member abstained – D. Wright)

The minutes of the meeting are included in Attachment 5.

Rather than providing a farm plan, the applicant has provided a letter indicating that there will be no change to existing farming activities on the site (Attachment 6). With the owner's written commitment to continuously farm the site, the fact that the on-going farming activities will not be changed, as well as the owners' long farming history in the City, the application was not submitted to the AAC for further consideration.

Analysis

The applicant has provided a report prepared by a certified professional agrologist to assess agricultural implications of the proposed subdivision. The report notes that the proposed lot sizes are significantly larger than the average Richmond farming operation, and would be sufficient to support maintaining economically viable agriculture on the lands, and that there will be no negative impacts anticipated with the proposed subdivision. The agrologist report is included in Attachment 7.

From the perspective of the implications for agricultural land, staff support the proposed subdivision based on the following reasons:

- The proposed lot sizes are sufficient to maintain and support on-going economically viable agricultural uses. The agrologist report has indicated that there would be no potential negative impact to the current and future farm operations.
- The owner is committed to continuously utilizing the site for agricultural purposes.
- The proposed subdivision would provide the owners with opportunities to use the land as collateral to enable further farm investment. This would help facilitate better, more intensive use of the farmland and put the underutilized portion of the site (the north lot) into more intensive agricultural production, through possible improvements to the land.

As part of the application, the owner has also committed to protecting the Rathburn House. The owner has agreed to register a restrictive covenant on the title of the proposed Lot B prior to the subdivision approval by the City in order to prohibit demolition, relocation and/or any significant exterior modification to the house. Also, the owner has agreed to install rain leaders in order to prevent any further deterioration of the exterior cladding, paint all the exterior surfaces, and submit a security of \$5,000 for the required maintenance works as part of the subdivision application.

The owner has also agreed to register a restrictive covenant on title to limit the number of houses on the proposed north lot to one single detached housing building. Under the Zoning Bylaw, the proposed north lot would be large enough to allow one single detached housing building and an additional dwelling unit for full-time farm workers. Registration of the covenant would ensure that there will be no net increase in the number of houses on the subject property after the subdivision.

Financial Impact

None.

Conclusion

The proposed subdivision would enhance the economic viability of the farm by allowing the owner to pursue diversification and expansion of agricultural operations.

It is recommended that the ALR appeal application by Mahal Farms Ltd. to subdivide the property at 5800 No. 7 Road be endorsed and forwarded to the Agricultural Land Commission.



Minhee Park
Planner 1

MP:cas

Attachment 1: Location Map

Attachment 2: Proposed Subdivision Plan

Attachment 3: Rathburn House Statement of Significant from the Richmond Heritage Inventory

Attachment 4: Development Application Data Sheet

Attachment 5: Excerpt of Agricultural Advisory Committee Meeting Minutes

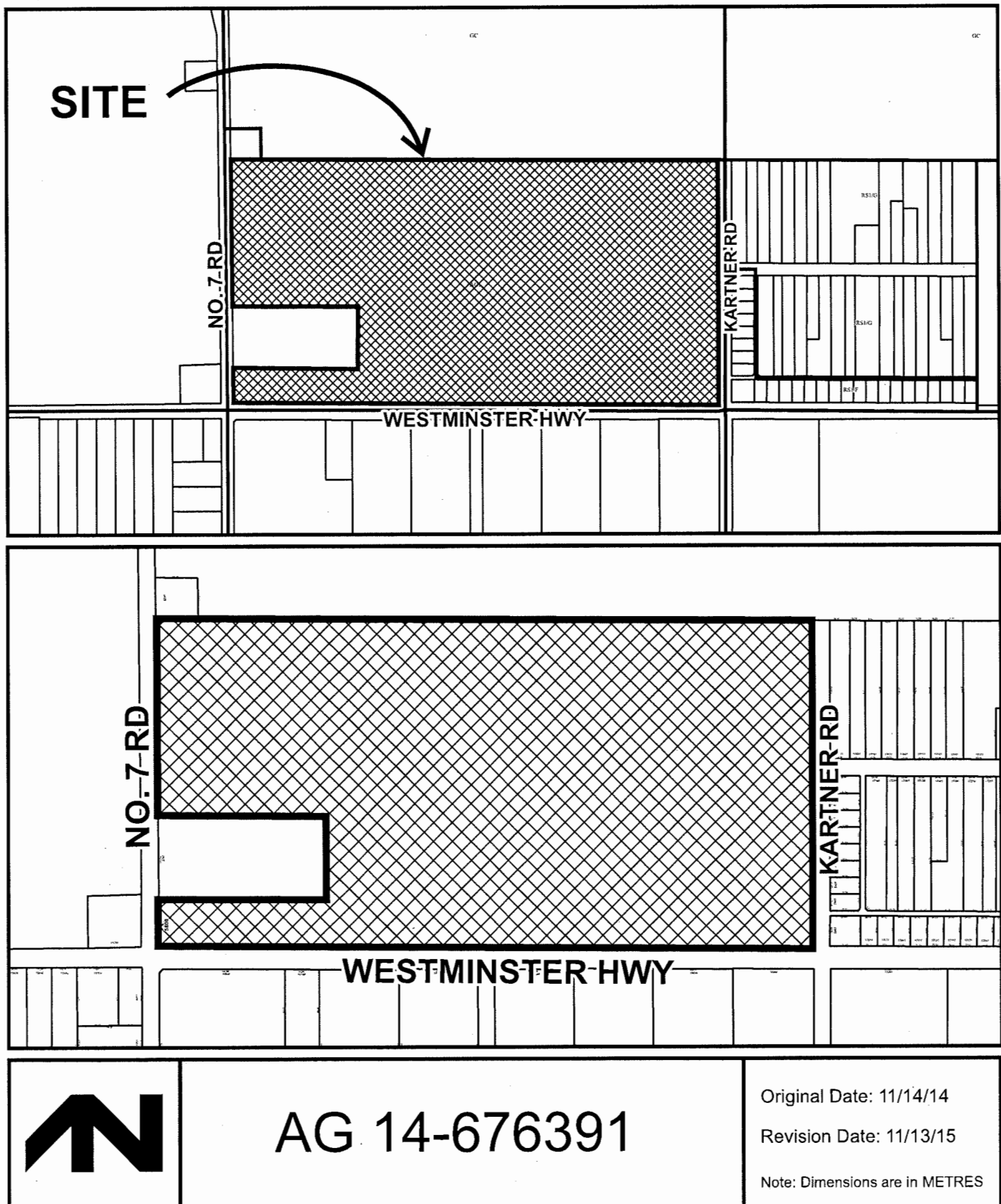
Attachment 6: Letters from the Applicant

Attachment 7: Agrologist Report

Attachment 8: Subdivision Considerations



City of
Richmond





City of
Richmond



AG 14-676391

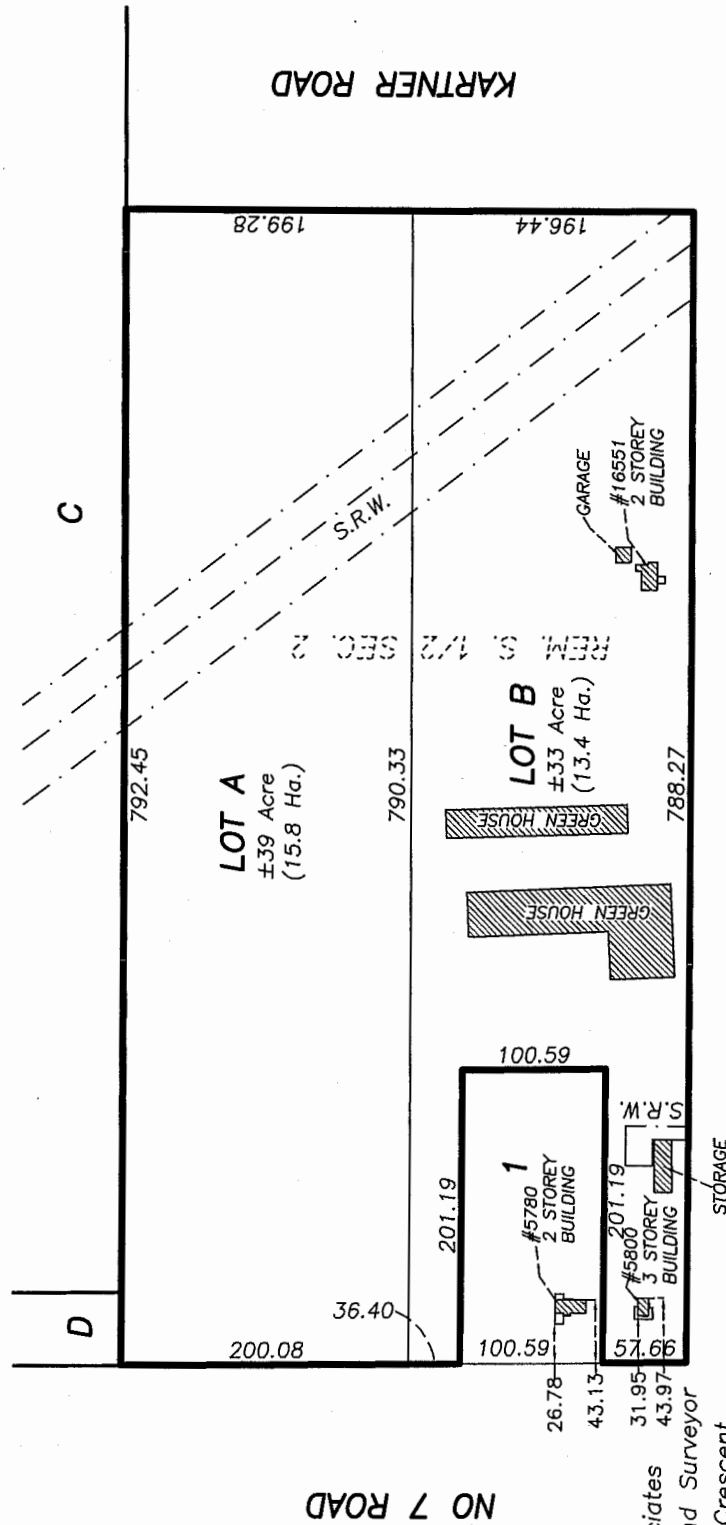
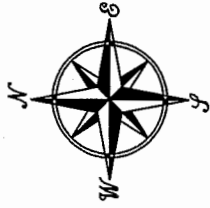
Original Date: 11/14/14

Revision Date: 11/13/15

Note: Dimensions are in METRES

PROPOSED SUBDIVISION PLAN OF SOUTH HALF SECTION 2
EXCEPT: PART SUBDIVIDED BY PLAN 27718, SECTION 2
BLOCK 4 NORTH RANGE 5 WEST NEW WESTMINSTER DISTRICT

#5800 NO. 7 ROAD, RICHMOND
P.I.D. 007-436-815



WESTMINSTER HIGHWAY

SCALE: 1:5000



ALL DISTANCES ARE IN METRES AND DECIMALS
THEREOF UNLESS OTHERWISE INDICATED

March 9th, 2016.

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Telephone: 604-214-8928
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E-mail: office@jctam.com
Web Site: www.jctam.com
Job No. 5534
Drawn By: MY

DWG No. 5534-PROSUB-03

Rathburn House

General Information

Type of Resource: Building

Also Known As:

Address: 5780 No 7 Road

Neighbourhood (Planning Area Name): East Richmond

Construction Date: circa 1911 (1905)

Current Owner: Private

Designated: No



Statement of Significance

Description of Heritage Site: The Rathburn house is a rather imposing 2 1/2-storey farmhouse with a large verandah and gable roof which sits on a prominent corner in East Richmond. Surrounded by agricultural fields in this rural section of Richmond, the house is a visual landmark.

Statement of Heritage Values: The Rathburn house is significant as one of the few remaining farmhouses in Richmond that illustrates the typical Richmond farm of the early twentieth century, characterized by a grand farmhouse with associated barn and an agricultural landscape.

The house is representative of a style often described as a 'gable-front' house that was very prevalent in the time leading up to the First World War, a common style of building that speaks to the everyday lives of farmers or the middle class.

Character Defining Elements: Key elements that define the heritage character of the site include:

- Building elements that contribute to its style and character, including the front gable roof with bellcast flare, wraparound verandah on three sides with twinned or triple columns, and an original front door with side lights
- The building's prominent corner location and visual landmark status in an area that has retained its agricultural character
- Mature fruit trees in the front and side yards of the house, which speak to its agricultural origins.

History

History: George Washington Rathburn built and lived in this house in the early part of the 20th Century. He established a horseradish and loganberry farm on the site. The McBride family owned the house in the 1930's and 1940's.



AG14-676391

Attachment 4

Address: 5800 No.7 Road

Applicant: Mahal Farms Ltd.

	Existing	Proposed
Owner:	Mahal Farms Ltd.	No change
Site Size:	73 acres (29.5 ha)	Proposed Lot 1 – 40 ac (16.2 ha) Proposed Lot 2 – 33 ac (13.3 ha)
Land Uses:	Cranberry farm, nursery, vegetables farm, cedar hedging and two single family dwellings	Proposed Lot 1 – cranberry farm Proposed Lot 2 – nursery, vegetable farm, cedar hedging and trees, two single family dwellings
Agricultural Land Reserve:	All parcels are contained in the ALR.	No change – All parcels will remain in the ALR.
OCP Designation:	Agriculture	No change
Zoning:	Agriculture (AG1)	No change

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

**Thursday, November 19, 2015 – 7:00 p.m.
Anderson Room
Richmond City Hall**

3. Development Proposal – Non-Farm Use Application (Subdivision) 5800 No.7 Road

Staff provided a summary of the non-farm use application by Mahal Farms Ltd. to subdivide the 73-acre parcel at 5800 No.7 Road into two parcels. Staff noted that Mahal Farms Ltd. intends to pursue other agricultural opportunities in addition to its cranberry operation and the proposed subdivision is to manage its financial risk and liability by aligning its land holdings with its separate enterprises. Staff also noted that the applicant has agreed to protect the heritage house (“Rathburn House”) as part of the application.

The Committee had the following questions and comments:

- The Committee noted that the proposed parcels are close to the average farm size in Richmond did not mean they would be a desirable farm size.
- The Committee members were concerned that there was no strong rationale provided how the proposed subdivision would enhance the farm viability, and noted that a corporate structure issue is not considered a strong rationale to support the subdivision.
- Discussion ensued about using land as collateral for farm investment. One member acknowledged that financial situation can affect the farm viability.
- The Committee expressed concerns about subdivision of agricultural lands into smaller parcels, and noted that, in the absence of a detailed farm plan, the committee did not understand how the proposed subdivision would enhance the farm viability. The Committee requested that a detailed long-term farm plan be provided for review.
- One member noted that the applicant’s intention was to put the underutilized portion into agricultural production and we should not tell people how to farm.

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

That the ALC non-farm use application (Subdivision) be returned to the AAC for further review and consideration with a detailed farm plan.

Carried (8 members voted in favour, 1 member abstained – D. Wright)

Mahal Farms Ltd.

16551 Westminster Hwy.

Richmond, B.C. V6V 1A8

Feb 23, 2016

Attention: Mr. Wayne Craig, Director of Development, Development Application Division

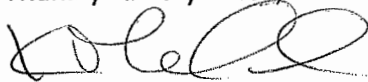
Regarding: Subdivision of Mahal Farms Ltd.

The new division will consist of Mahal Farms Ltd continuing growing Cranberries for Ocean Spray on the north parcel.

Regarding the south parcel it will consist of TSC Nursery growing nursery stock for Home Depot and landscapers. Also, farming will be Soo Farms growing Chinese vegetables for the local markets. Mahal Farms Ltd will continue to grow cedar hedging and shade trees for the general public.

Any further questions, please contact myself Kal Mahal.

Thank you very much,



Kal Mahal

Mahal Farms Ltd.

(604) 715-3276

cc Joe Erceg, MCIP General Manager , Urban Development Division

Mahal Farms Ltd.

16551 Westminster Hwy.

Richmond, B.C. V6V 1A8

Feb 23, 2016

Attention: Mr. Wayne Craig, Director of Development, Development Application Division

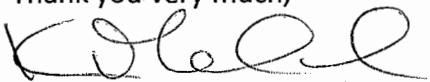
Regarding: Rathburn Home conditions required by City

Mahal Farms Ltd. Will register a section 219 covenants to protect the Rathburn House as a part of the forth coming subdivision application. The covenant will consist of Mahal Farms. Ltd keeping the house in its current location prohibiting any demolition of this building and will keep the house maintained in its current location with painting and the installation of rain leader gutters as required.

Mahal Farms Ltd will provide a quote to the city for this work and will put a bond for the amount of the estimates in trust to the City. Once, work is completed the City will release back to Mahal Farms Ltd the bond held in trust. This a part of our subdivision application as good will by Mahal Farms Ltd.

Any further questions, please contact myself Kal Mahal.

Thank you very much,



Kal Mahal

Mahal Farms Ltd.

(604) 715-3276

cc Joe Erceg. MCIP General Manager , Urban Development Division

**Subdivision Proposal:
Mahal Farm Ltd. 5800 No.7 Road, Richmond, BC**

Agrologist Opinion Report

Prepared for:
**Mahal Farms Ltd.
16651 Westminster Hwy
Richmond, BC, V6V2N6**

Prepared by:

**Darrell M. Zbeetnoff, P.Ag., CAC
Zbeetnoff Agro-Environmental Inc.
15787 Buena Vista Avenue
White Rock, BC, V4B 1Z9
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zbeetnoff@telus.net
www.zbeetnoffagro-environmental.com/**

July 30, 2015

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1.0 Purpose of this Report

Mahal Farms Ltd. contains two parcels totaling approximately 80 acres, which currently consist of a 5 ac parcel and a 73 acre parcel. The owners propose to subdivide the larger parcel into a 40 acre parcel and a 33 ac parcel.

This report is intended to provide a discussion of the agricultural issues associated with the proposal and to provide an opinion on the potential effect of the proposal on the continued agricultural use of the property and on the agricultural sector in Richmond.

2.0 Location, Soils, and Agricultural Capability of the Property

The subject properties are located in the BC Agricultural Land Reserve at 5800 and 5780 No. 7 Road, Richmond, BC in the northeast corner of the intersection of No. 7 Road with Westminster Highway (see Figure 1).

The subject properties consist of mineral soils of the Delta - Blundell complex.¹ Delta soils consist of medium to moderately fine textured deltaic deposits with poor drainage and high groundwater table. Blundell soils consist of 15 to 40 cm of organic material over medium textured deltaic deposits. Drainage is poor to very poor with a high groundwater table. Topography is complex but ranging from gently undulating to undulating.

The agricultural capability of the subject properties falls in Canada Land Inventory Classes 4 and 5² with an unimproved capability of "secondary"³, indicating that some limitations exist for using the land for a wide variety of crops (see Figure 2).

With improvements, the property is considered to be "prime" for agriculture and is capable of supporting a wide range of crop and livestock production. The most important required improvements are regional drainage and irrigation systems. The suited crops include: annual legumes, cereals, cole crops, corn, perennial forage crops, root crops (except carrots) and shallow rooted annual vegetable crops (except celery), raspberries, blackberries, loganberries, tayberries and strawberries⁴ (See Figure 3).

3.0 Agricultural Land Use

Current land use on the proposed parcel indicated as Lot A (the north parcel – see Figure 4), consisting of about 40 ac in total, is comprised of:

- 25 ac of cranberries (including 4 ac of dykes); and
- 15 ac of overgrown ornamental trees.

¹ Luttmerding, HA. 1980. Soils of the Langley-Vancouver Map Area. Report No. 15: BC Soil Survey. Volume 1.

² Land in Class 4 has limitations that require special management practices or severely restrict the range of crops, or both; land in Class 5 has limitations that restrict its capability to produce perennial forage crops or other specially adapted crops (crops such as cranberries suited to unique soil conditions not amenable to a wide range of common crops). See Kenk, E. and I. Cotic. 1983. Land Capability Classification for Agriculture in BC: MOE Manual 1. <http://www.env.gov.bc.ca/wld/documents/techpub/moe1/moem1.pdf>

³ As per BCLI – Modified Classification System. See An Agricultural Profile for the City of Richmond. Section 2.0: Biophysical Characteristics of Richmond's ALR.P.12. http://www.richmond.ca/_shared/assets/section26305.pdf

⁴ See An Agricultural Profile for the City of Richmond. Section 2.0: Biophysical Characteristics of Richmond's ALR. http://www.richmond.ca/_shared/assets/section26305.pdf



Figure 1: Location of the Mahal Farms Inc. (outlined in yellow)

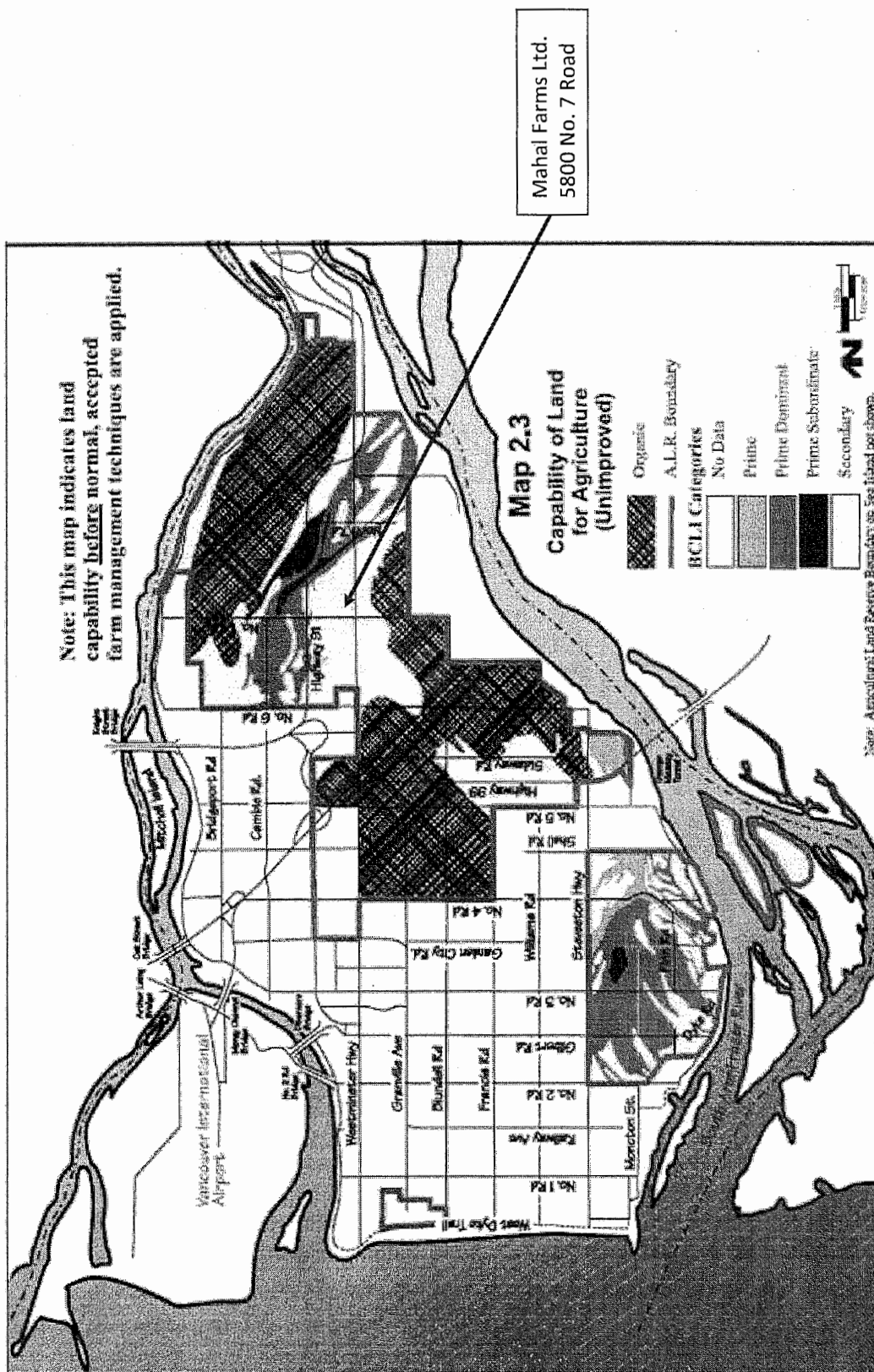


Figure 2: Unimproved Agricultural Land Capability (Source: An Agricultural Profile for the City of Richmond. Section 2.0: Biophysical Characteristics of Richmond's ALR.P.12. <http://www.richmond.ca/shared/assets/section26305.pdf>)

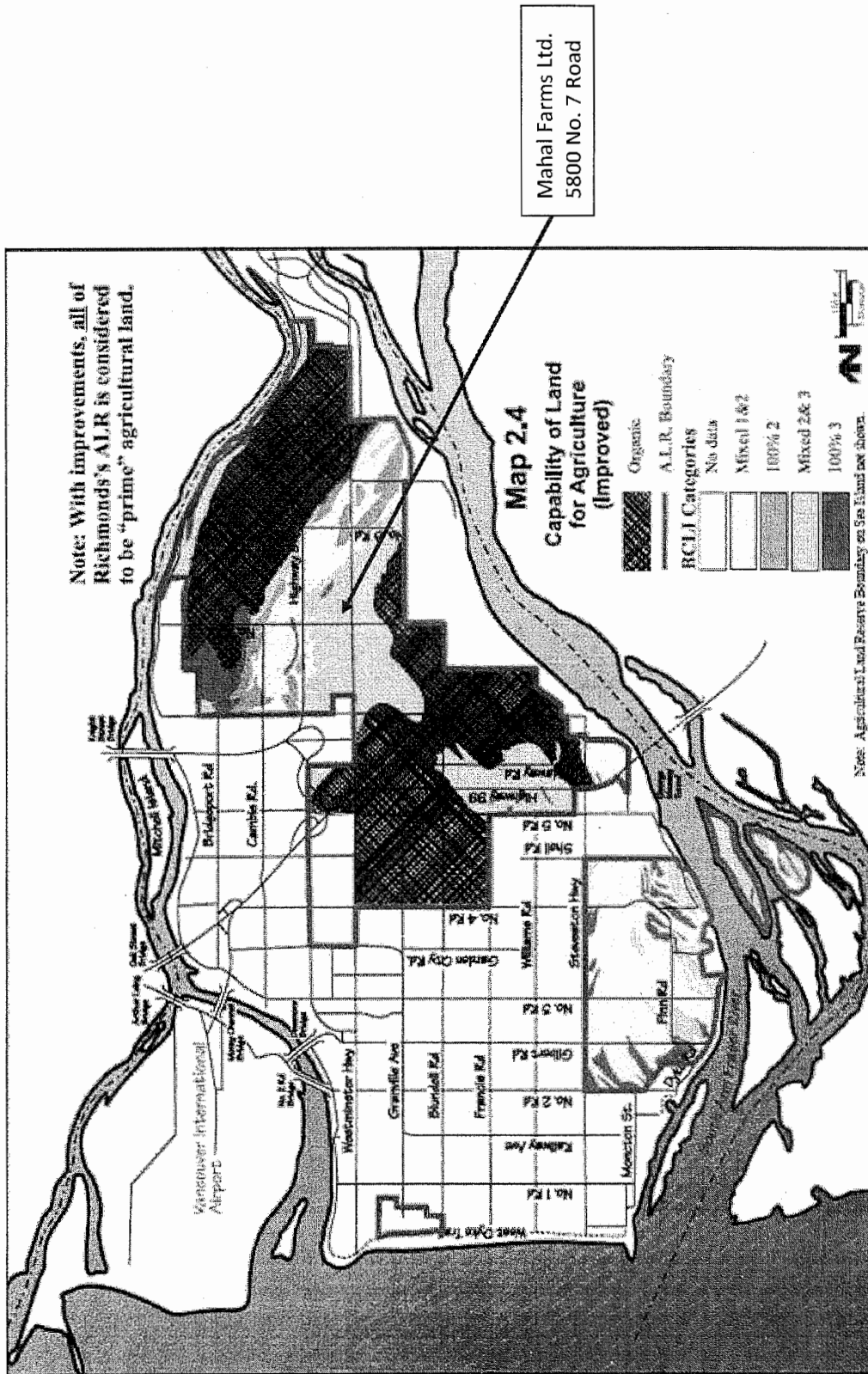


Figure 3: Improved Agricultural Land Capability (An Agricultural Profile for the City of Richmond, Section 2.0: Biophysical Characteristics of Richmond's ALR.P.12. http://www.richmond.ca/_shared/assets/section26305.pdf)

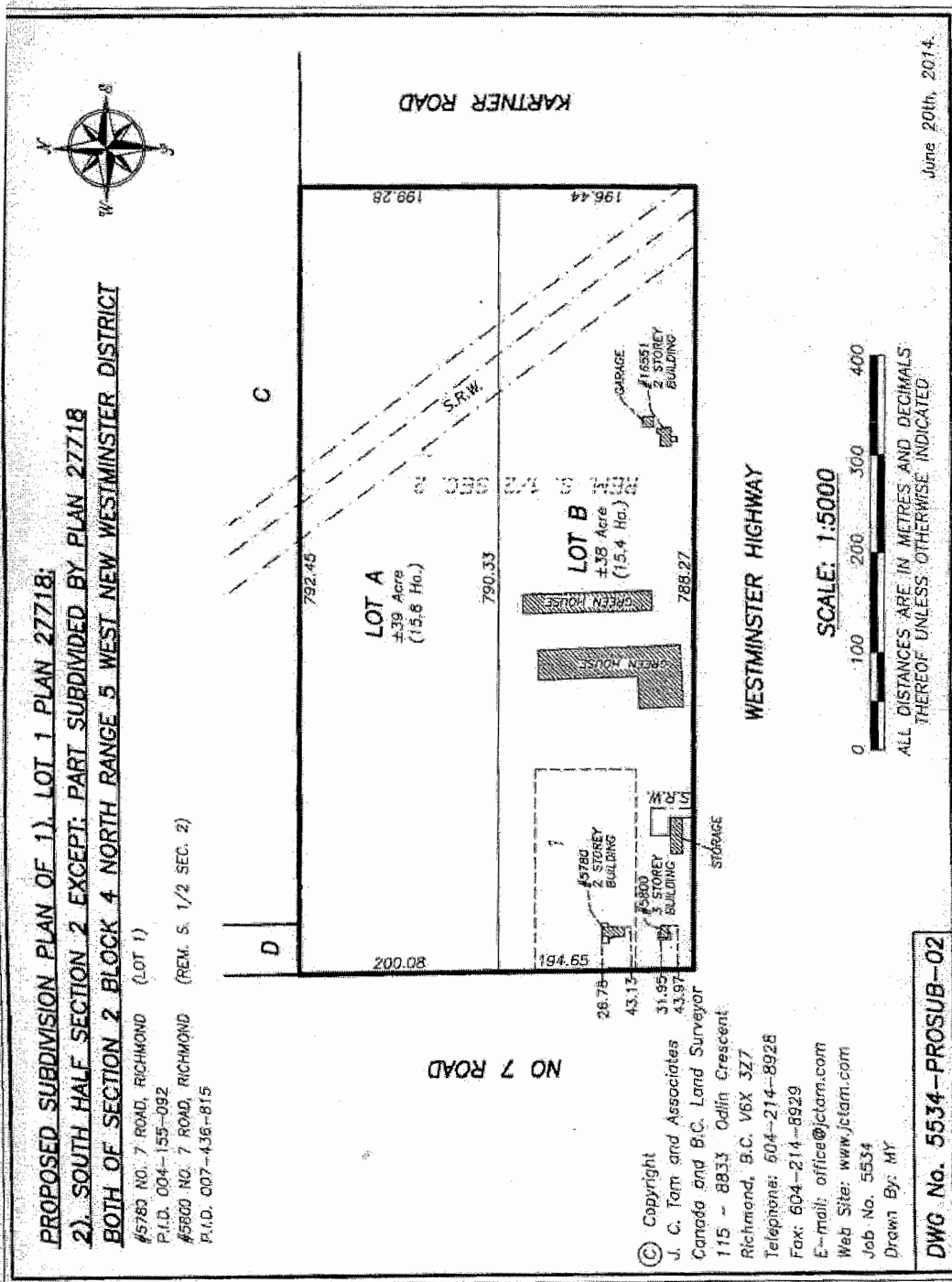


Figure 4: Layout of Mahal Farms Ltd., showing Proposed Lots A and B

Current land use on the proposed parcel indicated as Lot B (the south parcel – see Figure 4), consisting of about 38 ac in total, is comprised of:

- 4 ac of hedging cedar;
- 10 ac leased out to Soo Farm (growing oriental vegetables);
- 20 ac of leased out to TSC Nurseries (container and caliper nursery);
- 4 ac of heritage house, 5780 No. 7 Road house, barns and yard.

Land uses adjacent to the Mahal Farm include the following:

- To the west – Forage and cereal crops;
- To the north – Mayfair Lakes Golf Course;
- To the east – Residential subdivision; and
- To the south – Lulu Island Winery, rural residential, hobby farming, nursery crops, and dog kennel.

4.0 Mahal Family History on the Property

The Mahal family has owned and operated the property as a farm continuously since 1949, originally purchased from the MacDonald family. In 1962, a 5 ac severance was obtained (5780 No. 7 Road) and a house owned by Mahal Farms Ltd. is occupied by Nick Mahal, one of the two brothers with an interest in the farming operation. A second brother, Kalvinder Mahal is Vice President of Mahal Farms Ltd. and currently farms and lives on the property in a dwelling with a 16551 Westminster Highway address.

The Rathburn heritage house continues to stand on 5800 No. 7 Road. In view of the fact that it one of the last standing heritage structures of its type, MFL is committed to renovating this structure at its current location.

5.0 Description of the Subdivision Proposal

Mahal Farms Ltd. (MFL) proposes to subdivide the 73 acre parcel at 5800 No. 7 Road into two parcels: Lot A (40 ac) and Lot B (33 ac).

These parcels are shown in Figure 4.

6.0 Regulatory Context

The subject property is located within the provincial Agricultural Land Reserve (ALR) and is protected as farmland in the Richmond Official Community Plan.

6.1 Agricultural Land Commission Regulation

The Agricultural Land Commission regulates⁵ subdivisions in the ALR. Under Section 21 of the ALC Act,⁶ an owner of agricultural land may apply to the commission to subdivide agricultural land. Under Policy 11⁷, the ALC has the authority to allow homesite severance on ALR land where the applicant wishes to dispose of a parcel but retain a homesite on the land. Policy 11 guidelines to assess applications specifically note that overriding criteria are:

⁵ Agricultural Land Commission. Agricultural Land Reserve Use, Subdivision and Procedure Regulation. Part 5 – Permitted Subdivisions. http://www.bclaws.ca/civix/document/id/complete/statreg/171_2002

⁶ Agricultural Land Commission Act. (SBC 2002) Chapter 36.
http://www.bclaws.ca/Recon/document/ID/freeside/00_02036_01#section21

⁷ Agricultural Land Commission. 2003. Policy 11: Homesite Severance on ALR lands.
http://www.alc.gov.bc.ca/alc/DownloadAsset?assetId=0053AB54920D4FD48E685959F4BD711B&filename=policy_11_homesite_severance.pdf

- whether a particular “homesite severance” meets good land use criteria and would not compromise the agricultural integrity of the area; and
- ensuring that the “remainder” will be of a size and configuration that constitutes a suitable agricultural parcel.

If these criteria are applied to the MFL’s proposed subdivision, it is evident that:

- the subdivision will not compromise agricultural integrity of the area; and
- the subdivision will not create parcels unsuitable for farming.

6.2 Richmond Official Community Plan

The Richmond Official Community Plan⁸ states in Section 7.1, Objective 2 its intent to “Enhance all aspects of the agricultural sector including long-term viability, opportunities for innovation (agri-industry), infrastructure and environmental impacts”. The “Agricultural Land Use Considerations” policies include:

- k) limit the subdivision of agricultural land into smaller parcels, except where possible benefits to agriculture can be demonstrated.

Richmond also regulates subdivision provisions and minimum lot size in the Agricultural Land Reserve through its Zoning Bylaw.⁹ The AG1 zone applies to MFL. In general, Richmond defers to the ALC, with the exception that the minimum lot area must be at least 5 ac (2.0 ha).

7.0 Assessment of the Impact on Agriculture

The MFL situation may be described as follows:

- the owner-operators of MFL are planning to diversify farming operations;
- the land will be used as collateral for asset-based loans to finance the new agricultural venture;
- the single legal parcel does not facilitate the matching of land collateral to the financing requirements of specific new enterprise; and
- the owners want to legally differentiate their land assets so that they can provide appropriate collateral specifically for the new enterprise.

It is suggested that there are two fundamental issues related to whether the proposed subdivision should be allowed: These are:

- Will the subdivision provide a positive impact on agriculture? and
- Will the subdivision have no negative impact on agriculture?

7.1 Positive Impact on Agriculture

Positive impacts could be expected at the farmer and regional level.

7.1.1 Positive Impact on Mahal Farms Ltd.

Mahal Farms Ltd. (MFL) intends to pursue other agricultural opportunities (e.g., nurseries, grapes, winery, agri-tourism, or vegetables) in addition to its cranberry operation. To facilitate new development, MFL wishes to manage its financial risk and liability by aligning its land holdings with its separate enterprises. This would allow one division of the company to hold cranberry farming assets while the other division would pursue the new enterprise.

⁸ Richmond Official Community Plan. 2012. Bylaw 9000-2041. Chapter 7.0 Agriculture and Food.
<http://www.richmond.ca/cityhall/bylaws/ocp/sched1.htm>

⁹ Richmond Zoning Bylaw. Section 14. Agriculture and Golf Zones.
<http://www.richmond.ca/shared/assets/AG1-424006.pdf>

By subdividing the consolidated parcel, the operators of Mahal Farms Ltd. will better align assets as collateral for the business enterprise it intends to pursue. This is a business strategy to limit loss exposure and can best be accomplished by a legal separation of the assets involved. It is suggested that it is unnecessarily restrictive to MFL to ban or prevent the farmland subdivisions, as this does not provide enough flexibility to pursue a new farming opportunities and has a negative effect on new agricultural development.

7.1.2 Positive Impact on Regional Agriculture

The continuation and intensification of farming by MFL will contribute to the health and enterprise of the local farming community. Subdivision would improve this situation by facilitating opportunity for new investment by the farm operators.

The proposed subdivision would enhance the prospects for enterprise development of the separated parcels, encourage farm-related development, and have no impact on non-farm related development in Richmond's agricultural zone.

7.2 No Negative Impacts on Agriculture are Anticipated

7.2.1 Farm Level Impacts

There are no anticipated negative agricultural impacts on agricultural operations on the land associated with the proposal. The cranberry operation on Lot A, including reservoirs, is self-contained and an irrigation ditch divides Lot A from Lot B. No structures will be built as a result of the subdivision. No additional land impacts will be caused due to:

- a. access roads;
- b. soil quality and/or capability
- c. drainage;
- d. sanitary sewer;
- e. stormwater management;
- f. water supply (already serviced under license); and
- g. utility services.

The resulting configuration of both parcels will not impede access to the parcels or impair their agricultural use and there are no anticipated negative agricultural impacts on surrounding agricultural land uses. A vital question is whether the farm will continue to perform after subdivision and in this case, subdivision will not impair the ability of either Lot of the farm to function as a unit in the future.

7.2.2 Regional Level Impacts

Impact on Farm Size

A legitimate concern is whether subdivision will contribute to fragmentation of the agricultural land base. Average farm size in Richmond is 43.3 acres. This proposal will create two land parcels of 33 and 40 acres. The fragmentation effect is negligible because both parcels will be close to average farm size in the municipality and of sufficient size to support economically viable agriculture separately.¹⁰ Note that the median farm size in Richmond is less than 10 acres (Table 1, Column E).¹¹

¹⁰ Note that many farms in Richmond are composed of more than one parcel.

¹¹ The median is the middle value of the distribution, which in Table 1 is less than 10 acres since more than 50% of the farms are under 10 acres.

Table 1: Distribution of Farm Size in Richmond, 2011

Farm Size Range	Midpoint of Range (ac)	Number of Farms	Proportion of Farms in Range (%)	Contribution to Weighted Average (ac)	Cumulative Distribution of Farms (%)
	A	B	C	D	E
<10 ac	5	118	55.9%	2.6	55.9%
10 to 69 ac	40	71	33.6%	13.5	89.6%
70 to 129 ac	100	6	2.8%	2.8	92.4%
130 to 179 ac	155	2	0.9%	1.5	93.4%
180 to 239 ac	210	3	1.4%	3.0	94.8%
240 to 399 ac	320	7	3.3%	10.6	98.1%
400 to 559 ac	480	4	1.9%	9.1	100.0%
>560 ac		0	0.0%		
Totals		211	100.0%	43.3	

Source: Statistics Canada. 2011. Census of Agriculture.

<http://www5.statcan.gc.ca/cansim/a26?lang=eng&retrLang=eng&id=0040201&pattern=0040200..0040242&tabMode=dataTable&srchLan=-1&p1=1&p2=50#customizeTab>

Attraction of Non-farm Uses

The subdivision will not create small lots in the ALR. The sizes of the subdivided parcels will not attract more non-farm uses into the ALR because it will not contribute to the supply of tracts of the size non-farm uses tend to prefer.

Similarly, the proposed subdivision is not associated with a non-farm use and will not encourage built-up uses. ALR protections are already in place to prevent non-farming uses.

Changes in Housing Density

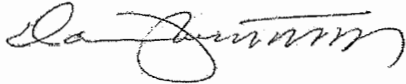
Subdivision into Lots A and B would create the possibility for a new residence on Lot A, and possibly one additional farm worker dwelling. After subdivision, the number of residences on Lot B will continue to comply with ALC policy.

8.0 Summary and Conclusions

1. The proposal is not contrary to policies relating to agricultural related parcels in the Richmond OCP, which defers to the ALC regarding subdivision applications. The ALR is not an exclusive agricultural zone where subdivision is prohibited.
2. While the subdivision will create two smaller parcels of approximately 35 ac. each, these smaller parcels are not so small as to limit the ability for more intensive operations in the future. In fact, the resulting parcels after consolidation/subdivision would be significantly larger than the average Richmond farming operation and large enough to optimize returns in its most efficient agricultural or ecological use. The Mahal Farm, after the proposed subdivision, would continue to exceed the Richmond average in the following categories:
 - a. Average farmland parcel size; and
 - b. Average farm size.

3. These are no negative impacts on the agricultural operations and farmlands associated with the proposal or on surrounding agricultural land uses.
4. Subdividing provides the owners with an agricultural business benefit. Under asset-based lending arrangements, subdivision will facilitate the matching of collateral with the pursuit of new enterprise. This improved situation will enhance the prospects for agricultural enterprise diversification, make it easier to pursue new investment opportunities in the sector, and will not hamper or discourage long term commercial agricultural operations.
5. There is the opportunity for a regional benefit to agriculture from new entrepreneurial activity. It is suggested that consolidation/subdivision policy could support agriculture as a priority use in agricultural areas by facilitating the opportunity for growers to diversify and expand in the areas of direct marketing, agri-tourism and other specialized agri-businesses. Allowing high intensity activities on smaller parcels supports this vision.
6. Based on the foregoing discussion, I contend that the proposed subdivision proposal will have no anticipated negative impacts on Richmond agriculture, may provide additional benefits by facilitating agricultural investment, and will not contribute to the potential for non-farm residential encroachment into the ALR.

Signed:



Darrell M. Zbeetnoff, P.Ag., CAC, Director
Date: July 31, 2015



City of
Richmond

Subdivision Considerations

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

Addresses: 5800 No. 7 Road

File No.: AG14-676391

In addition to the conditions to be identified in the Preliminary Letter of Approval associated with the forthcoming subdivision application, the property owners are required to complete the following:

1. Confirmation of Agricultural Land Commission approval of the ALR application for subdivision.
2. Registration of a flood plain covenant on title identifying a minimum habitable elevation of 3.1 m GSC.
3. Registration of a restrictive covenant on title to prohibit demolition and/or relocation of the Rathburn House located on the proposed south lot and any significant exterior alterations to the building, unless reviewed and approved by the City. General maintenance and repair works would be allowed as long as the works are consistent with the existing items and materials. The covenant will also state that the owner is committed to installing rain leaders to prevent any further deterioration of the exterior cladding, preparing and painting all the exterior surfaces (including trim and other structure such as stairs) as part of the maintenance, and providing a cost estimate of the maintenance works and submitting the required security as part of the subdivision application to the satisfaction of the Director of Development. The amount of the security must be in the minimum range of \$5,000.
4. Registration of a restrictive covenant on title to limit the number of single detached housing building to one on the proposed north lot.



City of Richmond

Report to Committee

To: Public Works and Transportation Committee

Date: February 23, 2016


From: Victor Wei, P. Eng.
Director, Transportation

File: 01-0150-20-
THIG1/2016-Vol 01

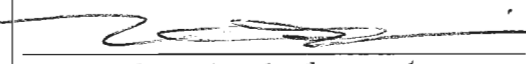
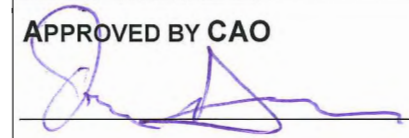
Re: Provincial 2016/2017 BikeBC Program Submission

Staff Recommendation

1. That the submission for cost-sharing to the Province's 2016/2017 *BikeBC Program* for the River Drive multi-use pathway, as described in the report, titled "Provincial 2016/2017 BikeBC Program Submission" dated February 23, 2016, from the Director, Transportation, be endorsed; and
2. That, should the above application be successful, the Chief Administrative Officer and the General Manager, Planning and Development, be authorized to execute the funding agreement.


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 ECCLES
Parks	<input checked="" type="checkbox"/>	
Engineering	<input checked="" type="checkbox"/>	
Intergovernmental Relations & Protocol	<input checked="" type="checkbox"/>	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: DW	APPROVED BY CAO 

Staff Report

Origin

The Province of BC's *BikeBC Program* is a 50-50 cost-share program between the Province and local governments to support the construction of new bike lanes, trails and pathways to promote cycling as a means of reducing traffic congestion and greenhouse gas emissions. As part of the Government of B.C.'s 10-year transportation plan (*B.C. on the Move*) released in March 2015, the Ministry of Transportation & Infrastructure (MoTI) committed \$6 million annually in BikeBC funding for a three-year period. Within this program, the City is eligible to apply to the *Cycling Infrastructure Partnership Program* (CIPP). This report presents the proposed submission from the City for consideration of cost-share funding under this program for the 2016/2017 funding cycle.

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

River Drive Multi-Use Pathway (No. 4 Road-Van Horne Way)

River Drive in this section is a narrow (6.0 m wide) two-lane roadway with gravel shoulders and an open watercourse on both sides. There are currently no pedestrian facilities on this section of River Drive, however, pedestrian and cycling facilities exist at either end of this section. The roadway also carries relatively higher volumes of truck traffic due to the adjacent industrial land uses. The City has received requests from residents of the Tait neighbourhood for a pedestrian connection to the Bridgeport Canada Line Station.

The project would comprise construction of a two-way 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 (see Attachments 1 and 2). The project would address a gap and provide an improved pedestrian connection plus enhance access to the Canada Line Bridge for cyclists.

Council has recently approved the submission of the River Drive multi-use pathway for submission to TransLink for consideration of cost-share funding as part of its 2016 *Bicycle Infrastructure Capital Cost-Sharing (BICCS) Regional Needs Program*. That application was the first of a two-year accrual process over the 2016 and 2017 periods with up to \$250,000 being requested each year towards the total estimated cost of \$1,110,000. TransLink has not yet confirmed the funding the City may receive under the 2016 *BICCS Regional Needs Program*, which may be less than \$250,000. The project will not proceed in 2017 unless the City is successful with all external cost-share funding applications.

Requested External Funding and Estimated Project Costs

Table 1 below summarizes the estimated project cost, the proposed internal funding sources and the requested external funding sources. Should the submission be successful, the City would enter into a funding agreement with the Province. The agreement is a standard form agreement provided by the Province and includes an indemnity and release in favour of the Province. Staff recommend that the Chief Administrative Officer and General Manager, Planning and Development be authorized to execute the agreement.

Table 1: Project to be Submitted to 2016 BikeBC Program

Project Name/Scope	Proposed City's Portion & Funding Source for 2016 ⁽¹⁾	Proposed BikeBC 2016/2017 Funding ⁽²⁾	Est. Total Project Cost
River Drive (No. 4 Road-Van Horne Way): new multi-use pathway on south side including pedestrian lighting	N/A (to be considered as a 2017 capital project)	\$555,000	\$1,110,000

(1) The City's portion (i.e., balance of remaining estimated cost after external grants) will be determined upon confirmation of the approved amounts to be received from external agencies.

(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.

Financial Impact

The proposed cost to the City for the multi-use pathway on River Drive is anticipated to be \$277,500 based on successful cost-share applications to both the provincial 2016/2017 BikeBC program and TransLink (i.e., \$1,110,000 total cost less \$555,000 from BikeBC less two-year accrual of up to \$277,500 from TransLink), which will be considered during the 2017 capital budget process. Implementation of the pathway project is contingent upon all external cost-share applications being approved. The project would have an operating budget impact that would be incorporated as part of the annual budget process.

Conclusion

The pedestrian and bicycle facility improvement project proposed for submission to the provincial 2016/2017 BikeBC cost-sharing program would support the goals of the Official Community Plan to improve community mobility and reduce greenhouse gas emissions by encouraging more cycling trips rather than driving. The potential receipt of external funding would enable the City to expedite the provision of sustainable transportation infrastructure and improve healthy and active travel options for the community.



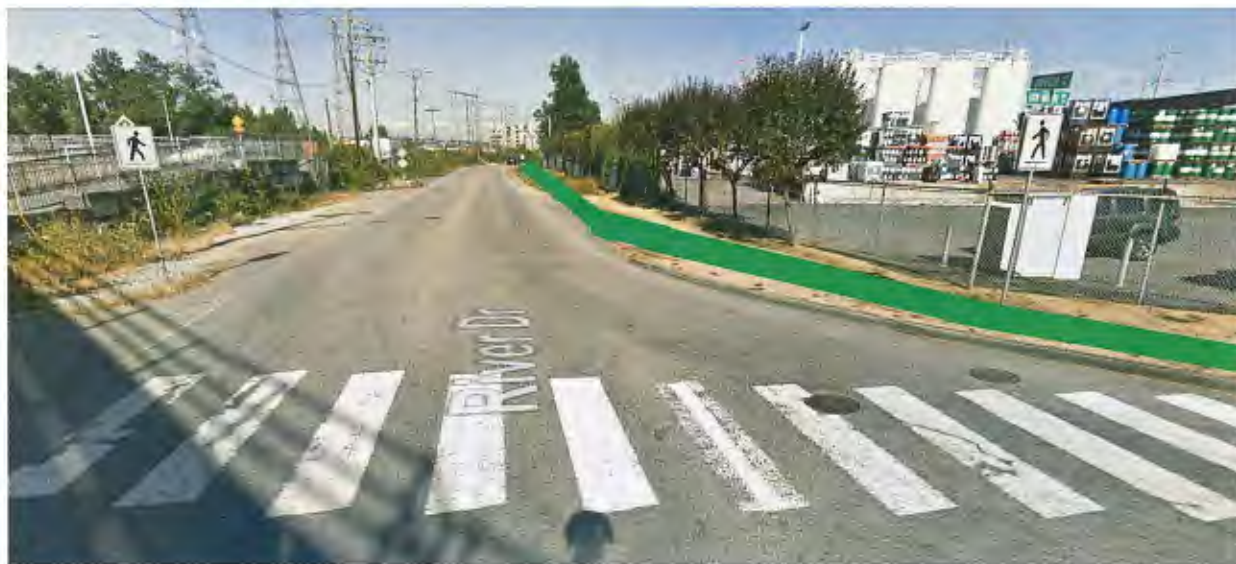
Joan Caravan
Transportation Planner
(604-276-4035)

Att. 1: Proposed River Drive Multi-Use Pathway: Context Map
Att. 2: Proposed River Drive Multi-Use Pathway

Proposed River Drive Multi-Use Pathway: Context Map



Proposed River Drive Multi-Use Pathway



Existing River Drive at Van Horne Way (looking east) with Proposed Pathway



Existing River Drive at Bandstra Driveway (looking east) with Proposed Pathway



City of Richmond

Report to Committee

To: Public Works and Transportation Committee

Date: February 25, 2016


From: Victor Wei, P. Eng.
Director, Transportation

File: 01-0150-20-
PSAF1/2016-Vol 01

Re: ICBC-City of Richmond *Road Improvement Program – Proposed Projects for 2016*

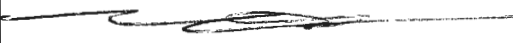

Staff Recommendation

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 2016*," dated February 25, 2016 from the Director, Transportation be endorsed for submission to the ICBC 2016 *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 (2016-2020) 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 ERCEG
Engineering	<input checked="" type="checkbox"/>	
Law	<input checked="" type="checkbox"/>	
RCMP	<input checked="" type="checkbox"/>	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: DW	APPROVED BY CAO 

Staff Report

Origin

At the February 23, 2015 Council meeting, Council endorsed a number of proposed joint ICBC-City of Richmond road safety improvement projects for 2015. This report summarizes the projects implemented in 2015 with funding from ICBC and presents a list of projects proposed to be implemented with funding contributions from ICBC as part of the 2016 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.

2015 ICBC/City of Richmond Road Improvement Projects

As shown in Attachment 1, a number of City projects substantially completed in 2015 will receive a total of \$162,500 in funding from ICBC's 2015 *Road Improvement Program*.

Proposed 2016 ICBC-City of Richmond Road Improvement Projects

Attachment 2 identifies a range of projects proposed for submission to the 2016 *Road Improvement Program* for funding contribution from ICBC that would provide benefits for all road users (i.e., motorists, cyclists, pedestrians, transit users). In continued support of one of Richmond RCMP's key community objectives to increase pedestrian safety and reduce fatalities and injuries, a majority of the proposed projects focus on pedestrian-related improvements, particularly at intersections. These projects include eight special crosswalks, five pedestrian signals on high volume arterial roadways, and several pedestrian walkways. The total estimated cost of these pedestrian-related projects is \$1.5 million.

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 2017 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 2016 Capital Plan and 5-Year Financial Plan (2016-2020) 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 \$5,876,500.

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 2016 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 2016 joint ICBC-City of Richmond *Road Improvement Program*.



Joan Caravan
Transportation Planner
(604-276-4035)

Att. 1: 2015 Road Improvement Projects receiving ICBC Funding
Att. 2: Proposed 2016 City-ICBC Road Improvement Projects

2015 Road Improvement Projects receiving ICBC Funding

Location	Project Description	ICBC Contribution
Cook Road- No. 3 Road	WB Left Turn Traffic Signal Arrow	\$13,000
Garden City Road-Cook Road	NB Left Turn Traffic Signal Arrow	\$8,000
No. 3 Road-Park Road	SB Left Turn Traffic Signal Arrow	\$1,500
Shell Road-Alderbridge Way	WB Left Turn Traffic Signal Arrow	\$31,000
<ul style="list-style-type: none"> • Shell Rd / Alderbridge Way • Bridgeport Road-Great Canadian Way • Sea Island Way-Garden City Road • Russ Baker Way-Cessna Drive 	Installation of UPS (Uninterrupted Power Supply) for traffic signals	\$2,500 \$2,500 \$2,500 \$2,500
Burkeville Area	Installation of 4 Speed Humps	\$4,000
Alberta Road at Henry Anderson Elementary School	Installation of 1 Pedestrian Zone Marker	\$500
Ferndale Road-Katsura Street	Installation of Stop Control Signage & Pavement Markings	\$1,500
<ul style="list-style-type: none"> • Chatham Street-1st Avenue • Railway Avenue-Hollymount Gate • Elmbridge Way-WorkSafeBC Entrance 	Installation of Special Crosswalk	\$3,000 \$4,000 \$5,000
<ul style="list-style-type: none"> • Francis Road-St Albans Road • Kwantlen Street-Kwantlen Polytechnic University Entrance 	Upgrade of Marked Crosswalk to Pedestrian Signal	\$8,000 \$5,000
Great Canadian Way-Van Horne Way	Upgrade of Pedestrian Signal to Full Traffic Signal	\$8,000
Steveston Hwy Corridor & Shell Road-Alderbridge Way	CCTV Camera Installations - Advanced Traffic Signal Management System	\$55,000
Minoru Blvd (Elmbridge Way-Alderbridge Way)	Construction of pedestrian pathway on east side	\$5,000
Total		\$162,500

Proposed 2016 City-ICBC Road Improvement Projects

Proposed 2016 ICBC-City of Richmond Road Improvement Program Projects	Estimated Total Cost	Source & Amount of City Funds ⁽¹⁾		External Agency Funding ⁽²⁾
Traffic calming measures in various locations pending results of traffic studies ⁽³⁾	\$95,000	2016 Traffic Calming Program	\$95,000	-
Installation of pedestrian zone markers pending results of traffic studies ⁽³⁾ : <ul style="list-style-type: none"> Azure Blvd school zone fronting Brighthouse Elementary School Cook Road school zone fronting Cook Elementary School Other locations to be determined⁽⁴⁾ 	\$5,000	2016 Traffic Calming Program	\$5,000	-
Installation of special crosswalks: <ul style="list-style-type: none"> St Albans Road-Jones Road Garden City Road-Jones Road Shell Road-Bird Road No. 4 Road-Dayton Avenue Westminster Highway-Tiffany Blvd Williams Road-Deagle Road Williams Road-Lassam Road Granville Avenue-Bridge Street Other locations to be determined⁽⁴⁾ 	\$70,000 \$70,000 \$45,000 \$70,000 \$70,000 \$70,000 \$70,000 \$45,000 \$510,000	2015 Special Crosswalk Program 2016 Special Crosswalk Program	\$510,000	-
Installation of pedestrian signals: <ul style="list-style-type: none"> Westminster Hwy-McCallan Road Blundell Road-Ash Street No. 2 Road-Colville Road No. 1 Road-Regent Street Gilbert Road-Lucas Road Other locations to be determined⁽⁴⁾ 	\$120,000 \$120,000 \$120,000 \$120,000 \$120,000 \$600,000	2016 Traffic Signal Program 2014 Active Transportation Program	\$120,000 \$240,000	\$240,000 TransLink (confirmed)
Installation of full traffic signal: <ul style="list-style-type: none"> No. 2 Road-Blundell Centre Entrance Other locations to be determined⁽⁴⁾ 	\$80,000	2015 Traffic Signal Program	\$40,000	\$40,000 Developer Contribution (confirmed)
Video detection cameras & controllers: <ul style="list-style-type: none"> Locations to be determined 	\$125,000	2015 Traffic Signal Program	\$125,000	-
Installation of UPS (Uninterrupted Power Supply) at traffic signals: Locations to be determined	\$30,000	2016 Traffic Signal Program	\$30,000	-
Installation of advance left-turn arrows at traffic signals: Locations to be determined	\$50,000	2016 Public Works Minor Capital - Traffic	\$50,000	-
Gilbert Road Widening (River Road-Lansdowne Road)	\$2,103,000	Roads DCC Credits	\$1,178,250	\$924,750 TransLink (confirmed)
Great Canadian Way (Bridgeport Road-Van Horne Way): multi-use pathway on west side	\$300,000	2016 Active Transportation Program	\$300,000	-
Westminster Highway (No. 8 Road-Nelson Road): multi-use pathway on south side	\$225,000	2015 Active Transportation Program	\$225,000	-
Dyke Road-Fraserwood Road: road widening and trail connection	\$1,000,000	2016 Roads DCC 2016 Parks DCC	\$500,000 \$500,000	-
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: <ul style="list-style-type: none"> 7th Avenue: Pleasant Street-Regent Street Seacote Road: Williams Road-150 m north River Road: Cambie Road-250 m west Bridgeport Road: Viking Way-No. 6 Road Other locations to be determined⁽⁴⁾ 	\$80,000 \$150,000 \$85,000 \$80,000 \$395,000	2015 Neighbourhood Walkway Program 2016 Neighbourhood Walkway Program 2016 Neighbourhood Walkway Program 2015 Arterial Roadway Improvement Program	\$80,000 \$150,000 \$85,000 \$80,000	-
Bus stop upgrade and/or construction of connecting sidewalk/pathway: <ul style="list-style-type: none"> Multiple locations city-wide 	\$158,500	2016 Transit-Related Road Improvement Program	\$79,250	\$79,250 TransLink (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
From: Victor Wei, P. Eng.
Director, Transportation
Re: On-Street Motorcycle and Moped Parking

Date: January 26, 2016
File: 10-6455-00/Vol 01


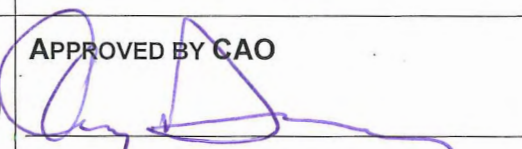
Staff Recommendation

1. That on-street motorcycle and moped parking spaces located within six (6.0) metres of the far side of an intersection where on-street parking is allowed be established in the City Centre Parking Management Zone and the Steveston Village core; and
2. That staff be directed to bring forth an amendment to Traffic Bylaw No. 5870 to enable implementation of on street motorcycle and moped parking spaces as described in the staff report dated January 26, 2016, from the Director Transportation.



Victor Wei, P. Eng.
Director, Transportation
(604-276-4131)

Att. 4

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Community Bylaws Roads & Construction	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	 FOR JOE ERCPG
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: DW	APPROVED BY CAO 

Staff Report

Origin

In March 2015, the Province of BC released “BC on the Move,” its new 10-Year Transportation Plan. The staff presented at the April 27, 2015 Council meeting noted that a component of the Plan is to enable municipalities to allow motorcycle parking near intersections and crosswalks. This report recommends that Traffic Bylaw No. 5870 be amended to establish on-street parking for motorcycles, mopeds and scooters near intersections and crosswalks as a means of encouraging the use of these lower impact travel modes.

Findings of Fact

Provincial Motor Vehicle Act Amendment

On April 30, 2015, the Ministry of Transportation and Infrastructure amended a portion of the Motor Vehicle Act to include the following sections:

189 (3) Despite subsection (1) (f), a municipality may provide by bylaw that, if authorized by a sign posted by the municipality, a person may park a cycle or motorcycle within 6 m of the approach of the approach side of a crosswalk if the cycle or motorcycle is

(a) of a size that, and

(b) parked so that

the cycle or motorcycle does not obstruct a motorist’s view of the crosswalk, flashing beacon, stop sign, traffic control signal or an intersection.

(3.1) If a municipality enacts a bylaw referred to in subsection (3), or a treaty first nation enacts a law having the same effect, a person may park a cycle or motorcycle in accordance with the bylaw or law.

Current Provision of Motorcycle Parking in Richmond

Several on-street parking spaces for motorcycles were designated within the Steveston Village core (bounded by No. 1 Road, Bayview Street, 3rd Avenue, and Chatham Street) in 2013 as part of a pilot project. In addition, limited designated motorcycle parking is available at City-owned off-street parking lots where it has been requested.

The Traffic Bylaw currently prohibits the parking of a vehicle (which is defined to include a motorcycle) within six metres of a crosswalk, intersecting street, stop sign, or traffic control signal. There is also no provision for the establishment of on-street parking specifically for motorcycles near a crosswalk or intersection.

Analysis

The City’s Official Community Plan (OCP) encourages the use of alternate transportation methods to single occupant vehicles. A proposed amendment to the Traffic Bylaw to allow on-street parking for motorcycles, mopeds and scooters near intersections and crosswalks would be

consistent with this objective as motorcycles, scooters and electric cycles offer alternatives to the automobile and have smaller footprints that produce fewer or zero emissions.

Based on data provided by ICBC, there were 110,000 motor vehicles registered in the City of Richmond as of December 31, 2015 versus 1,900 motorcycles and mopeds as of August 31, 2015. Given that the number of motorcycles and mopeds is less than two per cent of the number of passenger vehicles, there is an opportunity to expand the use of these modes of transportation.

Motorcycle Parking in Other Jurisdictions

In 2004, the City of Burnaby approved a staff report to establish on-street motorcycle parking spaces located at corner clearances at the far side of the intersection with others in City-owned off-street parking lots. Sixteen (16) spaces were established on Hastings Street only, with up to three (3) motorcycles allowed in each space. Each designated space is identified by signage (see Attachment 1). The parking regulations for the parking space are the same as those in the immediate surrounding area (e.g., time limit parking and/or metered pay parking). Current usage of the on-street motorcycle stalls is low due to free parking spaces in adjacent off-street lots.

Similarly, the City of Vancouver established a motorcycle parking program in 2012 that also provides designated parking spaces located at the corner clearances at the far side of an intersection in the direction of travel on the roadway (see Attachment 2) in the downtown area only. These spaces are regularly patrolled by City Parking Enforcement personnel. One motorcycle is allowed in each designated space. Each designated space is identified by specific signage and / or road markings. The parking regulations for these spaces are the same as surrounding traffic controls. There are approximately 230 designated motorcycle parking spaces, of which 100 are metered (see Attachment 3 for example signage).

Proposed Locations for On-Street Motorcycle and Moped Parking

Both Vancouver and Burnaby established a specific area for the installation of on-street motorcycle and moped parking rather than having a city-wide blanket policy. Staff propose that on-street motorcycle and moped parking spaces located at corner clearances initially be established in the City Centre Parking Management Zone (Attachment 4) and the Steveston Village core. It is estimated that up to 60 parking spaces for motorcycles could be created. As these locations correspond to where higher residential densities as well as the majority of shopping facilities and restaurants are located, on-street parking is therefore at a premium. Designated on-street parking for motorcycles, mopeds and scooters in these areas would encourage drivers to use vehicles other than automobiles when they are aware that dedicated spaces are available.

The proposed motorcycle parking spaces would be at corner clearances where parking is currently prohibited; thus, where applicable, there would be no impact on the number of pay parking or permit parking spaces in the area. Only registered motorcycles or mopeds, with a valid licence plate, would be able to park in the designated spaces.

Staff propose that these motorcycle parking spaces in pay parking areas initially be exempt from metered or permit zone fees, which would address enforcement concerns of Community Bylaws

regarding how to identify if motorcyclists have paid for parking given there is no place on the motorcycle to display the pay parking ticket or permit. Community Bylaws have received approval to implement pay by licence plate number or parking stall number programs and the 2016 Capital Budget includes the purchase of the required hardware to implement the program. Once the chosen program is initiated then the motorcycle parking stalls could be converted to pay parking stalls as in other jurisdictions and increase revenue for the City.

If approved, staff would monitor these locations to determine if expansion of the program is warranted. If the motorcycle parking stalls are converted to pay parking, staff will bring information on anticipated revenues forward in a future report.

Consultation with Richmond Parking Advisory Committee

Staff presented the proposed establishment of motorcycle and moped parking spaces at corner clearances to the Richmond Parking Advisory Committee for feedback at its February 24, 2016 meeting. The Committee was supportive of the initiative and suggested that the pavement markings to delineate the spaces be designed to encourage users to correctly park at a 45 degree angle to the curb.

Proposed Amendments to Traffic Bylaw No. 5870

An amendment to Traffic Bylaw No. 5870 is required to support the establishment of on-street motorcycle parking spaces located within six (6.0) metres of the far side of an intersection where on street parking is allowed. In addition, the following definitions would be added to Traffic Bylaw No. 5870:

“Motorcycle” means a two wheeled self propelled gasoline engine vehicle, or a two wheeled scooter with either gas or electric motor or two wheeled Zero Emission Vehicle powered by an electric motor that is registered, licensed and insured. Drivers require a motorcycle driver’s licence and drivers must wear a helmet.

“Moped” (Limited Speed Scooters) means a low powered motorcycle or small scooter that relies on a small conventional gas powered motor (50 cc or less) or a small electric motor (1500 W or less). These vehicles can travel up to 70 Km/h and must be registered, licence and insured. A drivers licence is required and drivers must wear a helmet.

“Corner Clearance Parking Area” means an area on a street adjacent to the curb located between a crosswalk and the nearest legal parking space not signed for corner clearance motorcycle parking, and that the Director, Transportation had marked or metered and signed for corner clearance motorcycle parking.

Staff intend to bring forth the proposed amendments in the second quarter of 2016.

Financial Impact

The total estimated cost to establish the proposed new on-street motorcycle/moped parking is \$21,000 for the installation of new pavement markings and new parking signs, which would

create approximately 60 parking spaces for motorcycle/moped parking in 2016. The proposed funding source is the current approved 2015 Minor Capital Account. If approved, the on-going budget impact is estimated to be \$3,226.00 commencing in 2017 plus a two to five per cent increase annually.

Conclusion

The installation of on-street motorcycle and moped parking spaces is a proactive step toward reducing the number of automobile trips and GHG emissions. The program is consistent with the objectives of the OCP and will encourage residents to use a cleaner and cheaper method of transportation knowing that dedicated parking spaces will be available.



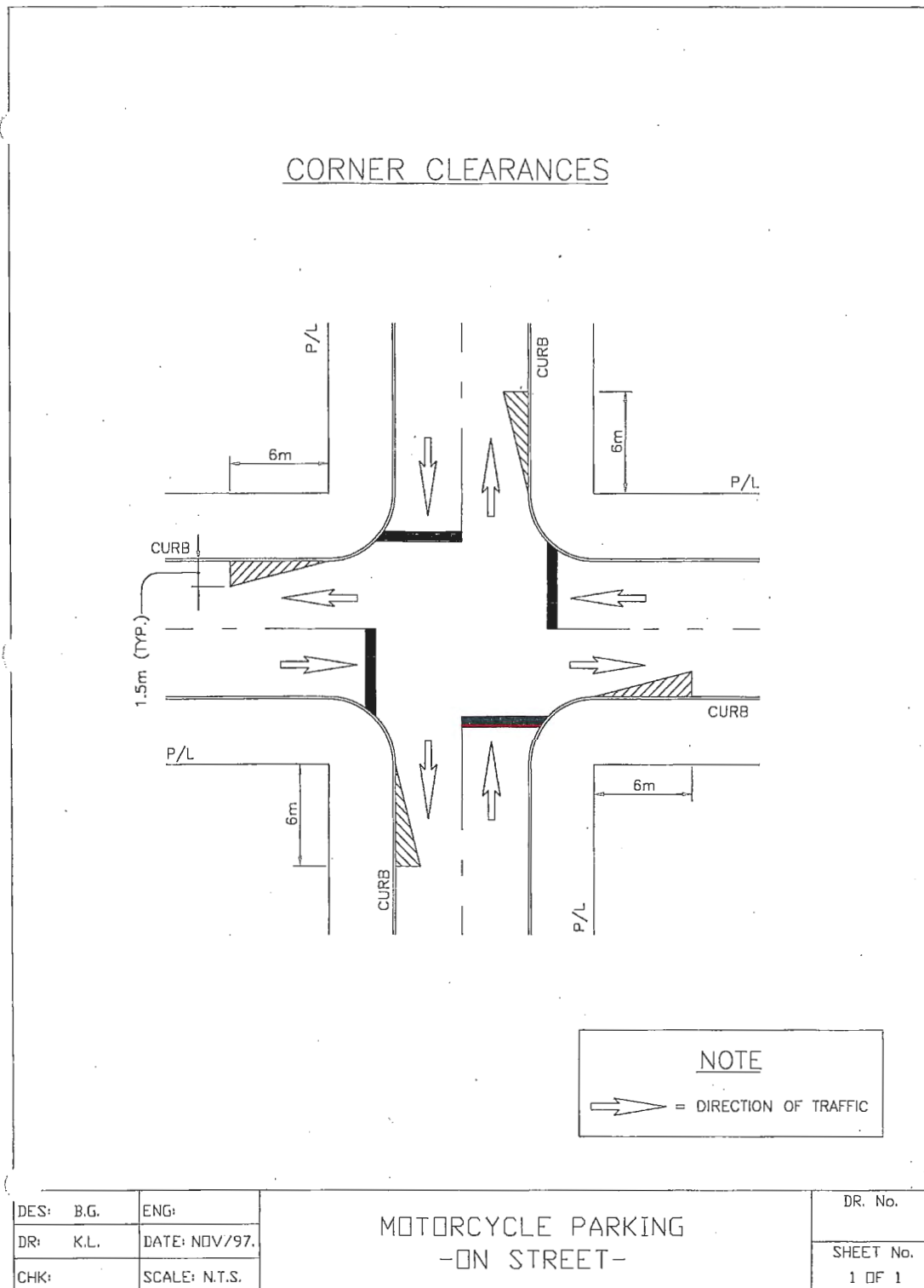
Robert Gilchrist
Traffic Supervisor
(604-247-4697)

RG:lce

City of Burnaby: Motorcycle Parking Signage

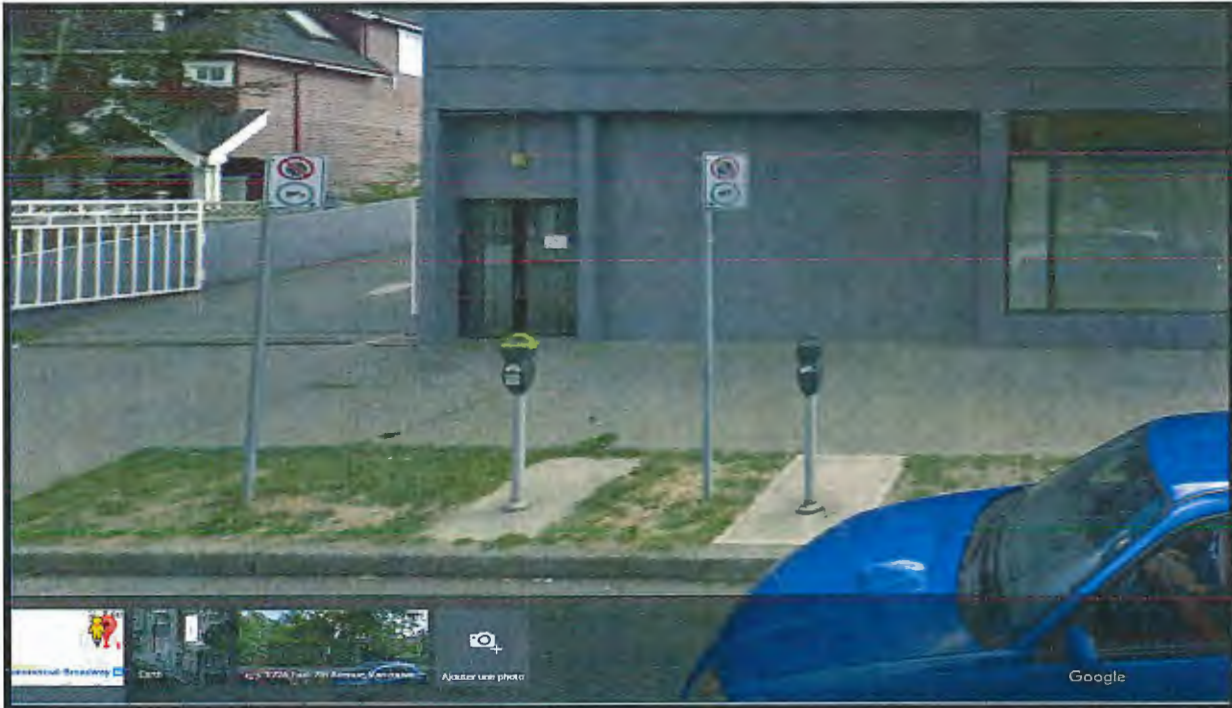


City of Vancouver: On-Street Motorcycle Parking in Corner Clearances



Motorcycles would be parked within the areas marked by diagonal hatching

City of Vancouver: On Street Motorcycle Parking Signage



Metered Location

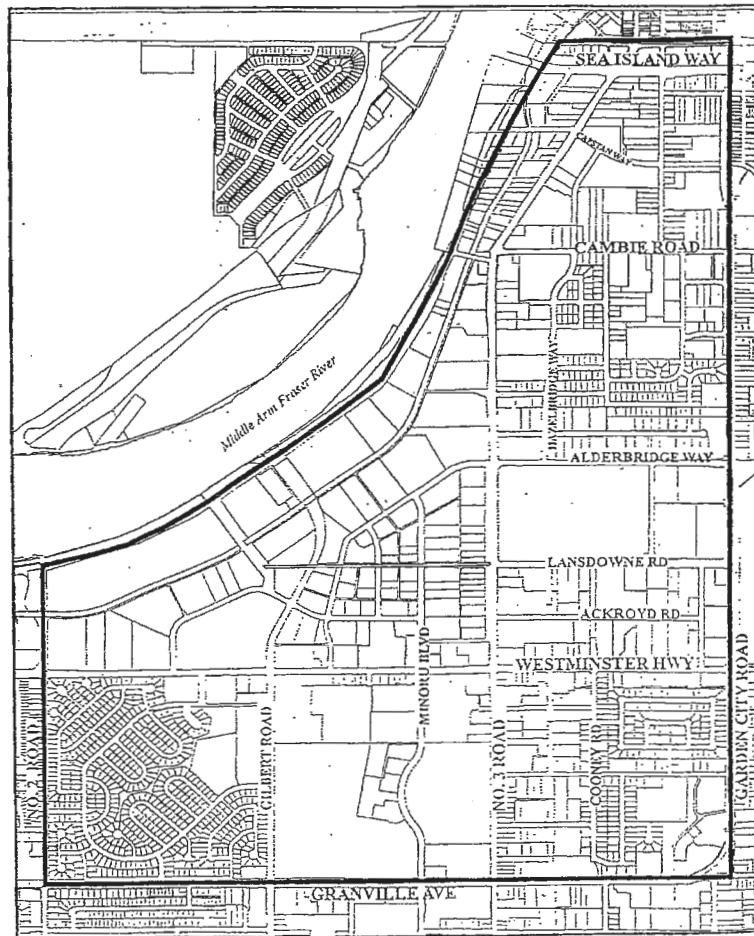


Free Parking Location

BYLAW NO. 5870

45

SCHEDULE K to BYLAW NO. 5870
CITY CENTRE PARKING MANAGEMENT ZONE



3734514

November 13, 2012



City of Richmond

Report to Committee

To: Public Works and Transportation Committee

Date: March 10, 2016

From: John Irving, P.Eng. MPA
Director, Engineering

File: 10-6650-01/2016-Vol
01

Re: Water Use Restriction Bylaw Amendment

Staff Recommendation

1. That the Metro Vancouver Water Shortage Response Plan amendments, as outlined in the "Water Use Restriction Bylaw Amendment" report, dated March 10, 2016 from the Director, Engineering, be endorsed; and
2. That Water Use Restriction Bylaw No. 7784, Amendment Bylaw No. 9530 be introduced and given first, second and third readings.

for John Irving, P.Eng. MPA
Director, Engineering
(604-276-4140)

Att. 2

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Water Services Community Bylaws Parks	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: DW	APPROVED BY CAO

Staff Report

Origin

The Metro Vancouver Water Shortage Response Plan (WSRP) was prepared by Metro Vancouver and adopted by the City of Richmond in July 2011 as Water Use Restriction Bylaw No. 7784. The bylaw restricts water use during the summer months and in the event of a water shortage any time of the year. The WSRP is intended to manage discretionary uses of water while minimizing the impact on residents and avoiding unnecessary economic hardships on businesses.

In November 2015, the Greater Vancouver Water District (GVWD) Board approved a process to review and update the 2011 WSRP. The WSRP review and update process includes two phases. The first phase amends specific elements within the WSRP to address key implementation concerns raised by local governments, businesses and the public during the 2015 drought. The second phase includes a comprehensive technical review and stakeholder consultation program to produce an updated WSRP in time for the 2017 summer season.

This staff report presents the GVWD Board endorsed first phase amendments and the associated City of Richmond amendment bylaw (Attachment 1) to Council for endorsement.

Analysis

The first phase amendments of the WSRP review and update process (Attachment 2) were endorsed by the GVWD Board at its meeting on February 26, 2016 and are outlined as follows:

- (a) Revise the activation period for Stage 1 of the WSRP from June 1 – September 30 to May 15 – October 15;
- (b) At Stage 2, allow water to be used by commercial cleaning services for aesthetic cleaning; and
- (c) At Stage 3, allow previously issued local government exemption permits to water new lawns or for treatment to control the European Chafer Beetle to remain valid.

The Stage 2 amendment endorsed by the GVWD Board allows commercial cleaning businesses (including pressure washing and window cleaning) to use water for aesthetic cleaning, but does not allow private cleaning for aesthetic purposes. This change effectively allows residents to hire contractors to perform cleaning services for their homes, while prohibiting residents who cannot afford contractors from performing the work on their own. This causes the issue of financial disparity and presents unfair treatment to low-income residents.

In addition, enforcement would become more challenging as enforcement officers would be required to determine if the cleaning service was performed commercially or privately prior to issuing a ticket.

Staff have been in contact with Metro Vancouver regarding the possibility for the City to allow both commercial and private cleaning for aesthetic purposes. Although it is Metro Vancouver's

preference for the City's bylaw to correspond with the WSRP, Metro Vancouver is not able to issue fines or penalties to municipalities applying discretion. Staff recommend allowing water to be used for aesthetic cleaning by both commercial and private entities at Stage 2 of the WSRP.

The proposed Water Use Restriction Bylaw No. 7784, Amendment Bylaw No. 9530, implements changes to correspond with the revised WSRP (with the exception of allowing both commercial and private water use for aesthetic cleaning in Stage 2) and further defines the restricted use of ornamental fountains in Stage 2 to provide more clarity.

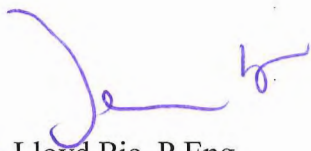
Financial Impact

None.

Conclusion

The WSRP has been an important and effective tool for managing water demand during times of shortages or emergencies. The proposed amendments to the WSRP further improve water demand management and promote water conservation while minimizing the impact on residents and avoiding unnecessary economic hardships on businesses

Staff recommend that the Metro Vancouver amendments to the WSRP (with the exception of allowing both commercial and private water use for aesthetic cleaning in Stage 2) be endorsed, and Water Use Restriction Bylaw No. 7784 be amended accordingly and to provide clarity by further defining the restricted use of ornamental fountains in Stage 2.


For Lloyd Bie, P.Eng.
Manager, Engineering Planning
(4075)


Corrine Haer, EIT
Project Engineer
(4026)

LB:ch

Att. 1: Water Use Restrictions Bylaw No. 7784, Amendment Bylaw No. 9530

Att. 2: Metro Vancouver report to Utilities Committee titled "Consultation Results and Proposed Amendments to the Water Shortage Response Plan" dated February 2, 2016



City of Richmond

Bylaw 9530

Water Use Restrictions Bylaw No. 7784, Amendment Bylaw No. 9530

The Council of the City of Richmond enacts as follows:

1. The Water Use Restrictions Bylaw No. 7784, as amended, is further amended by:

(a) Deleting Section 1.1.4 in its entirety and substituting the following:

“1.1.4 If no **restriction stage** is in force on May 15th of any year, **Stage 1 Restrictions** come into force on that date without prior declaration of the **Commissioner** or announcement under section 1.1.2.”

(b) Deleting Section 2.2.1 (b) and 2.2.1 (c) in their entirety and substituting the following:

“(b) use a hose providing **water** to wash sidewalks, driveways, walls, roofs or other outdoor surfaces, unless the hose is equipped with an **automatic shut-off device** and the purpose of washing is:

- (i) to prepare a surface for painting, sealing, or similar treatment;
- (ii) to prevent or control fires;
- (iii) for health or safety of any **person**; or
- (iv) for **aesthetic cleaning**; or

(c) use **water** to fill, re-fill or operate ornamental fountains; or”

(c) Deleting Section 2.3.1 (d) in its entirety and substituting the following:

“(d) use **water** to fill or re-fill garden ponds, hot-tubs, or swimming pools.”

(c) Deleting Section 2.7 in its entirety and substituting the following:

“2.7 Exceptions to Water Use Restrictions – Stage 3

2.7.1 The **Stage 3 Restrictions** specified in subsection 2.3.1 do not apply to **watering**:

- (a) as permitted in clauses (b)(i) through (iv) and (c) of subsection 2.5.1;

- (b) flowers and vegetables at commercial gardens;
- (c) **water play parks** with user-activated switches;
- (d) the tee-off areas and putting greens of golf courses, provided that **water** is used only to the extent necessary to maintain the viability of the grass in those areas; and
- (e) as permitted in clause (a) of subsection 2.6.1.”

(d) Deleting Section 2.8 in its entirety and substituting the following:

“2.8 Time Limit for Water Use Restrictions

- 2.8.1 No **Restriction Stage** remains in force after October 15th of any year, unless the **Commissioner** makes a declaration under this section.
- 2.8.2 At any time before or after October 15th of any year, the **Commissioner** may, by letter to the **General Manager, Engineering & Public Works** declare that notwithstanding subsection 2.8.1, a **Restriction Stage** will remain in force or come into force after October 15th.”

(e) Deleting Section 3.1.1 in its entirety and substituting the following:

- “3.1.1 A **person** may, when **Stage 1 Restrictions** or **Stage 2 Restrictions** are in force, apply to the **General Manager, Engineering & Public Works** for a **permit** authorizing the **person** to **water** if:
 - (a) the **person** has installed a new lawn, either by placing sod or turf or by seeding, or new landscaping on a substantial part of the outdoor portion of the property; or
 - (b) the **person** is applying nematodes to a lawn to control the growth of European Chafer Beetle.

(f) Deleting sections 3.1.4 and 3.1.5 in their entirety and substituting the following:

- “3.1.4 Notwithstanding **Stage 1 Restrictions** or **Stage 2 Restrictions** or **Stage 3 Restrictions**, the holder of a valid **permit** is authorized to **water** in accordance with the terms and conditions of the **permit**.

- 3.1.5 A **permit** does not exempt the **permit** holder from **Stage 4 Restrictions**.”

(g) Adding the following definition in alphabetical order to Section 5.1:

- “**AESTHETIC CLEANING** means to clean for the purpose of making the impermeable surface more appealing.”

2. This Bylaw is cited as **“Water Use Restrictions Bylaw No. 7784, Amendment Bylaw No. 9530”**.

FIRST READING

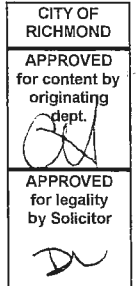
SECOND READING

THIRD READING

ADOPTED

MAYOR

CORPORATE OFFICER



To: Utilities Committee

From: Inder Singh, Director, Policy, Planning and Analysis, Water Services
 Lisa Moffatt, Program Manager, Public Involvement, Water Services

Date: February 2, 2016 Meeting Date: February 11, 2016

Subject: **Consultation Results and Proposed Amendments to the Water Shortage Response Plan**

RECOMMENDATION

That the GVWD Board:

- a) Receive for information the report titled "Consultation Results and Proposed Amendments to the Water Shortage Response Plan", dated February 2, 2016; and,
- b) Authorize amending the Water Shortage Response Plan as follows:
 - i) Amend Stage 2 to allow water to be used by commercial cleaning services for aesthetic cleaning; and,
 - ii) Amend Stage 3 to allow previously issued local government exemption permits to water new lawns or for treatment to control the European Chafer Beetle to remain valid.

PURPOSE

To provide the Board with an update on the Water Shortage Response Plan (Plan) review process, including consultation results and proposed amendments to the Plan.

BACKGROUND

In November 2015, the Board approved a process to review and update the 2011 Plan, and authorized amending the activation period for Stage 1 of the Plan from June 1 - September 30 to May 15 - October 15. The Plan review and update process includes two phases (Attachment 1). Phase 1 involves the amendment of specific elements within the Plan to address key implementation concerns raised by local governments, businesses, and the public during the summer of 2015. Phase 2 includes a comprehensive technical review and stakeholder consultation program to produce an updated Plan in time for the 2017 summer season.

This report provides a summary of the consultation undertaken through the fall of 2015, and outlines the proposed amendments in time for local governments to amend their bylaws ahead of the 2016 summer season.

PLAN REVIEW AND CONSULTATION RESULTS

Metro Vancouver undertook a consultation program starting in the fall of 2015 and continuing through to February 2016 to receive input from local governments, the private sector, and the public on impacts they experienced with the implementation of the Plan during the 2015 season and suggestions to improve the plan. Input from local governments included discussions with the Regional Engineers Advisory Committee (REAC) and the REAC Water Subcommittee.

Metro Vancouver also facilitated a workshop with 27 local government staff representing 13 local governments including the City of Abbotsford, and met with individuals representing 26 local

businesses, 5 business associations, and one local university. Meetings were also held with pressure washers and window cleaners, golf, turf farm, landscape and nursery, pool and hot tub, and irrigation industries. Metro Vancouver is currently compiling a detailed report with all the feedback received regarding the Plan implementation.

A brief summary of the issues raised during the consultation meetings is provided below.

- **Disruption of Local Government Operations and Business Activities**

Local government staff and private sector participants reported that the public's scrutiny and monitoring of their activities when using water for activities permitted under the Plan resulted in disruptions to their businesses. At times, local government staff refrained from using water for routine and necessary operations, such as watering medians, sports fields, and trees. Some private sector participants were concerned about negative public perception of their services because of the framing of some campaign and media messages. Several participants even reported being harassed and physically threatened by people who believed they were operating illegally.

- **Financial Hardship**

Although the magnitude of the impacts varied across industries, all business sectors reported enduring some level of financial hardship, including revenue losses and staff layoffs. All private sector participants consulted were seeking the rationale used for restricting various water uses. Particularly, pressure washing and window cleaning participants felt they were unfairly targeted without justification and recognition of how the restrictions and negative publicity significantly affected their ability to conduct business and earn a living.

- **European Chafer Beetle Infestation**

All stakeholders consulted perceived that European Chafer Beetle problems were exacerbated this past fall because of missing the window to apply nematode treatment when the region moved to Stage 3 restrictions at the end of July 2015.

- **Monitoring and Enforcement Challenges**

A significant number of people called Metro Vancouver and local governments to report water use violations and wanted to know what could be done to better enforce the restrictions. Local government staff noted that inconsistency in monitoring and enforcing the restrictions resulted in confusion for residents and businesses, which hindered compliance with the regulations.

- **Plan Activation/Deactivation**

Concerns were raised regarding the short lead time provided by Metro Vancouver when declaring the activation of a new stage of the Plan, which challenged local government implementation and some business operations. Local governments normally require prior notification of 48 to 72 hours in order for the change to be communicated and implemented effectively. Businesses also reported that early communication regarding stage changes would have helped industry to better prepare their customers for potential changes to their business operations and practices.

Local government participants suggested revising plan wording to better define certain terms, including the rationale behind decision making for triggering each stage; explain the purpose and objectives of each stage; and support consistency of monitoring and enforcement across all local governments.

Local government and private participants asked that Metro Vancouver increase and broaden efforts related to promoting and educating residents and businesses about water conservation.

Private sector participants stressed the importance of working with Metro Vancouver as it updates the Plan to find solutions that achieve plan goals while allowing businesses to continue to operate. Some sectors also advocated to work with Metro Vancouver on developing communication and education materials about water efficient lawn and landscaping installation and maintenance.

Many residents and businesses also suggested there would be no need to be so restrictive if Metro Vancouver accessed and increased the supply of water available.

PROPOSED AMENDMENTS TO THE PLAN

Based on the review and consultation results, which are summarized above, two further amendments to the existing Plan in addition to the extension of the Stage 1 activation period authorized by the Board in November 2015, are proposed ahead of summer 2016:

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

A minimum number of amendments have been proposed, given a more extensive rewriting of the Plan is proposed for later this year, following further technical review and consultation.

Rationale for Proposed Amendments

Reducing restrictions on businesses providing aesthetic cleaning services in Stage 2 will reduce undue financial hardship and disruption to their activity. In the current Plan impacts to most businesses in Stage 2 are partial, except for pressure washing and window cleaning businesses. These businesses are prohibited from using water for any aesthetic cleaning, which constitutes the majority of their business. Additionally, Stage 2 of the Plan allows certain aesthetic water uses such as washing cars and boats, which is similar to the services provided by pressure washing and window cleaning businesses. Allowing water to be used by commercial cleaning services for aesthetic cleaning in Stage 2 is consistent and equitable with other businesses allowed to operate at this stage.

Allowing sprinkling exemption permits issued in Stage 2 to continue being valid in Stage 3 until the permit expires, will prevent the public's loss of investment in new turf or nematode treatment for the purpose of reducing the spread of the European Chafer Beetle infestation. Metro Vancouver and local governments can constrain water used as a result of these permits by controlling permit parameters such as the permit duration, expiry, and allowable sprinkling times.

Amended Water Shortage Response Plan

Subject to approval of the proposed Plan amendments by the Board, the approved amendments will be incorporated into a revised Water Shortage Response Plan dated February 2016. Local governments will be asked to make corresponding changes to their bylaws by May 15, 2016. In advance of summer 2016, Metro Vancouver will work with the local governments to develop a Support Guide to clarify the details of the Plan and assist local governments with effective communication and enforcement of the Plan.

ALTERNATIVES

1. That the GVWD Board:
 - a) Receive for information the report titled “Consultation Results and Proposed Amendments to the Water Shortage Response Plan”, dated February 2, 2016; and,
 - b) Authorize amending the Water Shortage Response Plan as follows:
 - i) Amend Stage 2 to allow water to be used by commercial cleaning services for aesthetic cleaning; and,
 - ii) Amend Stage 3 to allow previously issued local government exemption permits to water new lawns or for treatment to control the European Chafer Beetle to remain valid.
2. That the Utilities Committee receive this report for information and provide alternative direction to staff.

FINANCIAL IMPLICATIONS

The budget and staff resources to support the Plan review and adoption process are included in the 2016 GVWD budget.

SUMMARY / CONCLUSION

In November 2015, the Board authorized amending the activation period for Stage 1 of the Plan from June 1 - September 30 to May 15 - October 15 and approved a process to review and update the Plan. This report summarizes results of the Phase 1 review, and proposes two further amendments to the Plan; to amend Stage 2 to allow water to be used by commercial cleaning services for aesthetic cleaning, and to allow previously issued lawn sprinkling exemption permits to remain valid if the Plan moves to Stage 3.

Subject to approval of the proposed Plan amendments by the Board, local governments will be requested to make the corresponding changes to their bylaws by May 15, 2016.

Attachment:

1. Water Shortage Response Plan Review Process – Work Plan

17153904

Water Shortage Response Plan Review Process – Work Plan

	PLANNING Fall 2015	CONSULTATION Fall 2015	AMEND EXISTING PLAN Winter 2015/2016	DRAFT NEW PLAN Spring/Fall 2016	IMPLEMENT NEW PLAN Winter 2016/Spring 2017
KEY ACTIVITIES	<ul style="list-style-type: none"> Develop WSRP Update strategy Compile stakeholder list 	<ul style="list-style-type: none"> Municipal and staff workshops Private sector focus groups Online public feedback form 	<ul style="list-style-type: none"> Present 2016 WSRP amendments to Board for approval 	<ul style="list-style-type: none"> Technical review Prepare draft WSRP and model bylaw Ongoing municipal and private sector input Present new WSRP to Board for approval 	<ul style="list-style-type: none"> Develop communication strategy and materials for new WSRP Municipal adoption and implementation of new WSRP
DELIVERABLES	<ul style="list-style-type: none"> Present WSRP Update strategy and revised Stage 1 activation period to Board for endorsement 	<ul style="list-style-type: none"> Consultation report Draft 2016 WSRP amendments Draft 2016 WSRP Support Guide 	<ul style="list-style-type: none"> 2016 WSRP 2016 WSRP Support Guide 	<ul style="list-style-type: none"> New WSRP Draft model bylaw 	<ul style="list-style-type: none"> Communication materials



City of Richmond

Report to Committee

To: Public Works and Transportation Committee

Date: February 18, 2016

From: John Irving, P.Eng. MPA
Director, Engineering

File: 10-6060-01/2016-Vol
01

Re: 2016 Clothes Washer Rebate Program

Staff Recommendation

1. That the City of Richmond partner with BC Hydro to the end of 2016 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.

FOR

John Irving, P.Eng. MPA
Director, Engineering
(604-276-4140)

REPORT CONCURRENCE		
ROUTED TO:	CONCURRENCE	CONCURRENCE OF GENERAL MANAGER
Finance	<input checked="" type="checkbox"/>	
Water Services	<input checked="" type="checkbox"/>	
REVIEWED BY STAFF REPORT / AGENDA REVIEW SUBCOMMITTEE	INITIALS: DW	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.

In 2014 and 2015, the City 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 2016 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

2014/2015 Clothes Washer Rebate Program

To date, the Clothes Washer Rebate Program has issued 294 rebates at a total cost of \$20,200 to the City resulting in an estimated annual savings in water and energy of 1,655,600 liters per year and 53,800 kilowatt hours per year, respectively. Eleven municipalities, including the City of Abbotsford and the City of Vancouver, participated in the partnership program with BC Hydro in 2015.

2016 Clothes Washer Rebate Program

The proposed Clothes Washer Rebate Program offered by BC Hydro will run during the spring and fall of this year. It is anticipated that all eleven 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 • Verify applicants' eligibility, as determined by the City • 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 \$91,400 remaining in 2016. 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.


 For Lloyd Bie, P.Eng.
 Manager, Engineering Planning
 (4075)


 Corrine Haer, EIT
 Project Engineer
 (4026)



City of Richmond

Report to Committee

To: Public Works and Transportation Committee

Date: March 4, 2016

From: Mike Redpath,
Senior Manager, Parks

John Irving, P.Eng. MPA
Director, Engineering

File: 10-6060-01/2016-Vol
01

Re: **Steveston Dredging Update**

Staff Recommendation

1. That funding for a 33% share of Steveston Harbour Phase II dredging costs plus \$66,467, for a total of up to \$516,500, be approved;
2. That funding for a 33% share, up to \$60,000, of No. 1 Road Strip dredging costs, be approved;
3. That \$400,000 in funding for complimentary dredging from the east edge of the Imperial Landings floats to the east edge of Britannia's Shipyards floats, be approved; and
4. That the Chief Administrative Officer and General Manager, Engineering and Public Works, be authorized to execute agreements with the appropriate parties to facilitate the dredging work.

Mike Redpath
Senior Manager, Parks
(604-247-4942)
Att. 2

John Irving, P.Eng. MPA
Director, Engineering
(604-276-4140)

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

Staff Report

Origin

In October 2012, Council approved, subject to matching funding, up to \$2M in funding from the Utility Provision for the dredging of Steveston Harbour.

On January 26, 2016, the Steveston Harbour Authority (SHA) sent a letter (Attachment 1) to Dave Semple, General Manager, Interagency Programs & Steveston Waterfront Major Initiatives. The letter notified the City that the SHA Board has passed a resolution to contribute up to \$550,000 to complete Phase II dredging in Steveston Harbour and requested matching funding from the City. The letter also requests that the City pass a resolution to contribute 33% of the funds required to complete the dredging of the No. 1 Road Strip, up to a maximum contribution of \$60,000.

Staff have identified a need to dredge 45,000 cubic meters of material from the Imperial Landing waterfront. This dredging is in addition to the Phase II dredging. This report updates Council on Steveston Harbour Dredging and makes recommendations for funding the planned dredging.

Findings of Fact

Fraser River dredging was initially assigned as a federal responsibility by the British North America Act. Maintenance dredging on the river began in the 1880s and Public Works and Government Services Canada (PWGSC) started regular maintenance dredging in 1901. In 1982, the responsibility for maintenance dredging was passed from PWGSC to the Canadian Coast Guard (CCG). The CCG continued maintenance dredging until the 1998 Canada Marine Act transferred responsibility for dredging to commercial users and the commercial ports.

Subsequent to implementation of the 1998 Canada Marine Act, the Fraser River Port Authority chose to conduct maintenance dredging in the main channel of the Fraser River and received a one-time compensation of \$14.5 million from the Federal Government. The Vancouver Fraser Port Authority Historical Review of Lower Fraser River report (EBA, April 2013) indicates that “the settlement does not obligate the Port to dredge, although they continue to do so. Secondary channels are not included in this framework unless the cost of dredging is fully recovered.”

Local Channel Dredging and Ladner Steveston Local Channel Dredging Contribution Agreement

The CCG dredged secondary channels that had significant commercial vessel utilization until the 1998 Canada Marine Act was implemented. There has not been any federal government funding for the secondary channels since 1998.

In 2008, the Fraser River Port Authority, the North Fraser Port Authority and the Vancouver Port Authority combined to become the Fraser River Port Authority which is known as Port Metro Vancouver (PMV). PMV launched the Local Channel Dredging Contribution Program in 2009. This program allocates \$7 million over 10 years for long-term community-based dredging plans. PMV has limited contributions to \$500,000 per local channel over a 10-year period.

In 2013, the Province, PMV, the Corporation of Delta and the City of Richmond entered into the Ladner Steveston Local Channel Dredging Contribution Agreement to provide one-time cost sharing and immediate dredging in Ladner and Steveston under PMV's management.

Dredging of the western end of Steveston Harbour (Attachment 2) was completed in early 2014 at a cost of approximately \$1 million. The east end of the harbour still requires dredging. There is further Provincial and City funding available under the contribution agreement; however, PMV has exhausted its dredging funding for Steveston Harbour.

Analysis

Phase II Dredging

Funding dredging in Steveston Harbour has been an ongoing issue since the Federal Government downloaded responsibility for dredging as part of the 1998 Canada Marine Act. There is currently an opportunity to cost share Phase II dredging with the SHA, which has approved up to \$550,000 of funding for this purpose. An estimated 150,000 cubic meters of sediment removal is required in the eastern half of Cannery Channel in Phase II (Attachment 2). The estimated cost of the dredging is \$1.35M.

The SHA has requested that the City fund 33% (\$450,000) of Phase II dredging, which is in alignment with the Ladner Steveston Local Channel Dredging Contribution Agreement where the City agrees to pay 33% of the dredging costs.

The SHA notes that there are two previous dredging activities that were performed in Steveston Harbour:

- 2009 Steveston Harbour Entrance dredging at a total cost of \$125,000; and
- Interim Funding (between Phase I and Phase II dredging) at a total cost of \$74,599 for dumping fees, soundings and other dredging related activities.

The SHA requests that the City fund 33% of these activities (\$66,467) and that this sum be applied to Phase II dredging, beyond the requested 33% City share.

Staff recommend that the City fund a 33% share of the Phase II dredging as well as contribute \$66,467 in lieu of financial participation in the two previous activities, for a total contribution not to exceed \$516,500.

Dredging Water Lot South of No. 1 Road

While the Department of Fisheries and Oceans – Small Craft Harbours (DFO-SCH) dredges the water lot adjacent to the No. 1 Road pier, additional dredging of the No. 1 Road Strip is required to access the water lot. The No. 1 Road pier is utilized by commercial fishing vessels, whale watching boats and other vessels year round and is considered by the SHA to be critical infrastructure. Dredging of the No. 1 Road Strip is estimated to cost \$180,000 and the SHA requests that the City fund 33% (\$60,000) of this dredging. This dredging should take place coincidentally with the Phase II dredging to take advantage of efficiencies that can be achieved.

Staff recommend that the City fund 33% of the cost of dredging the No. 1 Road strip, up to \$60,000.

Imperial Landing to Britannia Shipyards Water Lot Dredging

In 2014, during the first phase of the Steveston Channel dredging operations, Imperial Landing's waterfront was included as a "compliment" dredging site to accommodate special events such as the annual Ships to Shore and Maritime Festival. The dredge area included the waterfront directly in front of Imperial Landing's 600-foot long floating docks.

Staff recommend that dredging of the waterfront from the east edge of the Imperial Landing floats to the east edge of the Britannia Shipyards floats be performed concurrently with Phase II dredging to take advantage of efficiencies that can be achieved. This specific area in Steveston is outside of the navigable Cannery Channel and is not included in the Ladner Steveston Local Channel Dredging Contribution Agreement. The City's existing 600 feet of floating dock frontage at Britannia will accommodate a larger variety of vessels seeking moorage with deeper drafts and will increase the opportunities for visitations at major special events.

It is estimated that the Imperial Landing dredging will require the removal of up to 45,000 cubic meters from the surrounding areas at a cost of up to \$400,000 (Attachment 2).

Agreement

The existing Ladner Steveston Local Channel Dredging Contribution Agreement does not include terms that specifically include financial contributions from the SHA. It is anticipated that the existing agreement can be updated to include the SHA. If a new agreement is required, it will have similar terms to the existing agreement with respect to the management of the dredging project and the City's financial participation.

Financial Impact

In October 2012, Council approved funding up to \$2M for dredging, subject to matching funding. In October 2013, Council approved expenditures up to \$616,317 for Richmond's share of Phase I Dredging and complimentary dredging operations at Imperial Landing. Of the original \$2M of Council approved funding, \$1.47M remains and is available to fund up to \$980,000 of dredging as recommended in this report.

Conclusion

The Federal Government transferred responsibility for dredging to commercial users and the commercial ports through the 1998 Canada Marine Act. In 2013, the Province, PMV, the Corporation of Delta and the City of Richmond entered into the Ladner Steveston Local Channel Dredging Contribution Agreement to provide one-time cost sharing and immediate dredging in Ladner and Steveston under PMV's management. Phase I of dredging in Steveston Harbour was completed in 2014, depleting PMV funding for the harbour. The SHA has recently committed \$550,000 for the dredging of Steveston Harbour and has requested the City contribute up to \$516,500 toward Phase II dredging and \$60,000 toward dredging the No. 1 Road Strip. Staff recommend that the City fund these contributions and perform an additional \$400,000 of

March 4, 2016

- 5 -

complimentary dredging from the east edge of the Imperial Landing floats to the east edge of the Britannia Shipyards floats coincident with Phase II dredging to take advantage of efficiencies that can be achieved.



FoA
Lloyd Bie, P.Eng.
Manager, Engineering Planning
604-276-4075

LB:lb

- Att. 1: SHA letter dated January 26, 2016
2: Steveston Harbour Dredging Phase I and Phase II Works



January 26, 2016

STEVESTON HARBOUR AUTHORITY

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

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

Dear Dave,

Re: Dredging of Steveston Cannery Channel – Phase II
And Re: Dredging South of No. 1 Road Waterlot

We are writing this letter to address certain matters relating to the dredging of Steveston Harbour.

1. Dredging of Cannery Channel (2009-2014)

(a) Dredging of Entrance in 2009

As you are aware, Steveston Cannery Channel (the "Channel") is one of 14 local channels eligible for funding under Port Metro Vancouver's ("PMV") Local Channel Dredging Program (the "PMV Local Program"). The PMV Local Program provides that each local channel may receive up to \$500,000 in funding for dredging. In 2009, PMV provided \$125,000 in funding to dredge the entrance of Steveston Harbour, in an area that comprises a portion of the Channel. As this dredging activity preceded the 2014 Phase I dredging of the Channel, no matching funds were provided by the City of Richmond or the Province of BC.

(b) Dredging of Western Half of Channel in 2014 (Phase I)

In 2014, pursuant to the terms of a contribution agreement between the City of Richmond, PMV and the Province of BC, 142,000 m³ of sediment was removed from the western half of the Channel. We note that the City of Richmond agreed to contribute matching funds (33%) towards Phase I. The actual contribution breakdown was as follows:

- Port Metro Vancouver: \$375,000
- Province of BC: \$375,000
- City of Richmond: \$336,317

TOTAL: \$1,086,317

We have been advised by Chris Hall that subsequent to the completion of dredging in Phase II, the Province of BC contributed an additional \$74,599 for post-dredging expenses, as no matching funds were available.

See the enclosed memo from PMV dated October 2015. A post-dredging map of the Channel is also enclosed.

(c) Dredging of Eastern Half of the Channel (Phase II)

As you are aware, approximately 150,000m³ of sediment needs to be removed from the eastern half of the Channel in Phase II. The estimated total cost for Phase II is \$1.35 million. PMV will be sounding the Channel to confirm the depths and extent of Phase II after the freshet this spring.

Up until this week, we have funding commitments for Phase II as follows:

- Port Metro Vancouver: \$0
- Province of BC: \$319,000
- City of Richmond: We understand that the City will provide 33% of the total (\$450,000 based on \$1.35 million total cost). See attached letter dated May 29, 2014.
- Steveston Harbour Authority ("SHA"): \$100,000

TOTAL: \$869,000

Therefore, there has been a funding gap of approximately \$481,000 for Phase II which has prevented the project from moving forward. The SHA has been working to obtain funding from other federal departments and agencies, to no avail. The SHA board of directors is acutely aware of the crisis that sedimentation in the Channel has become, and at our board meeting this week has determined that it must step up to fill the federal funding gap.

We are pleased to advise that the SHA board of directors has unanimously passed a resolution to contribute up to \$550,000 to complete Phase II this year. Councillor Steves, the City's representative on our board, was present at the meeting and supported the resolution.

As previously discussed, it is critical that we complete the dredging of the Channel at the end of 2016.

(d) Contribution from the City of Richmond for Phase II

We are writing to formally request that the City of Richmond contribute 33% of the funding required to complete Phase II in 2016, as adjusted pursuant to the matters described below. The formula and historical contributions spreadsheets for Phase I and Phase II are complex. However, it is our view that the dredging of the entrance in 2009, Phase I in 2014 and Phase II in 2016, while conducted separately, should be regarded as a single project for funding calculation purposes.

(i) 2009 Dredging of the Entrance

As mentioned above, PMV contributed \$125,000 towards dredging of the entrance of the harbour in 2009 under the PMV Local Program. While the entrance comprises a portion of the Channel, the funding for the dredging of the entrance preceded the Phase I stage of dredging and so the City's 33% contribution to Phase I did not account for PMV's previous \$125,000 contribution. We request that the City of Richmond, in calculating its 33% contribution for Phase II, deem this \$125,000 contribution to be included in the dredging of the Channel. This adjustment would result in the City of Richmond contributing an additional \$41,625 towards Phase II.

(ii) Interim Funding between Phase I and Phase II

Chris Hall has advised that \$74,599 was spent on the Channel in the period beginning after dredging was completed in 2014. These funds were spent on dumping fees, soundings and other matters relating to the project. Because no matching funds were available from the City of Richmond or PMV during this time, the entire \$74,599 was provided by the Province of BC.

As these expenses were directly related to the dredging of the Channel, we request that the City of Richmond, in calculating its 33% contribution for Phase II, also deem this \$74,599 contribution to be included in the dredging of the Channel. This adjustment would result in the City of Richmond contributing an additional \$24,841.47 towards Phase II.

(iii) Summary of Request for City to Contribute to Phase II

While it is clear that the final numbers will depend on the soundings being conducted by PMV and further meetings with Chris Hall and the steering committee, we request that City Council will resolve to pass a resolution to commit to funding Phase II as follows:

- the City of Richmond will contribute an amount equal to 33% of the funds required to complete the dredging of the Channel in Phase II; plus
- \$41,625, being 33% of the funds provided by PMV to dredge the entrance to the harbour in 2009; plus

- \$24,841.47, being 33% of the funds provided by the Province of BC since Phase I was completed.

Please note that this proposal was discussed with Councillor Steves at our board meeting on January 20th.

We understand from Chris Hall that there are several months of work to do before dredging can commence this fall, including soundings, permit applications and committee meetings to determine specific dredging needs. Therefore, it is critical that City Council pass a resolution to contribute as noted above in order to move the process along as expeditiously as possible.

2. Dredging of Waterlot South of No. 1 Road

We refer to you the enclosed map showing the extreme siltation of the strip of waterlot between the Channel and the waterlot at the No. 1 Road pier (the "No. 1 Road Strip"). The No. 1 Road Strip is near the City's outfall at the end of No. 1 Road and has not been dredged in approximately 20 years. As with the Channel, no level of government has been willing to assume jurisdiction over the No. 1 Road Strip, although DFO-SCH dredges the actual waterlot adjacent to the No. 1 Road pier, and will continue to do so.

As you are aware, the No. 1 Road pier is a critical piece of infrastructure that is frequently used by large commercial fishing vessels, whale watching boats and other vessels, on a year-round basis. It is of no value to have the actual waterlot and Channel dredged if there is a wall of mud between them, as exists now.

The SHA is working with PMV and DFO-SCH to determine the historical soundings of the No. 1 Road Strip, the specific area in the No. 1 Road Strip that needs to be dredged in order to provide access to the No. 1 Road pier and the contamination (if any) of the sediment. We expect to have sample results of the sediment on the periphery of the No. 1 Road Strip shortly. However, it is clear that: (a) a portion of the No. 1 Road Strip needs to be dredged; and (b) it will save tens of thousands of dollars in mobilization expenses to dredge the No. 1 Road Strip if it is dredged concurrently with Phase II.

Our estimate is that in order to dredge the No. 1 Road Strip to sufficient levels, it would cost \$180,000.

We are currently in discussions with our local MLA to have the Province of BC provide up to \$60,000 to fund the dredging of the No. 1 Road Strip. The SHA would be willing to match this \$60,000 contribution if the City of Richmond does as well.

Therefore, we are requesting that City Council will resolve to pass a resolution to contribute 33% of the funds required to complete the dredging of the No. 1 Road Strip, up to a maximum of contribution of \$60,000.

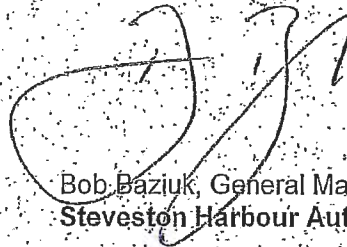
It is in the best interests of the City of Richmond, the SHA, the Province of BC and all harbour users to complete the dredging of the harbour in 2016 in a comprehensive manner so that the harbour will be usable for years to come.

Please contact Bob Baziuk should you have any questions and concerns.

Regards,



Robert Kiesman, Board Chairman
Steveston Harbour Authority



Bob Baziuk, General Manager
Steveston Harbour Authority

Cc: Robert Gonzalez, Deputy CAO, City of Richmond
SHA Board of Directors

Enclosures



City of
Richmond

6911 No. 3 Road,
Richmond, BC V6Y 2C1
www.richmond.ca

May 29, 2014

Community Services Department
Telephone: 604-276-4009
Fax: 604-276-4132

Steveston Harbour Authority
c/o Bob Bazluk
12740 Trites Road
Richmond, BC V7E 3R8

Dear Bob:

Re: Steveston Channel Dredging

I am writing in regards to the Steveston Channel and the effort moving forward to get the channel dredged.

The City has identified that the dredging of the channel should be a combined effort and that it is imperative for Steveston in many ways. In the effort to help move forward the City of Richmond is prepared to contribute one-third of the funding. This is only in conjunction with the Federal and Provincial Government support providing the remaining two-thirds of the funding.

The City Council had a Special Council meeting on May 6, 2013 and confirmed the following resolutions:

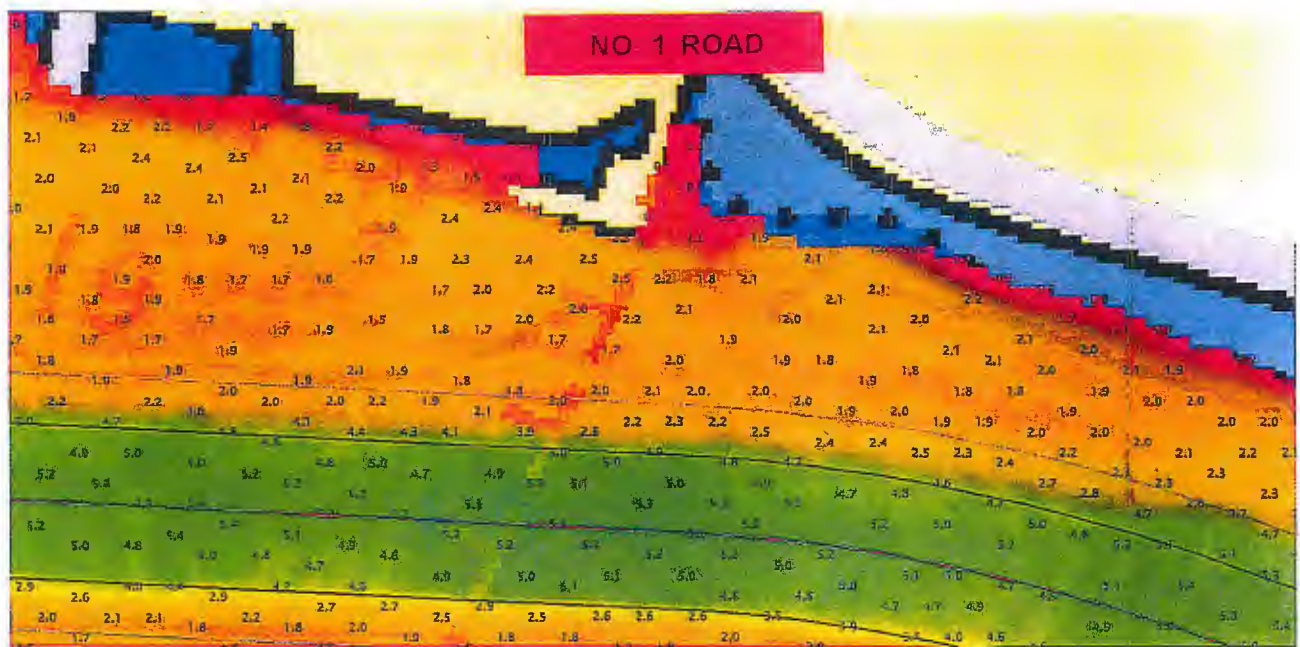
- (1) That the Ladner Steveston Local Channel Dredging Contribution Agreement as attached to the staff report titled "Ladner Steveston Local Channel Dredging Contribution Agreement 2013" from the Senior Manager, Parks and Director, Engineering dated April 10, 2013 be approved;
- (2) That the Chief Administrative Officer and the General Managers of Community Services and Engineering and Public Works be authorized to sign the Ladner Steveston Local Channel Dredging Contribution Agreement; and
- (3) That staff bring forward the finalized dredging budget and scope for consideration prior to any expenditure commitment.

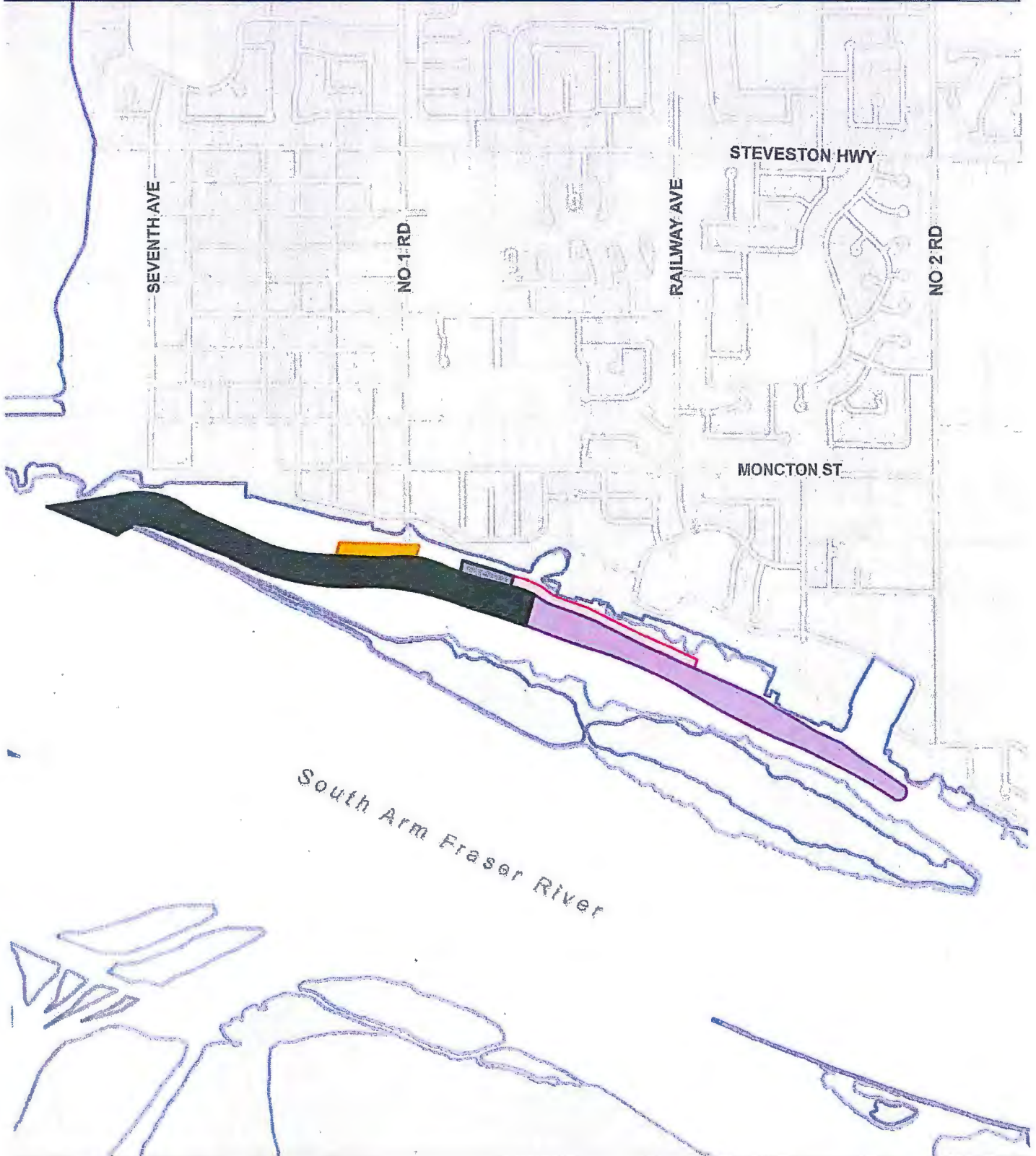
Thank you and we look forward to moving forward with the dredging.

Yours truly,

Dave Sample
General Manager, Community Services



4243486








Legend

Completed Dredging Works

-  Steveston Harbour Dredging - Phase 1
-  Imperial Landing Dredging - Phase 1

Recommended Dredging Works

-  Steveston Harbour Dredging - Phase 2
-  Imperial Landing Dredging - Phase 2
-  No 1 Road South Strip Dredging

Note:
The information shown on this map is compiled from various sources and the City makes no warranties, expressed or implied, as to the accuracy or completeness of the information. Users are reminded that lot sizes and legal description must be confirmed at the Land Title Office in New Westminster. This is NOT a legal document, and is published for information and convenience purposes only.
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0 50 100 200
Meters

Created By: also
Print Date: March 7, 2016
Data Source: BDE Database 201
Custom Layers

CNCL - 216



City of Richmond

Report to Committee Planning and Development Division

To: Planning Committee
From: Wayne Craig
Director, Development

Date: March 7, 2016
File: ZT 15-709967

Re: Application by Alex Jane (AWJ Investments Inc.) for a Zoning Text Amendment to the Auto-Oriented Commercial (CA) zone to permit a Retail Pawnshop at 3779 Sexsmith Road, Unit 2187

Staff Recommendation

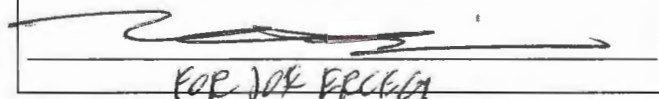
That Richmond Zoning Bylaw 8500, Amendment Bylaw 9528, for a Zoning Text Amendment to the "Auto-Oriented Commercial (CA)" zone to amend the regulations regarding the locational criteria for Retail Pawnshop uses be introduced and given first reading.


Wayne Craig
Director, Development

WC:db

REPORT CONCURRENCE

CONCURRENCE OF GENERAL MANAGER


FOR JOE FRICK

Staff Report

Origin

ALEX JANE (AWJ INVESTMENTS INC.) has applied to amend the “Auto-Oriented Commercial (CA)” zone of Zoning Bylaw 8500 to permit a retail pawnshop use at 3779 Sexsmith Road, Unit 2187. The application is to amend the regulations regarding the City’s locational criteria to allow a pawnshop at the subject site.

Findings of Fact

The applicant had operated Richmond Pawnbrokers at 6892 No. 3 Road for approximately 11 years as a legally non-conforming use. The building where the firm was located was slated for demolition by June, 2015, forcing them to relocate. This site is currently being prepared for construction.

The business owner/operator was unable to find a suitable site that would also meet the locational criteria of the CA zone, after more than nine months of searching.

Recognizing the difficulties involved in finding a location for this use, the City’s Chief Business Licence inspector, in consultation with the Director of Development, agreed that AWJ Investments could relocate to 3779 Sexsmith Road, Unit 2187 in the “Continental Shopping Centre”. The operator was advised that a Zoning Text amendment application to allow the pawnshop use was required and that the decision on permitting the retail pawnshop use would rest with Council as this location does not meet the locational criteria of the CA zone. The business is currently operating under a “second hand retailer licence” (pending) which is a permitted use under the site’s current zoning.

Retail pawnshop uses are only permitted within the CA zone but the location of these uses is restricted in terms of proximity to certain uses. Specifically, under the existing CA zone a retail pawnshop cannot be located closer than 100 m from a residential or institutional zone and no closer than 1,500 m from a site specific zone that permits a casino.

On-going redevelopment in the City Centre has reduced the number of potential sites where pawnshop uses would be permitted to locate because of the locational criteria.

A Development Application Data Sheet providing details about the development proposal is attached (Attachment 1).

Surrounding Development

The “Continental Shopping Centre” is located in Capstan Village sub area of the City Centre Planning Area. The parent property is zoned “Auto-Oriented Commercial (CA)”.

The Continental Shopping Centre’s lot is approximately 2.52 ha (6.23 ac) in area and has two (2), two-storey buildings containing a variety of auto-oriented commercial retail services. The strata unit proposed for the pawnshop use is located on the ground floor in the southern-most building (building “A” shown in Attachment 2) facing the interior parking area of the site.

To the North: Five single family lots zoned “Single Detached (RS1/F)” and a 1.37 ha (3.39 acre) under construction with three residential high rise towers on a site zoned “High Rise Apartment (ZHR12) – Capstan Village (City Centre)”.

To the South: Along the south side of Cambie Road are four large lots containing a funeral home zoned “Funeral Home Commercial (ZC2) – Aberdeen Village (City Centre)”, a self storage operation on a site zoned “Industrial Business Park (IB1)” and “LUC 039)” and a limited retail business park “Industrial Business Park Limited Retail (Z17) – Aberdeen Village (City Centre)”.

To the East: Eight single family lots zoned “Single Detached RS1/F” and a 760 m² (0.19 acre) corner lot zoned “School & Institutional Use (SI)” currently owned by the Pui Ying Christian Services Society. Just to the east of the residential lots is a 0.81 ha (2.0 acres) lot zoned “Assembly (ASY)” owned by the Congregation of the Richmond United Church of Canada.

To the West: A 1.36 ha (3.37 ac) site being developed as a park under a “School and Institutional Use (SI)” zone. The land and park design were established through Polygon’s “Avanti” residential development (RZ11-591985/DP12-612510). The City’s Parks Department will be undertaking the park construction.

The “Continental Shopping Centre”, has approximately 89 strata units. The range of businesses includes personal services (e.g., hair salon, bodycare laser clinic, optical store, etc.) specialty food stores, cafés and restaurants, health food stores, banking, general retail, a number of professional offices and a number of private education centres (e.g., ESL, tutoring, adult education).

Related Policies & Studies

Official Community Plan

The Continental Shopping Centre’s lot is designated as “Mixed Use” in the Official Community Plan. This designation provides for residential, commercial, industrial, office and institutional uses. As a commercial use, the proposed retail pawnshop use conforms to the OCP’s Mixed Use designation.

City Centre Area Plan (Capstan Village)

Under the City Centre Area Plan Capstan Village Specific Land Use Map the Continental Shopping Centre’s lot is designated as “General Urban T4 (25m)”. This designation includes “retail trade & services” as one of the permitted uses. The proposed retail pawnshop use conforms to the CCAP’s General Urban Land Use designation.

Public Consultation

As a Zoning Text amendment, this application will be subject to a public hearing process. No additional consultation processes are required under current City Consultation Policy No. 5043.

Continental Shopping Centre Owners

The City has received a letter of support for the proposed retail pawnshop use from the Continental Shopping Centre's Strata Corporation owners. A copy of the letter is provided in Attachment 4.

Analysis*Location Criteria For Retail Pawnshops*

The CA zone is the only zone where a retail pawnshop is permitted. The analysis shows that there are very few sites that are CA zoned and meet all the locational criteria to allow a retail pawnshop. Attachment 5 shows the extent of the CA zoned properties and the location of the subject property. The CA zoned areas occur in five Planning Areas: City Centre, Bridgeport, West Cambie, East Cambie and Sea Island.

Locational criteria for retail pawnshops were last considered and approved by Council in 2004, which established a 1,500 m setback to a site specific zone that permits a casino that had recently opened. Give the amount of time that has passed and significant land use changes in the City Centre since 2004, revisions to the locational criteria are warranted.

Setbacks from Institutional Zones

Under the current "Auto-Oriented Commercial (CA)" retail pawnshops are not permitted to locate closer than 100 m to a property zoned for institutional uses. Typical examples of institutional uses are:

- Child Care
- Education (schools and universities)
- Government service
- Health Service (major and minor)
- Religious Assembly (e.g., churches)
- Interment facility
- Congregate Housing
- Community Care facilities (major and minor)
- Recreation (outdoor – e.g., parks)
- Emergency Service

Zones including these uses would trigger the 100 m setback requirement since the location proximity criteria is measured from the zone rather than a business with a specific use.

Proximity to Residential Zones

Over time, properties adjacent to the CA zoned areas have undergone numerous redevelopments. Staff confirm that, the majority of properties adjacent to CA zones fall under thirteen zones that each permit residential uses. This results in considerable limitations where potential retail pawnshop business can locate without violating the locational criteria of the zone.

Proximity to the Casino

The CA zone also specifies a minimum 1,500 m setback from a site specific zone that permits a casino. The applicant's current location, 3779 Sexsmith Road in the Continental Shopping Centre, does not meet the casino setback criteria because of its proximity to the River Rock Casino at 8811 River Road.

Combined Setbacks

To illustrate the implications of the overlapping locational requirements of the CA zone for retail pawnshop use, Attachment 6 shows the same coverage of CA zoned areas but overlays the 100 m setbacks from surrounding institutional zones and residential zones and the 1,500 m setback from the casino. The two circled red highlighted properties are the only sites that could comply with the CA zone locational criteria and potentially permit a retail pawnshop use.

Note that for the purposes of illustration the institutional overlay includes only three primary uses (School and Institutional Use (SI), Assembly (ASY), and Health Care (HC)).

Options Analysis

Staff prepared three options for Council's consideration to address the application:

- Option 1: Modify the locational proximity criteria in the CA Zone (*recommended option*);
- Option 2: Allow the site-specific retail pawnshop use at 3779 Sexsmith Road through a text amendment to the CA zone;
- Option 3: Deny the application.

Option 1: Modify the locational proximity criteria in the CA Zone (Recommended)

This option proposes amendments to the "Auto-Oriented Commercial (CA)" zone to:

1. Reduce the adjacency requirement to the casino zone from 1,500 m to 750 m;
2. Eliminate the adjacency requirements for residential and institutional uses;
3. Confine retail pawnshops to only CA zoned sites within the City Centre Planning Area;
4. Permit only one pawnshop business per property;
5. Restrict the gross floor area to 200m² or less; and
6. Reinforce the requirements of the Business Regulation Bylaw No. 7538 for submission of transaction records to the RCMP.

Pros:

- Clarifies the location criteria.
- The 750 m setback from the Casino remains a sufficient deterrent in terms of a walking distance or an immediate proximity to the casino operations.
- Directs the use to the area in and around the No. 3 Road corridor.
- The limitation of one pawnshop business per lot provides flexibility of location within a common strata building (e.g., allows relocation within a shopping centre).
- Limits the size of any retail pawnshops to 200 m².
- Encourages pawn brokers to operate legitimately by improving the availability of acceptable locations for their businesses.
- Allows an established Richmond business to continue operating within Richmond.

Cons:

- Potential for more concerns about compatibility between pawn operations and nearby businesses and residents.
- Potential increase in the number of pawnshops in the City.
- Potential to increase RCMP monitoring needs over time.
- Potential Business Licence enforcement issues to increase.

Option 2: Allow a retail pawnshop use at 3779 Sexsmith Road on a site-specific basis alternative Bylaw No. 9529 (Not Recommended)

This option proposes amendments to the “Auto-Oriented Commercial (CA)” zone to permit the retail pawnshop at 3779 Sexsmith Road as a site specific use. The location does not meet the location criteria in the CA zone. Should Council wish to consider this alternative, Bylaw 9529 in Attachment 8 could be considered. This Bylaw would:

1. Allow the site specific use;
2. Limit the use to one pawnshop business per lot
3. Limit the gross floor area to 200 m² or less.
4. Reinforce the requirements of the Business Regulation Bylaw No. 7538 for submission of transaction records to the RCMP.

Pros:

- Allows Council to decide on a case by case basis whether to allow each new application.
- Allows an established Richmond business to continue operating in Richmond.
- The limitation of one pawnshop business per lot provides flexibility of location within a common building.
- The maximum size of any retail pawnshop business will be limited to 200 m².
- Business licencing will continue to regulate the use while the RCMP will continue to monitor transactions.
- Allows an established Richmond business to continue operating within Richmond.

Cons:

- Does not address fundamental location issues for pawnshops (i.e. no clear rules on spatial separation).
- The scope of institutional land uses to determine locational criteria remains somewhat vague.
- If legitimate locations cannot be found pawnshop dealers may look to alternative approaches to conduct business.

Should Council prefer the site specific approach presented by Option 2 an alternative Bylaw 9529 is attached in Attachment 8.

Option 3: Deny the application (Not Recommended)

This option rejects the request to amend the locational adjacency requirements in the “Auto-Oriented Commercial (CA)” zone, based on existing locational criteria.

Staff Recommendation

Staff recommend support for **Option 1: Modify the locational proximity criteria in the CA Zone.** Business Licence staff do not believe that the proposed amendment to the CA zone will result in an abundance of these businesses in the Community and note that they will have the ability to monitor changes over time as per existing Bylaw practices. As any other type of business in Richmond, the market will determine whether these operations will be successful. Council can direct staff to revisit the use within the CA Zone should any concerns arise in the future.

Based on discussions with the current operator and Business Licence staff there is a market for retail pawnshops in the City. Staff believe it is preferable to have a legally permitted Retail Pawnshop use over illegally operating brokers with no monitoring of transactions by the RCMP.

RCMP Consultation

Staff consulted with the RCMP on the proposed pawnshop business location within the Continental Shopping Centre and on the proposed amendments to the CA zone – i.e. relaxing the adjacency requirements from other defined uses (i.e. residential, institutional, casino).

The RCMP indicated that they have no specific concerns with the proposed retail pawnshop business being located within the Continental Shopping Centre. They report that the applicant has been continuing to provide the RCMP with pawn transaction records as required under Richmond's Business Regulation (Bylaw 7538) and which are routinely monitored by the RCMP.

On the broader question of relaxing adjacency requirements, the RCMP recognize that the growth and change of uses over time have resulted in difficulties in locating retail pawnshop uses within the City. From an enforcement perspective, the RCMP indicated a preference to confining future pawnshop businesses to the Automobile Commercial (CA) zone and within the City Centre Planning Area (effectively the area in and around the No. 3 Road corridor). The RCMP did not have specific concerns with staff's proposal to eliminate setbacks from residential and institutional uses and reducing the setback from the Casino from 1,500 m to 750 m.

Through discussion with both the RCMP and Richmond's Business Licence staff, the proposed bylaw amendments incorporate language to reinforce the reporting of all pawn transactions to the RCMP as required under Richmond's Business Regulation Bylaw No. 7538.

Financial Impact or Economic Impact

None.

Conclusion

Alex Jane (AWJ Investments Inc.) has applied for permission to amend zoning district "Auto-Oriented Commercial (CA)" of the Zoning and Development Bylaw 8500 to permit a retail pawnshop use to be located at 3779 Sexsmith Road, Unit 2187. Based on discussions with the RCMP and a detailed staff review of the issue, staff recommend that the locational criteria in the CA zone for retail pawnshop be amended to reduce the adjacency requirements to the casino zone from 1,500 m to 750 m and eliminate the adjacency requirements for residential and institutional uses, limit retail pawnshop use to CA zones within the City Centre Planning area, to limit the number of retail pawnshops to one such business per lot and to restrict the size of retail pawnshops to no more than 200 m² as indicated in this report and shown in Bylaw 9528.

It is recommended that Zoning Bylaw 8500, Amendment Bylaw 9528 be introduced and given first reading.



David Brownlee
Planner 2

DCB:dcb

Attachment 1:	Location Map
Attachment 2:	Site Plan
Attachment 3:	Development Application Data Sheet
Attachment 4:	Letter from Philip Ng, on behalf of the Strata Corporation owners
Attachment 5:	Current Auto-Oriented Commercial (CA) Zones
Attachment 6:	Existing 1500 m Casino Buffer with 100m Residential Buffer & 100 m Institutional Buffer
Attachment 7:	Proposed 750 m Casino Buffer
Attachment 8:	Alternative Bylaw 9529



City of
Richmond



ZT 15-709967

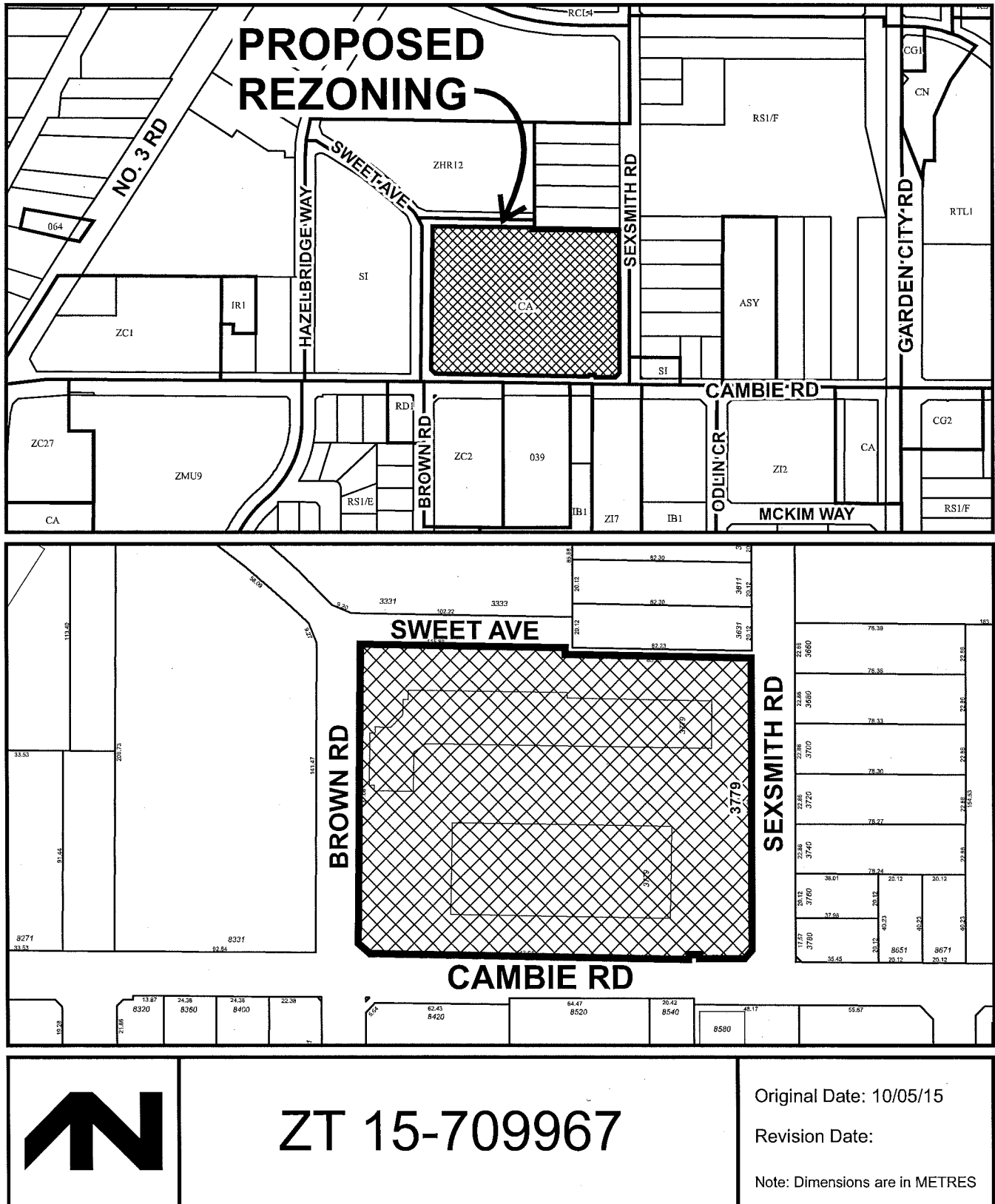
Original Date: 10/05/15

Revision Date:

Note: Dimensions are in METRES



City of Richmond



"FIRST SHEET" SHEET 1 OF 16 SHEETS

STRATA PLAN OF LOT "E", SECTION 28,
BLOCK 5 NORTH, RANGE 6 WEST,
NEW WESTMINSTER DISTRICT, PLAN LMP 26819
CITY OF RICHMOND

STRATA PLAN LMS 2765
BL138245 - BL138333
DEPOSITED AND REGISTERED IN THE LAND TITLE
OFFICE AT NEW WESTMINSTER, B.C.,
THIS 22 DAY OF APRIL, 1997.

B. 5 N. R. 6 W.

B.C.G.S. 92G.015

SCALE: 1:1000 0 5 10 20 30 40 50 100

LEGEND:

- ALL DISTANCES ARE SHOWN IN METRES.
- THIS PLAN LIES WITHIN INTEGRATED SURVEY AREA No. 18 "RICHMOND"
- BEARINGS ARE GRID BEARINGS AND ARE DERIVED FROM OCM'S 77H 4968,
AND DOT J52
- THIS PLAN SHOWS GROUND LEVEL MEASURED DISTANCES PRIOR TO
COMPUTATION OF U.T.M. COORDINATES, MULTIPLY BY A COMBINED
FACTOR OF 0.998 6037 (NAD 83)

FOUND PLACED

- DENOTES INTEGRATED CONTROL MONUMENT
- DENOTES STANDARD IRON POST
- DENOTES LEAD PLUG

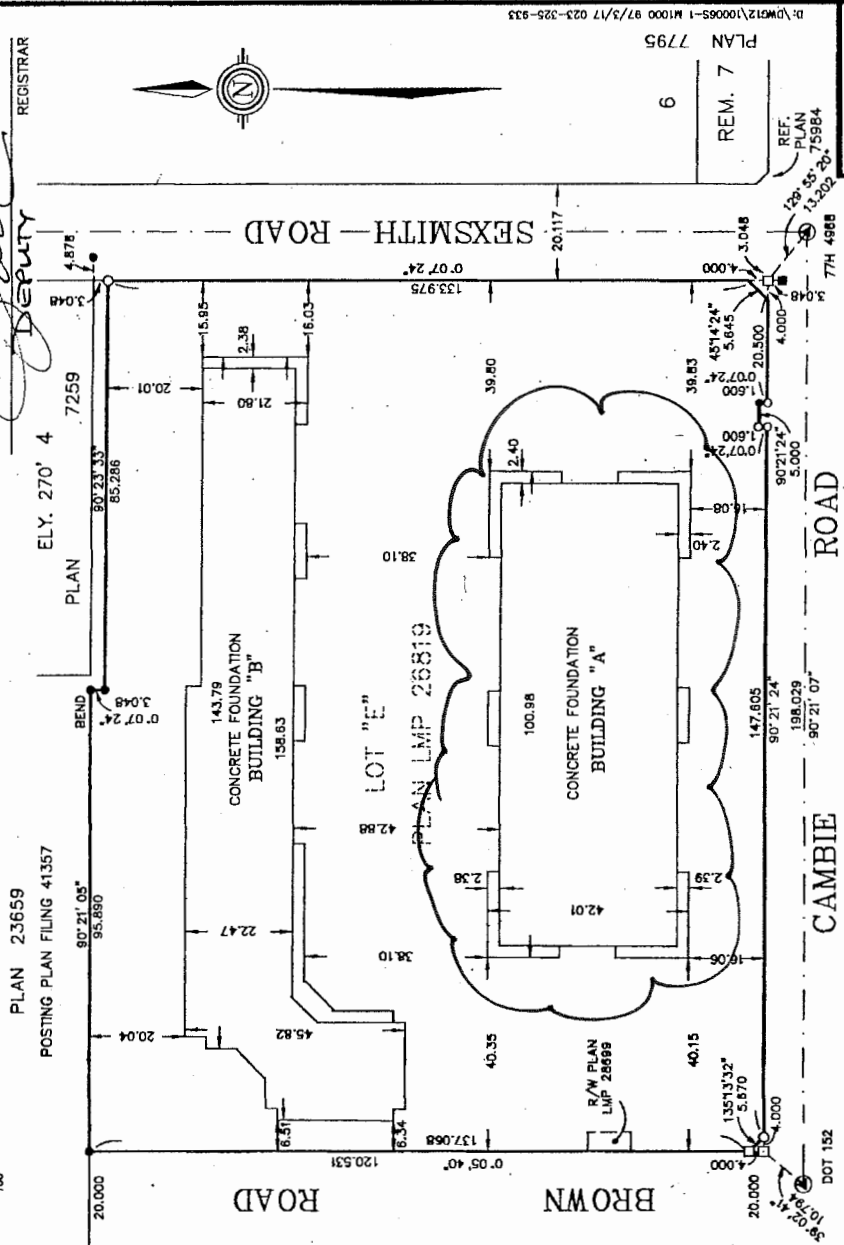
THE ADDRESS FOR SERVICE OF DOCUMENTS IS:
THE OWNERS STRATA PLAN LMS 2765
C/O WESTIN DEVELOPMENTS LTD.
750 - 4400 HAZELBRIDGE WAY
RICHMOND, B. C.
V6X 3R8

I, WARREN E. BARNARD OF DELTA, B.C., A BRITISH
COLUMBIA LAND SURVEYOR, HEREBY CERTIFY THAT
THE BUILDINGS ERECTED ON THE PARCEL DESCRIBED
ABOVE ARE WHOLLY WITHIN THE EXTERNAL BOUNDARIES
OF THAT PARCEL DATED AT DELTA, B.C.,
THIS 3rd DAY OF MARCH, 1997.

WARREN E. BARNARD
(696) B.C.L.S.

CIVIC ADDRESS:
CONTINENTAL SHOPPING CENTRE
3779 SEXSMITH ROAD
RICHMOND, B. C.

WATSON & BARNARD
B.C. LAND SURVEYORS
1524-56th STREET
DELTA, B.C. V4L 2A8
TEL: 943-9433 FAX: 943-0421



FILE: 10006ST
MAP: 28-5-6

STRATA PLAN LMS 2765

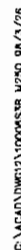
MEZZANINE FLOOR

Age Group	Number of People
5	1
4	2
3	3
2	2
1	1
0	1
5	5
10	10

S.L. DENOTES STRATA LOT
P.T. DENOTES PART
A DENOTES AREA (T. A = TOTAL AREA) (T.O.A = TOTAL OCCUPIABLE AREA)
m² DENOTES SQUARE METRES
— DENOTES FLOOR BELOW
(H) DENOTES COMMON PROPERTY
(H) DENOTES HALLWAY
(E) DENOTES ELECTRICAL/MECHANICAL ROOM (COMMON PROPERTY)
(V) DENOTES VENTILATION SHAFT
(E) DENOTES ELEVATOR
LOP DENOTES LIMITED COMMON PROPERTY STRATA LOT 1 (TYPICAL)
□ DENOTES LEAD PLUG SET

STRATA LOT BOUNDARIES FOLLOW:

1. CENTRELINE OF WALLS ADJOINING OTHER STRATA LOTS
2. ONE CENTIMETRE INWARD FROM THE EXTERIOR FACE OF THE BUILDING
3. ONE CENTIMETRE INWARD FROM THE EXTERIOR FACE OF ANY WALL ADJOINING COMMON PROPERTY (AS VIEWED FROM THE STRATA LOT)



FILE: 10006ST
MAP: 28-5-6



Development Application Data Sheet
Development Applications Department

ZT 15-709967

Attachment 3

Address: 3779 Sexsmith Road, Unit 2187

Applicant: Alex Jane (AWJ Investments Inc.)

Planning Area(s): City Centre

	Existing	Proposed
Owner:	Marianne Yin Fong Tse, Ellis Yin Kai Tse, Annissa Yin Ha Tse	No Change
Unit Size (m ²):	86.7 m ²	No Change
Land Uses:	Commercial Retail	No Change
OCP Designation:	Mixed Use	No Change
Area Plan Designation:	General Urban T4 (25m) with a Village Centre Bonus	No Change
Zoning:	Auto-Oriented Commercial (CA)	Same but amended to permit a retail pawnshop at the subject site
Other Designations:	NEF Area 1A	No Change

On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Floor Area Ratio:	Max. 0.5	No Change	none permitted
Lot Coverage – Building:	Max. 50%	No Change	none
Setback – Front Yard (m):	Min. 3.0 m	No Change	none
Setback – Side & Rear Yards (m):	Min. 3.0 m	No Change	none
Height (m):	12.0 m	No Change	none

Warrington PCI Management
#1700-1030 West Georgia Street
Vancouver, BC, Canada V6E 2Y3



T: 604.602.1887
F: 604.688.2328
www.warringtonpci.com

August 28, 2015

Joanne Hikida
Supervisor, Business Licence
6911 No. 3 Road
Richmond, B.C. V6Y 2C1
Phone - 604-276-4155
Fax - 604-276-4157

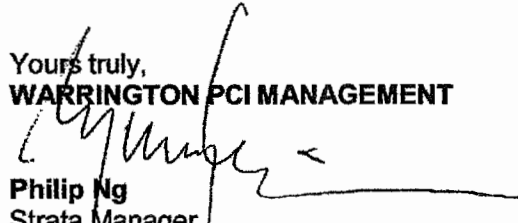
Dear Joanne,

RE: LMS2765 Unit 2187 (Richmond Pawnbrokers) Text Amendment Process

We are writing on behalf of The Owners, Strata Plan LMS2765 (The "Strata Corporation").

The strata corporation did not find any restrictions for the operation of pawnbroker business in the current bylaws of the Continental Shopping Centre; and would not raise objection for the applicant, Alex Jane to operate such business in the Continental Shopping Centre.

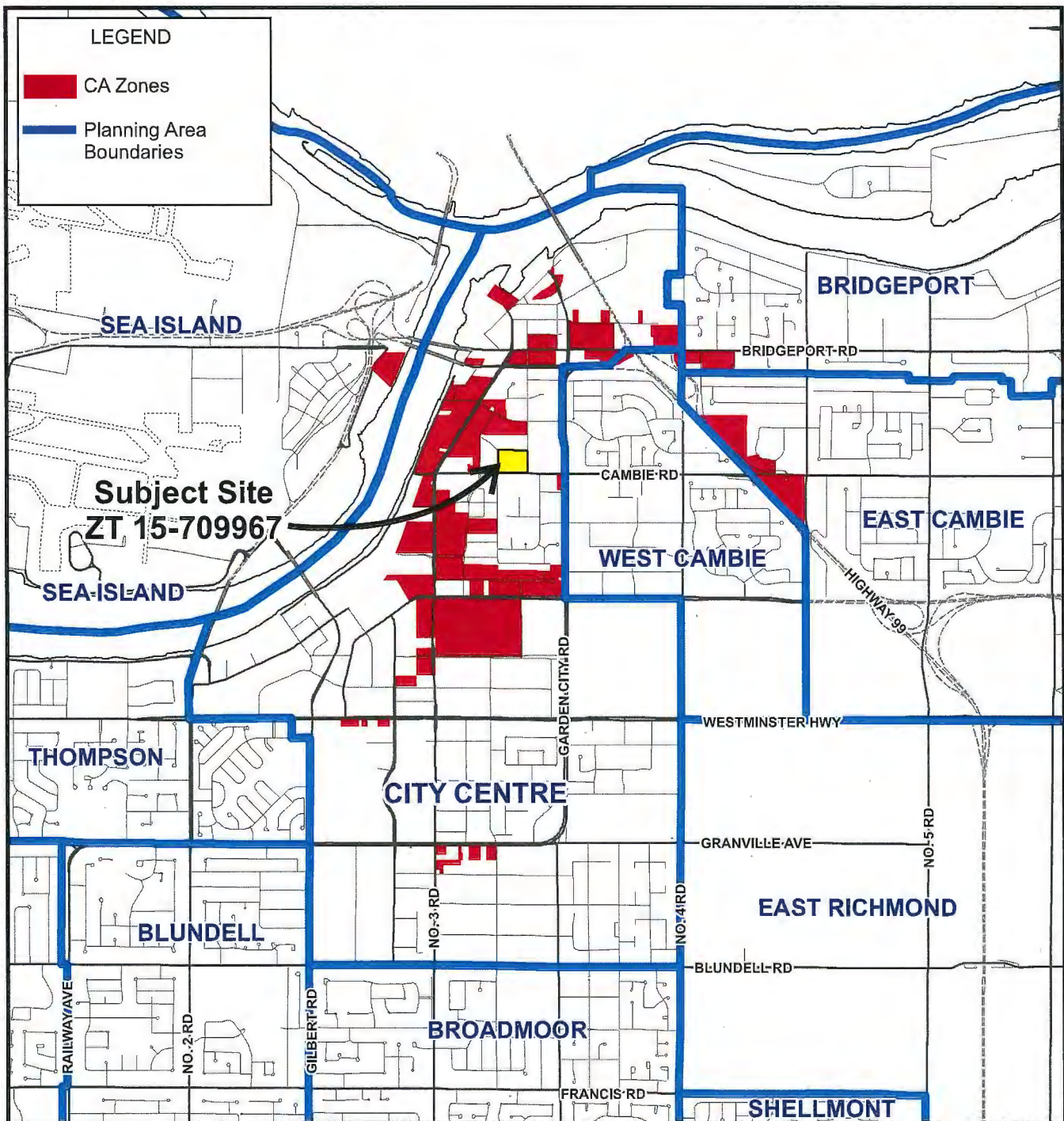
Yours truly,
WARRINGTON PCI MANAGEMENT


Philip Ng
Strata Manager
Agent for The Owners, Strata Plan LMS2765

cc: Council



City of Richmond



Current CA Zones

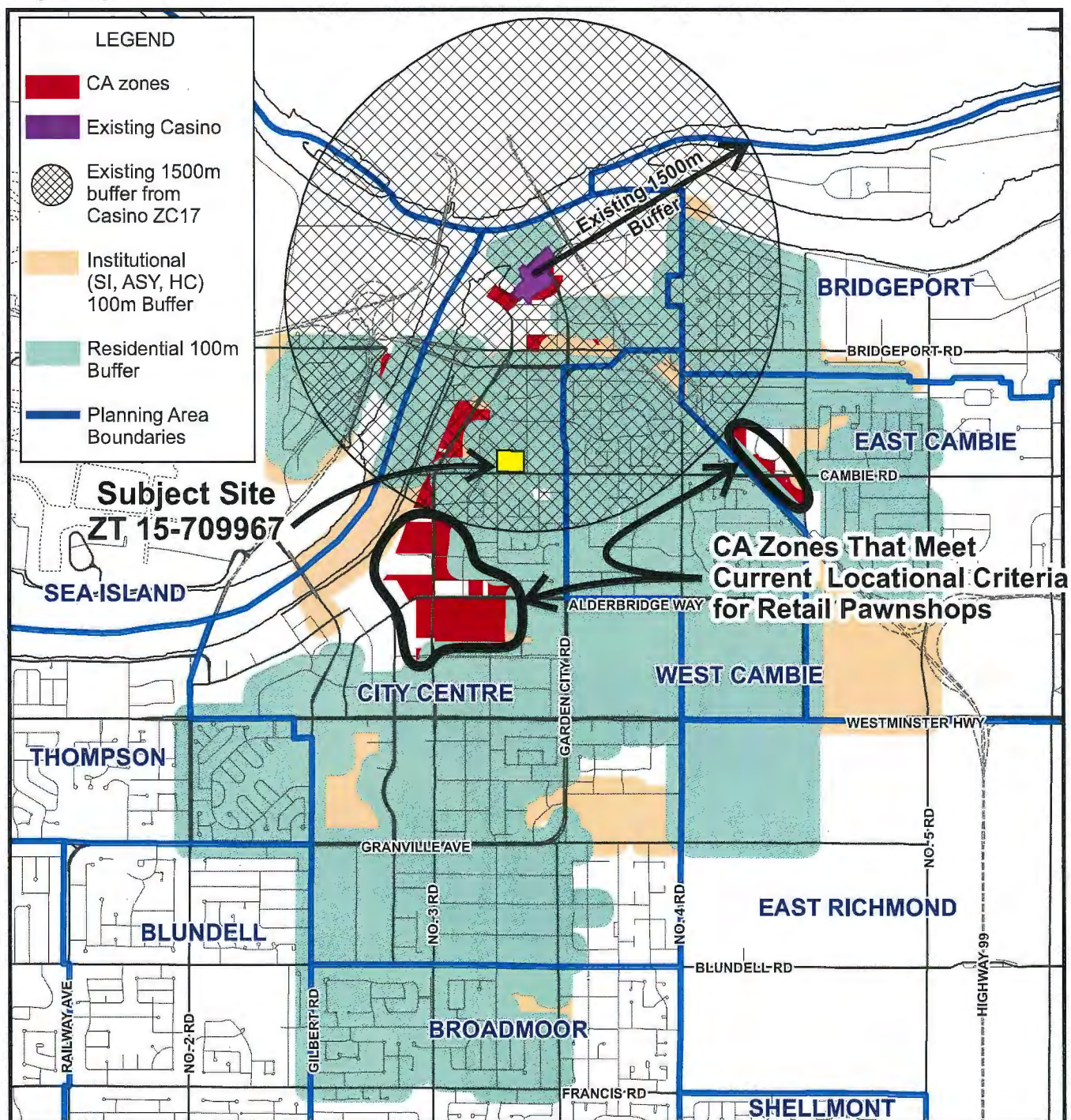
Original Date: 01/29/16

Revision Date: 02/02/16

Note: Dimensions are in METRES



City of Richmond



Existing 1500m Casino Buffer
with 100m Residential Buffer &
100m Institutional Buffer

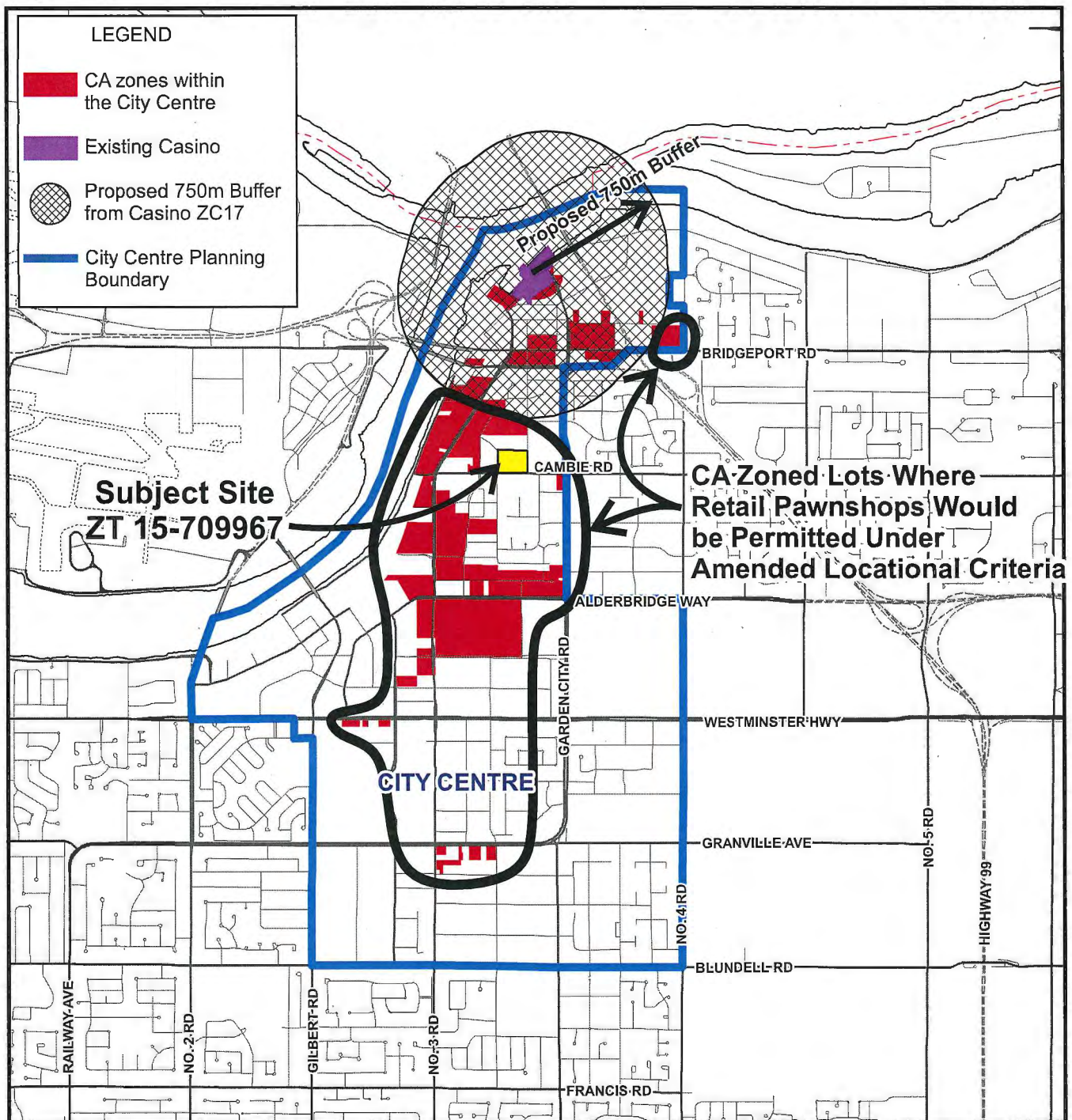
Original Date: 01/29/16

Revision Date: 02/07/16

Note: Dimensions are in METRES



City of Richmond



Proposed 750m Casino Buffer

Original Date: 01/29/16

Revision Date: 03/07/16

Note: Dimensions are in METRES



City of
Richmond

Bylaw 9529

**Richmond Zoning Bylaw 8500
Amendment Bylaw 9529 (ZT 15-709967)
3779 Sexsmith Road, Unit 2187**

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

1. Richmond Zoning Bylaw 8500 is amended by inserting the following Sections into the "Auto-Oriented Commercial (CA)" zone and renumbering subsequent Sections as necessary;
 - "10.3.11.6 Notwithstanding Section 10.3.6.5, **retail pawnshop** shall be permitted at the following site(s):
 - a) 3779 Sexsmith Road
Strata Lot 71 Section 28 Block 5 Range 6 West New Westminster District Strata Plan LMS 2765 together with an interest in the common property in proportion to the unit entitlement of the strata lot as shown on form 1
 - 10.3.11.7 In the case of Section 10.3.11.6.a, the **retail pawnshop** at 3779 Sexsmith Road shall be limited to one (1) pawnshop business on the **lot** and that business shall have a **gross floor area** not exceeding 200 m²."
 - 10.3.11.8 **Retail pawnshop** brokers shall comply with the Business Regulation Bylaw No. 7538 and shall transfer the required pawn transaction information to the Police by means mutually agreed by both the Richmond RCMP and the Pawnbroker Operator."

2. This Bylaw may be cited as **"Richmond Zoning Bylaw 8500, Amendment Bylaw 9529"**.

FIRST READING

PUBLIC HEARING

SECOND READING

THIRD READING

OTHER CONDITIONS SATISFIED

ADOPTED

_____	CITY OF RICHMOND

_____	APPROVED by <i>RLC</i>
_____	APPROVED by Director or Solicitor <i>W</i>

MAYOR

CORPORATE OFFICER



**Richmond Zoning Bylaw 8500
Amendment Bylaw 9528 (ZT 15-709967)
3779 Sexsmith Road, Unit 2187**

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

1. Richmond Zoning Bylaw 8500 is amended by:

- a) Repealing Section 10.3.6.5 of the “Auto-Oriented Commercial (CA)” zone and replacing it with the following:

“10.3.6.5 **Retail pawnshop** shall not be located closer than 750.0 m to the **site specific zone** that permits a **casino**.”

- b) Inserting the following Sections into the “Auto-Oriented Commercial (CA)” zone and renumbering subsequent Sections as necessary:

“10.3.11.6 **Retail pawnshop** shall only be permitted within the **City Centre** and shall be limited to one (1) pawnshop **business** per **lot** and that **business** shall have a gross **floor area** not exceeding 200 m².”

“10.3.11.6 **Retail pawnshop** brokers shall comply with the Business Regulation Bylaw No. 7538 and shall transfer the required pawn transaction information to the Police by means mutually agreed by both the Richmond RCMP and the Pawnbroker Operator.”

2. This Bylaw may be cited as “**Richmond Zoning Bylaw 8500, Amendment Bylaw 9528**”.

FIRST READING

PUBLIC HEARING

SECOND READING

THIRD READING

MINISTRY OF TRANSPORTATION

ADOPTED

MAYOR

CORPORATE OFFICER





City of Richmond

Report to Committee Planning and Development Division

To: Planning Committee
From: Wayne Craig
Director of Development

Date: March 14, 2016

File: AG 15-713643

Re: **Agricultural Land Reserve Application by Mayberry Farms Ltd. for Subdivision at 2400 and 2600 No. 7 Road and Un-addressed Adjacent Parcels**

Staff Recommendation

That the Agricultural Land Reserve Application by Mayberry Farms Ltd. to subdivide 2400 and 2600 No. 7 Road and five (5) adjacent un-addressed parcels, be endorsed and forwarded to the Agricultural Land Commission.

Wayne Craig
Director of Development

BK/MP:blg
Att.

REPORT CONCURRENCE

CONCURRENCE OF GENERAL MANAGER

FOR JOE ERCEG

Staff Report

Origin

Mayberry Farms Ltd. has applied to the City of Richmond for permission to apply to the Agricultural Land Commission (ALC) for subdivision of a total of seven (7) parcels: 2400 and 2600 No. 7 Road and five (5) adjacent un-addressed parcels located to the east. The proposed subdivision is to adjust the lot lines and subdivide to create two (2) additional lots, for a total of nine (9) lots. Referral to the Agricultural Land Commission is required, as the proposal involves more than four (4) parcels, and will result in three (3) parcels which are less than 1 ha in size.

Project Description

The subject site is located within the Agricultural Land Reserve and is zoned "Agriculture (AG1)". A location map and an aerial photograph are included in Attachment 1.

The applicant's stated purpose of the proposed subdivision is to:

- Re-align the legal boundaries of the properties to match the existing cranberry field configuration.
- Separate two (2) existing houses from the cranberry fields; creating two (2) small residential lots (0.4 ha and 0.6 ha).
- Create one (1) additional residential lot of 0.4 ha.
- Permit construction of two (2) new full-time farm workers' dwellings.
- Facilitate family estate planning.

The proposed subdivision plan is included in Attachment 2.

The seven (7) lots are owned by Mayberry Farms Ltd. – doing business as Harvest Red Farms, Mayberry Farms and Maybloom Farms. All three (3) farms produce cranberries, and are operated by different members of the May family.

Findings of Fact

A Development Application Data Sheet providing details of the subdivision proposal is contained in Attachment 3.

ALR Subdivision Application Process

An application to permit subdivision of lands within the ALR requires consideration by Richmond City Council prior to the application being forwarded to the Agricultural Land Commission (ALC) for consideration. If Council passes a resolution in support of the proposal, the application will be forwarded to the ALC; should Richmond Council not grant approval for the application, it will not proceed further.

Once the application is forwarded to the ALC, it has the sole decision making authority on the proposal.

Surrounding Developments

To the North: “Light Industrial (IL)” zoned properties to the northwest across Canadian National Railway and “Agriculture (AG1)” zoned properties located within the ALR to the northeast.

To the East: “Agriculture (AG1)” zoned properties containing farm activities located within the ALR.

To the South: “Agriculture (AG1)” zoned properties containing farm activities located within the ALR.

To the West: Across No. 7 Road, are “Agriculture (AG1)” zoned properties located within the ALR.

Related Policies & Studies2041 Official Community Plan (OCP)

The subject site is designated for “Agriculture” in the 2041 OCP. The 2041 OCP limits the subdivision of agricultural land into smaller parcels, except where possible benefits to agriculture can be demonstrated.

The proposed subdivision will provide benefit to agriculture, by aligning property lines with the current farm configuration, and the subdivision facilitates estate planning for the May family. The owner has stated that the subdivision will support viable and secure farm configurations for future generations by ensuring that each future owner has access to farm infrastructure (i.e., dykes and ditches) necessary for cranberry farming. The proposed lot configuration would allow the farm owners and employees to reside near the farms to monitor and effectively manage the farm operations and provide on-site security.

Agricultural Viability Strategy (AVS)

The AVS was developed in partnership with the Richmond Farmers Institute to develop a long-range strategy for improving the viability of the farmlands within the City. The AVS was approved by Council on May 26, 2003. One of the 2021 AVS Principles is to minimize subdivision in the ALR, except where it supports agricultural viability (e.g., diversification, expansion, etc.). The proposed subdivision supports the continued agricultural use of the overall farm lands, as described above.

Zoning Bylaw

The Zoning Bylaw section 14.1.8.1 does not allow for subdivision of lands in the ALR unless approved by the ALC. Where the approval of the ALC is not required, the minimum lot area must be 2.0 ha. Three (3) of the proposed lots are less than 2.0 ha in area and the proposal requires the approval from the ALC.

ConsultationAgricultural Advisory Committee

The AAC reviewed the application at its meeting held on December 17, 2015 and passed the following motion.

That the ALR application for subdivision at 2600 No.7 Road by Mayberry Farms Ltd. be supported with the following conditions:

- 1. The proposed number of lots be reduced to seven (7) by combining proposed lots 4 and 5; and proposed lots 1 and 2.*
- 2. A justification for the proposed additional dwelling units for farm workers on the combined lots noted in item 1 be provided by a professional agrologist.*

Carried Unanimously

The minutes of the meeting are included in Attachment 5.

The applicant has considered the AAC's decision and has explored a number of subdivision alternatives with staff, but has decided that the current proposal best meets their stated needs.

Analysis

The owners of Mayberry Farms Ltd. have applied to subdivide the lands currently occupied by three (3) separate farm operations to:

- Align lot lines with existing farm boundaries.
- Create two (2) home sites fronting onto No. 7 Road for the existing farmers; to provide an opportunity for future generations to remain active farmers in Richmond
- Create two (2) lots what will contain farm workers' residences.
- Facilitate estate planning/future ownership.

The applicants are third generation cranberry farmers in East Richmond, and the family has owned the subject properties since the 1880's. The owners would like to begin a succession plan to transfer ownership of properties to their two sons who are currently farming the site, so that each would own the parcels where his farm and house are located. The farmers currently reside in existing houses 2400 and 2600 No. 7 Road.

The existing lot lines do not align with the existing boundaries of the cranberry fields (Attachment 2). By adjusting the property lines, each son will own the parcels where his farm is located. Also, matching the property lines with the existing field patterns would allow the farms to be bound on at least on side by the reservoirs for water access, which is essential for the production of cranberries.

Attachment 6 is the applicant's ownership concept for the farm. This plan shows Blocks A, B and C. One (1) farmer would own all of Block A, the other would own all of Block C, and Block B would be owned by the current owner of the farm, and would be used as a shared location of machinery, farm buildings, and various infrastructure for the overall farm operations, and a separate cranberry farm (Lot 6).

Proposed Subdivision

The proposed subdivision (Attachment 2) will result in three (3) lots fronting No.7 Road used for residential purposes only, and six (6) agricultural lots.

Agricultural Lots

The proposal to rationalize lot lines with the current farm configuration is supported by staff, as it has benefit to agriculture. The creation of Proposed Lot 3 to house common mechanical and farm infrastructure uses is also supported. Proposed Lot 2 will be used for cranberry production and a new single-family dwelling for a farm workers' residence is also supported.

Residential Lots

The proposed subdivision will create three (3) parcels which will have no potential for agricultural activity and will be used solely for residential purposes.

Proposed Lot 1 and Lot 4 will sever two (2) existing houses from the cranberry farms. Proposed Lot 5 will be a 0.5 ha parcel that the owners wish to use for a farm workers' dwelling, who will work the farm in the area shown as Block A in the ownership concept (Attachment 6). While the proposed lot is small and would be used for residential purposes only, staff can support the subdivision, as the owner has expressed a need for a residence for a farm workers' dwelling, and the bulk of the farm is located to the east, without functional road access.

A dwelling will be constructed on proposed Lot 2; which will be used as a dwelling for the farm workers' who will manage the lands in Block C (Attachment 6) and the balance of the lot will be used for cranberry production. There are no plans by the owner to construct a dwelling on proposed Lot 3 at this time.

Staff have reviewed the proposed additional residential lots in the context of ALC regulations and the Richmond Zoning Bylaw 8550 provisions which allow an additional residence necessary for farm use. An additional dwelling unit for full-time farm workers is permitted if the lot size is a minimum of 8.0 ha and the need for the additional dwelling unit is justified by a certified professional agrologist.

The total area of the farms owned by the sons (i.e., Maybloom and Harvest Red Farms) are each over 20 ha, and exceed the minimum lot area required in the Zoning Bylaw to accommodate a second dwelling for farm workers. However, the majority of the farms do not have frontage on No. 7 Road and do not have developed road access. As such, a Building Permit cannot be issued to construct a farm workers' dwelling on the eastern portion of the farms.

The agrologist's report (Attachment 4) indicates that it is the owners' intention to locate all the home sites along No. 7 Road where services exist and impacts on the existing farming operation are minimized. The owner of the Harvest Red Farms also provided a letter indicating that it would be essential to have an employee live on the farm in order to manage the irrigation system to prevent frost damage and provide for on-site farm security.

Staff recognize that farm workers' housing is needed for farms of this size, and allowing the smaller building lot on No.7 Road provides an opportunity for this, while avoiding any residential footprint on the farmland to the east.

The following table provides a summary of the details of the proposed subdivision. Attachment 2 to this report contains the proposed subdivision layout and Attachment 6 is the proposed ownership pattern.

Proposed Lot	Purpose	Size	Ownership
1	Existing dwelling currently occupied by the owner of Maybloom Farms	1.5 acres (0.6 ha)	Maybloom Farms – Block C
2	Separate cranberry field to Maybloom Farms Ltd. and a new dwelling for full-time farm workers	12.5 acres (5.1 ha)	Maybloom Farms – Block C
3	To consolidate the farming headquarters, shops and machinery storage area held by Mayberry Farms Ltd.	8.1 acres (3.3 ha)	Mayberry Farms - Block B
4	Existing dwelling currently occupied by the owner of Harvest Red Farms	1.0 acre (0.4 ha)	Harvest Red Farms – Block A
5	A new dwelling for full-time farm workers	1.0 acre (0.4 ha)	Harvest Red Farms – Block A
6	To allow for a cranberry field between ditches and dykes	34.2 acres (13.6 ha)	Mayberry Farms Block B
7	To allow for a cranberry field between ditches and dykes	43.4 acres (17.6 ha)	Harvest Red Farms – Block A
8	To allow for a cranberry field between ditches and dykes	16.7 acres (6.8 ha)	Harvest Red Farms – Block A
9	To allow for a cranberry field between ditches and dykes	40 acres (16.2 ha)	Maybloom Farms – Block C

Staff note that all new dwellings will be built consistent with the requirements of the Richmond Zoning Bylaw 8500, which restricts building locations to no further than 50 m from the fronting road (No.7 Road), to minimize impacts on the viability of agricultural land.

Floodplain Management Implementation Strategy

The developer is required to comply with the requirement of Richmond Flood Plain Designation and Protection Bylaw 8204. A Flood Indemnity Restrictive Covenant is required prior subdivision approval on the Title of Lots, 1, 2 4, and 5.

Proposed Legal Agreement

As Official Community Plan policies specifically avoid fragmentation of agricultural lands, and the creation of new roads in the ALR, the applicant has agreed to register a legal agreement on the Title of proposed Lots 6, 7, 8, and 9, as a condition of subdivision to prohibit residential construction on these parcels until such time that a fully operational and serviced road fronts the lands. This legal agreement will address potential future pressure to allow additional residential

development on the properties. The legal agreement has been identified as part of the subdivision considerations attached to this report (Attachment 7). Council would be required to forward an application to the Agricultural Land Commission to allow construction of these roads, and would have to authorize the expenditure to construct the roads

Financial Impact


None.

Conclusion

Staff support the proposed subdivision as follows:

- The owners of Mayberry Farms Ltd. have a long family history of farming and are committed to long-term farming of the lands. The subdivision would facilitate the existing farming operations to align property lines with the existing farm configuration.
- Succession planning is essential to generational farmland transfer to ensure that farmlands continue to be farmed. Ownership of land is closely associated with farms' long term stability, as it allows for future investment in the farms.
- The three (3) proposed smaller residential parcels fronting No.7 Road have benefit to agriculture, as this lot pattern would facilitate residences for the owners and employees of the farms to live in proximity to the farms without requiring construction of any new roads or services for dwelling construction on the larger parcels to the east.
- Although the proposed parcels for full-time farm workers along No. 7 Road do not meet the minimum lot size requirement in the Zoning Bylaw for an additional dwelling unit, considering the overall sizes of the farms operated by the two sons, the need for additional dwelling units is justified.
- Constructing the necessary residences along No. 7 Road where services exist would minimize the impacts of the residential uses on the existing farming operations.
- The applicant has agreed to register a legal agreement on the Title of the four (4) large lots located to the east to prohibit residential construction until a functional municipal road is constructed to the lots.

Staff recommend that the ALR application by Mayberry Farms Ltd. to subdivide a total of seven (7) parcels located in Each Richmond (the parcels at 2400 and 2600 No. 7 Road and five (5) no-access parcels located on the east side of the 2400 and 2600 No. 7 Road with no civic addresses) be endorsed and forwarded to the Agricultural Land Commission.



Barry Konkin
Program Coordinator, Development
(604-276-4138)

BK/MP:blg

Attachment 1: Location Map

Attachment 2: Proposed Subdivision Plan

Attachment 3: Development Application Data Sheet

Attachment 4: Agrologist's Report

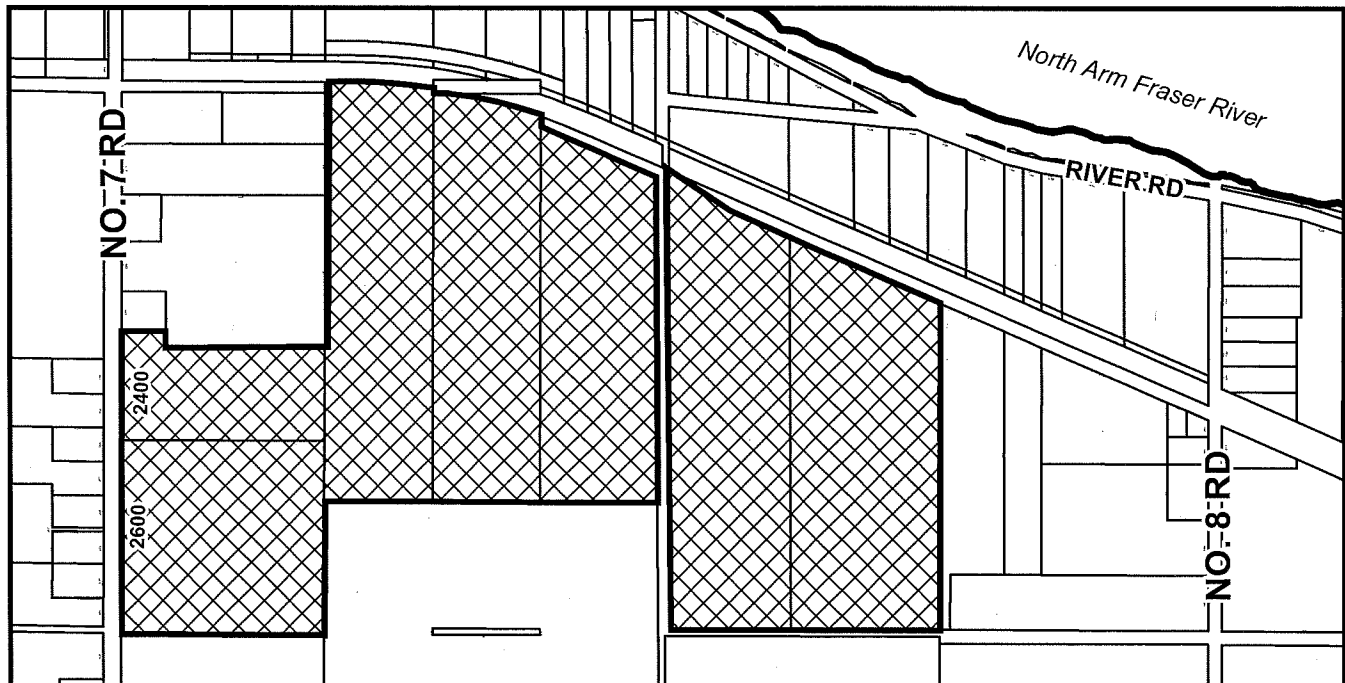
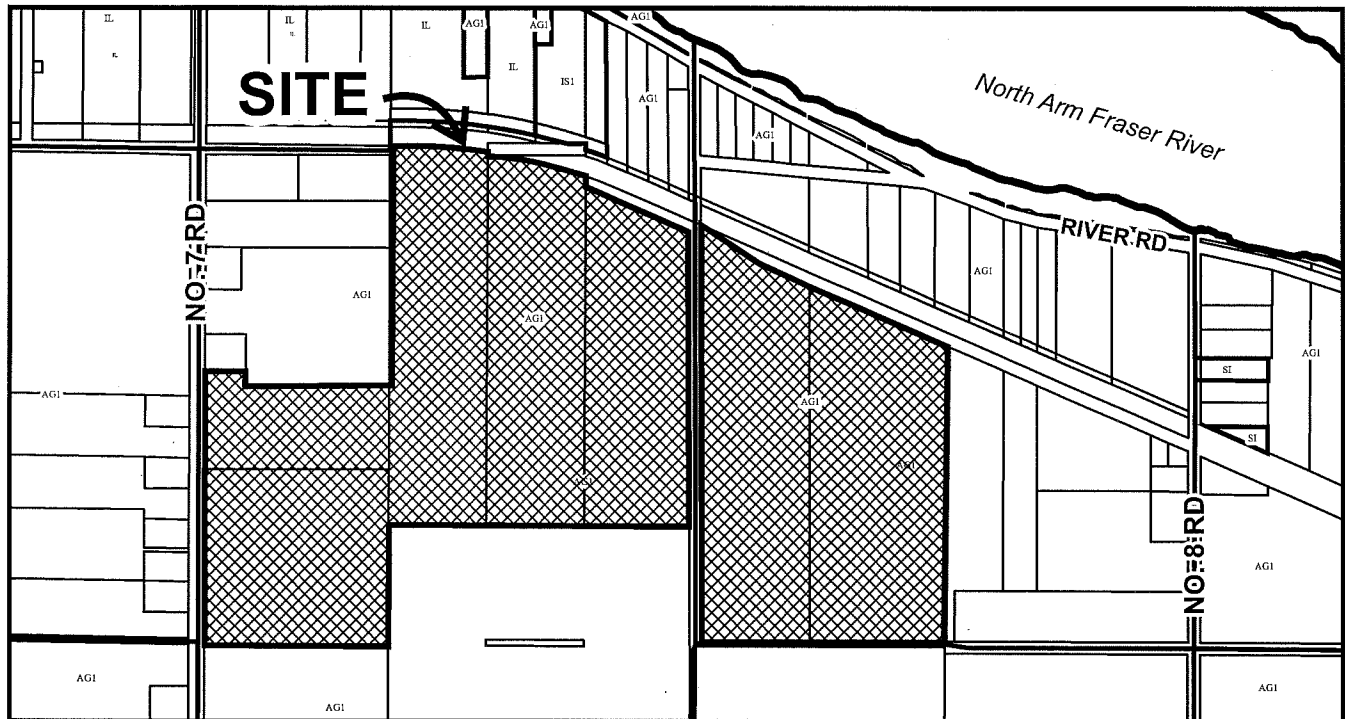
Attachment 5: Excerpt of Agricultural Advisory Committee Meeting Minutes

Attachment 6: Proposed Ownership Concept

Attachment 7: Subdivision Considerations



City of
Richmond



AG15-713643

Original Date: 12/11/15

Revision Date:

Note: Dimensions are in METRES



City of
Richmond

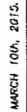


AG 15-713643

Original Date: 01/11/16

Revision Date:

Note: Dimensions are in METRES





AG 15-713643

Attachment 3

Address: 2400 and 2600 No. 7 Road and five (5) no-access parcels located on the east side of the 2400 and 2600 No. 7 Road with no civic addresses

Applicant: Mayberry Farms Ltd.

	Existing	Proposed
Owner:	Mayberry Farms Ltd.	Proposed Lot 1 – Maybloom Farms Proposed Lot 2 – Maybloom Farms Proposed Lot 3 – Mayberry Farms Proposed Lot 4 – Harvest Red Farms Proposed Lot 5 – Harvest Red Farms Proposed Lot 6 – Mayberry Farms Proposed Lot 7 – Harvest Red Farms Proposed Lot 8 – Harvest Red Farms Proposed Lot 9 – Maybloom Farms
Site Size (m²):	Existing Lot 1 – 21.36 ac (8.65 ha) Existing Lot 2 – 10.47 ac (4.24 ha) Existing Lot 3 – 24.55 ac (9.94 ha) Existing Lot 4 – 23.47 ac (9.5 ha) Existing Lot 5 – 21.99 ac (8.9 ha) Existing Lot 6 – 27.62 ac (11.18 ha) Existing Lot 7 – 29.1 ac (11.78 ha)	Proposed Lot 1 – 1.5 ac (0.6 ha) Proposed Lot 2 – 12.5 ac (5.1 ha) Proposed Lot 3 – 8.1 ac (3.3 ha) Proposed Lot 4 – 1.0 ac (0.4 ha) Proposed Lot 5 – 1.0 ac (0.4 ha) Proposed Lot 6 – 34.2 ac (13.6 ha) Proposed Lot 7 – 43.4 ac (17.6 ha) Proposed Lot 8 – 16.7 ac (6.8 ha) Proposed Lot 9 – 40.0 ac (16.2 ha)
Land Uses:	Existing Lot 1 – farming headquarters, single-family dwelling and cranberry field Existing Lot 2 – single-family dwelling and cranberry field Existing Lot 3 – cranberry field Existing Lot 4 – cranberry field Existing Lot 5 – cranberry field Existing Lot 6 – cranberry field Existing Lot 7 – cranberry field	Proposed Lot 1 – single-family dwelling Proposed Lot 2 – single-family dwelling and cranberry field Proposed Lot 3 – farming headquarters Proposed Lot 4 – single-family dwelling Proposed Lot 5 – single-family dwelling Proposed Lot 6 – cranberry field Proposed Lot 7 – cranberry field Proposed Lot 8 – cranberry field Proposed Lot 9 – cranberry field
Agricultural Land Reserve:	All parcels are contained in the ALR.	No change – All parcels will remain in the ALR.
OCP Designation:	Agriculture	No change
Zoning:	Agriculture (AG1)	No change



R. G. HOLTBY CONSULTANTS LTD.

R.G. (Bob) Holtby, MSc, PAg, Principal

An Opinion on an Application for Boundary Adjustment and Subdivision

and the Documents to that Effect

Client: Mayberry Farms Ltd.

Date: July 15, 2015

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1.0 The Application

The owners of Mayberry Farms Ltd, a cranberry farm in East Richmond, wish to begin a succession plan to transfer properties to their children. As a consequence, they wish to divide their properties into units that will allow for the fair distribution among the children and to allow the successors to develop viable farms.

The division also allows the owners to correct a problem which arose when they received the farm lands. Mainly, they wish to align the legal boundaries with the field patterns to allow for the rational division of the land. Cranberry fields are well defined by dykes and lagoons.

The existing lots under application are:

- 1) The south half of Lot 2, Sections 14 and 23, Plan 3129, PID 001-704-125,
- 2) Lot "G" Section 23, Plan 23309, PID 001-704-109,
- 3) Block "C" except: Firstly: Parcel "One" (Reference Plan 3214); Secondly: Parcel "Two" (Reference Plan 3098); Thirdly: Parcel "Three" (Explanatory Plan 9089); Fourthly: Part Subdivided by Plan 26807; Fifthly: Part in Statutory Right of Way Plan 4720, Section 14 and 23 Plan 690, PID 001-704-150,
- 4) Parcel "A" Sections 14 and 23 Reference Plan 69628, PID 001-760-416,
- 5) Block "A" except: Firstly: Part on Statutory Right of Way Plan 4720; Secondly: Part Subdivided by Plan 26807; Thirdly: Part Subdivided by Plan 5063, Sections 13 and 23 Reference Plan 6962, PID 001-704-141,
- 6) Parcel B Section 24 Plan LMP 32103, PID 023-699-396, and
- 7) Parcel A Section 24 Explanatory Plan 86763, PID 016-476-751,

All of Block 5, North Range 5 West, New Westminster District.

These lots are roughly shown in Figure 1.

Figure 1: Depiction of Existing Lots



The outline of the new lots is shown in Figure 2. The survey drawing is inserted in Appendix A.

Figure 2: Outline of Proposed Lots



The specifics of the lots is shown in Table 1.

Table 1: Specifics of Proposed Lots

Lot #	Purpose	Lot Size
1	To separate the existing house for Maybloom Farms Ltd.	1.5 Ac (0.6 Ha)
2	To allow for a separate cranberry field to Maybloom Farms Ltd.	12.5 Ac (5.1 Ha)
3	To consolidate the farming headquarters, shops, and machinery storage area held by Mayberry Farms Ltd.	8.1 Ac (3.3 Ha)
4	To separate an existing home in a small lot	1.0 Ac (0.4 Ha)
5	To allow for a house for full time farm staff	1.0 Ac (0.4 Ha)
6	To allow for a cranberry field between ditches and dykes	34.2 Ac (13.6 Ha)
7	To allow for a cranberry field between ditches and dykes	43.4 Ac (17.6 Ha)
8	To allow for a cranberry field between ditches and dykes	16.7 Ac (6.8 Ha)
9	To allow for a cranberry field between ditches and dykes	40.0 Ac (16.2 Ha)
Total		158.4 Ac (64.1 Ha)

My commission is to provide an opinion as to the impact on the agricultural use of the properties from this application.

2.0 Qualifications

I am a licensed Agrologist and have been a full member of the B.C. Institute of Agrologists since 1971 (except 2001-2002). I am a graduate from the University of

British Columbia with a Bachelor of Science degree in 1967, specializing in Agriculture Economics, and a Master of Science degree in 1972, specializing in Farm Management. My thesis for my Master's degree was entitled *Resource Allocation for the Median Peace River Farm in British Columbia*

I have been involved in the work of the Agricultural Land Commission since 1974 when the reserve boundaries were proclaimed. At that time, I was District Agriculturist for the British Columbia Ministry of Agriculture in Prince George. In October 1978 I entered private practice and have provided professional opinions for clients who have sought amendments to the Agricultural Land Reserve boundaries, subdivision within the ALR, or who have needed assistance in compliance with requests from the Commission.

I have also written and spoken of the need to address the unintended consequences of the provincial land use policy.

During my years in both public and private practice, Courts and Review Boards have accepted me as an expert regarding farming practices in British Columbia. Consequently, I feel qualified to provide an assessment of a proposal under the *Agricultural Land Commission Act*. My qualifications and experience allow me to comment on the value of agricultural land and the practices of farming on that land. While not formally trained in soil science, I have been exposed to the principles of that discipline through short courses, field trips, and by accompanying pedologists during soils assessments.

Consequently, I believe I am qualified to comment on the two main purposes of the Agricultural Land Commission. That is: to preserve agricultural land, and to encourage farming on agricultural land in collaboration with other communities of interest.

I am currently a member of the Environmental Appeal Board the Forest Appeals Commission and the Oil and Gas Appeal Tribunal. Following these appointments, I have received training in Administrative Law and the Rules of Natural Justice.

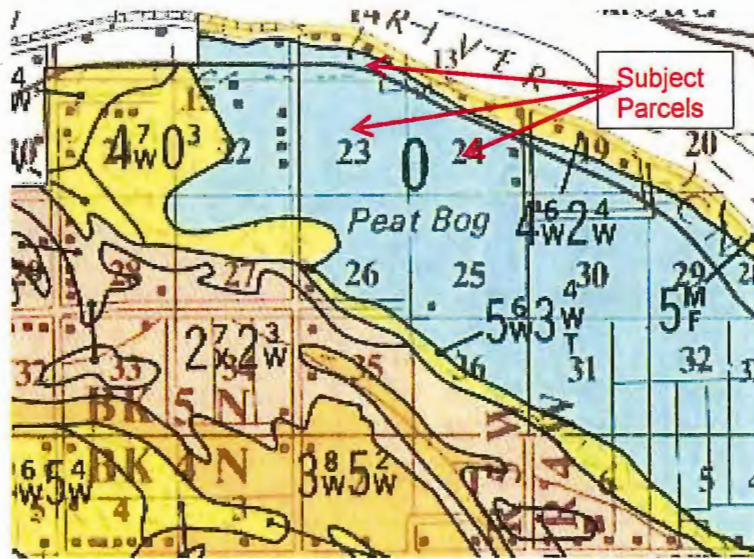
3.0 Agricultural Capability of the Subject Property

The Canada Land Inventory map indicates that the parcels under application are classed as "O" for organic soils as shown in Figure 2.

This classification is consistent with my findings from inspection. Peat soils are ideal for cranberry production and have been used by the May family for this purpose for generations.

Consequently, it is my judgement that the lands under application are "Agricultural" as defined by the Provincial Agricultural Land Commission.

Figure 3: Canada Land Inventory Classification of Subject Parcels



4.0 Local Government Concerns

The City of Richmond has developed an Agricultural Viability Strategy to identify issues, recommendations, implement strategies, and monitoring processes. Among the guiding principles is:

5. Subdivision in the ALR will be minimized, except where it supports agricultural viability (e.g. diversification, expansion, etc.)

Among the long term implementation strategies for the AVS is:

- A positive outlook to attract more young people to choose to farm;

I was unable to download the full zoning map for the area. However, the map indicates that the land is zoned AG1 which is logical given the intensive farming operations in this area. The purpose of the zone is given as:

The zone provides for a wide range of farming and compatible uses consistent with the provisions of the Agricultural Land Reserve. The zone is divided into 3 sub-zones: AG1 for traditional sites zoned for agricultural purposes; [Bylaw 8672, Jan 24/11] AG3 for new sites that would permit seasonal farm labour accommodation; AG4 for a site that would permit a cranberry processing facility.

The boundary adjustments that align the legal boundaries with the field patterns are fully consistent with this zone. The homesite subdivisions place two existing homes within their own lots. The northern subdivision allows for a new residence for a full time employee who will be responsible for field monitoring and consequently needs to be located on the farm.

The zoning bylaw stipulates in Section 14.1.8:

1. Subdivision of land in the Agricultural Land Reserve shall not be permitted unless approved by the Provincial Agricultural Land

Commission. Where the approval of the Provincial Agricultural Land Commission is not required, the minimum lot area shall be 2.0 ha.

2. The following minimum requirements shall apply to the uses listed below:
 - a) single detached housing shall not be built on a lot with a lot area of less than 828.0 m²

This application exceeds the five lot maximum and has proposed lots below the 1 hectare threshold as required under the *Agricultural Land Reserve Use, Subdivision and Procedure Regulation*. Consequently, the application needs to proceed to the Commission. Assuming Commission approval, the three lots at 1.5 acres or 1 acre exceed the bylaw requirement at 6,070.4 m² and 4,047 m² respectively.

I assume, therefore, following a conversation with Ms. Minhee Park of the Planning Department of the City that the subdivisions would not need rezoning following approval from the Agricultural Land Commission.

The zoning bylaw deals with full time worker accommodations as follows:

3. The following additional dwelling units for full-time farm workers for a farm operation employed on the lot in question are permitted provided that the need for the additional dwelling units is justified by a certified professional registered with the B.C. Institute of Agrologists (P.Ag) and that the lot has the lot area specified below:
 - a) 1 additional dwelling unit on a lot between 8.0 ha and 25.0 ha; or
 - b) 2 additional dwelling units on a lot between 25.0 ha and 30.0 ha; or
 - c) 3 additional dwelling units on a lot over 30.0 ha.

I am qualified to provide such a certification. However, I do not believe it is necessary as the proposal is for a separate lot for the worker accommodation. The reason for this is the need to locate the home sites along Number 7 road where services exist and there is no need to interfere with the farming operations. Nevertheless, I have asked the applicant for a purpose of the home for an employee. That justification is attached in Appendix C by Derek May of Harvest Red Farms. He will be the owner of the parcel after subdivision is approved.

In my opinion, Derek's justification is logical and consistent with good farm management. I therefore certify the justification for the employee home.

5.0 Summary and Conclusions

There are two reasons for this application to be made. First, the lot line boundaries need to be aligned with field patterns. This allows the fields producing cranberries to be bound on at least one side by the reservoirs which provide water for irrigation, frost protection and harvest. Such water use is essential for the production of cranberries. The alignment means that with the reservoirs adjacent to the fields, there is no need for easements from the water sources to the fields.

The second reason is to allow for the transfer of the land under application and other lands to the next generation of farmers. That generation will be the fourth generation of the May family that has farmed in Richmond. Randy May proudly states that they have never sold land at least since the 1880's.

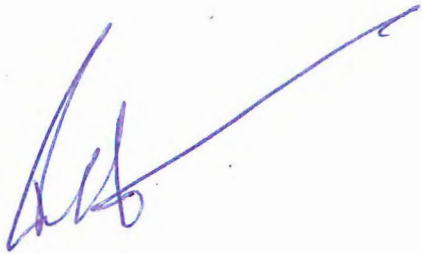
From my investigation of the application, I conclude that no farm land will be lost on completion. The land required for the employee house will come from preloading the land in the reservoir as shown in Figure 2. The lost water capacity will be replaced by increasing the height of the lagoon.

The application, in allowing the next generation to farm the land, is consistent with the Official Community Plan (Objective 2).

I believe that the application is consistent with the objects of the Agricultural Land Commission. It both protects agricultural lands and encourages farming. In addition, it enhances the values of the farm(s) by removing an impediment for efficient water use by the next generation of farmers.

I remain available to discuss my findings in this report.

Respectfully submitted,



R.G. (Bob) Holtby, P.Ag.

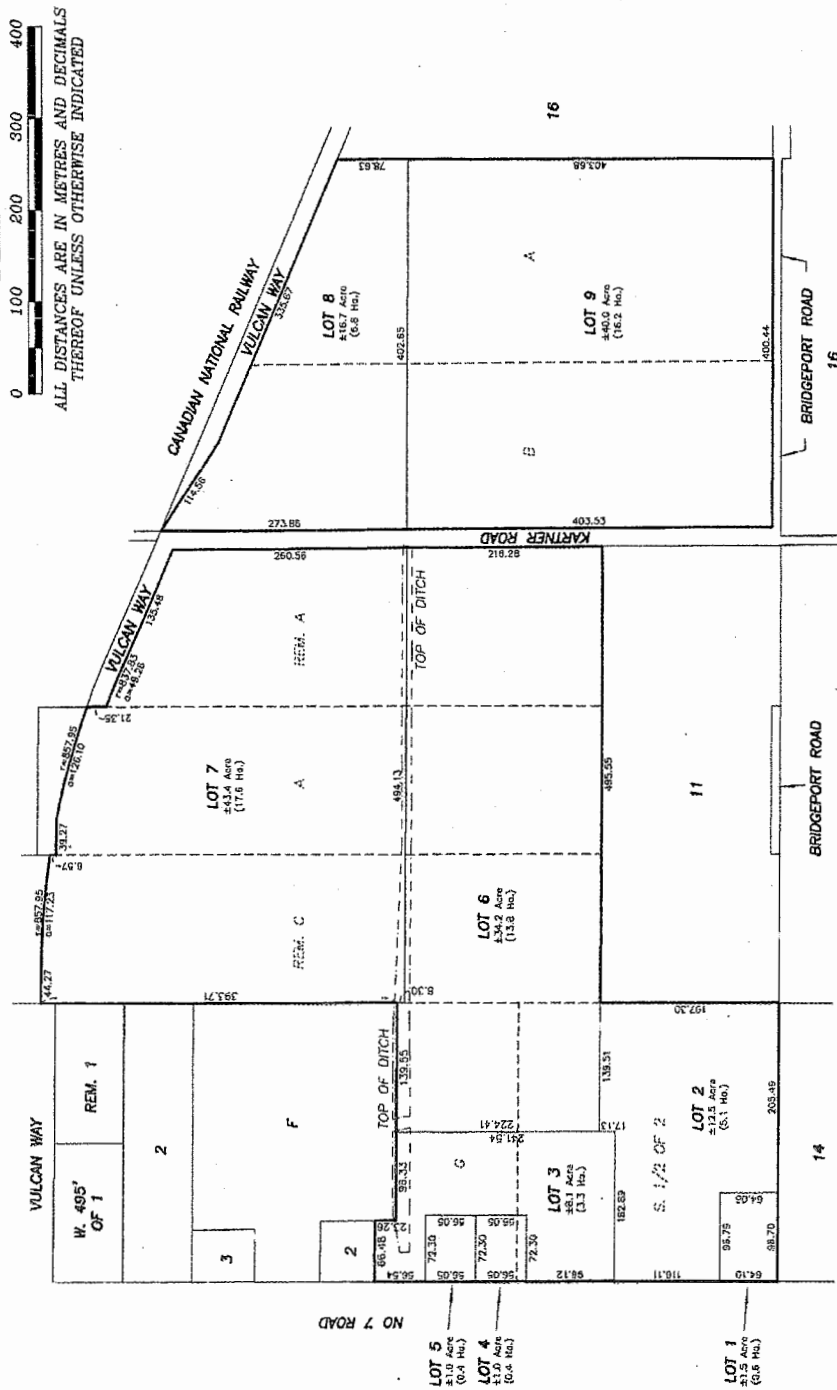
July 15, 2015

ALL OF BLOCK 5 NORTH RANGE 5 WEST NEW WESTMINSTER DISTRICT

SCALE: 1:3500

0 100 200 300 400

ALL DISTANCES ARE IN METRES AND DECIMALS THEREOF UNLESS OTHERWISE INDICATED



© Copyright
J. C. Tonn and Associates
Canada and B.C. Land Surveyor
115 - 8833 Odlin Crescent
Richmond, B.C. V6X 3Z7
Telephone: 604-214-8928
Fax: 604-214-0923
E-mail: office@jctonn.com
Web Site: www.jctonn.com
Job No. 5918
Drawn By: VK

DWG No. 5918-PROSUB

MARCH 10th, 2015.

6.0 Appendix A: Application from the Landowner



APPLICATION BY LAND OWNER

NOTE: The information required by this form and the documents you provide with it are collected to process your application under the Agricultural Land Commission Act and regulation. This information will be available for review by any member of the public. If you have any questions about the collection or use of this information, contact the Agricultural Land Commission and ask for the staff member who will be handling your application.

TYPE OF APPLICATION (Check appropriate box)

☐**EXCLUSION**

under Sec. 30(1) of the Agricultural Land Commission Act

☒**SUBDIVISION in the ALR**

under Sec. 21(2) of the Agricultural Land Commission Act

☐**INCLUSION**

under Sec. 17(3) of the Agricultural Land Commission Act

☐**Non-farm USE in the ALR**

under Sec. 20(3) of the Agricultural Land Commission Act

APPLICANT

Registered Owner: Mayberry Farms Ltd., Inc No. 278081		Agent: R.G. (Bob) Holtby, P.Ag.	
Address: 2600 No. 7 Road		Address: 2533 Copper Ridge Drive	
Richmond, BC	Postal Code V6V 1R2	West Kelowna, BC	Postal Code V4T 2X6
Tel. (home) (604) 328-8041 (work) () Fax ()		Tel. (250) 707-4664 C: 250-804-1798 Fax ()	
E-mail randy_may51@yahoo.com		E-mail bholtby@shaw.ca	

LOCAL GOVERNMENT JURISDICTION (Indicate name of Regional District or Municipality)

City of Richmond

LAND UNDER APPLICATION (Show land on plan or sketch)

Title Number	Size of Each Parcel (Ha.)	Date of Purchase	
		Month	Year
Y80827E; Y80825E	8.65; 4.24	May	1985
Y80830E	10.00	May	1985
Y80831E	9.50	May	1985
Y80829E	8.90	May	1985
BL77397	11.18	March	1997
AD211800	11.78	September	1990

OWNERSHIP OR INTERESTS IN OTHER LANDS WITHIN THIS COMMUNITY

(Show information on plan or sketch)

If you have interests in other lands within this community complete the following:

Title Number(s): BH285534; BT77389; BE46321

PROPOSAL (Please describe and show on plan or sketch)

See Attached

CURRENT USE OF LAND (Show information on plan or sketch)

List all existing uses on the parcel(s) and describe all buildings
Cranberry Fields; Service Buildings; Houses; Reservoirs

USES ON ADJACENT LOTS (Show information on plan or sketch)

North	Cranberry Fields; Rural Residential
East	Cranberry Farms
South	Farms
West	Residences; Farms

DECLARATION

I/we consent to the use of the information provided in the application and all supporting documents to process the application in accordance with the *Agricultural Land Commission Act* and regulation. Furthermore, I/we declare that the information provided in the application and all the supporting documents are, to the best of my/our knowledge, true and correct. I/we understand that the Agricultural Land Commission will take the steps necessary to confirm the accuracy of the information and documents provided.

July 17/15
Date

Randy May
Signature of Owner or Agent

Randy May
Print Name

Date

Signature of Owner or Agent

Print Name

Date

Signature of Owner or Agent

Print Name

Please ensure the following documents are enclosed with your application:

- | | |
|---|--|
| ▪ Application fee payable to the Local Government | ▪ Map or sketch showing proposal & adjacent uses |
| ▪ Certificate of Title or Title Search Print | ▪ Proof of Notice of Application *(See instructions) |
| ▪ Agent authorization (if using agent) | ▪ Photographs (optional) |

7.0 Appendix B: Title Documents

TITLE SEARCH PRINT

2015-02-12, 14:49:27

Requestor: Tori Thompson

****CURRENT INFORMATION ONLY - NO CANCELLED INFORMATION SHOWN******Land Title District**

Land Title Office

NEW WESTMINSTER

NEW WESTMINSTER

Title Number

From Title Number

Y80827E

RD9778E

Application Received

1985-05-23

Application Entered

1985-06-13

Registered Owner in Fee Simple

Registered Owner/Mailing Address:

MAYBERRY FARMS LTD., INC.NO. 278081

2600 NO. 7 ROAD

RICHMOND, BC

V6V 1R2

Taxation Authority

CITY OF RICHMOND

Description of Land

Parcel Identifier:

001-704-125

Legal Description:

SOUTH HALF LOT 2 SECTIONS 14 AND 23 BLOCK 5 NORTH

RANGE 5 WEST NEW WESTMINSTER DISTRICT PLAN 3129

Legal Notations

THIS TITLE MAY BE AFFECTED BY A PERMIT UNDER PART 26 OF THE LOCAL
GOVERNMENT ACT, SEE BB859492

THIS CERTIFICATE OF TITLE MAY BE AFFECTED BY
THE AGRICULTURAL LAND COMMISSION ACT; SEE
AGRICULTURAL LAND RESERVE PLAN NO. 1 DEPOSITED 30.07.1974

ZONING REGULATION AND PLAN UNDER
THE AERONAUTICS ACT (CANADA)
FILED 10.2.1981 UNDER NO. T17084
PLAN NO. 61216

TITLE SEARCH PRINT

2015-02-12, 14:49:27

Requestor: Tori Thompson

Charges, Liens and Interests

Nature: MORTGAGE
Registration Number: BR83446
Registration Date and Time: 2001-04-10 14:45
Registered Owner: FARM CREDIT CORPORATION
Remarks: INTER ALIA

Nature: MORTGAGE
Registration Number: BT50436
Registration Date and Time: 2002-02-13 11:33
Registered Owner: BANK OF MONTREAL
Remarks: INTER ALIA

Nature: PRIORITY AGREEMENT
Registration Number: BT82231
Registration Date and Time: 2002-03-12 14:54
Remarks: INTER ALIA
GRANTING BT50436 PRIORITY OVER BR83446

Nature: COVENANT
Registration Number: BB845171A
Registration Date and Time: 2008-03-27 13:33
Registered Owner: CITY OF RICHMOND

Nature: PRIORITY AGREEMENT
Registration Number: BB845172
Registration Date and Time: 2008-03-27 13:33
Remarks: GRANTING BB845171A PRIORITY OVER BR83446
AND BT50436

Nature: COVENANT
Registration Number: BB845173
Registration Date and Time: 2008-03-27 13:35
Registered Owner: CITY OF RICHMOND

Nature: PRIORITY AGREEMENT
Registration Number: BB845174
Registration Date and Time: 2008-03-27 13:35
Remarks: GRANTING BB845173 PRIORITY OVER BR83446
AND BT50436

Duplicate Infeasible Title

NONE OUTSTANDING

Transfers

NONE

Pending Applications

NONE

TITLE SEARCH PRINT

2015-02-12, 14:49:03

Requestor: Tori Thompson

****CURRENT INFORMATION ONLY - NO CANCELLED INFORMATION SHOWN****

Land Title District	NEW WESTMINSTER
Land Title Office	NEW WESTMINSTER
Title Number	Y80825E
From Title Number	RD9779E
Application Received	1984-05-23
Application Entered	1985-06-13
Registered Owner in Fee Simple	
Registered Owner/Mailing Address:	MAYBERRY FARMS LTD., INC.NO. 278,081 3111 NO. 7 ROAD RICHMOND, BC V6V 1W4
Taxation Authority	CITY OF RICHMOND
Description of Land	
Parcel Identifier:	001-704-109
Legal Description:	LOT "G" SECTION 23 BLOCK 5 NORTH RANGE 5 WEST NEW WESTMINSTER DISTRICT PLAN 23309
Legal Notations	
	THIS CERTIFICATE OF TITLE MAY BE AFFECTED BY THE AGRICULTURAL LAND COMMISSION ACT; SEE AGRICULTURAL LAND RESERVE PLAN NO. 1 DEPOSITED 30.07.1974
	ZONING REGULATION AND PLAN UNDER THE AERONAUTICS ACT (CANADA) FILED 10.2.1981 UNDER NO. T17084 PLAN NO. 61216
Charges, Liens and Interests	
Nature:	MORTGAGE
Registration Number:	BR83446
Registration Date and Time:	2001-04-10 14:45
Registered Owner:	FARM CREDIT CORPORATION
Remarks:	INTER ALIA

TITLE SEARCH PRINT

2015-02-12, 14:49:03

Requestor: Tori Thompson

Duplicate Indefeasible Title NONE OUTSTANDING**Transfers** NONE**Pending Applications** NONE

TITLE SEARCH PRINT

2015-02-12, 14:44:38

Requestor: Tori Thompson

****CURRENT INFORMATION ONLY - NO CANCELLED INFORMATION SHOWN******Land Title District**

Land Title Office

NEW WESTMINSTER

NEW WESTMINSTER

Title Number

From Title Number

Y80830E

RD9781E

Application Received

1985-05-23

Application Entered

1985-06-13

Registered Owner in Fee Simple

Registered Owner/Mailing Address:

MAYBERRY FARMS LTD., INC.NO. 278081
2600 NO. 7 ROAD
RICHMOND, BC
V6V 1R2**Taxation Authority**

CITY OF RICHMOND

Description of Land

Parcel Identifier:

001-704-150

Legal Description:

BLOCK "C" EXCEPT: FIRSTLY: PARCEL "ONE" (REFERENCE PLAN 3214)
SECONDLY: PARCEL "TWO" (REFERENCE PLAN 3098)
THIRDLY: PARCEL "THREE" (EXPLANATORY PLAN 9089)
FOURTHLY: PART SUBDIVIDED BY PLAN 26807
FIFTHLY: PART IN STATUTORY RIGHT OF WAY PLAN 4720,
SECTIONS 14 AND 23 BLOCK 5 NORTH RANGE 5 WEST
NEW WESTMINSTER DISTRICT PLAN 690**Legal Notations**THIS CERTIFICATE OF TITLE MAY BE AFFECTED BY
THE AGRICULTURAL LAND COMMISSION ACT; SEE
AGRICULTURAL LAND RESERVE PLAN NO. 1 DEPOSITED 30.07.1974ZONING REGULATION AND PLAN UNDER
THE AERONAUTICS ACT (CANADA)
FILED 10.2.1981 UNDER NO. T17084
PLAN NO. 61216

TITLE SEARCH PRINT

2015-02-12, 14:44:38

Requestor: Tori Thompson

Charges, Liens and Interests

Nature: MORTGAGE
Registration Number: BR83446
Registration Date and Time: 2001-04-10 14:45
Registered Owner: FARM CREDIT CORPORATION
Remarks: INTER ALIA

Nature: MORTGAGE
Registration Number: BT50436
Registration Date and Time: 2002-02-13 11:33
Registered Owner: BANK OF MONTREAL
Remarks: INTER ALIA

Nature: PRIORITY AGREEMENT
Registration Number: BT82231
Registration Date and Time: 2002-03-12 14:54
Remarks: INTER ALIA
GRANTING BT50436 PRIORITY OVER BR83446

Duplicate Indefeasible Title

NONE OUTSTANDING

Transfers

NONE

Pending Applications

NONE

TITLE SEARCH PRINT

2015-02-12, 14:46:30

Requestor: Tori Thompson

****CURRENT INFORMATION ONLY - NO CANCELLED INFORMATION SHOWN******Land Title District**

Land Title Office

NEW WESTMINSTER

NEW WESTMINSTER

Title Number

From Title Number

Y80831E

Y80688E

Application Received

1985-05-23

Application Entered

1985-06-13

Registered Owner in Fee Simple

Registered Owner/Mailing Address:

MAYBERRY FARMS LTD., INC.NO. 278081
2600 NO. 7 ROAD
RICHMOND, BC
V6V 1R2**Taxation Authority**

CITY OF RICHMOND

Description of Land

Parcel Identifier:

001-760-416

Legal Description:

PARCEL "A" SECTIONS 14 AND 23 BLOCK 5 NORTH
RANGE 5 WEST NEW WESTMINSTER DISTRICT REFERENCE PLAN 69628**Legal Notations**THIS CERTIFICATE OF TITLE MAY BE AFFECTED BY
THE AGRICULTURAL LAND COMMISSION ACT; SEE
AGRICULTURAL LAND RESERVE PLAN NO. 1 DEPOSITED 30.07.1974ZONING REGULATION AND PLAN UNDER
THE AERONAUTICS ACT (CANADA)
FILED 10.2.1981 UNDER NO. T17084
PLAN NO. 61216**Charges, Liens and Interests**

Nature:

MORTGAGE

Registration Number:

BR83446

Registration Date and Time:

2001-04-10 14:45

Registered Owner:

FARM CREDIT CORPORATION

Remarks:

INTER ALIA

TITLE SEARCH PRINT

2015-02-12, 14:46:30

Requestor: Tori Thompson

Nature: MORTGAGE
Registration Number: BT50436
Registration Date and Time: 2002-02-13 11:33
Registered Owner: BANK OF MONTREAL
Remarks: INTER ALIA

Nature: PRIORITY AGREEMENT
Registration Number: BT82231
Registration Date and Time: 2002-03-12 14:54
Remarks: INTER ALIA
GRANTING BT50436 PRIORITY OVER BR83446

Duplicate Indefeasible Title NONE OUTSTANDING

Transfers NONE

Pending Applications NONE

TITLE SEARCH PRINT

2015-02-12, 14:44:38

Requestor: Tori Thompson

****CURRENT INFORMATION ONLY - NO CANCELLED INFORMATION SHOWN******Land Title District**

Land Title Office

NEW WESTMINSTER

NEW WESTMINSTER

Title Number

From Title Number

Y80829E

RD9781E

Application Received

1985-05-23

Application Entered

1985-06-13

Registered Owner in Fee Simple

Registered Owner/Mailing Address:

MAYBERRY FARMS LTD., INC.NO. 278081

2600 NO. 7 ROAD

RICHMOND, BC

V6V 1R2

Taxation Authority

CITY OF RICHMOND

Description of Land

Parcel Identifier:

001-704-141

Legal Description:

BLOCK "A" EXCEPT: FIRSTLY: PART ON STATUTORY RIGHT OF WAY PLAN 4720

SECONDLY: PART SUBDIVIDED BY PLAN 26807

THIRDLY: PART SUBDIVIDED BY PLAN 5063, SECTIONS 14 AND 23

BLOCK 5 NORTH RANGE 5 WEST NEW WESTMINSTER DISTRICT PLAN 690

Legal Notations

THIS CERTIFICATE OF TITLE MAY BE AFFECTED BY

THE AGRICULTURAL LAND COMMISSION ACT; SEE

AGRICULTURAL LAND RESERVE PLAN NO. 1 DEPOSITED 30.07.1974

ZONING REGULATION AND PLAN UNDER

THE AERONAUTICS ACT (CANADA)

FILED 10.2.1981 UNDER NO. T17084

PLAN NO. 61216

TITLE SEARCH PRINT

2015-02-12, 14:44:38

Requestor: Tori Thompson

Charges, Liens and Interests

Nature: MORTGAGE
Registration Number: BR83446
Registration Date and Time: 2001-04-10 14:45
Registered Owner: FARM CREDIT CORPORATION
Remarks: INTER ALIA

Nature: MORTGAGE
Registration Number: BT50436
Registration Date and Time: 2002-02-13 11:33
Registered Owner: BANK OF MONTREAL
Remarks: INTER ALIA

Nature: PRIORITY AGREEMENT
Registration Number: BT82231
Registration Date and Time: 2002-03-12 14:54
Remarks: INTER ALIA
GRANTING BT50436 PRIORITY OVER BR83446

Duplicate Infeasible Title

NONE OUTSTANDING

Transfers

NONE

Pending Applications

NONE

TITLE SEARCH PRINT

2015-02-12, 14:47:37

Requestor: Tori Thompson

****CURRENT INFORMATION ONLY - NO CANCELLED INFORMATION SHOWN****

Title Issued Under	SECTION 98 LAND TITLE ACT
Land Title District Land Title Office	NEW WESTMINSTER NEW WESTMINSTER
Title Number From Title Number	BL77397 Y80833E Y80834E
Application Received	1997-03-03
Application Entered	1997-03-18
Registered Owner in Fee Simple Registered Owner/Mailing Address:	MAYBERRY FARMS LTD., INC.NO. 278081 2600 NO. 7 ROAD RICHMOND, BC V6V 1R2
Taxation Authority	CITY OF RICHMOND
Description of Land Parcel Identifier: Legal Description:	023-699-396 PARCEL B SECTION 24 BLOCK 5 NORTH RANGE 5 WEST NEW WESTMINSTER DISTRICT PLAN LMP32103
Legal Notations	THIS CERTIFICATE OF TITLE MAY BE AFFECTED BY THE AGRICULTURAL LAND COMMISSION ACT; SEE AGRICULTURAL LAND RESERVE PLAN NO. 1 DEPOSITED 30.07.1974 ZONING REGULATION AND PLAN UNDER THE AERONAUTICS ACT (CANADA) FILED 10.2.1981 UNDER NO. T17084 PLAN NO. 61216

TITLE SEARCH PRINT

2015-02-12, 14:47:37

Requestor: Tori Thompson

Charges, Liens and Interests

Nature: MORTGAGE
Registration Number: BR83446
Registration Date and Time: 2001-04-10 14:45
Registered Owner: FARM CREDIT CORPORATION
Remarks: INTER ALIA

Nature: MORTGAGE
Registration Number: BT50436
Registration Date and Time: 2002-02-13 11:33
Registered Owner: BANK OF MONTREAL
Remarks: INTER ALIA

Nature: PRIORITY AGREEMENT
Registration Number: BT82231
Registration Date and Time: 2002-03-12 14:54
Remarks: INTER ALIA
GRANTING BT50436 PRIORITY OVER BR83446

Duplicate Indefeasible Title

NONE OUTSTANDING

Transfers

NONE

Pending Applications

NONE

TITLE SEARCH PRINT

2015-02-12, 14:48:37

Requestor: Tori Thompson

****CURRENT INFORMATION ONLY - NO CANCELLED INFORMATION SHOWN****

Land Title District	NEW WESTMINSTER
Land Title Office	NEW WESTMINSTER
Title Number	AD211800
From Title Number	Y80832E
	Y80835E
Application Received	1990-09-11
Application Entered	1990-10-05
Registered Owner in Fee Simple	
Registered Owner/Mailing Address:	MAYBERRY FARMS LTD., INC.NO. 278081
	2600 NO. 7 ROAD
	RICHMOND, BC
	V6V 1R2
Taxation Authority	CITY OF RICHMOND
Description of Land	
Parcel Identifier:	016-476-751
Legal Description:	
	PARCEL A SECTION 24 BLOCK 5 NORTH RANGE 5 WEST
	NEW WESTMINSTER DISTRICT EXPLANATORY PLAN 86763
Legal Notations	
	THIS CERTIFICATE OF TITLE MAY BE AFFECTED BY
	THE AGRICULTURAL LAND COMMISSION ACT; SEE
	AGRICULTURAL LAND RESERVE PLAN NO. 1 DEPOSITED 30.07.1974
	ZONING REGULATION AND PLAN UNDER
	THE AERONAUTICS ACT (CANADA)
	FILED 10.2.1981 UNDER NO. T17084
	PLAN NO. 61216
Charges, Liens and Interests	
Nature:	MORTGAGE
Registration Number:	BR83446
Registration Date and Time:	2001-04-10 14:45
Registered Owner:	FARM CREDIT CORPORATION
Remarks:	INTER ALIA

TITLE SEARCH PRINT

2015-02-12, 14:48:37

Requestor: Tori Thompson

Nature: MORTGAGE
Registration Number: BT50436
Registration Date and Time: 2002-02-13 11:33
Registered Owner: BANK OF MONTREAL
Remarks: INTER ALIA

Nature: PRIORITY AGREEMENT
Registration Number: BT82231
Registration Date and Time: 2002-03-12 14:54
Remarks: INTER ALIA
GRANTING BT50436 PRIORITY OVER BR83446

Duplicate Indefeasible Title NONE OUTSTANDING

Transfers NONE

Pending Applications NONE

8.0 Appendix C: Letter from Derek May

Thursday June 11, 2015


To Whom It May Concern,

I am writing to you regarding a piece of land that we deem necessary for a future establishment / home for an employee.

Our cranberry farm requires extra attention at key times throughout the year. This employee would be required to live on site due to the nature of his requirements and duties. Some of these requirements would include working with our irrigation system in trying to prevent frost damage; this is imperative to the growth and health of our fruit. Their duties would be; to make sure that sprinklers are on at the right times based on meter readings and quick temperature changes. Making sure that sprinklers aren't clogged and fixing them promptly should that issue arise. They would also act as our on-site farm security as it isn't foreign knowledge that theft is on the rise in our industry. As of late the theft of our sprinkler heads has been one of our biggest concerns. If these are stolen throughout the night and we aren't able to frost protect, it would lead to major crop damage and loss of fruit.

This land has been part of our family for decades and it will remain in our family for more to come. To this day we haven't sold any piece of property and don't plan to. We are raising our families in hopes that one-day they too want to farm and keep our legacy going.

Sincerely,



Derek May
Harvest Red Farms

9.0 Appendix D: Authorization and Limitation of Agent

I authorize Mr. R.G. (Bob) Holtby, P.Ag. to discuss and answer questions as to the contents of the attached report and application. I understand that he will be restricted to professional conduct and not advocate for my application.

Signed: _____

Randy May

Date: _____

July 17/15

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

Thursday, December 17, 2015 – 7:00 p.m.

M.2.002

Richmond City Hall

3. Development Proposal – ALR Application (Subdivision) 2600 No.7 Road

The Chair asked the members to disclose a potential conflict of interest. Todd May, Scott May, Kyle May and Janet Langelaan disclosed that they had a family relationship with the applicant.

Staff provided a summary of the ALR application submitted by Mayberry Farms Ltd. for subdivision. Staff explained that the two main purposes of the proposed subdivision were to align lot lines with the existing cranberry field patterns, and create residential parcels along No. 7 Road in order to accommodate two existing houses and construct two additional houses for full-time farm workers.

Staff provided information on the relevant City policies and noted that locating the home sites along No. 7 Road where the service already exists would minimize the impacts on the farmland. However, staff also noted that the proposal was not consistent with the provisions in the 2041 Official Community Plan (OCP) and Agricultural Viability Strategy to minimize subdivision in the ALR. Staff asked the Committee to advise on how to proceed with the application.

The Chair invited the applicants and the consulting agrologist to the table.

The Committee had the following questions and comments:

- The Committee asked whether other options to accommodate houses other than a fee simple subdivision have been considered. The consulting agrologist responded that the proposed subdivision would be the simplest way to achieve what was needed. He also noted that this was an application to the Agricultural Land Commission (ALC) and the City's role was to review and forward the application to the ALC, and deal with zoning regulations and any applicable city regulations through a review of the subdivision application to the City. Staff clarified the process for the ALR application and noted that Council endorsement would be required.
- Staff noted that the applicant had agreed to register a covenant on Lots 6, 7, 8, and 9 to prohibit any single family residential development until such time a fully functional municipal road extends to the frontage of the lots. Staff also noted that staff recognize the benefits of re-aligning the lot lines to match the field patterns and the benefit of creating Lot 3 which houses common mechanical and other utilities for farm holdings.

- The Committee noted that it appreciated the family's long farming history in Richmond and was generally supportive of the succession plan. However, the Committee requested further clarification on the purpose of each proposed lot.
- The applicant noted that the purpose of the subdivision was to allow the sons to control their own houses. Committee asked why different ownership would be required to accommodate houses for full-time farm workers. The applicant said that because the lots along No. 7 Road did not have the minimum lot size required to have an additional dwelling unit.
- Discussion ensued regarding the minimum lot size for farm workers housing. Staff provided additional information and clarification on the City's zoning regulations related to additional dwelling units for full-time farm workers.
- In response to the question if they would be willing to combine Lot 4 and 5 and Lot 1 and 2 along No. 7 Road, if Council reduces the minimum lot size requirement for an additional dwelling unit for full-time farm workers to less than 0.8 ha, the applicant said it would not meet the intent of their future plan.
- One member suggested that the proposed Lot 4 and Lot 5 be combined.
- Clarification requested regarding the proposed use of Lot 2. The applicant noted that proposed Lot 2 is to accommodate a house for full-time farm workers and the use of the remaining portion. Committee asked if a new house is proposed on Lot 3, and the applicant answered that there would be no room for a house on Lot 3.
- Committee noted that there should be no net increase in the number of parcels (starting with 7 lots and ending with 7 lots) and it was concerned about potential implications down the road and how it would set a precedent if the proposal is approved. Committee also noted that there must be a structured way to deal with this type of subdivision request to guide any future decision and said one of the prerequisite should be farming experience and history in Richmond.
- General comments were made that this type of subdivision application to create a separate residential parcel in the ALR was rejected many times in the past. However, considering lots are not contiguous with parcels where the farm fields are located, it would make sense to make an exception for Lot 4 and 5 and Lot 1 and 2 to have additional dwelling units. It was still questionable why Lot 3 and 6 have to be separated.

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

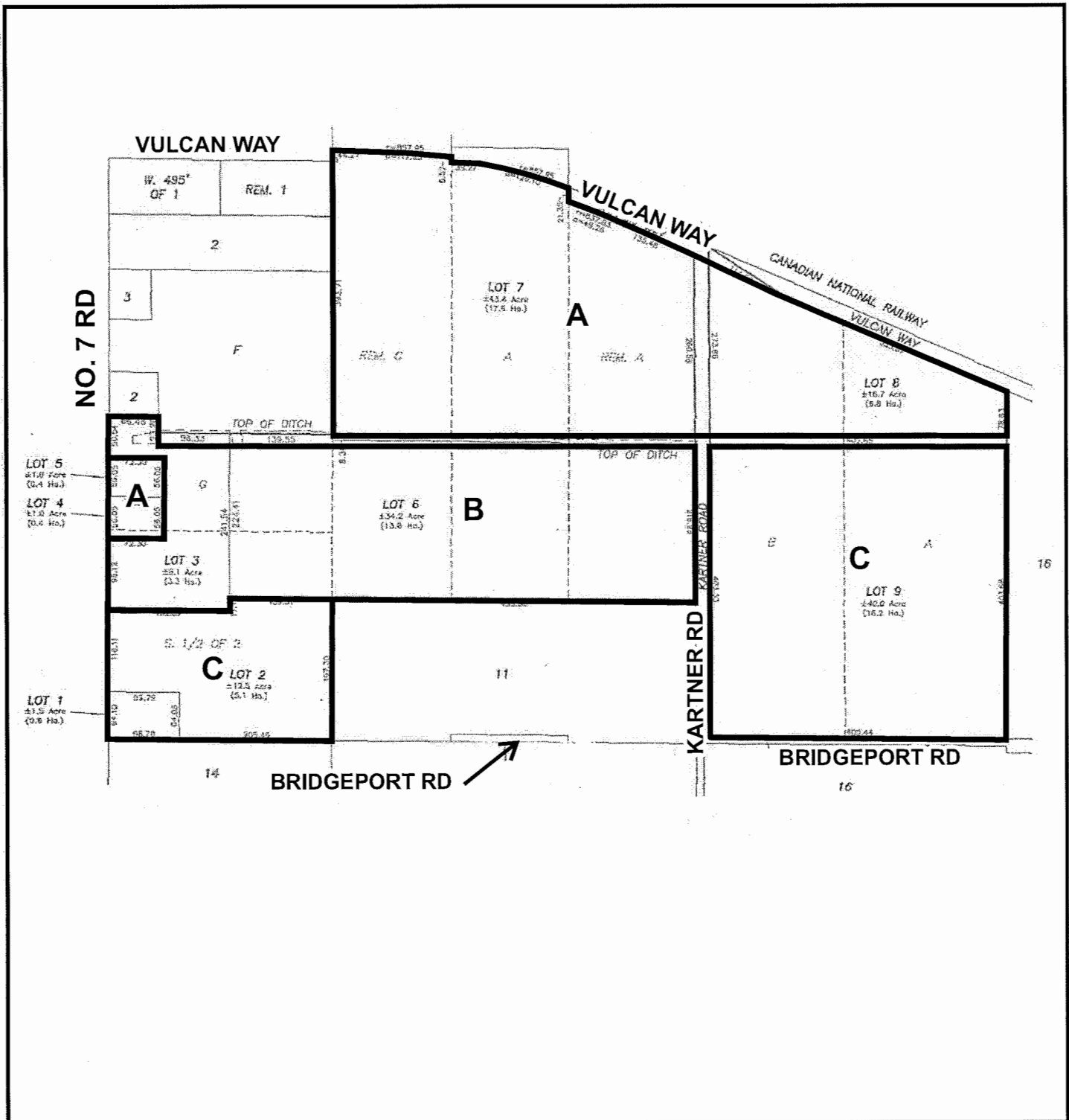
That the ALR application for subdivision at 2600 No. 7 Road by Mayberry Farms Ltd. be supported with the following conditions:

3. *The proposed number of lots be reduced to 7 by combining proposed lots 4 and 5; and proposed lots 1 and 2.*
4. *A justification for the proposed additional dwelling units for farm workers on the combined lots noted in item 1 be provided by a professional agrologist.*

Carried Unanimously



City of Richmond



Proposed Ownership

AG 15-713643

CNCL - 283

Original Date: 03/11/16

Revision Date: 03/15/16

Note: Dimensions are in METRES



City of
Richmond

Attachment 7

Subdivision Considerations

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

Addresses: 2400 and 2600 No. 7 Road and five (5) no-access parcels located on the east side of the 2400 and 2600 No. 7 Road with no civic addresses

File No.: AG15 - 713643

In addition to the conditions to be identified in the Preliminary Letter of Approval associated with the forthcoming subdivision application, the property owners are required to complete the following:

1. Confirmation of Agricultural Land Commission approval of the ALR application for subdivision.
2. Registration of a restrictive covenant on Title of the proposed lots 6, 7, 8 and 9 to prevent future construction of dwelling units until such time a full municipal road is extended to the frontage of the lots.
3. Registration of a flood plain covenant on Title of the proposed lots 1, 2, 3, 4 and 5 identifying a minimum habitable elevation of 3.1 m GSC.



City of Richmond

Bylaw 9527

REVENUE ANTICIPATION BORROWING (2016) BYLAW NO. 9527

The Council of the City of Richmond enacts as follows:

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

FIRST READING

MAR 14 2016

SECOND READING

MAR 14 2016

THIRD READING

MAR 14 2016

ADOPTED

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

MAYOR

CORPORATE OFFICER



**Richmond Land Use Contract 009
Discharge Bylaw No. 9517 (LU 15-717343)
9420 Parksville Drive**

Whereas "Land Use Contract 009", having Charge Number K31033, including all amendments, modifications and extensions to Charge Number K31033, charges the following land:

P.I.D. 001-032-259

Lot 82 Section 26 Block 4 North Range 7 West New Westminster District Plan 46200; and

Whereas "Land Use Contract 009" was entered into with the City of Richmond as a party and filed in the Land Title Office, New Westminster, British Columbia;

Whereas the owners of said land which is subject to "Land Use Contract 009" have requested and agreed with the City that the "Land Use Contract 009" be discharged as against its property title;

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

1. That "Land Use Contract 009" having Charge Number K31033, including all amendments, modifications and extensions to Charge Number K31033, be discharged as against:

P.I.D. 001-032-259

Lot 82 Section 26 Block 4 North Range 7 West New Westminster District Plan 46200

2. That the Mayor and Corporate Officer are hereby authorized to execute any documents necessary to discharge "Land Use Contract 009" from said land.
3. This Bylaw may be cited as **"Richmond Land Use Contract 009 Discharge Bylaw No. 9517"**.

FIRST READING

A PUBLIC HEARING WAS HELD ON

SECOND READING

THIRD READING

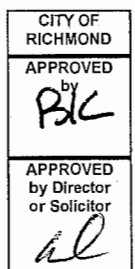
ADOPTED

FEB 09 2016

MAR 21 2016

MAR 21 2016

MAR 21 2016



MAYOR

CORPORATE OFFICER



**Richmond Zoning Bylaw 8500
Amendment Bylaw 8902 (RZ 09-496145)
7840 BENNETT 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 **INFILL RESIDENTIAL (RI2)**.

P.I.D. 003-666-590

Lot 29 Section 17 Block 4 North Range 6 West New Westminster District Plan 14504

2. This Bylaw may be cited as **“Richmond Zoning Bylaw 8500, Amendment Bylaw 8902”**.

FIRST READING

MAY 28 2012

A PUBLIC HEARING WAS HELD ON

JUN 18 2012

SECOND READING

JUN 18 2012

THIRD READING

JUN 18 2012

OTHER REQUIREMENTS SATISFIED

MAR 16 2016

ADOPTED



MAYOR

CORPORATE OFFICER



**Richmond Zoning Bylaw 8500
Amendment Bylaw 9132 (RZ 12-620563)
9211 and 9231 No. 2 Road**

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

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

P.I.D. 003-493-296

North Half Lot 18 Except: Part Subdivided by Plan 60236; Block "B" Section 25 Block 4
North Range 7 West New Westminster District Plan 1353

P.I.D. 012-182-109

South Half Lot 18 Except: Part Subdivided by Plan 60236, Block "B" Section 25 Block 4
North Range 7 West New Westminster District Plan 1353

2. This Bylaw may be cited as "**Richmond Zoning Bylaw 8500, Amendment Bylaw 9132**".

FIRST READING

APR 14 2014

A PUBLIC HEARING WAS HELD ON

MAY 20 2014

SECOND READING

MAY 20 2014

THIRD READING

MAY 20 2014

OTHER CONDITIONS SATISFIED

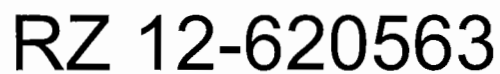
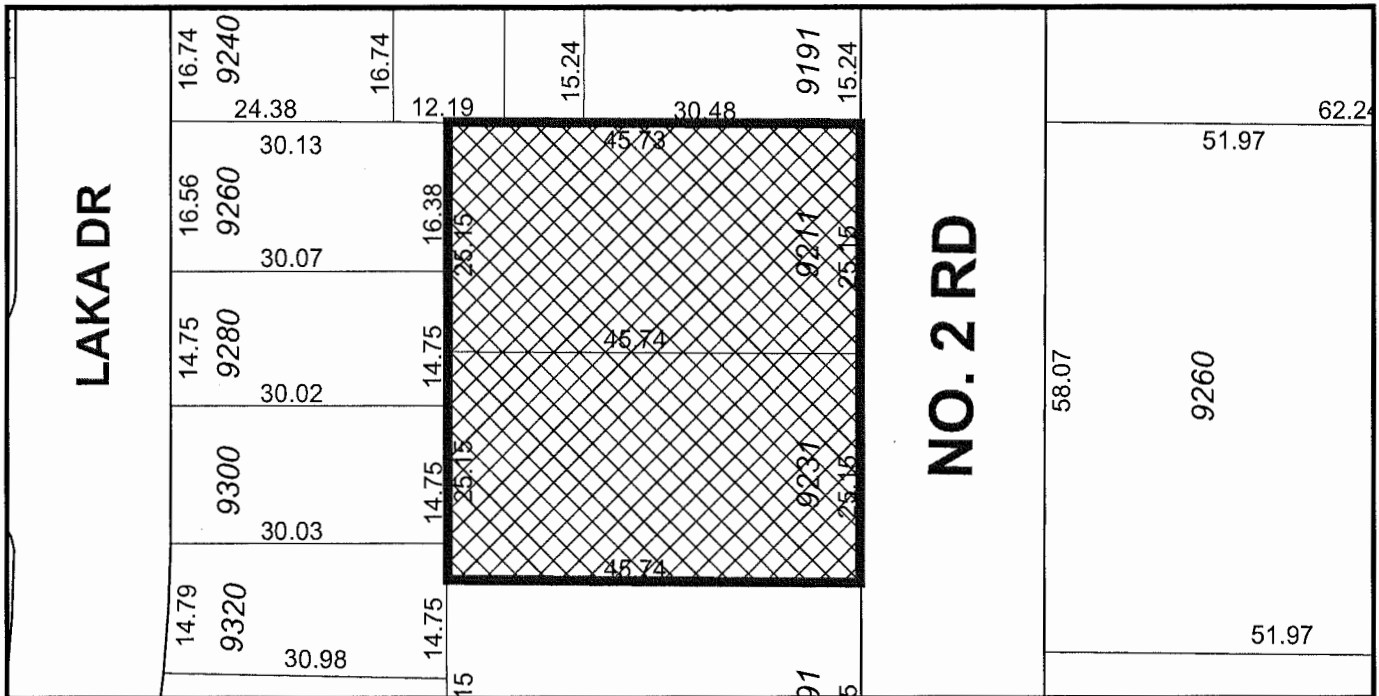
MAR 22 2016

ADOPTED



MAYOR

CORPORATE OFFICER



Note: Dimensions are in METRES



City of Richmond

Report to Council

To: Richmond City Council

Date: March 21, 2016

From: Joe Erceg
Chair, Development Permit Panel

File: 01-0100-20-DPER1-
01/2016-Vol 01

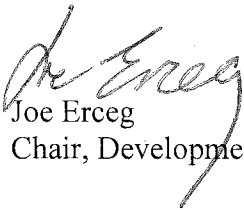
Re: Development Permit Panel Meetings Held on May 15, 2013 and
September 16, 2015

Staff Recommendation

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

1. A Development Permit (DP 09-506645) for the property at 7840 Bennett Road; and
2. A Development Permit (DP 14-674133) for the property at 9211 and 9231 No. 2 Road;

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 May 15, 2013 and September 16, 2015.

DP 09-506645 – TIMOTHY TSE – 7840 BENNETT ROAD
(May 15, 2013)

The Panel considered a Development Permit application to permit the construction of two (2) back-to-back duplexes on a site zoned “Infill Residential (RI2).” A variance is included in the proposal to permit a 0.83 m building projection beyond the vertical height envelope.

Architect, Timothy Tse, and Landscape Architect, Keith Ross provided a brief presentation, noting:

- Approximately 14 front-to-back orientated duplex units had been developed in the area.
- The proposed development is compatible in character, form, scale and material to the existing duplex buildings in the area; providing a consistent streetscape.
- The requested variance would allow a gable roof facade that is consistent with other similar projects in the area.
- An existing Honey Locust tree on the adjacent property will be protected.

In response to Panel queries, it was noted that no common amenity space is proposed for the development, as each unit has private space and there are a total of three (3) parking spaces provided per duplex lot.

Staff advised that the development includes a Servicing Agreement for frontage improvements along Bennett Road (i.e. curb, gutter, boulevard and sidewalk improvements including culvert/ditch infilling) and the construction of the rear lane. The variance is consistent to other variances that have been granted in the area. There are two (2) convertible units included in the proposal and all units have aging-in-place features.

Correspondence was submitted to the Development Permit Panel regarding the application.

In response to the correspondence, staff confirmed that there is no on-street parking on the north side of Bennett Road and staff were advised by Community Bylaws that an average of two (2) parking complaints are received each year for this area. It is standard procedure that the development drawings not include any proposed frontage improvements, as the drawings are intended to reflect the on-site development. The clustering of trees in question at the northwest corner of the site are hedge and shrub plantings and not tree plantings. The last concern related to a desire to have an existing hydro and telephone pole removed; however, until the entire hydro line along Bennett Road has been placed underground, BC Hydro is unlikely to remove individual poles.

The Panel was in support of the project; noting the compact design and use of the site.

The Panel recommends that the Permit be issued.

DP 14-674133 – WESTERN VERONA GARDEN HOLDINGS LTD.
– 9211 AND 9231 NO. 2 ROAD
(September 16, 2015)

The Panel considered a Development Permit application to permit the construction of 10 townhouse units on a site zoned “Low Density Townhouses (RTL4).” No variances are included in the proposal.

Architect, Wayne Fougere, of Fougere Architecture Inc., and Landscape Architect, Daryl Tyacke, of ETA Landscape Architecture, provided a brief presentation, noting that:

- Existing trees along the north-west corner of the site will be retained.
- The proposed amenity space will be designed for use by a future development.
- Removable perimeter fencing would be utilized in the event that No. 2 Road is widened.
- The play area is located on two levels, connected via a slide and a sloped walkway.
- Garage aprons will utilize permeable pavers.
- Hedges along the western portion of the site will be utilized for screening.

Staff noted that: (i) existing trees on-site will be retained; (ii) open space was oversized to accommodate potential future development of the properties north of the site; (iii) additional visitor vehicle parking was included; (iv) the proposed development will meet EnerGuide 82 standards; and (v) a Servicing Agreement was secured for No. 2 Road frontage improvements.

In response to Panel queries, staff advised that the City has secured a right-of-way for potential future road widening of No. 2 Road.

In response to Panel queries, Mr. Fougere and Mr. Tyacke noted that: (i) the two-bedroom, tandem unit will be used as the convertible unit; (ii) the play area would be surfaced with rubber flooring; (iii) trees will have an open canopy; and (iv) most of the plantings will include grasses and low plant material.

No correspondence was submitted to the Development Permit Panel regarding the application.

Mandy Mach addressed the Panel, expressing concern with regard to the future sewage connections from the proposed development.

In response to Panel queries, staff advised that service connections will be located along the north-west portion of the site, however; connection designs have not been finalized.

The Chair spoke on potential service connections, noting that design for service connections have not been finalized and adjacent property owners would be notified should any future service connects impact adjacent properties.

The Panel recommends that the Permit be issued.