City of Richmond

Agenda

City Council

Council Chambers, City Hall
6911 No. 3 Road

Monday, April 27, 2026
7:00 p.m.

Pg. # ITEM

MINUTES

1. ***Motion to:***

CNCL-10 ***(1) adopt the minutes of the Regular Council meeting held on April 13, 2026;***

CNCL-22 ***(2) adopt the minutes of the Regular Council meeting for Public Hearings held on April 20, 2026; and***

CNCL-24 ***(3) receive for information the Metro Vancouver 'Board in Brief' dated March 27, 2026.***

AGENDA ADDITIONS & DELETIONS

COMMITTEE OF THE WHOLE

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

3. Delegations from the floor on Agenda items.

PLEASE NOTE THAT FOR LEGAL REASONS, DELEGATIONS ARE NOT PERMITTED ON ZONING OR OCP AMENDMENT BYLAWS WHICH ARE TO BE ADOPTED OR ON DEVELOPMENT PERMITS/DEVELOPMENT VARIANCE PERMITS – ITEM NO. 17.

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
- Economic Development Strategy: Proposed Guiding Principles and Public Engagement Feedback
- Award of Contract - Granicus Amanda 5-Year Support and Maintenance Renewal
- Application to Amend Liquor Primary Liquor Licence # 170766 - Change of Hours of Liquor Service (Outside Service Hours) - Vino Volo - 3211 Grant McConachie Way (Post Security)
- Community Food Action Plan Guiding Principles
- 2021–2031 Collaborative Action Plan to Reduce and Prevent Poverty in Richmond: 2024–2025 Highlights
- Annual Property Tax Rates (2026) Bylaw No. 10748
- Land use applications for first reading (to be further considered at the Public Hearing on May 19, 2025):

- 8200 Steveston Highway – Zoning Text Amendment to the "Agriculture (AG1)" Zone to Permit a Greenhouse with Concrete Footings (Corey Liu – applicant)
- Heritage Alteration Permit for 3711 And 3731 Chatham Street (Steveston Methodist Church)
- Land use application for first, second and third reading:
  - 9600/9620 Garden City Road – Rezone From the "Two-Unit Dwellings (RD1)" Zone to the "Low Density Townhouses (RTL4)" Zone (1260479 BC Ltd. – Applicant)
- Recycling and Solid Waste Management – Report 2025: Working Together to Reduce, Reuse and Recycle

5. ***Motion to adopt Items No. 6 through No. 16 by general consent.***

Consent Agenda Item

6. **COMMITTEE MINUTES**

That the minutes of:

CNCL-39 ***(1) the Community Safety Committee meeting held on April 14, 2026;***

CNCL-43 ***(2) the Special Finance and Audit Committee meeting held on April 20, 2026;***

(3) the General Purposes Committee meeting held on April 20, 2026; *(distributed separately)*

CNCL-45 ***(4) the Planning Committee meeting held on April 21, 2026; and***

CNCL-56 ***(5) the Public Works and Transportation Committee meeting held on April 22, 2026;***

be received for information.

Consent Agenda Item

7. **ECONOMIC DEVELOPMENT STRATEGY: PROPOSED GUIDING PRINCIPLES AND PUBLIC ENGAGEMENT FEEDBACK**
(File Ref. No. 08-4150-13-001) (REDMS No. 8355682)

CNCL-60

See Page **CNCL-60** for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

That the Guiding Principles, as detailed in the report titled "Economic Development Strategy: Proposed Guiding Principles and Public Engagement Feedback", dated April 7, 2026, from the Director, Business Services, be approved.

Consent Agenda Item

8. **AWARD OF CONTRACT - GRANICUS AMANDA 5-YEAR SUPPORT AND MAINTENANCE RENEWAL**
(File Ref. No. 03-1000-20-8551) (REDMS No. 8364842)

CNCL-96

See Page **CNCL-96** for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

(1) That Granicus AMANDA Support and Maintenance Renewal, be awarded to Granicus for a five-year term for an estimated value of $713,467 excluding taxes, as described in the report titled "Award of Contract – Granicus AMANDA Software, Support and Maintenance Renewal", dated March 23, 2026, from the Director, Information Technology; and

(2) That the Chief Administrative Officer and the General Manager, Finance and Corporate Services be authorized to execute the contract and all related documentation with Granicus.

Consent Agenda Item

9. **APPLICATION TO AMEND LIQUOR PRIMARY LIQUOR LICENCE # 170766 - CHANGE OF HOURS OF LIQUOR SERVICE (OUTSIDE SERVICE HOURS) - VINO VOLO - 3211 GRANT MCCONACHIE WAY (POST SECURITY)**
(File Ref. No. 2-8375-03) (REDMS No. 8356916)

CNCL-99

See Page **CNCL-99** for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

(1) That the application from LS Travel Retail North America Inc., doing business as, Vino Volo, seeking a permanent amendment to Liquor Primary Liquor Licence #170766, increasing their hours of liquor service from 6:00 AM to 11:00 PM, Monday to Sunday, to 24 hours service, (Outside Service Hours) be supported; and

(2) That a letter be sent to the Liquor and Cannabis Regulation Branch, which includes the information as set out in Attachment 1 to this report, advising that Council recommends the approval of the amendment to the Liquor Primary Liquor Licence as described in Recommendation 1 of this report.

Consent Agenda Item

10. **COMMUNITY FOOD ACTION PLAN GUIDING PRINCIPLES**
(File Ref. No. 08-4055-08) (REDMS No. 8331434)

CNCL-110

See Page **CNCL-110** for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

That the guiding principles detailed in the report titled "Community Food Action Plan Guiding Principles", dated April 2, 2026, from the Director, Community Social Development, be approved.

Consent Agenda Item

11. **2021–2031 COLLABORATIVE ACTION PLAN TO REDUCE AND PREVENT POVERTY IN RICHMOND: 2024–2025 HIGHLIGHTS**
(File Ref. No. 08-4055-08) (REDMS No. 8312792)

CNCL-115

See Page **CNCL-115** for full report

GENERAL PURPOSES COMMITTEE RECOMMENDATION

That the 2021–2031 Collaborative Action Plan to Reduce and Prevent Poverty in Richmond: 2024–2025 Highlights as outlined in the report titled "2021–2031 Collaborative Action Plan to Reduce and Prevent Poverty in Richmond: 2024–2025 Highlights", dated April 7, 2026, from the Director, Community Social Development, be posted on the City's website and distributed to community partners, local Members of Parliament and local Members of the Legislative Assembly, and federal and provincial ministries related to poverty reduction.

Consent Agenda Item

12. **ANNUAL PROPERTY TAX RATES (2026) BYLAW NO. 10748**
(File Ref. No. 03-1240-01) (REDMS No. 8373575)

CNCL-154

See Page **CNCL-154** for full report

FINANCE AND AUDIT COMMITTEE RECOMMENDATION

That the Annual Property Tax Rates (2026) Bylaw No. 10748 be introduced and given first, second and third readings.

Consent Agenda Item

13. **APPLICATION BY COREY LIU FOR A ZONING TEXT AMENDMENT TO THE "AGRICULTURE (AG1)" ZONE TO PERMIT A GREENHOUSE WITH CONCRETE FOOTINGS AT 8200 STEVESTON HIGHWAY**
(File Ref. No. ZT 26-004041) (REDMS No. 8335581)

CNCL-167

See Page **CNCL-167** for full report

PLANNING COMMITTEE RECOMMENDATION

That Richmond Zoning Bylaw 8500, Amendment Bylaw 10747, for a Zoning Text Amendment to the "Agriculture (AG1)" zone to permit the development of a 936 m2 greenhouse with concrete footings for agricultural purposes at 8200 Steveston Highway be introduced and given first reading.

Consent Agenda Item

14. **HERITAGE ALTERATION PERMIT FOR 3711 AND 3731 CHATHAM STREET (STEVESTON METHODIST CHURCH)**
(File Ref. No. HA 25-022376) (REDMS No. 8360640)

CNCL-222

See Page **CNCL-222** for full report

PLANNING COMMITTEE RECOMMENDATION

That a Heritage Alteration Permit be issued for the protected heritage property at 3711 and 3731 Chatham Street (Steveston Methodist Church), which would permit exterior alterations.

Consent Agenda Item

15. **APPLICATION BY 1260479 BC LTD. FOR REZONING AT 9600/9620 GARDEN CITY ROAD FROM THE "TWO-UNIT DWELLINGS (RD1)" ZONE TO THE "LOW DENSITY TOWNHOUSES (RTL4)" ZONE**
(File Ref. No. RZ 21-933877) (REDMS No. 8339580)

CNCL-253

See Page **CNCL-253** for full report

PLANNING COMMITTEE RECOMMENDATION

That Richmond Zoning Bylaw 8500, Amendment Bylaw 10746, for the rezoning of 9600/9620 Garden City Road from the "Two-Unit Dwellings (RD1)" zone to the "Low Density Townhouses (RTL4)" zone, be introduced and given first, second and third reading.

Consent Agenda Item

16. **RECYCLING AND SOLID WASTE MANAGEMENT – REPORT 2025: WORKING TOGETHER TO REDUCE, REUSE AND RECYCLE**
(File Ref. No. 10-6370-01) (REDMS No. 8332992)

CNCL-279

See Page **CNCL-279** for full report

PUBLIC WORKS AND TRANSPORTATION COMMITTEE RECOMMENDATION

That the report titled "Recycling and Solid Waste Management – Report 2025: Working Together to Reduce, Reuse and Recycle", from the Director, Public Works, dated March 26, 2026, be approved and made available on the City's website, through various communication tools including social media channels and as part of community outreach initiatives.

Pg. # ITEM

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CONSIDERATION OF MATTERS REMOVED FROM THE CONSENT AGENDA

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PUBLIC ANNOUNCEMENTS AND EVENTS

NEW BUSINESS

BYLAWS FOR ADOPTION

CNCL-349 Housing Agreement (Affordable Housing) (6551 No 3 Road) Bylaw No. 9952, **Bylaw No. 10708**
Opposed at 1st/2nd/3rd Readings – None.

CNCL-388 Richmond Zoning Bylaw No. 8500, Amendment **Bylaw No. 10728**
Opposed at 1st/2nd/3rd Readings – None.

CNCL-390 Richmond Zoning Bylaw No. 8500, Amendment **Bylaw No. 10745**
Opposed at 1st/2nd/3rd Readings – None.

Pg. # ITEM

DEVELOPMENT PERMIT PANEL

17. RECOMMENDATION

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

CNCL-392

(1) That the Chair's report for the Development Permit Panel meetings held on September 10, 2025, October 16, 2025 and November 13, 2025, be received for information; and

(2) That the recommendations of the Panel to authorize the issuance of:

(a) a Development Variance Permit (DV 25-019257) for the property at 4611 Viking Way;

(b) a Development Permit (DP 25-007857) for 8251 Alexandra Road; and

(c) a Development Permit for (DP 24-050212) for 10320 Railway Avenue.

be endorsed, and the Permits so issued.

ADJOURNMENT

City of Richmond

Minutes

Regular Council

Monday, April 13, 2026

Place: Council Chambers
Richmond City Hall

Present: Mayor Malcolm D. Brodie
Councillor Carol Day
Councillor Laura Gillanders
Councillor Kash Heed
Councillor Andy Hobbs
Councillor Alexa Loo
Councillor Bill McNulty
Councillor Michael Wolfe

Corporate Officer – Claudia Jesson

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

RES NO. ITEM

MINUTES

R26/7-1 1. It was moved and seconded
That:

(1) the minutes of the Regular Council meeting held on March 23, 2026, be adopted as circulated.

CARRIED

PRESENTATION

ARTS SERVICES YEAR IN REVIEW 2025

Arts Services staff presented a video summary of 2025 arts activities (copy on-file, City Clerk's Office).

Regular Council
Monday, April 13, 2026

COMMITTEE OF THE WHOLE

R26/7-2 2. It was moved and seconded
That Council resolve into Committee of the Whole to hear delegations on agenda items (7:05 p.m.).

CARRIED

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. 19.

R26/7-3 4. It was moved and seconded
That Committee rise and report (7:06 p.m.).

CARRIED

CONSENT AGENDA

R26/7-4 5. It was moved and seconded
That Items No. 6 through No. 17 be adopted by general consent.

CARRIED

6. **COMMITTEE MINUTES**

That the minutes of:

(1) the Parks, Recreation and Cultural Services Committee meeting held on March 24, 2026;

(2) the Finance and Audit Committee meeting held on April 7, 2026;

(3) the General Purposes Committee meeting held on April 7, 2026; and

(4) the Planning Committee meeting held on April 8, 2026;

be received for information.

ADOPTED ON CONSENT

7. **ARTS SERVICES YEAR IN REVIEW 2025**
(File Ref. No. 11-7000-11-01) (REDMS No. 8310045)

(1) That the Arts Services Year in Review 2025 as presented in the report titled, "Arts Services Year in Review 2025", dated March 2, 2026, from the Director, Arts, Culture and Heritage Services, be received for information; and

(2) That the Arts Services Year in Review 2025 be circulated to community partners and interested parties for their information.

ADOPTED ON CONSENT

8. **APPLICATION FOR A PERMIT TO ALLOW FOR THE DISCHARGE OF FIREARMS AT 7340 SIDAWAY RD**
(File Ref. No. 12-8350-11-01) (REDMS No. 8326733, 8329562, 8333816, 8338833)

(1) That the application by the Vancouver Gun Club for a permit to allow for the discharge of firearms under the City of Richmond's Regulating the Discharge of Firearms Bylaw No. 4183 for the property at 7340 Sidaway Road, Richmond be approved as detailed in the report titled, "Application for a Permit to Allow for the Discharge of Firearms at 7340 Sidaway Road, Richmond", dated March 2, 2026, from the Director of Recreation and Sport Services; and

(2) That the General Manager, Parks, Recreation and Culture, be authorized to issue a permit as described in Attachment 2, to allow for the discharge of firearms at the Vancouver Gun Club under the City of Richmond's Regulating the Discharge of Firearms Bylaw No. 4183 for the property at 7340 Sidaway Road.

ADOPTED ON CONSENT

9. **STEVESTON PARK LEGACY WALK – EXPANDED SCOPE OF WORK AND BUDGET INCREASE**
(File Ref. No. 06-2345-20-STEV2) (REDMS No. 8349416, 8357787)

(1) That the expanded scope of work for the Steveston Park Legacy Walk as outlined in the report titled "Steveston Park Legacy Walk – Expanded Scope of Work and Budget Increase", dated March 2, 2026, from the Director, Park Services, be approved;

(2) That a $300,000 budget increase for the Steveston Park Legacy Walk capital project with $100,000 funded from the Council Community Initiatives Account and $200,000 from external contribution as outlined in the report titled "Steveston Park Legacy Walk –Expanded Scope of Work and Budget Increase", dated March 2, 2026, from the Director, Park Services, be approved;

(3) Should Council approve the proposed expanded scope of work and budget increase, the Chief Administrative Officer and the General Manager, Parks, Recreation and Culture be authorized to amend the existing contribution agreement on behalf of the City of Richmond with the Steveston Community Society, to reflect the additional contribution from the Steveston Community Society to the City;

(4) That the Consolidated 5 Year Financial Plan (2026–2030) be amended accordingly; and

(5) That staff proceed with next steps, as outlined in the report titled "Steveston Park Legacy Walk – Expanded Scope of Work and Budget Increase", dated March 2, 2026, from the Director, Park Services.

ADOPTED ON CONSENT

10. **PROPOSED INTERIM ENERGY CENTRE LOCATION AT 3760, 3780 SEXSMITH ROAD, AND 8651 CAMBIE ROAD**
(File Ref. No. 10-6600-10-08; XR: 01-0060-20-LIEC1) (REDMS No. 8320669)

That Council approve the interim use of City-owned properties at 3760, 3780 Sexsmith Road, and 8651 Cambie Road for a district energy Interim Energy Centre (IEC) to service the Capstan and Aberdeen areas.

ADOPTED ON CONSENT

11. **2026 RICHMOND COMMUNITY CELEBRATION GRANT PROGRAM AND RICHMOND CELEBRATES SOCCER COMMUNITY CELEBRATION GRANT PROGRAM ALLOCATIONS**
(File Ref. No. 03-1085-06; 11-7400-01) (REDMS No. 8333076, 8333834)

(1) That the 2026 Richmond Community Celebration Grant Program be awarded for the recommended amount of $58,000 as identified in Attachment 2 of the report titled, "2026 Richmond Community Celebration Grant Program and Richmond Celebrates Soccer Community Celebration Grant Program Allocations", dated March 16, 2026, from the Director, Arts, Culture and Heritage Services;

(2) That the 2026 Richmond Celebrates Soccer Community Celebration Grant Program be awarded for the recommended amount of $10,000 as identified in Attachment 3 of the report titled, "2026 Richmond Community Celebration Grant Program and Richmond Celebrates Soccer Community Celebration Grant Program Allocations", dated March 16, 2026, from the Director, Arts, Culture and Heritage Services; and

(3) That the grant funds be distributed accordingly following Council approval.

ADOPTED ON CONSENT

12. **HOMELESSNESS STRATEGY 2019–2029: 2025 UPDATE**
(File Ref. No. 08-4057-11-03) (REDMS No. 8277484)

That the Homelessness Strategy 2019–2029: 2025 Update, as outlined in the report titled "Homelessness Strategy 2019–2029: 2025 Update", dated March 16, 2026, from the Director, Community Social Development, be posted on the City's website and distributed to key partners, local Members of Parliament and the Legislative Assembly, and federal and provincial ministries related to housing and homelessness, social development and poverty reduction, and health.

ADOPTED ON CONSENT

13. **2025 HOMELESSNESS-RELATED CITY INVESTMENT**
(File Ref. No. 08-4057-11-01) (REDMS No. 8348538)

(1) That the report titled "2025 Homelessness-Related City Investment", dated March 19, 2026 from the Director, Community Social Development and the Director, Community Bylaws and Licencing, be distributed to local Members of Parliament and local Members of the Legislative Assembly, including the Premier, the Minister of Health, the Minister of Social Development and Poverty Reduction, the Minister of Housing and Municipal Affairs, and the Minister of Transportation and Transit; and

(2) That the City request that the Province of British Columbia measurably increase coordination and operational collaboration with the City of Richmond in addressing issues occurring on Crown lands and transportation corridors within the city.

ADOPTED ON CONSENT

14. **APPLICATION BY STEPHEN EASTERBROOK FOR AN AGRICULTURAL LAND RESERVE NON-ADHERING RESIDENTIAL USE AND REZONING AT 17720 RIVER ROAD FROM "AGRICULTURE (AG1)" ZONE TO "AGRICULTURE (AG3)" ZONE**
(File Ref. No. 12-8060-20-010733, RZ 25-015421; 08-4105-20- AG 25-016791) (REDMS No. 8218100, 8253461, 8251407, 8368173)

(1) That the application by Stephen Easterbrook for an Agricultural Land Reserve Non-Adhering Residential Use to allow full-time farm labour accommodation at 17720 River Road be forwarded to the Agricultural Land Commission; and

(2) That Richmond Zoning Bylaw 8500, Amendment Bylaw 10733, for the rezoning of 17720 River Road from "Agriculture (AG1)" zone to "Agriculture (AG3)" zone to permit full-time farm labour accommodation, be introduced and given first reading.

ADOPTED ON CONSENT

15. **APPLICATION BY LESLIE GORDON FOR A TEMPORARY COMMERCIAL USE PERMIT AT 7791 STEVESTON HIGHWAY**
(File Ref. No. 08-4105-20- TU 26-002761) (REDMS No. 8325309)

(1) That the application by Leslie Gordon for a Temporary Commercial Use Permit for the property at 7791 Steveston Highway, to allow "retail, second hand" as a permitted use, be considered for a period of three years from the date of issuance; and

(2) That this application be forwarded to the May 19, 2026, Public Hearing at 5:30 p.m. in the Council Chambers of Richmond City Hall.

ADOPTED ON CONSENT

16. **HOUSING AGREEMENT AMENDMENT APPLICATION FOR 7557 CST. JIMMY NG ROAD (FORMERLY 6551 NO. 3 ROAD)**
(FILE REF. NO. 12-8060-20-010708) (REDMS NO. 8277021, 8277291, 8159151)

That Housing Agreement (Affordable Housing) (6551 No.3 Road) Bylaw No. 9952, Amendment Bylaw 10708 be introduced and given first, second, and third readings.

ADOPTED ON CONSENT

17. **APPLICATION BY SULTAN HUSSAIN FOR REZONING AT 10391/10411 BIRD ROAD FROM THE "SMALL-SCALE MULTI-UNIT HOUSING (RSM/L)" ZONE TO THE "SMALL-SCALE MULTI-UNIT HOUSING (RSM/M)" ZONE**
(File Ref. No. 12-8060-20-010742, RZ 21-938041) (REDMS No. 8300035, 6945057, 2221494)

That Richmond Zoning Bylaw 8500, Amendment Bylaw 10742, for the rezoning of 10391/10411 Bird Road from the "Small-Scale Multi-Unit Housing (RSM/L)" zone to the "Small-Scale Multi-Unit Housing (RSM/M)" zone, be introduced and given first, second and third reading.

ADOPTED ON CONSENT

Regular Council
Monday, April 13, 2026

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CONSIDERATION OF MATTERS REMOVED FROM THE CONSENT AGENDA

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NON-CONSENT AGENDA ITEMS

PLANNING COMMITTEE
Councillor Bill McNulty, Chair

18. **REVIEW OF EXISTING AIRCRAFT NOISE SENSITIVE LAND USE POLICIES AND CONSIDERATION OF THE MERITS AND IMPLICATIONS OF SUPPORTING NEW RESIDENTIAL DEVELOPMENT IN AFFECTED AREAS**
(File Ref. No. 08-4045-00; XR: 08-4045-30-02) (REDMS No. 8343643)

R26/7-5 It was moved and seconded
That the existing approach applied in the Aberdeen and Bridgeport Village area (Option 1) as outlined in the report titled "Review of Existing Aircraft Noise Sensitive Land Use Policies and Consideration of the Merits and Implications of Supporting New Residential Development in Affected Areas", dated March 20, 2026, from the Director, Policy Planning, be preserved at this time.

The question on Resolution R26/7-7 was not called as discussion ensued with respect to the existing development approach applied in the Aberdeen and Bridgeport Village areas.

In response to a query from Council, staff noted applicants are directed to make applications that are consistent with the City's existing policies however, with the adoption of the early OCP review policy (fall 2025), in the event an applicant chooses to pursue an alternative development that is contrary to the OCP policy, the applicant will be required to provide a fully complete rezoning application for staff to undergo an initial analysis and bring forward to Council for early comment.

Discussion ensued with respect to the Aircraft Noise Sensitive Development map, as provided on screen (attached to and forming part of these minutes as Schedule 1). Staff noted the map reflects the noise contour levels which also coincided with many area plans that were under development at the time.

Further discussion ensued with respect to any unintended consequences of reducing available employments lands for the increase to residential lands.

The question on Resolution R25/7-5 was then called and it was **CARRIED** with Cllrs. Day, Heed and McNulty opposed.

PUBLIC ANNOUNCEMENTS AND EVENTS

Mayor Brodie announced:

From the January 26, 2026 Closed Council meeting, the following organizational representatives have been confirmed as members to the Community Food Action Plan (2027-2032) and Steering Committee membership:

- Food Link Society;
- Muslim Food Bank and Community Services;
- Parish of St. Alban's;
- The Progressive Housing Society;
- Refuge Church Richmond (formerly Church on Five);
- Richmond Food Bank Society;
- Richmond School District No. 38;
- The Sharing Farm Society;
- The Salvation Army; and
- Vancouver Coastal Health.

At the March 23, 2026 Closed Council meeting, two resolutions were passed by Council, both of which related to First Nations and Aboriginal Title. Letters have been sent to the Chiefs of the Musqueam Indian Band and Cowichan Nation asking that each group legally renounce any claim to private property arising out of the agreement or court proceedings respectively as well as agreeing that all future negotiations processes would be open and transparent. Letters were also sent to government officials in this regard.

BYLAWS FOR ADOPTION

R26/7-6 It was moved and seconded
That Housing Agreement (10440 and 10460 No 2 Road) Bylaw No. 9246, Amendment Bylaw No. 10691 be adopted:

CARRIED

DEVELOPMENT PERMIT PANEL

R26/7-7 19. It was moved and seconded

(1) That the minutes of the Development Permit Panel meeting held on March 25, 2026, and the Chair's report for the Development Permit Panel meeting held on January 15, 2025, be received for information; and

(2) That the recommendations of the Panel to authorize the issuance of Development Permit (DP 21-944022) for the property located at 18840 River Road, be endorsed and the Permit so issued.

The question on Resolution R26/7-7 was not called as a brief discussion ensued with respect to compensation for environmentally sensitive areas.

The question on Resolution R26/7-7 was then called and it was **CARRIED**.

Regular Council
Monday, April 13, 2026

ADJOURNMENT

R26/7-8 It was moved and seconded
That the meeting adjourn (8:27 p.m.).

CARRIED

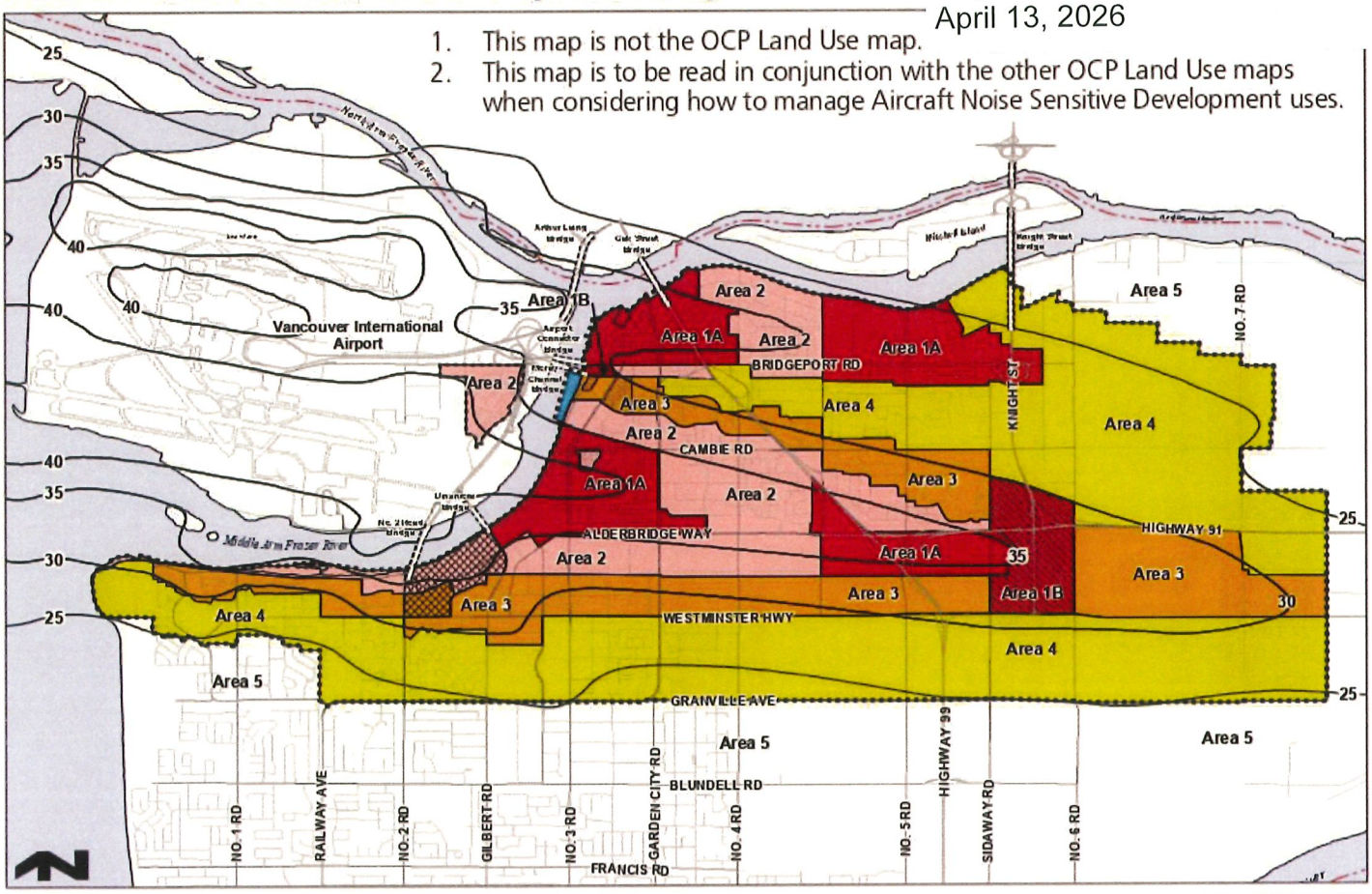
Certified a true and correct copy of the Minutes of the Regular meeting of the Council of the City of Richmond held on Monday, April 13, 2026.

Mayor (Malcolm D. Brodie)

Corporate Officer (Claudia Jesson)

Aircraft Noise Sensitive Development Map

1. This map is not the OCP Land Use map.
2. This map is to be read in conjunction with the other OCP Land Use maps when considering how to manage Aircraft Noise Sensitive Development uses.



Aircraft Noise Sensitive Development (ANSD) Policy Areas (see Aircraft Noise Sensitive Development Policy Table)

No New Aircraft Noise Sensitive Land Uses:

AREA 1A
New Aircraft Noise Sensitive Land Use Prohibited

AREA 1B
New Residential Land Uses Prohibited

Areas where Aircraft Noise Sensitive Land Uses may be considered: subject to Aircraft Noise Mitigation Requirements

AREA 2
All Aircraft Noise Sensitive Land Uses (except new single family) may be considered (see Table for exceptions)

AREA 3
All Aircraft Noise Sensitive Land Use types may be considered

AREA 4
All Aircraft Noise Sensitive Land Use types may be considered

No Aircraft Noise Mitigation Requirements

AREA 5
All Aircraft Noise Sensitive Land Use types may be considered

Objective: Current rezoning may proceed prior to Area Plan updates, based on the formula:
- Residential use: Up to 2/3 of the buildable square feet (BSF);
- Non-residential use: The remaining BSF (e.g., 1/3)

Objective: To support the 2010 Olympic Speed Skating Oval:
- Residential use: Up to 2/3 of the buildable square feet (BSF);
- Non-residential use: The remaining BSF (e.g., 1/3)

On Fraser River Above 30 NEF Residential (e.g. house boats) may be considered

2015 Noise Exposer Forecast (NEF) Contours

Extent of Aircraft Noise Insulation

City of Richmond

Minutes

Regular Council meeting for Public Hearings
Monday, April 20, 2026

Place:	Council Chambers Richmond City Hall
Present:	Mayor Malcolm D. Brodie, Chair Councillor Carol Day Councillor Laura Gillanders Councillor Kash Heed Councillor Andy Hobbs Councillor Alexa Loo Councillor Bill McNulty Councillor Michael Wolfe Claudia Jesson, Corporate Officer
Call to Order:	Mayor Brodie opened the proceedings at 5:30 p.m.

1. **RICHMOND ZONING BYLAW 8500, AMENDMENT BYLAW 10728**
(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.

PH26/3-1 It was moved and seconded
That Richmond Zoning Bylaw 8500, Amendment Bylaw 10728 be given second and third readings.

CARRIED

Regular Council meeting for Public Hearings
Monday, April 20, 2026

2. **RICHMOND ZONING BYLAW 8500, AMENDMENT BYLAW 10745**
(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.

PH26/3-2 It was moved and seconded
That Richmond Zoning Bylaw 8500, Amendment Bylaw 10745 be given second and third readings.

CARRIED
Opposed: Cllr. Gillanders

ADJOURNMENT

PH26/3-3 It was moved and seconded
That the meeting adjourn (5:36 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, April 20, 2026.

Mayor (Malcolm D. Brodie)

Corporate Officer (Claudia Jesson)

For Metro Vancouver meetings on Friday, March 27, 2026

Please note these are not the official minutes. Board in Brief is an informal summary. Material relating to any of the following items is available on request from Metro Vancouver. For more information, please contact: media@metrovancouver.org.

Metro Vancouver Regional District

E1.1 təmtəmíxʷtən/Belcarra Regional Park – Admiralty Heights Plan – Phase 1 Engagement **RECEIVED**

Metro Vancouver Regional Parks is initiating the engagement process for the development of a plan for the Admiralty Heights area in təmtəmíxʷtən/Belcarra Regional Park.

The Admiralty Heights area encompasses around 275 hectares of mature forest and is currently closed to the public. A plan for this area will be developed in collaboration with the səlilwətaɬ (Tsleil-Waututh Nation) and will guide decision making for resource management, area development, operations, and programming over the next 20 years. The process to develop this plan will start with engagement with səlilwətaɬ, and expand to the public, and other interest holders.

The Board received this report for information.

E2.1 Metro 2050 Regional Context Statement – City of Vancouver **ACCEPTED**

The City of Vancouver has completed the draft update to its Official Development Plan (ODP) and submitted a Regional Context Statement demonstrating that the new ODP is consistent with the regional federation's goals, strategies and actions in *Metro 2050*. The MVRD Board considers acceptance of Regional Context Statements to ensure that local aspirations align with shared regional goals.

The Regional Context Statement supports the regional federation's vision by advancing:

- Compact Urban Growth: Concentrating major growth in the Metro Core and Oakridge, aligning development with rapid transit areas, and providing a full range of amenities and services across urban centres, transit areas, neighbourhood centres, and villages.
- Sustainable Economy: Expanding and enhancing job space, supporting diverse and equitable economic opportunities, and strengthening food access and local food supply chains.
- Environmental Protection and Climate Action: Protecting and restoring environmentally sensitive lands, advancing ecosystem connectivity, supporting climate-aligned land use and transportation actions, and mitigating climate-related and natural hazards.
- Housing Diversity and Affordability: Expanding diverse and affordable housing options across all neighbourhoods, protecting and renewing rental without displacement, and partnering across governments and non-profits to support people experiencing or at risk of homelessness.
- Sustainable Transportation: Focusing high-density growth around transit, turning greenways (currently largely shared with cars) into car-light or car-free corridors, and sustaining industrial goods movement and logistics infrastructure.

Metro Vancouver and the City will work together in the next RCS update to establish a target for lands protected for nature. It was recommended that the MVRD Board accept the City of Vancouver's Regional Context Statement.

The Board accepted the City of Vancouver's Regional Context Statement and directed staff to notify the City of Vancouver of the decision.

E2.2 Metro 2050 Regional Context Statement – City of Port Moody **ACCEPTED**

The City of Port Moody has updated its Official Community Plan and submitted a revised Regional Context Statement demonstrating how the new Official Community Plan is consistent with the regional federation's goals, strategies and actions as laid out in *Metro 2050*. The MVRD Board considers acceptance of Regional Context Statements to ensure that local aspirations, as expressed in Official Community Plans, align with the regional federation's goals.

The Regional Context Statement supports the regional federation's vision by advancing:

- Focusing and Managing Growth: Providing a detailed policy framework to guide future high-density, mixed-use development in the City's Frequent Transit Development Area (FTDA) and Urban Centre, consistent with Goal 1.
- Environmental Protection and Climate Action: Protecting environmentally sensitive areas by increasing the total area of land protected for nature to 48.7% by 2050, and reducing (Greenhouse Gas) GHG emissions through land-use and transportation strategies, consistent with Goal 3.
- Housing Diversity and Affordability: Ensuring the provision of market and non-market, purpose-built rental housing options to meet the needs of diverse households within the Urban Centre and FTDA, consistent with Goal 4.
- Sustainable Transportation: Developing a complete, connected, and compact community to minimize transportation-related emissions and enable residents easy access to daily needs, consistent with Goal 5.

It was recommended that the MVRD Board accept the City of Port Moody's Regional Context Statement.

The Board accepted the City of Port Moody's Regional Context Statement and directed staff to notify the City of Port Moody of the decision.

E2.3 Agriculture Data Update - Census of Agriculture **RECEIVED**

Since 2001, Metro Vancouver has compiled and published Census of Agriculture data for the region for use by member jurisdictions, data analysts, and researchers. This report represents data from the 2021 Census; however, data has been released over subsequent years and compiled here for the Metro Vancouver region. More detailed reporting of the Census will be combined with results from the latest Agricultural Land Use Inventory (ALUI) and compiled into a regional databook resource to support member jurisdictions and other organizations with a broader picture of the state of agriculture within Metro Vancouver to support land use planning, policy, and local economic development.

The most significant regional trends from the Census include:

- Farm Area: Down by 13% (5,317 ha) over 25 years with the greatest decrease occurring in the past 5 years.
- Number of Farms: Down by 39% over 25 years with a 12% decline occurring in the past 5 years.
- Farm Operators: Down by 39% over 25 years; median age rising; only 30% of farms in the region have succession plans.
- Cropland: Fruit, nut, and berry farms increasing while there are fewer farms with other crop types (hay, field crops, greenhouse, nursery, potatoes, vegetables, mushrooms).
- Livestock: Fewer livestock farms (especially sheep and horses).
- Farm Receipts: Metro Vancouver leads BC in per hectare earnings reaching $38,192, which is up 54% since 2016.
- Profitability: Only Burnaby, Delta, and Surrey experienced an increase in agricultural sector profitability in 2021.

Taken together, these trends point to increasing pressures on the region's agricultural land base, workforce, and economic resilience. While strong per-hectare receipts demonstrate the sector's continued productivity, the persistent decline in number of farms, operators, and key crop and livestock categories signals ongoing structural challenges in the sector.

The Board received this report for information.

E3.1 Approach to Engagement on Consideration of the Size and Structure of each of the Four Metro Vancouver Boards **ENDORSED**

This report describes the proposed engagement program to support the assessment of the size and structure of the four Metro Vancouver Boards. The current schedule has the Boards identifying the parameters for the conversation on size and structure in March 2026, and reviewing engagement materials in April 2026 for subsequent Board consideration. Engagement is planned to run from May to June 2026, subject to confirmation of a short list of options for Board size and structure.

Engagement will be co-delivered by Deloitte Canada and Metro Vancouver staff. The engagement program will reach a range of audiences:

- Governance Committee members and Board Directors
- Member jurisdictions (elected officials and staff)
- Local First Nations
- Metro Vancouver staff
- The provincial government (elected officials and staff)
- Public

Tactics will include background materials, in-person interviews, meetings, online surveys, and webinars. A summary of the outcomes of the engagement program will be provided to the Boards for consideration as part of the deliberations on Boards size and structure in July 2026.

The Board endorsed the engagement plan as outlined in the report.

E3.2 Consideration of Changes to the Size and Structure of each of Metro Vancouver's Four Boards of Directors: Options Analysis **RECEIVED**

The 2025 independent Metro Vancouver Board Governance Review concluded that there is an opportunity to optimize the size and structure of Metro Vancouver's four Boards to improve governance and oversight, and to enhance decision making and risk management. Consideration of such options is a major piece of work for the Governance Committee and Boards in 2026. To date, the MVRD Board has approved a process to consider potential changes and considered an evaluation framework.

At its March 12, 2026 meeting, the Governance Committee considered the report titled, "Consideration of Changes to the Size and Structure of each of Metro Vancouver's Four Boards of Directors: Options Analysis", dated March 6, 2026. The Committee discussed options for amending the size and structure of both the MVRD and MVHC Boards with the aim of improving governance effectiveness, scalability of the option into the future, how member jurisdictions are represented, broader stakeholder impact, and how readily the options could be implemented.

For the MVRD Board, the Committee discussed the pros, cons, and implications of five options:

1. Status Quo (41 Directors)
2. One Director per member jurisdiction (23 Directors)
3. Cap the number of Directors at 3 per member jurisdiction (34 Directors)
4. Increase the population threshold per vote to 25,000 (36 Directors), and
5. Increase voting divisor to seven (one Director for every 140,000 residents) (34 Directors).

Several committee members expressed that the option of increasing the representation of each Director from 100,000 to 140,000 seemed a fair shorter-term solution that reduces the Board size without changing the overall governance framework, is achievable more quickly, retains proportional representation and would result in some gains in decision making speed, and strategic focus. In addition, there was support for further exploration of a cap on the number of Directors per jurisdiction, but retaining number of votes, as a longer-term objective. A couple of committee members expressed that the option of having one Director per jurisdiction, while retaining number of votes, also deserves further consideration, noting that 16 members have one Director, while 7 have more than one.

For the MVHC Board, the Committee discussed the pros, cons and implications of four options:

1. Status Quo (41 Directors)
2. Align with any changes to the structure of the MVRD Board (23-36 Directors)
3. Smaller Hybrid Non-Profit Board (7-9 Directors comprised of a majority MVRD Board Directors + additional appointees selected based on merit), and
4. Fully Appointed Non-Profit Board (7-9 Directors appointed by the MVRD Board based on merit).

Committee members expressed support for both options 2 and 3. Supporters of aligning with any changes to the MVRD Board noted that the MVHC Board is functioning well, and that it is important to have representation from all member jurisdictions working together on housing in the region. Supporters of a Smaller Hybrid Non-Profit Board noted the opportunity to optimize governance, align with other non-profit housing providers, benefit from external expertise in the housing sector, while retaining regional elected official / MVRD Board representation.

The Committee will focus on the GVS&DD and GVWD Boards in April, and feedback from the Committee and Boards will be incorporated into engagement into materials to support engagement with all Board Directors, representatives from the Province, member jurisdiction elected officials and staff, local First Nations, other agencies, and the public. A summary of engagement will be provided to the Boards to support deliberations on Board size and structure in July 2026.

The Board received this report for information.

E4.1 Financial Board Policy Review – Amended Corporate Allocation Policy **APPROVED**

This report responds to the MVRD and MVHC Boards' request to have RFAC and KPMG provide feedback on the amended Corporate Allocation Policy. The *Corporate Allocation Policy* provides a budget framework for allocating the costs of Metro Vancouver's centralized support departments to Metro Vancouver's four legal entities. The Regional Finance Advisory Committee (RFAC), via resolution, unanimously supported the amended policy at its meeting on March 6, 2026.

The GVS&DD and GVWD Boards adopted the updated policy at their February 27, 2026 meetings.

The amendments to the policy include:

a) administrative updates to reflect the organizational structure;
b) modifications to the calculation of allocating costs to: exclude one-time funded expenditures; and exclude total debt service costs for Metro Vancouver Housing Corporation (MVHC) and Sasamat Fire Protection Services; and
c) the addition of an allocation method for Project Delivery's Project Management Office.

The proposed amendments more accurately reflect service levels provided, reduce operating budget fluctuations, and incorporate current practices not captured in the existing policy. The changes will result in a re-distribution of $160,000 in corporate costs between the four entities. KPMG reviewed the proposed corporate allocation policy and observed that the approach aligns with practices by other local governments to recover and account for the cost of service by legal entity.

The Board approved the amended *Corporate Allocation Policy*.

E4.2 Prioritization Matrix for Flood-related Capital Projects **RECEIVED**

Metro Vancouver has actively participated in ongoing flood resiliency planning processes in the region for many years, and in July 2024, the MVRD Board supported a scope of work for two projects to contribute to regional flood resiliency: a scan of existing flood capital projects and a prioritization matrix for future projects. The prioritization matrix, presented in this report, was developed using existing provincial and federal criteria for flood project grants and has been turned into an Excel-tool that allows users to evaluate future flood risk reduction capital projects by scoring and weighting different criteria.

Following direction from the MVRD Board in November 2025, staff consulted with the Regional Engineers Advisory Committee (REAC) and Regional Administrators Advisory Committee (RAAC) on the draft prioritization matrix for flood-related capital projects in early 2026. While finding the tool potentially useful for individual member jurisdictions, REAC and RAAC do not support Metro Vancouver doing further work to prioritize flood-related capital projects in the region with the intent of a collaborative approach to grant funding. Staff recommended that the report be finalized and the prioritization matrix shared with member jurisdictions for their own use, with no further Metro Vancouver work on prioritizing specific flood-related capital projects or coordinating related advocacy efforts.

The Board received this report for information and directed staff to forward a copy of the report to member jurisdictions for information.

G1.1 Metro 2050 Type 2 Proposed Amendment, Bylaw No. 1451, 2026 – City of Maple Ridge (North 256 Street Industrial Lands Area Plan) **APPROVED**

The City of Maple Ridge is requesting a Type 2 amendment to *Metro 2050* for the North 256 Street Industrial Lands Area Plan. The proposed amendment would re-designate Rural and Industrial lands to Industrial and Conservation and Recreation and expand the Urban Containment Boundary to accommodate a light industrial hub. Roughly half of the subject area is already designated Industrial within *Metro 2050*, and the majority of the subject area is already within the Fraser Sewerage Area. The area contains existing industrial operations and the City notes that industrial lands have long been intended for this area through various industrial and employment lands studies.

The MVRD Board has an important role as the steward of a broad set of issues that must be considered from a regional perspective. This role means that the amendment request is considered in terms of the long-term implications for the whole region, and in particular in the context of the broader intent of *Metro 2050*, the regional growth strategy, which is to guide the development of the region in an affordable, healthy and livable manner that supports the efficient provision of transportation, regional infrastructure and community services. Therefore, while the proposal conveys benefits to the municipality, Metro Vancouver analysis is obligated to consider consistency of the proposed amendment with *Metro 2050.*

Regional Planning analysis concluded that, on balance, the proposed amendment is supportable, however, it does involve several trade-offs that are important for MVRD Board consideration.

The proposal would:

- Add 198 net hectares of Industrial designated lands, expanding the regional supply of industrial lands and supporting long-term economic resilience.
- Add 79 hectares of Conservation and Recreation lands, securing mature forested areas that provide ecological services and establishing a buffer between industrial and adjacent rural or agricultural lands.
- Apply Area Plan Development Permit Area (DPA) guidelines to address industrial land edge planning, interface design, buffering, tree planting, and wildfire resilience.

Challenges include:

- The expansion of the Urban Containment Boundary in an area that is not contiguous to the current urban area or transit service will increase pressure on infrastructure.
- The area's location is susceptible to natural hazards, requiring significant infrastructure investment.

- The redesignation of 222 ha of Rural lands to Industrial will potentially increase speculation to convert Rural lands elsewhere in the region, and *Metro 2050* stipulates that Rural lands are not intended to be an Urban Reserve.
- There will be regional tree canopy target and ecosystem connectivity loss as with any conversion of Rural lands to Industrial uses.

The requested *Metro 2050* Type 2 amendment bylaw requires adoption through an affirmative two-thirds weighted vote of the MVRD Board.

The Board initiated the *Metro 2050* amendment process for the City of Maple Ridge's requested amendment from Rural and Industrial to Industrial and Conservation and Recreation for the North 256 Street Industrial Lands Area Plan and to expand the Urban Containment Boundary as described in this report, gave three readings to *Metro Vancouver Regional District Regional Growth Strategy Amendment Bylaw No. 1451, 2026, and* directed staff to notify affected local governments, post the application on the Metro Vancouver website to provide opportunity for comment, and to notify local First Nations via referral offices to provide opportunity for comment on the proposed amendment.

G1.2 Metro 2050 Type 2 Proposed Amendment – City of Surrey (Hazelmere) **APPROVED**

The City of Surrey has requested an amendment to *Metro 2050* to accommodate a development proposal for a 23.7-hectare area known as Hazelmere, located adjacent to the international boundary (0 Avenue) between 180 Street and 184 Street. The proposed amendment would create a non-contiguous extension of the Urban Containment Boundary and amend the regional land use designation for the site from Rural to General Urban.

The proposed amendment was submitted to Metro Vancouver in 2017 and in 2024. The 2017 proposal was declined at third reading by the MVRD Board. The 2024 application was referred back to the City for additional information on: the implications of new housing legislation, updated information on hydrology and public and First Nation engagement, and clarification regarding the proposed General Urban designation for a portion of the site to be included in the Agricultural Land Reserve. Surrey responded on December 17, 2025 with additional information and requested that the updated amendment be considered by the MVRD Board.

The MVRD Board has an important role as the steward of a broad set of issues that must be considered from a regional perspective. This role means that the amendment request is considered in terms of the long-term implications for the whole region, and in particular in the context of the broader intent of *Metro 2050*, the regional growth strategy, which is to guide the development of the region in an affordable, healthy and livable manner that supports the efficient provision of transportation, regional infrastructure and community services. While the proposal conveys information about benefits to the municipality, Metro Vancouver analysis is obligated to consider consistency of the proposed amendment with *Metro 2050.*

As the proposal is largely unchanged across all three submissions, this report focused on the new information provided, drawing on the analysis from the 2024 staff report. Staff reviewed the new information and recommended declining the amendment for the following reasons:

- The proposal does not support the federation's agreed upon regional goals in *Metro 2050* related to compact growth, protection of environmental, agricultural and employment lands, or sustainable transportation.
- The proposal's non-contiguous location outside the Urban Containment Boundary (UCB) would introduce leapfrog residential development pressures (far from the UCB) and add wastewater flows to a segment of the regional sewer system that already experiences wet-weather overflows, potentially increasing pressure on regional infrastructure.
- Although the region requires more housing, creating car-oriented single-detached development in an area far from existing urban areas and transit would not meaningfully address housing needs and would reinforce traffic impacts, and pressures on adjacent rural and agricultural lands - issues first identified in 2017 and still unresolved.
- New provincial housing legislation would permit up to four times the number of homes (up to 580 units) on the 145-lot subdivision. While Surrey notes that such higher-density development is unlikely based on uptake to date, the submission does not evaluate potential impacts or mitigation should these densities materialize in the future.
- If the amendment is approved, the GVS&DD Board would consider whether to allow the flows into the regional system. The proposed development is located 10 kilometres upstream of Metro Vancouver's Langley Trunk Sewer and all infrastructure needed to convey flows would be provided by the City of Surrey. For the proposal, subdivision and servicing plans are largely unchanged aside from the removal of four detention ponds, with no corresponding upgrades to the remaining facility.

A concurrent process is underway, spurred by a letter from three South of Fraser Mayors to the Chair of the MVRD Board, seeking relatively broad changes to *Metro 2050's* Urban Containment Boundary and amendment process to create better flexibility for South of the Fraser municipalities given their expressed unique growth pressures and challenges in delivering the growing demand for housing. In November 2025, the MVRD Board directed staff to consult with affected local governments on four options and to report back with feedback and *Metro 2050* amendment bylaws(s) for consideration. That process is underway, and staff expect to report back in April 2026. Of note, the City of Surrey could consider the Hazelmere proposal in the context of broader amendment options for *Metro 2050*, such as through the creation of new Special Study Areas.

At its March 5, 2026 meeting, the Regional Planning Committee considered the report.

During the meeting, members discussed the application, which seeks to amend the regional land use designation from Rural to General Urban and extend the Urban Containment Boundary. Members discussed the regional impacts of approving the requested Type 2 amendment, noting the potential benefits to the municipality as well as concerns regarding alignment with *Metro 2050*, particularly in relation to the cost of servicing the site with sewer and the resulting in pressure for future applications along the sewerage extension. Some members voiced concern that the proposal is largely unchanged from 2017, and others noted that the concurrent process to consider potential amendments to *Metro 2050* as a result of a request from three south of Fraser Mayors may impact this application. Some members also noted that they felt it should be up to the municipality to determine the future land use within their jurisdiction, not Metro Vancouver.

The Committee subsequently passed alternative two. The committee's vote was not unanimous.

This application is a Type 2 amendment under *Metro 2050;* the amendment bylaw must receive an affirmative two-thirds weighted vote.

The Board initiated the *Metro 2050* amendment process for the City of Surrey's requested regional land use designation amendment from Rural to General Urban for the lands located at 18115, 18147 and 18253 – 0 Avenue as described in this report, gave three readings to "*Metro Vancouver Regional District Regional Growth Strategy Amendment Bylaw No. 1393, 2026*", and directed staff to notify affected local governments per section 6.4.2 of *Metro 2050,* and to commence an enhanced public engagement process, including hosting a regional public information meeting.

G2.1 MVRD Electoral Area A Clean-up Service Establishment Bylaw No. 1433, 2026 **APPROVED**

Following direction from the MVRD Board in October 2025, Metro Vancouver staff have prepared a service establishment bylaw for a barge and bin clean-up service for water access communities in Electoral Area A. To date, Metro Vancouver has organized barge clean-up events every two years that have been funded by reserves and an unconditional provincial grant. This funding model is not sustainable due to increasing demand for the service and rising operational costs.

The proposed bylaw would fund the coordination, transportation, and disposal of waste items generated by water-access properties in Bowyer Island, Passage Island, Indian Arm, and Pitt Lake by way of an annual cost-sharing model consisting of:

- $30,000 from the annual provincial grant, and
- $20,000 through a tax requisition based on assessed improvement values.

The service establishment bylaw requires assent of the electors. This would be done through an alternate approval process in summer 2026. If 10% of eligible electors submit a response form during the alternative approval process, a referendum (assent voting) would then be held alongside the 2026 local government election to obtain assent of the electors. This process will make it more convenient for residents and help reduce administrative costs.

The Board gave three readings to *Metro Vancouver Regional District Electoral Area A Clean-Up Service Establishment Bylaw No. 1433, 2026*, and directed staff to submit the service establishment bylaw to the Inspector of Municipalities for approval and to obtain elector approval for the service establishment bylaw through carrying out an alternative approval process.

I1 Committee Information Items and Delegation Summaries

The Board received three information items and two delegation summaries from one standing committee.

Regional Parks Committee – March 4, 2026
Information Items:

E1 Burns Bog Ecological Conservancy Area and Delta South Surrey Greenway Update

The Burns Bog Ecological Conservancy Area (BBECA) is a 2,359-hectare protected area containing a raised peat bog located in the City of Delta. The Delta–South Surrey Greenway (DSSG) extends from Mud Bay in Surrey to the Alex Fraser Bridge, running along the eastern boundary of the BBECA.

Metro Vancouver is advancing several initiatives within the BBECA and DSSG that are included in the MVRD Board-approved 2026 Regional Parks Capital Budget. These initiatives include replacing the 2.3-kilometre Delta Nature Reserve boardwalk with improved flood resilience and accessibility, undertaking improvements to 2.2km of the DSSG between 72nd Avenue and Nordel Way, planning for a new greenway access point and educational node at the former peat plant site, and continuing ecological restoration within the sensitive bog environment.

Together, these projects represent an integrated approach to enhancing public access, supporting education, and strengthening the long-term stewardship of the Burns Bog Ecological Conservancy Area.

E2 təmtəmíxʷtən/Belcarra Regional Park South Picnic Area Update

Metro Vancouver is developing public access to the təmtəmíxʷtən/Belcarra South Picnic Area to provide new opportunities to connect with nature and the cultural landscape, improve ecological resilience, expand capacity and enhance and the overall park visitor experience.

In 2024, the MVRD Board approved an amended Concept for the təmtəmíxʷtən/Belcarra South Picnic Area. The plan included retention of the Bole House for public use, enhanced open space and the removal of seven cabin structures.

Metro Vancouver continues to work closely with səlilwətaɬ (Tsleil-Waututh Nation) on all aspects of the project. Planning and detailed design are complete, and the project will be tendered once a waterline agreement is finalized and a building permit is issued by the local municipality.

This project is included in the MVRD Board-approved 2026 Regional Parks Capital budget. Construction is planned to begin in fall 2026 and conclude in 2027.

Regional Planning Committee – March 5, 2026
Delegations:

C1 Eric Aderneck, Industrial Lands Program Manager, City of Maple Ridge
Subject: City of Maple Ridge Presentation to Metro Vancouver Regional Planning Committee Meeting March 5, 2026 – North 256 Street Industrial Lands Area Plan RGS Amendment

C2 Keith Broersma, Senior Planner, City of Surrey
Subject: Metro 2050 Type 2 Proposed Amendment – City of Surrey (Hazelmere)

Information Items:

E6 Regional Natural Infrastructure Network Mapping – Complete

The Regional Natural Infrastructure Network (RNIN) project is a multi-year initiative that provides a shared, region-wide evidence base to support member jurisdictions to protect, enhance, restore, and connect natural areas. The first deliverable, the RNIN Opportunity Map, compiles regional ecological datasets and connectivity modelling to identify significant natural area patches, corridors, and already-protected lands. Importantly, the map is non-regulatory, instead, it is a voluntary technical tool that members may draw on to inform a range of planning and implementation activities. By offering a regionally consistent foundation, the RNIN also supports collaboration across boundaries and provides clearer context for integrating ecosystem connectivity into growth management decisions.

Created in collaboration with member jurisdictions, First Nations, and technical experts, the map represents a snapshot in time rather than a land use designation. With the support of a federal grant, next steps are underway to develop additional tools and resources that support implementation, as requested by member jurisdictions.

Metro Vancouver Housing Corporation

E1.1 Financial Board Policy Review – Amended Corporate Allocation Policy **APPROVED**

This report responds to the MVRD and MVHC Boards' request to have RFAC and KPMG provide feedback on the amended Corporate Allocation Policy. The *Corporate Allocation Policy* provides a budget framework for allocating the costs of Metro Vancouver's centralized support departments to Metro Vancouver's four legal entities. The Regional Finance Advisory Committee (RFAC), via resolution, unanimously supported the amended policy at its meeting on March 6, 2026.

The GVS&DD and GVWD Boards adopted the updated policy at their February 27, 2026 meetings.

The amendments to the policy include:
a) administrative updates to reflect the organizational structure;
b) modifications to the calculation of allocating costs to: exclude one-time funded expenditures; and exclude total debt service costs for Metro Vancouver Housing Corporation (MVHC) and Sasamat Fire Protection Services; and
c) the addition of an allocation method for Project Delivery's Project Management Office.

The proposed amendments more accurately reflect service levels provided, reduce operating budget fluctuations, and incorporate current practices not captured in the existing policy. The changes will result in a re-distribution of $160,000 in corporate costs between the four entities. KPMG reviewed the proposed corporate allocation policy and observed that the approach aligns with practices by other local governments to recover and account for the cost of service by legal entity.

The Board approved the amended *Corporate Allocation Policy*.

Greater Vancouver Water District

E1.1 Award of ITT 25-002 for Construction of Annacis Water Main North – New Westminster Section (Annacis Main No. 5 – North) **APPROVED**

Hall Constructor's (Hall) tender was identified as the lowest cost compliant bid, and on that basis it is recommended that the GVWD Board award ITT 25-002 to Hall. Hall has a successful track record of working with GVWD on similar projects.

The Annacis Water Main North combined with the Annacis Water Supply Tunnel, and Annacis Water Main South will significantly increase water supply capacity south of the Fraser River to the Kennedy Reservoir.

ITT 25-002 was issued on December 2, 2025, to seven pre-qualified tenderers and the procurement was executed in accordance with the terms and conditions of Metro Vancouver's Procurement Policy. The ITT 25-002 evaluation team have considered the tenders received, and on that basis recommend that the GVWD Board award ITT 25-002 to Hall.

The Board approved the award of the contract to Hall Constructors, subject to final review by the Commissioner, and authorized the General Manager, Procurement and Real Estate to execute the required documentation.

E1.2 Drinking Water Management Plan – Final Draft **APPROVED**

Metro Vancouver has been working with member jurisdictions, First Nations, and interest holders over the past three years to update its *Drinking Water Management Plan* ("the plan") which sets the strategic direction for the region's drinking water system over the next decade. The plan provides the framework for a regional approach to planning, acting, and adapting together as conditions change to ensure the continued delivery of high-quality drinking water to the region.

Member jurisdictions have been engaged through staff advisory committees in co-developing the updated strategies and actions for the plan, and the Water Committee provided feedback at a special meeting on November 26, 2025. Feedback has been considered and incorporated into the plan. Public feedback has also been considered and incorporated into the plan.

The Board approved the Drinking Water Management Plan and directed staff to forward the approved plan to member jurisdictions requesting endorsement and implementation of the actions attributed to the member jurisdictions.

G1.1 Upcoming Water Restrictions

The Commissioner noted that stage one water restrictions begin on May 1st, and that there are currently multiple indicators that a higher level of restrictions will be required this year as in 2023: the summer is expected to be hot and dry; snowpacks are below 60% of normal; and work on the Stanley Park Water Supply Tunnel will also affect capacity. The Commissioner noted that full cooperation will be required for the expected restrictions on outdoor water use this year.

I1 Committee Information Items and Delegation Summaries

The Board received two information items from one standing committee and no delegation summaries.

Water Committee – March 11, 2026
Information Items:

E1 Fleetwood Reservoir – Project Completion

Metro Vancouver is pleased to report on the successful completion of the Fleetwood Reservoir construction project that supports the growth of the City of Surrey (Surrey). The newly constructed Fleetwood Reservoir and the associated Fleetwood Water Main entered service at the end of 2025 and are key components of the GVWD's transmission system delivering drinking water to communities south of the Fraser River.

The reservoir consists of two underground concrete cells that have a combined water storage capacity of 11.6 million liters, an above ground maintenance building, and a 1.5 kilometer water main connecting the reservoir to the GVWD water transmission system. The Fleetwood Reservoir is located within Surrey's Meagan Anne MacDougall Park directly adjacent to Surrey's Fleetwood Pump Station. The project is an example of how collaboration with our member jurisdictions, community partners, and local First Nations – combined with careful planning and thoughtful design – can successfully deliver major infrastructure in public spaces on schedule and within budget.

E2 Water Supply Area Fisheries Initiatives Annual Update

Metro Vancouver Water Services, Liquid Waste Services, and Regional Parks collectively contribute to Pacific Salmon conservation and restoration in the region. Water Services manages and participates in fisheries management and restoration initiatives both upstream and downstream of the primary water supply dams in each of the Capilano, Seymour, and Coquitlam River Watersheds. In 2025, adult Salmon returns were successful in all three watersheds with adequate late summer – fall river flows that supported migration. Metro Vancouver strives to continually improve fisheries protection and enhancement initiatives for the recovery of Pacific Salmon populations, while collaborating with stewardship groups, First Nations, and provincial and federal fisheries management agencies.

Greater Vancouver Sewage and Drainage District

E1.1 Proposed Ban on the Import and Sale of Valved Single-Use Nitrous Oxide Cylinders **APPROVED**

Inappropriate disposal of large volume, valved, single-use nitrous oxide cylinders has been linked to explosions at the Waste-to-Energy Facility, leading to safety concerns and cost implications. Inappropriate disposal of the cylinders also results in greenhouse gas emissions and potential impacts on emissions from the Waste-to-Energy Facility. Approximately 700 cylinders per month are being dropped off for recycling at recycling and waste centres. Cost implications of the nitrous oxide cylinders in the waste stream could reach millions of dollars per year.

Metro Vancouver wrote to Health Canada in December 2025 requesting confirmation that the sale or distribution of disposable nitrous oxide cylinders is illegal in Canada. Metro Vancouver has not received a formal response. Metro Vancouver has identified and reported to Health Canada a number of businesses selling large single-use valved nitrous oxide cylinders. Metro Vancouver estimates there are approximately 100 vape and smoke shops selling these cylinders within the Metro Vancouver region.

Staff recommended that the Board Chair and Zero Waste Committee Chair write to Canada's Minister of Health and Minister of Environment, Climate Change and Nature requesting prohibition of the import and sale of large single-use valved nitrous oxide cylinders.

At its March 5, 2026 meeting, the Zero Waste Committee considered the report and highlighted the necessity of working closely with stakeholders, including the BC Restaurant & Food Services Association and cultural communities, to proactively avoid any unintended consequences regarding the proposed ban on the import and sale of large valved single-use nitrous oxide cylinders.

In the meeting, staff noted that the Retail Council of Canada had communicated that they were not aware of any of their members selling the large valved single-use cylinders. Following the Zero Waste Committee meeting, staff further explored whether there are other market sectors that make use of valved single-use nitrous oxide cylinders. The BC Restaurant & Foodservices Association confirmed that, within the food industry, only small cylinders containing approximately eight grams of nitrous oxide are used, and exclusively for producing whipped cream. Local food equipment suppliers also indicated that they sell only small eight-gram culinary-grade cylinders for foodservice applications. Further discussions with major gas suppliers that provide a refillable service, such as Air Liquide and Linde, confirmed that nitrous oxide is typically supplied in reusable cylinders for medical purposes, automotive applications, and research labs.

At this time, Metro Vancouver is not aware of any other major industries that use large valved single-use cylinders, confirming that the only apparent use of the cylinders is for non-medical inhalation.

The Board requested that the Board Chair and Zero Waste Committee Chair write to Canada's Minister of Health and Minister of Environment, Climate Change and Nature to request the prohibition of the import and sale of single-use valved nitrous oxide cylinders; and directed staff to work with other entities such as local health authorities, the Retail Council of Canada, and the Federation of Canadian Municipalities in support of requesting a prohibition of the import and sale of large single-use valved nitrous oxide cylinders.

E1.2 Solid Waste Management Plan Update – Options Analysis Engagement Summary **RECEIVED**

Metro Vancouver is updating its solid waste management plan, building on its success as a North American leader in waste reduction and recycling. The plan update is supported by a robust and inclusive engagement process. In 2025, Metro Vancouver completed the options analysis phase of engagement to assess and receive feedback on potential strategies and actions resulting from previous research and engagement. Considering options analysis feedback, an initial draft solid waste management plan was developed. The Zero Waste Committee and GVS&DD Board received updates across all phases of the solid waste management plan update, and the GVS&DD Board previously approved components of the updated plan.

The engagement summary report highlights themes from feedback such as prioritizing reuse and repair, financial incentives, tailored education, accessibility of solid waste services and facilities, and standardized services and regulations. There were also comments to close the Waste-to-Energy Facility, stop the use of landfills, varying opinions on privatization of the regional solid waste system, and comments that recycling statistics should not include energy recovery. Following options analysis engagement, the public was invited to share their feedback on the engagement process with the Solid Waste Management Plan Independent Consultation and Engagement Panel.

The Board received this report for information.

I1 Committee Information Items and Delegation Summaries

The Board received one delegation summaries from one standing committee and no information items.

Zero Waste Committee – March 5, 2026
Delegations:

C1 Sue Maxwell, Chair, Zero Waste BC
Subject: What is Needed to Have a Strong Solid Waste Management Plan

City of Richmond

Minutes

Community Safety Committee

Date:	Tuesday, April 14, 2026
Place:	Anderson Room Richmond City Hall
Present:	Councillor Alexa Loo, Chair Councillor Andy Hobbs Councillor Laura Gillanders Councillor Kash Heed Councillor Bill McNulty
Also Present:	Councillor Wolfe (via teleconference)
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 March 10, 2026, be adopted.

CARRIED

LAW AND COMMUNITY SAFETY DIVISION

1. **BUSINESS LICENCE ACTIVITY REPORT – 2025 YEAR IN REVIEW**
(File Ref. No. 12-8060-01) (REDMS No. 8287277)

In response to queries from Committee, staff advised that (i) investigation was conducted on the Vegas Vacations travel agency and that the business is cooperating since conditions have been placed on their business licence, and (ii) fines have been issued to the business that hosted an all ages event in January 2026, where an attendee was later involved in a hit and run along No. 3 Road. The business was operating without the proper license and the investigation is ongoing.

Discussion ensued with respect to (i) illegal gaming activity, and (ii) staff is working collaboratively with Financial Transactions and Reports Analysis Centre of Canada (FINTRAC) and the Province of British Columbia on money service business compliance.

It was moved and seconded
That the report titled "Business Licence Activity Report – 2025 Year in Review" dated March 6, 2026, from the Director, Community Bylaws & Licencing, be received for information.

CARRIED

2. **COMMUNITY BYLAWS MONTHLY ACTIVITY REPORT – FEBRUARY 2026**
(File Ref. No. 12-8375-02) (REDMS No. 8359522)

Discussion ensued in respect to (i) unsightly premise compliance incidents, and (ii) soil work and unauthorized filling in residential areas.

It was moved and seconded
That the report titled "Community Bylaws Monthly Activity Report – February 2026", dated March 17, 2026, from the Director, Community Bylaws & Licencing, be received for information.

CARRIED

3. **RICHMOND FIRE-RESCUE MONTHLY ACTIVITY REPORT - FEBRUARY 2026**
(File Ref. No. 09-5140-01) (REDMS No. 8350647)

It was moved and seconded
That the report titled "Richmond Fire-Rescue Monthly Activity Report – February 2026", dated March 9, 2026, from the Fire Chief, be received for information.

CARRIED

4. **FIRE CHIEF BRIEFING**
(Verbal Report)

Discussion ensued in respect to (i) hazmat equipment and training, (ii) personal protective equipment, and (iii) the timeline on the procurement of fire apparatuses.

As a result of the discussion, Fire Chief Wishlove will bring forward a memorandum with respect to the apparatus budget and reserve.

5. **RCMP MONTHLY ACTIVITY REPORT - FEBRUARY 2026**
(File Ref. No. 09-5030-01) (REDMS No. 8335600)

In response to queries from Committee, Chief Supt. Chauhan advised that (i) distraction thefts are targeting senior females, (ii) of the 176 mental health-related incidents, one individual generated nine incidents, (ii) synthetic drug production labs are typically located in industrial/commercial areas and the RCMP do seize all assets, (iii) shoplifting incidents are reported in various ways and the Boost and Bust operation and engagement is ongoing with most arrested suspects residing in other jurisdictions, and (iv) youth outreach engagement opportunities are chosen to reflect the season and/or time of year.

It was moved and seconded
That the report titled "RCMP Monthly Activity Report – February 2026", dated March 11, 2026, from the Officer in Charge, be received for information.

CARRIED

6. **2026-2027 RICHMOND RCMP DETACHMENT ANNUAL PERFORMANCE PLAN COMMUNITY PRIORITIES**
(File Ref. No. 09-5030-01) (REDMS No. 8323952)

Chief Supt. Chauhan highlighted that the priorities recommended for the Annual Performance Plan – property crime, organized crime, road safety, and vulnerable persons – reports trends and patterns to Council quarterly.

Discussion ensued in respect to (i) placing the Annual Performance Plan on the City website, and (ii) vehicle collisions involving injuries and fatalities includes pedestrians.

It was moved and seconded
That the priorities, Property Crime, Organized Crime, Road Safety and Vulnerable Persons, listed in the report titled "2026-2027 Richmond RCMP Detachment Annual Performance Plan – Community Priorities", dated March 10, 2026, from the Officer in Charge, Richmond RCMP, be endorsed for inclusion in the Richmond RCMP Detachment's fiscal year 2026-2027 (April 1, 2026, to March 31, 2027) Annual Performance Plan.

CARRIED

7. **RCMP/OIC BRIEFING**
(Verbal Report)

Chief Supt. Chauhan introduced Cst. Colton Lesuk and police service dog Rebel from the Lower Mainland Integrated Police Dog Service (LMIPDS), and spoke to the May 7, 2025, incident in which Cst. Lesuk and Rebel apprehended a dangerous individual.

Cst. Lesuk spoke to the incident in which Rebel was injured.

Chief Supt. Chauhan reported that (i) Cst. Lesuk, Rebel and four members of the Richmond RCMP detachment will receive the Commanding Officers Commendation for Bravery on May 6, 2026, and (ii) the suspect was charged with seven different counts and the court case is pending.

8. **MANAGER'S REPORT**

None.

ADJOURNMENT

It was moved and seconded
That the meeting adjourn (4:55 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, April 14, 2026.

Councillor Alexa Loo
Chair

Andrea Mizuguchi
Legislative Services Associate

City of Richmond

Minutes

Special Finance and Audit Committee

Date: Monday, April 20, 2026

Place: Anderson Room
Richmond City Hall

Present: Mayor Malcolm D. Brodie, Chair
Councillor Carol Day
Councillor Laura Gillanders
Councillor Kash Heed
Councillor Andy Hobbs
Councillor Alexa Loo
Councillor Bill McNulty
Councillor Michael Wolfe

Call to Order: The Chair called the meeting to order at 4:43 p.m.

MINUTES

It was moved and seconded
That the minutes of the meeting of the Finance and Audit Committee held on April 7, 2026, be adopted as circulated.

CARRIED

FINANCE AND CORPORATE SERVICES DIVISION

1. **ANNUAL PROPERTY TAX RATES (2026) BYLAW NO. 10748**
(File Ref. No. 03-1240-01) (REDMS No. 8373575)

It was moved and seconded
That the Annual Property Tax Rates (2026) Bylaw No. 10748 be introduced and given first, second and third readings.

CARRIED

ADJOURNMENT

It was moved and seconded
That the meeting adjourn (4:44 p.m.).

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the Finance and Audit Committee of the Council of the City of Richmond held on Monday, April 20, 2026.

Mayor Malcolm D. Brodie
Chair

Lorraine Anderson
Legislative Services Associate

City of Richmond

Minutes

Planning Committee

Date:	Tuesday, April 21, 2026
Place:	Anderson Room Richmond City Hall
Present:	Councillor Bill McNulty, Chair Councillor Alexa Loo Councillor Carol Day (entered the meeting at 4:05 p.m.) Councillor Andy Hobbs
Also Present:	Councillor Laura Gillanders Councillor Micheal Wolfe (by teleconference)
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 April 8, 2026, be adopted as circulated.

CARRIED

PLANNING AND DEVELOPMENT DIVISION

1. **APPLICATION BY COREY LIU FOR A ZONING TEXT AMENDMENT TO THE "AGRICULTURE (AG1)" ZONE TO PERMIT A GREENHOUSE WITH CONCRETE FOOTINGS AT 8200 STEVESTON HIGHWAY**
(File Ref. No. ZT 26-004041) (REDMS No. 8335581)

Discussion ensued with respect to reviewing the Building Permit and Development Permit applications concurrently. Staff advised that the Building Permit and Development Permit applications can be reviewed concurrently and that the applicant has not yet submitted a Building Permit application.

It was moved and seconded

That Richmond Zoning Bylaw 8500, Amendment Bylaw 10747, for a Zoning Text Amendment to the "Agriculture (AG1)" zone to permit the development of a 936 m² greenhouse with concrete footings for agricultural purposes at 8200 Steveston Highway be introduced and given first reading.

Councillor Day entered the meeting (4:05 p.m.)

The question on the motion was not called as in response to queries from Committee, staff advised that (i) the proposed application is to allow for a greenhouse with soil flooring, permeable rubber mats for walking, and concrete footings, and (ii) as per BC Assessment the subject property does have farm status.

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

2. **HERITAGE ALTERATION PERMIT FOR 3711 AND 3731 CHATHAM STREET (STEVESTON METHODIST CHURCH)**
(File Ref. No. HA 25-022376) (REDMS No. 8360640)

Discussion ensued with respect to the potential for opening of the lane to the north of the subject property. Staff advised that there is no intention to open the lane at this time.

It was moved and seconded
That a Heritage Alteration Permit be issued for the protected heritage property at 3711 and 3731 Chatham Street (Steveston Methodist Church), which would permit exterior alterations.

CARRIED

3. **YOUTH WELL-BEING AND CELEBRATE YOUTH CAMPAIGN**
(File Ref. No. 07-3425-01) (REDMS No. 8149834)

Discussion ensued with respect to youth mental health concerns, with staff noting that information was presented at a recent Youth Advisory Committee including data from a 2023 McCreary Centre Society's BC Adolescent Health Survey and the 2023 and 2024 Youth Development Instrument with trends showing a decline in Richmond youth reporting good or excellent mental health (74% in 2018 to 60% in 2023) and a decrease in those feeling hopeful about their future (60% in 2018 to 49% in 2023).

Further discussion ensued with respect to (i) ensuring youth are aware of available services and community resources, (ii) the impact of social media on youth well being and (iii) collaborating with stakeholders to improve connectivity and social interaction.

It was moved and seconded

That the report titled "Youth Well-Being and Celebrate YOUth Campaign", dated April 7, 2026, from the Director, Community Social Development, be received for information.

CARRIED

4. **ENGAGING SENIORS IN AGE-FRIENDLY PLANNING: 2025 UPDATE AND SUMMARY OF FINDINGS**
(File Ref. No. 08-4055-01) (REDMS No. 8275871)

Discussion ensued with respect to (i) communication, engagement and awareness for seniors, and (ii) the importance of providing information in accessible formats such as printed materials, as not everyone uses digital platforms.

Er Jun Ma, Organizer, Movement: Metro Vancouver Transit Riders, spoke to his submission (attached to and forming part of these minutes as Schedule 1) highlighting the importance of ensuring that transit in Richmond works well for seniors and protects their freedom of mobility, as well as noting his recommendations for improvement.

It was moved and seconded
That the report titled "Engaging Seniors in Age-Friendly Planning: 2025 Update and Summary of Findings", dated April 7, 2026, from the Director, Community Social Development, be received for information.

CARRIED

5. **MANAGER'S REPORT**

None

ADJOURNMENT

It was moved and seconded
That the meeting adjourn (4:28 p.m.).

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the Planning Committee of the Council of the City of Richmond held on Tuesday, April 21, 2026.

Councillor Bill McNulty
Chair

Raman Grewal
Legislative Services Associate

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

Schedule 1 to the Minutes of the Planning Committee meeting of Richmond City Council held on Tuesday, April 21, 2026.

Biason, Evangel

From: Biason, Evangel
Sent: Tuesday, April 21, 2026 3:00 PM
To: MayorandCouncillors
Subject: FW: Movement Delegation at Planning Committing on Item 4—Seniors Planning
Attachments: PLN Apr 21 Outline.pdf; Richmond's Worst Bus Stops.pdf

Importance: High

Categories: - DISTRIBUTED ON TABLE

From: Erjun Ma <erjun.ma@movementyvr.ca>
Sent: April 21, 2026 2:15 PM
To: McNulty, Bill <BMcNulty@richmond.ca>; Loo, Alexa <ALoo@richmond.ca>; Day, Carol <CDay@richmond.ca>; Hobbs, Andy <AHobbs@richmond.ca>
Cc: Heed,Kash <KHeed@richmond.ca>; Wolfe, Michael <MWolfe@richmond.ca>; Gillanders,Laura <LGillanders@richmond.ca>; mayorea <mayorea@richmond.ca>
Subject: Movement Delegation at Planning Committing on Item 4—Seniors Planning

City of Richmond Security Warning: This email was sent from an external source outside the City. Please do not click or open attachments unless you recognize the source of this email and the content is safe..

Dear Councillors McNulty, Loo, Day, and Hobbs,

My name is Er Jun Ma and I am a volunteer organizer with Movement: Metro Vancouver Transit Riders.

I will be delegating at today's Planning Committee meeting on Item 4 of the agenda: *Engaging Seniors in Age-Friendly Planning: 2025 Update and Summary of Findings*

I have attached documents below, including the outline for my presentation and a table outlining the bus stops in most need of shelter and benches.

I would be happy to answer any of your questions during the meeting.

Best,

Er Jun Ma
Organizer
Movement: Metro Vancouver Transit Riders
www.movementyvr.ca

MOVEMENT
METRO VANCOUVER TRANSIT RIDERS

PHOTOCOPIED
APR 21 2026
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CITY OF RICHMOND
DATE
APR 21 2026
RECEIVED
CITY CLERK'S OFFICE

My name is Er Jun and I'm a Richmond resident.

I'm a volunteer organizer with Movement: Metro Vancouver Transit Riders. Movement is a non-profit organization representing the more than 1 million people in the region who take transit in a given week.

Seniors make up a significant portion of Richmond's population. As the senior population grows, it is even more important that the City of Richmond's planning supports the continued freedom of mobility for people of all ages.

Even if someone drives in their early adult years, they are likely to stop driving as they age. It comes as no surprise that seniors make up a large percentage of Richmond's transit riders. Research in 2017 found that 41% of seniors in Metro Vancouver used transit at least once a month. It's critical to ensure that transit in Richmond works well for seniors and protects their freedom of mobility.

The report reflects the importance of transit to seniors' freedom of mobility and highlights numerous areas for improvement.

Movement has recommendations for addressing these issues.

Lack of shelter and seating

- Many bus stops in Richmond lack adequate cover from the rain, shade from the sun, and benches for seniors to sit.
    - Some of these bus stops have more than a hundred boardings every day.
- My local bus stop lacks a shelter, and I too often see my elderly neighbours forced to stand in the little cover provided by nearby trees as they wait for the bus.
    - There is a bus at my stop but it's useless in the rain.
- When buses get delayed, seniors are left in uncomfortable positions and are discouraged from taking transit.

Long walks to bus stops

- Another issue noted in the report is the long distances that many seniors have to walk to get to a bus stop.
- Compared to residential neighbourhoods in Vancouver with streets that form a tight grid, many residential neighbourhoods in Richmond have winding streets, forcing seniors to walk further to access a bus stop.
    - The latter is the case for the neighbourhoods studied in this report.

Infrequent service and lack of crosstown routes

- Seniors also noted how travel within Richmond is often difficult due to limited frequency and a lack of east-west routes.
- The only buses that cross east-west through the Blundell area are the 402 and 413, on Blundell and Williams, respectively.
    - During the day, the 402 only runs every 20 minutes on weekdays and 30 minutes on weekends.
    - And in the evening, it only runs once an hour.
    - Even then, the 402 only runs between Two Road and Three Road, meaning that seniors living at Rosewood Manor trying to get to a medical appointment at the Garden City Shopping Centre must spend an extra 30 minutes walking or transferring to another bus.
- The design of Richmond's bus network focuses on funnelling 9-5 workers to the SkyTrain to get to Downtown Vancouver instead of effectively connecting Richmond's communities.

Overcrowding

- During peak hours, buses are frequently packed to the brim, with no space left for seniors to stand, let alone seats on which to sit.
- I take the 401, which runs along One Road and Westminster Highway between Steveston and Brighouse Station.
    - The bus is often standing-room-only by the time it reaches Terra Nova, and cannot pick up more passengers when it gets to Two Road.

- Seniors waiting for the 401 at the Richmond Hospital are left waiting for the next bus, which is just as crowded.

Recommendations

Movement recommends the City of Richmond to

1. Lobby the provincial and federal governments to provide more transit operations funding for more service to reduce wait times and overcrowding
2. Work with TransLink to redesign bus routes in Richmond to improve east-west connectivity

There are also things that the City of Richmond can do **independently**, without the approval of other levels of government or TransLink

1. Add more bus shelters and benches to bus stops with high ridership and bus stops near seniors homes, community centres, parks, and commercial areas
2. Build more seniors housing, retail, and amenity spaces near transit routes
3. Make the walk to bus stops safer and more accessible by adding sidewalks, protected intersections, street lights, and curb cuts

Seniors are an important part of the Richmond community and deserve better transit to ensure freedom of movement as they age.

Thank you to the Planning Committee for allowing Movement to present.

I look forward to answering your questions.

Busiest bus stops in Richmond lacking a bench and/or shelter

Rank	Stop #	Stop Name	Lines	Avg. daily boardings	Notes
1	58069	Northbound No. 3 Rd @ Park Rd	402, 403, 404, 406, 410, 414, 416	717	Cover from nearby awning only Bench exposed
2	56451	Eastbound Cook Rd @ No. 3 Rd	405, 408	693	No shelter or bench whatsoever
3	61335	Anderson Rd @ Buswell St	410	284	Cover from nearby awning only No bench
4	56551	Northbound No. 3 Rd @ Leslie Rd	403, 410	204	Partly sheltered from Canada Line tracks Northbound No. 3 and Ackroyd is similar, but has a shelter
5	61526	Northbound No. 3 Rd @ Jones Rd	402, 403	183	No shelter or bench whatsoever
6	56969	Westbound Bridgeport Rd @ No. 5 Rd	407, 430	178	No shelter
7	56972	Westbound Bridgeport Rd @ Shell Rd	407, 430	152	No shelter
8	56950	Eastbound Bridgeport Rd Fs No. 5 Rd	407, 430	144	No shelter
9	56973	Westbound	407, 430	142	No shelter

Rank	Stop #	Stop Name	Lines	Avg. daily boardings	Notes
		Bridgeport Rd Fs McLennan Ave			
10	56763	Northbound Railway Ave @ Colbeck Rd	406	128	No shelter
11	56891	Eastbound Cambie Rd @ No. 5 Rd	405, 410	123	No shelter
12	56884	Eastbound Cambie Rd Fs Garden City Rd	410	123	No shelter
13	56935	Westbound Cambie Rd Fs Stolberg St	410	123	No shelter
14	56540	Eastbound Blundell Rd @ Moffatt Rd	402	122	No shelter
15	56543	Northbound No. 3 Rd Fs General Currie Rd	402, 403	122	No shelter
16	60970	Westbound Bridgeport Rd @ Smith St	403, 407, 412	114	No shelter or bench whatsoever
17	58279	Northbound Cessna Dr @ 3800 Block	412	111	No shelter or bench whatsoever
18	56854	Westbound Williams	408, 413	111	No shelter

Rank	Stop #	Stop Name	Lines	Avg. daily boardings	Notes
		Rd @ Shell Rd			
19	56550	Northbound No. 3 Rd Fs Alderbridge Way	403, 410	109	Partly sheltered from Canada Line tracks Northbound No. 3 and Ackroyd is similar, but has a shelter
20	56857	Westbound Williams Rd Fs Ash St	408, 413	108	No shelter or bench whatsoever
21	56888	Eastbound Cambie Rd @ St. Edwards Dr	405, 410, 416	107	No shelter or bench whatsoever
22	56947	Eastbound Bridgeport Rd Fs Shell Rd	407, 430	107	No shelter
23	61477	Westbound Steveston Hwy Ns Coppersmith Pl	403, 404	106	No shelter
24	52076	Eastbound Cook Rd @ Buswell St	405, 408	106	No shelter

City of Richmond

Minutes

Public Works and Transportation Committee

Date:	Wednesday, April 22, 2026
Place:	Anderson Room Richmond City Hall
Present:	Councillor Carol Day, Chair Councillor Michael Wolfe Councillor Kash Heed Councillor Alexa Loo
Also Present:	Councillor Andy Hobbs Councillor Bill McNulty
Call to Order:	The Chair called the meeting to order at 4:00 p.m.

MINUTES

It was moved and seconded
That the minutes of the meeting of the Public Works and Transportation Committee held on March 18, 2026, be adopted as circulated.

CARRIED

AGENDA ADDITIONS AND DELETIONS

The Chair advised that Automated Bike Rack Pilot Program will be considered as Item No. 2A, Issues Related to the Blundell Road and Gilbert Road Intersection will be considered as Item No. 2B, and Issues Related to the Granville Street Pedestrian Walkway Between No. 4 Road and No. 5 Road will be considered as Item No. 2C will be added.

ENGINEERING AND PUBLIC WORKS DIVISION

1. **2026 NATIONAL PUBLIC WORKS WEEK - MAY 17 TO 23, 2026: ROOTED IN SERVICE, POWERED BY COMMUNITY**
(File Ref. No. 10-6000-00) (REDMS No. 8292975)

In response to queries from Committee, staff advised that (i) current construction between the two existing driveways will become new visitor parking at the Works Yard, and (ii) approximately three hundred staff volunteered for the Public Works Open House event.

It was moved and seconded
That the 2026 National Public Works Week campaign as outlined in the report titled "2026 National Public Works Week - May 17 to 23, 2026: Rooted in Service, Powered by Community", dated March 18, 2026, from the Director, Public Works, be received for information.

CARRIED

2. **RECYCLING AND SOLID WASTE MANAGEMENT – REPORT 2025: WORKING TOGETHER TO REDUCE, REUSE AND RECYCLE**
(File Ref. No. 10-6370-01) (REDMS No. 8332992)

In response to queries from Committee, staff advised that (i) Contamination Remediation Plans (CRPs) program audit begins in July 2026, (ii) textile recycling initiative is well-utilized, (iii) the City is working with Metro Vancouver to establish a nitrous oxide cylinder recycling program, and (iv) to date, no organizations have contacted the City to access bikes through the Bike Reuse Program.

Discussion ensued regarding the reusable container initiative at the Cherry Blossom Festival noting (i) reusable container return rate was lower than expected, (ii) participating vendors feedback was generally positive including expanding the options of reusable containers available to vendors and increasing signage to identify where to return reusable containers, and (iii) the next opportunity to test the reusable container initiative will be Farm Fest in September 2026.

As a result of the discussion, staff will bring forward a memorandum with respect to the reusable container initiative at the Cherry Blossom Festival.

It was moved and seconded
That the report titled "Recycling and Solid Waste Management – Report 2025: Working Together to Reduce, Reuse and Recycle", from the Director, Public Works, dated March 26, 2026, be approved and made available on the City's website, through various communication tools including social media channels and as part of community outreach initiatives.

CARRIED

2A. **AUTOMATED BIKE RACK PILOT PROGRAM**
(File Ref. No.) (REDMS No.)

Discussion ensued regarding the operational budget and ongoing costs associated with funding the program noting the City does not receive any external funding.

2B. **ISSUES RELATED TO THE BLUNDELL ROAD AND GILBERT ROAD INTERSECTION**
(File Ref. No.) (REDMS No.)

Committee referenced resident concerns about the road conditions of the intersection. Staff reported that Metro Vancouver will address the pavement issues and that both BC Hydro and Metro Vancouver have ongoing construction work that needs to be completed.

2C. **ISSUES RELATED TO THE GRANVILLE STREET PEDESTRIAN WALKWAY BETWEEN NO. 4 ROAD AND NO. 5 ROAD**
(File Ref. No.) (REDMS No.)

Discussion ensued regarding the safety issues with respect to the pedestrian walkway narrowing at the railroad tracks.

In response to queries from Committee, staff advised that the walkway to the west of the existing Shell Road multi-use pathway can be completed once the City receives the environmental approvals, however, the walkway that falls under CN jurisdiction requires a full signal upgrade which would be costly.

As a result of the discussion, staff will update the neighbourhood residents of the future sidewalk upgrades.

3. **MANAGER'S REPORT**

None.

ADJOURNMENT

It was moved and seconded
That the meeting adjourn 4:34 p.m.).

CARRIED

Certified a true and correct copy of the Minutes of the meeting of the Public Works and Transportation Committee of the Council of the City of Richmond held on Wednesday, April 22, 2026.

Councillor Carol Day
Chair

Andrea Mizuguchi
Legislative Services Associate

City of Richmond

Report to Committee

To:	General Purposes Committee	**Date:**	April 7, 2026
From:	Katie Ferland, Director Business Services	**File:**	08-4150-13-001/Vol 01
Re:	**Economic Development Strategy: Proposed Guiding Principles and Public Engagement Feedback**		

Staff Recommendation

That the Guiding Principles, as detailed in the report titled "Economic Development Strategy: Proposed Guiding Principles and Public Engagement Feedback", dated April 7, 2026, from the Director, Business Services, be approved.

Katie Ferland
Director, Business Services
(604-247-4923)

REPORT CONCURRENCE		
ROUTED TO:	**CONCURRENCE**	**CONCURRENCE OF GENERAL MANAGER**
Arts, Culture & Heritage	☑	
Community Social Development	☑	
Parks Services	☑	
PRC Planning and Strategic Initiatives	☑	
Climate and Environment	☑	
Building Approvals	☑	
Development Applications	☑	
Policy Planning	☑	
Transportation	☑	
SENIOR STAFF REPORT REVIEW	**INITIALS:** CJ	**APPROVED BY CAO**

8355682

Staff Report

Origin

On March 25, 2024, Council endorsed the development of a new Economic Development Strategy to guide Richmond's long-term economic direction. As global dynamics and local conditions continue to evolve, the new Strategy will build on the success of the current Resilient Economy Strategy to provide a refreshed vision, strategic goals, and key actions to support a robust, resilient, and diversified economy in Richmond.

Public and sector engagement was conducted from September to November 2025 to inform the direction for the development of the new Strategy. The purpose of this report is to share the findings from the engagement process and to seek Council's endorsement of the proposed Guiding Principles that have emerged from this work.

This report supports Council's Strategic Plan 2022-2026 Focus Area #1 Proactive in Stakeholder and Civic Engagement:

> *Proactive stakeholder and civic engagement to foster understanding and involvement and advance Richmond's interests.*

This report supports Council's Strategic Plan 2022-2026 Focus Area #2 Strategic and Sustainable Community Growth:

> *Strategic and sustainable growth that supports long-term community needs and a well-planned and prosperous city.*

Analysis

Engagement Activities

To inform the development of the Economic Development Strategy, a broad group of residents, businesses, and other key organizations were engaged between September 22 and November 30, 2025. There was the opportunity to provide input through multiple channels:

- Public survey on Let's Talk Richmond
- Interviews with business and community leaders from a wide range of sectors and organization sizes
- Pop-up engagements at Steveston Village, Lansdowne Centre and Aberdeen Centre
- Participation at local business events, including the Richmond Chamber of Commerce Mid-Autumn Festival and the City's Business and Partner Appreciation Event
- Four topic-specific roundtables on Technology and Manufacturing, Transportation and Logistics, Mitchell Island, and Economic Inclusion
- Economic Advisory Committee workshop on Richmond's innovation ecosystem
- Presentations and discussions with six City Advisory Committees

In total, more than 400 Richmond residents, business owners, community organizations, employees, students, and visitors participated. Outreach included direct emails to more than 700 businesses and community organizations, newsletter distribution to all licensed businesses in Richmond, the Let's Talk Richmond platform, social media, a news release, and digital signage at transit stations and community centres.

Summary of Engagement Findings

Feedback focused on the following areas, reflecting a range of perspectives on Richmond's economic strengths, challenges, and opportunities:

- **Local Business Support**. Supporting existing local businesses was noted as a top economic priority. Businesses identified access to suitable space, workforce availability, and reducing barriers to doing business as key to their ability to grow.

- **Transportation**. Richmond's proximity to YVR, Port facilities, and major highway and rail corridors was noted as a recognized strength, but congestion and limited transit access to some employment areas were seen as affecting business costs, workforce attraction, and quality of life. Businesses in industrial areas including Mitchell Island, the South Fraser Lands, and River Road raised location-specific access concerns.

- **Economic Inclusion**. Barriers to economic participation were identified for youth, newcomers, and people with disabilities. Key challenges—such as high living costs (i.e. housing and childcare), limited transportation options, and language barriers—can reduce people's ability to find better employment, build skills, and participate fully in the economy. Some businesses sought clearer guidance and support for adopting inclusive hiring practices.

- **Industrial Area Planning.** The importance of Richmond's industrial areas to the regional and national economy was underscored. Input focused on the need for coordinated planning that considers distinct area-specific constraints and risks, infrastructure investment, and efficient transportation systems for goods movement and workforce access.

- **Sustainability, Innovation, and Resilience**. Participants called for sustainability and resilience to be central to the Strategy, with innovation focused on practical challenges such as the energy transition, climate adaptation, and food security.

- **Zoning.** Engagement highlighted the importance of land use planning and zoning in facilitating the types of development needed to support business activities in Richmond.

- **Permitting.** Businesses called for greater predictability and clarity in permitting, citing the impact on investment decisions.

- **Placemaking**. Placemaking, through events, markets, and public space activation, was seen as an opportunity to support local businesses and strengthen community identity.

Detailed findings from the public and sector engagement are provided in Attachment 1. It is anticipated that the above engagement findings will help inform the next steps in the development of the strategy, including the vision and key goals. As that next stage of work proceeds, Guiding Principles have also been identified as lenses that would be considered as each goal area is developed, and throughout strategy development.

Guiding Principles

Rooted in what we heard through public engagement, early research and analysis, and in alignment with Council's Strategic Plan and other City strategies, four Guiding Principles are proposed to inform the way in which the Strategy's vision, goals, and key initiatives would be developed:

1. **Forward-Looking and Resilient**
    - Build on Richmond's strengths and assets to create the conditions for strategically ambitious, long-term economic prosperity, while also designing for resilience as challenges and opportunities evolve.

2. **Inclusive Prosperity and Shared Opportunity**
    - Facilitate economic growth that is equitable, accessible, and broadly shared across sectors and diverse communities, considering both people and the environment at the centre of growth.

3. **Collaborative and Partnership-Oriented**
    - Foster strong partnerships with businesses, institutions, community organizations, and other levels of government to leverage shared opportunities and build a high-functioning, connected ecosystem.

4. **Leveraging the City's Role**
    - Support and facilitate the conditions for innovation, investment, and growth through the deliberate and strategic use of the City's tools, resources, and expertise.

Next Steps

Pending Council's approval of the proposed Guiding Principles, work would proceed on the development of the draft Economic Development Strategy. The strategy will include strategic directions and key initiatives that position Richmond to respond to the challenges and opportunities identified through community engagement, research and analysis.

Staff anticipate bringing the draft Strategy to Council for consideration in Summer 2026 prior to a second phase of public engagement to invite community feedback on the draft.

Financial Impact

None.

Conclusion

If endorsed, the Guiding Principles would provide a strong foundation for the development of the draft Economic Development Strategy. It is anticipated that the Strategy will guide Richmond's approach to economic development, supporting a resilient and diversified economy and reflecting the values and priorities of the community.

Jill Shirey
Manager, Economic Development
(604-247-4682)

Att. 1: Economic Development Strategy: What We Heard Report

Attachment 1

Richmond Economic Development Strategy

What We Heard Report

MARCH 2026

Richmond

Introduction

Context

The City of Richmond is developing a new Economic Development Strategy to guide how the city will support future economic activity. It will focus on leveraging Richmond's assets and strengths—including its people, infrastructure, and land base—to shape a resilient and sustainable future economy. The City is taking a balanced approach that considers economic prosperity and business growth alongside environmental sustainability, social equity, and community wellbeing.

The strategy will help ensure that Richmond is competitive, equitable, and adaptable as our global and regional economic environment evolves. It will help guide investment, inform land use and infrastructure planning, and drive collaboration between the City, businesses, and community organizations.

This **What We Heard Report** summarizes input gathered through public engagement conducted between September and November 2025. The purpose of this report is to document key themes, priorities, and perspectives shared by Richmond residents, businesses, institutions, and community organizations. These insights have informed the development of draft guiding principles for the Economic Development Strategy, and they will continue inform the development of the Strategy, including the priorities and actions that will be explored in subsequent phases of the work.

Engagement Objectives

The objectives of this engagement were to:

- Build a stronger understanding of what's working well in Richmond's economy, what challenges businesses and workers are facing, and what economic opportunities Richmond should prioritize;
- Ensure the strategy reflects lived experience and expert insights across a range of demographic groups, business sectors, and business sizes;
- Gather input on how Richmond can build an inclusive, sustainable, and resilient economy and business community; and
- Understand expectations for the City's role in supporting economic development and addressing economic challenges.

Public Engagement Approach

There were six key ways for the community to provide input:

1. **A public survey** designed to gather input from Richmond residents, workers, and visitors on the vision for economic development in Richmond, key issues and opportunities, and the role of the City.
2. **Business and community leader interviews** with representatives from a wide range of businesses and organizations to understand sector and demographic specific economic challenges and opportunities.
3. **On-Site pop-ups at public events and venues** to promote survey participation and secure real-time input on economic issues and opportunities.
4. **Topic-specific roundtable discussions** to validate interview insights, and uncover opportunities to address specific business challenges, risks, or trends.
5. **An Economic Advisory Committee (EAC) workshop** to dive into opportunities to develop Richmond's innovation ecosystem.
6. **City of Richmond advisory committee presentations and discussions** to identify the intersection of economic development with other City objectives and initiatives.

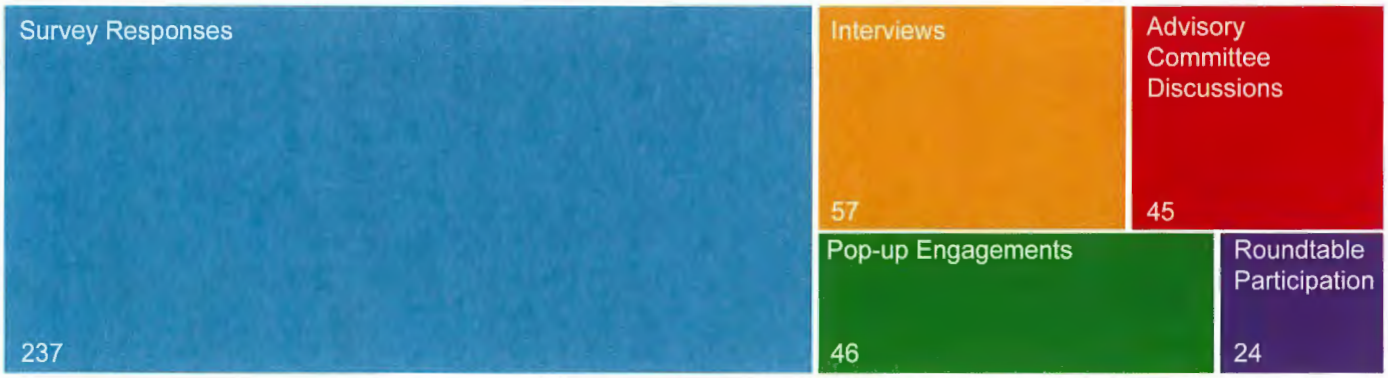
Awareness Building

The City used several channels to promote opportunities to participate in the public engagement process. These included social media, direct emailing to businesses (more than 700 direct emails sent to businesses and community organizations), use of the 'Let's Talk Richmond' platform, newsletters (about 12,000 sent), and signage in public places. See **Appendix A** for details.

Engagement Profile

In total, more than 400 Richmond residents, business owners, community organizations, employees, students, and visitors were engaged through the survey, several dozen interviews, five pop-up engagements at high-traffic locations and events, four topic-specific roundtables, and six advisory committee discussions (See Figure 1.1). Participants spanned a wide range of ages, employment positions, and industry sectors. See **Appendix B** for a detailed breakdown of engagement participants.

Figure 1.1 | **Individuals Engaged by Engagement Format**



Key Findings

Public engagement resulted in extensive feedback in the following areas:

- **Local Business Support |** Participants emphasized the importance of supporting existing local businesses to grow, adapt, and remain competitive. This included interest in reducing barriers to doing business, improving access to space and infrastructure, and supporting workforce participation.
- **Transportation** | Transportation and congestion were widely identified as key challenges affecting businesses, workers, and residents. Participants highlighted the impact of commuting, goods movement, and access to employment areas on economic productivity and quality of life.
- **Economic Inclusion** | Engagement highlighted ongoing barriers to economic participation for some groups, including youth, newcomers, and people with disabilities. Participants emphasized the importance of workforce supports, accessible employment pathways, and collaboration between employers, service providers, and institutions.
- **Industrial Area Planning |** Engagement underscored the importance of Richmond's industrial areas to the regional and national economy. Input focused on the need for coordinated planning, infrastructure investment, and clarity around the long term role of industrial lands.
- **Sustainability, Innovation, and Resilience** | Engagement emphasized the importance of aligning economic development and innovation agendas with environmental sustainability and resilience. Participants highlighted interest in developing innovative business solutions to shared challenges such as climate adaptation, earthquake and natural disaster risk management, the energy transition, and efficient goods movement.
- **Permitting |** Several opportunities were raised by the community to improve the predictability, clarity, and efficiency of permitting and licensing processes.
- **Zoning and Placemaking** | Engagement identified opportunities to review zoning to address gaps in the market and to engage in placemaking activities, such as activation of public spaces, to support economic activity and community vibrancy.

Engagement participants also shared input on sector specific challenges and trends, as well as potential economic development roles of the City.

KEY FINDINGS **04**
Local Business Support 05
Transportation 07
Economic Inclusion 09
Industrial Area Planning 11
Sustainability, Innovation, and Resilience 12
Zoning, Permitting, and Placemaking 14

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City Roles and Responsibilities 16
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Key Findings

Local Business Support

What We Heard

Supporting existing local businesses to grow and adapt emerged as a top priority in the engagement process. Participants consistently emphasized the importance of helping businesses remain viable and competitive amid rising costs, changing market conditions, and broader economic uncertainty.

Businesses described several interconnected factors that influence their ability to grow and adapt, including:

- Access to suitable commercial and industrial space,
- Availability of a reliable workforce,
- Predictability and clarity of regulatory and permitting processes.

Where We Heard This

This theme emerged across multiple engagement activities. Supporting local businesses ranked as the top economic priority in the public survey (Figure 2.1) and was reinforced through interviews, roundtable discussions, and advisory committee discussions. While different sectors and business sizes emphasized different challenges, participants broadly aligned on the importance of focusing economic development efforts on retaining and strengthening existing businesses.

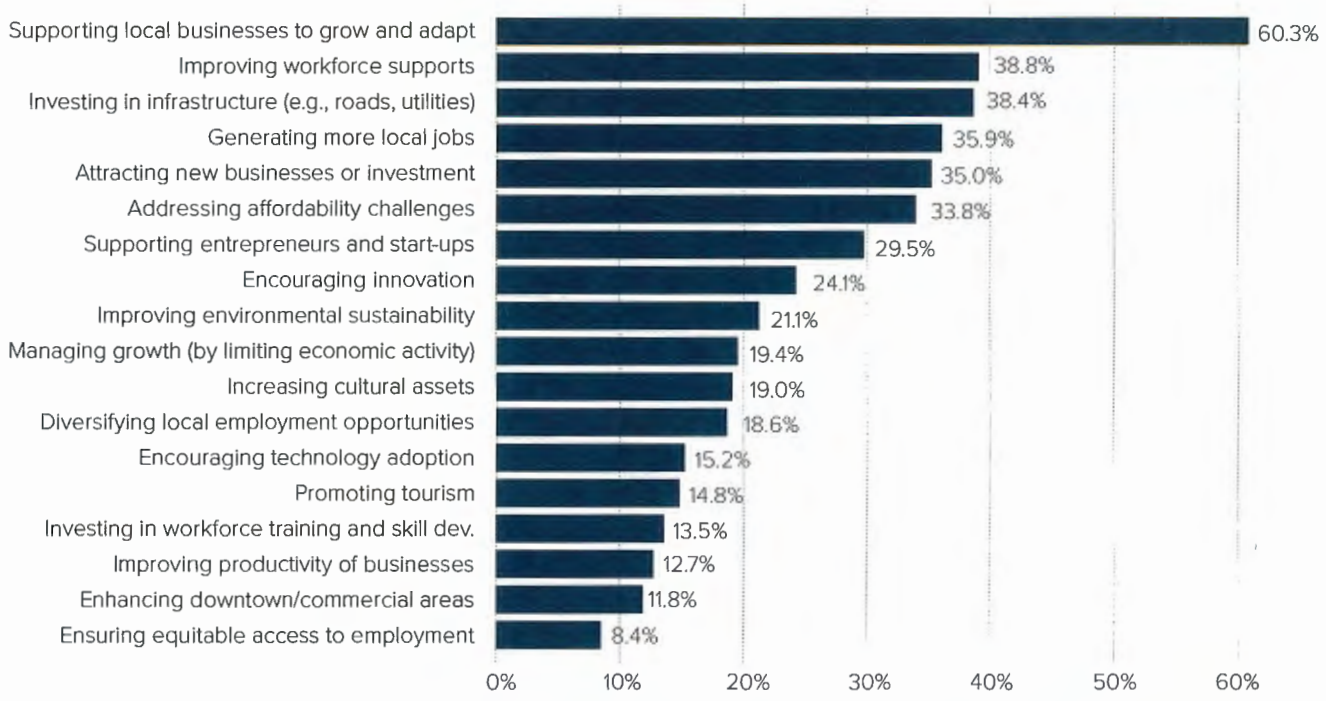
Considerations

Business needs vary by industry sector, business scale, and physical space requirements. For instance:

- Businesses requiring larger footprints, such as industrial transportation and warehousing businesses, larger manufacturers or recyclers, and some retail operations, emphasized the importance of affordability and availability of suitable space.
- Professional services and technology firms more often raised concerns related to workforce attraction, including the need for commuting options and access to amenities near their workplaces.

Figure 2.1 | **Public Survey Response**

I think the top priorities of the local economy should be:



- Smaller businesses described having limited internal capacity to navigate regulatory processes, access information, and manage rising costs. These constraints were framed as affecting their ability to expand, reinvest, or adapt in response to changing economic conditions.

Participants emphasized that their business success is shaped by interconnected factors. Access to space, workforce availability, and permitting predictability collectively influence investment and location decisions, rather than any single factor in isolation.

Transportation

What We Heard

Richmond's location and transportation links were identified as one of its biggest economic strengths (Figure 2.2). Businesses noted that transportation infrastructure drives:

- Business location decisions, with many transportation and logistics firms valuing rail access, proximity to the airport, a central location for serving the region's four deep-sea port terminals, and proximity to related transportation, warehousing, and logistics businesses.
- Richmond's role in regional and national supply chains, including its roles in supporting goods import and export (through the airport and port), as well as regional distribution and last-mile delivery.

At the same time, traffic and congestion, along with transit connectivity, were raised as major challenges for Richmond (Figure 2.3). Participants emphasized that transportation and transit issues influence:

- Cost of doing business, as congestion can lead to escalating costs of moving goods through and within the city.
- Workforce attraction and retention, as it can be challenging to navigate long commute times and limited transit options to some employment areas.
- Overall quality of life for residents and workers as high transportation costs (affiliated with the need for a personal vehicle) and long commute times (affiliated with traffic and congestion) can contribute to a lower quality of life.

Where We Heard This

This theme emerged across multiple engagement activities. Access and connectivity was identified as the top economic challenge in the public survey and was reinforced through interviews with businesses and topic-specific roundtables. Engagement with transportation, logistics, and industrial businesses surfaced more specific input related to goods movement, access to employment lands, and last mile connectivity for workers. Advisory Committee discussions also highlighted the broader impacts of transportation challenges on workforce participation, economic inclusion, and access to services.

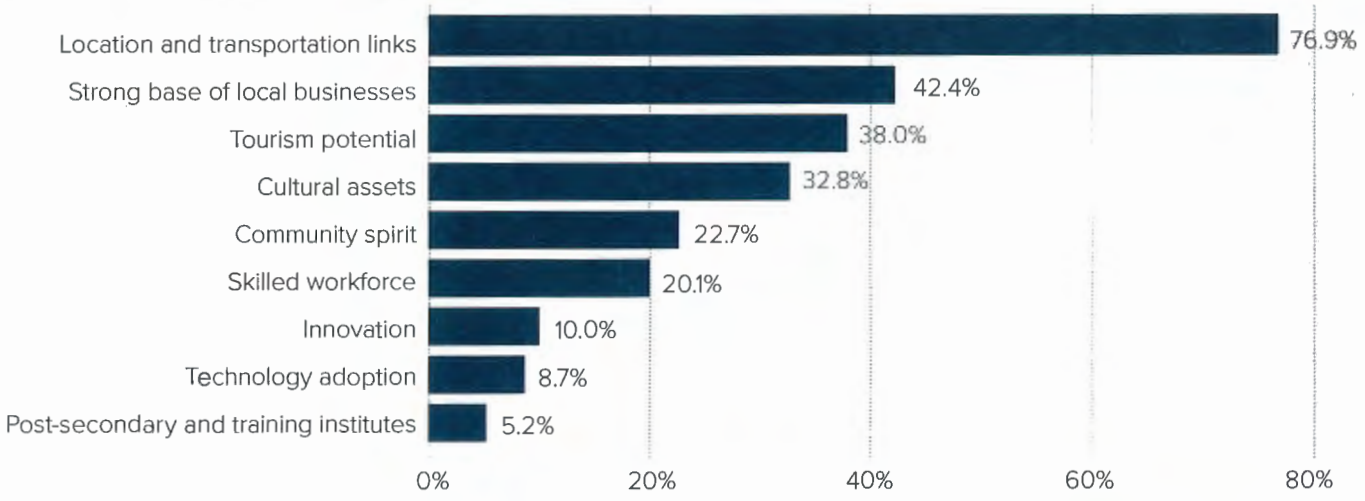
Considerations

Transportation challenges differed by location and business type.

- Businesses operating in industrial areas, including Mitchell Island, the River Road industrial area east of Knight Street, and the South Fraser Lands,

Figure 2.2 | **Public Survey Response**

I see the following as Richmond's biggest economic strengths:



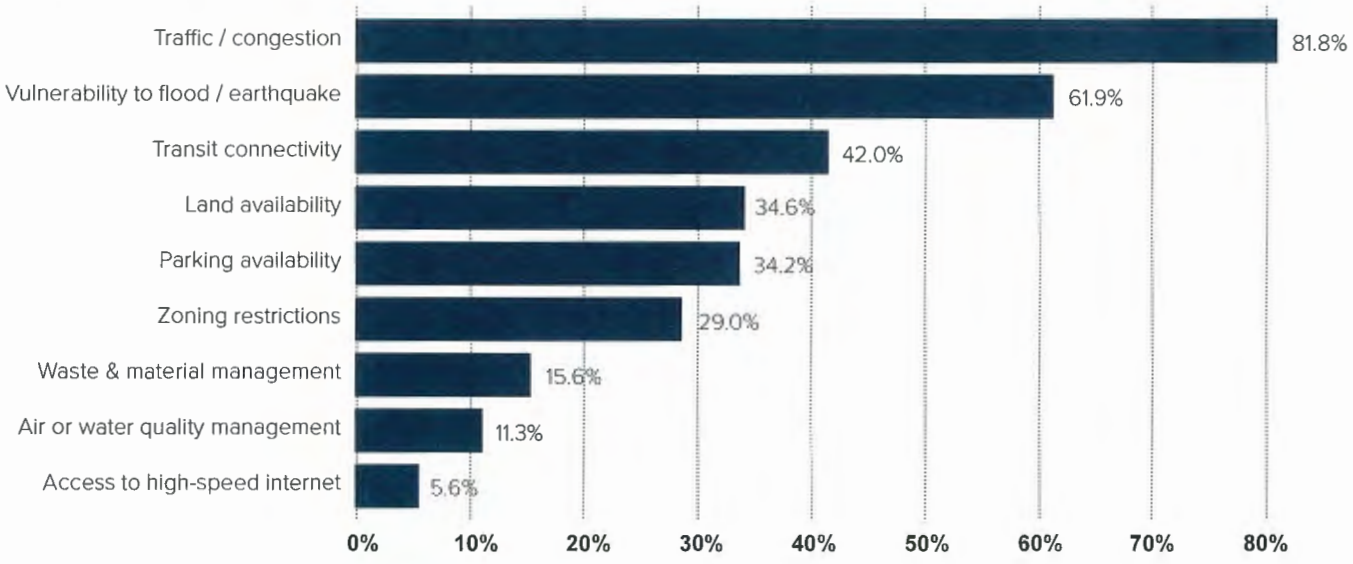
emphasized limited transit service as a barrier to employee attraction and retention. These businesses also expressed efficiency and safety concerns affiliated with the design of the road network both within these districts and connecting these districts to regional trucking routes.

- Businesses in more central or mixed use areas more commonly raised concerns related to congestion, parking availability, and commute reliability.
- Workforce impacts were a recurring concern. Participants described long or unreliable commutes as compounding labour shortages, particularly for lower wage, shift-based, or entry level roles. Transportation challenges were framed as influencing who can realistically access employment opportunities in Richmond.

Transportation issues intersected with other economic pressures. Engagement highlighted strong links between transit access, affordability, and workforce availability, reinforcing the importance of extensive and efficient transit options to Richmond's economy.

Figure 2.3 | **Public Survey Response**

I believe Richmond's biggest economic challenges are:



Economic Inclusion

What We Heard

Community organizations stressed that economic inclusion hinges on access to stable employment. Participants noted that barriers to employment cannot be separated from challenges related to affordability, transportation access, child care, language and communication, and navigating complex regulatory systems and social supports.

Participants noted that information gaps, bias, and stigma continue to hinder access to employment for newcomers, youth, and people with disabilities. In addition, businesses and job-seekers are often unaware of funding programs and operational supports available to them. This can limit individuals' ability to enter and remain in the workforce even where job opportunities are available.

Employer capacity can have a significant influence on inclusive hiring practices. Larger organizations described having greater internal capacity to adopt inclusive employment practices. Small and mid sized businesses expressed limited capacity for adopting more inclusive hiring practices without clear guidance and support.

Where We Heard This

This theme emerged most strongly through targeted engagement. Specifically, economic inclusion was raised through interviews with community-serving organizations, as well as in a targeted economic inclusion roundtable and in discussions with City advisory committees.

Related issues also surfaced through roundtables on transportation and warehousing and Mitchell Island. In these roundtables, participants raised workforce participation barriers stemming from limited transit access to industrial districts.

Survey participants did not rank "equitable access to employment" as a priority for the Richmond economy (See Figure 2.1). This discrepancy between survey respondents and interviewees highlights the value of engaging through multiple channels as different community members may participate in different ways.

Considerations

Engagement revealed key differences in how employment barriers are experienced.

- Youth employment challenges were described as related to limited entry level opportunities, gaps in job readiness supports, and uncertainty about long-term job prospects affecting the motivation of youth to seek employment.
- Barriers faced by people with disabilities included needing workplace accommodations (which can take the form of physical workplace accommodations or role modifications) and stigma or misperceptions affecting hiring and retention. Neuro-divergent individuals were noted as a growing group who could benefit from workplace accommodations.
- Newcomers and refugees experience many systemic barriers to economic inclusion. Participants described challenges related to language proficiency, cultural and workplace norms, recognition of international experience, and navigating credentialing or licensing systems.

Across all groups, barriers to employment can be compounded by limited awareness of available financial and operational supports by various government and non-profit organizations. In addition, several organizations providing support to youth, newcomers, and people with disabilities noted challenges with service capacity and continuity. Specifically, funding uncertainty and limited program capacity affect their ability to deliver sufficient service to the community.

About 15% of survey participants felt negatively about their employment prospects in Richmond (See Figure 2.4). Among this group, survey participants most commonly cited two factors impacting their employment prospects (See Figure 2.5):

- Lack of available jobs at the appropriate level of seniority for my experience (most commonly cited among middle managers and professionals), and
- Lack of available jobs in my field (most commonly cited among respondents in the film, technology, and professional services sectors).

Figure 2.4 | **Public Survey Response**

I feel the following about my employment prospects in Richmond:

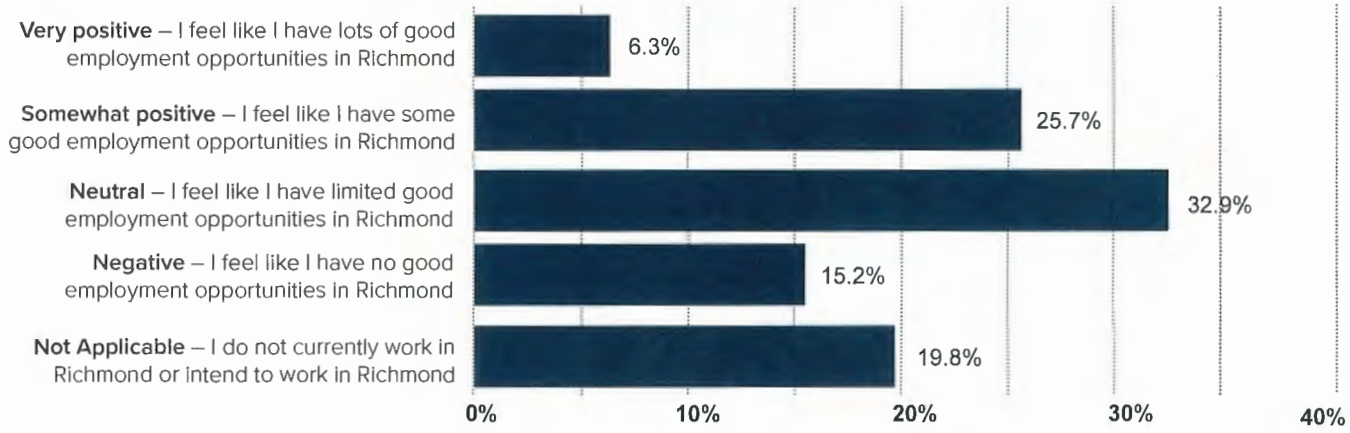
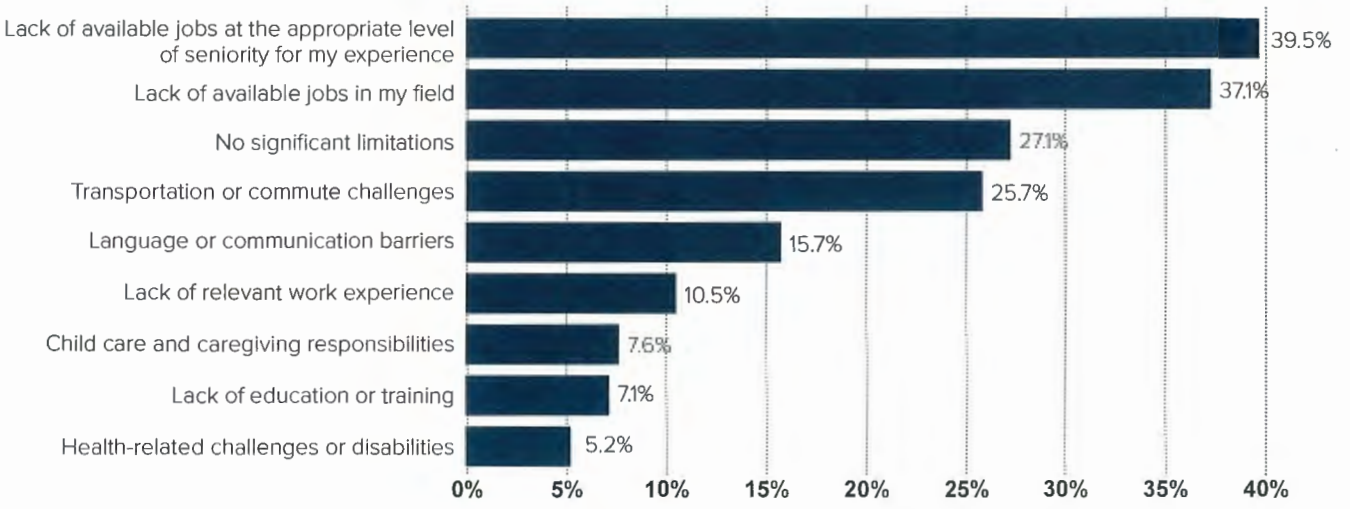


Figure 2.5 | **Public Survey Response**

I feel the following factors are currently limiting my employment opportunities:



Industrial Area Planning

What We Heard

Richmond's industrial areas and trade supporting lands were described as critical to the regional economy. Participants emphasized that these areas support regional distribution, national goods movement connected to the port and aiport, and the supply chain for construction, waste management, retail, and other population-serving sectors.

Input highlighted that reliable transit access, supportive land use planning, and safe and efficient transportation infrastructure for goods movement are key to ensuring businesses in Richmond's industrial districts can continue to grow and remain competitive.

Industrial areas were not viewed as uniform. Participants emphasized that different locations and types of industrial activity face distinct constraints and risks.

Where We Heard This

This theme emerged most strongly through targeted business engagement. Industrial areas and goods movement issues were raised through interviews and roundtables. Discussion of goods movement and industrial land priorities featured prominently in the Transportation & Logistics and Manufacturing & Technology roundtables, as well as engagement focused on Mitchell Island.

Considerations

Industrial areas functioned differently across the city. Engagement highlighted differences among locations such as the South Fraser Lands, the River Road industrial area east of Knight Street, Sea Island, and Mitchell Island. Each experiences distinct access, infrastructure, and operational constraints.

- Businesses in the South Fraser Lands expressed concerns about congestion on Knight Street and at the Blundell Road and No. 8 Street intersection impacting the efficiency of their operations. In addition, they noted that limited transit hours to the area can impact their ability to staff (and therefore operate) night shifts. Finally, they noted that uncertainty around the impact of the Cowichan Tribes land rights claims in the area is making businesses hesitant to invest in new facilities and infrastructure.
- Businesses east of Knight Street along River Road expressed concerns about safe commuting for staff as transit stops short of many industrial sites and there is limited separated pedestrian infrastructure for those commuting the 'last-mile' on foot. They also expressed concerns related to driving speed and driveway access on River Road, noting that the narrow street, commercial driveways, and high volumes of passenger and commercial traffic can result in road conflicts, congestion, and safety concerns.
- Mitchell Island businesses expressed similar concerns around transit access, active transportation infrastructure, and congestion. Specifically, Mitchell Island businesses are looking for improved active transportation infrastructure connecting mainland transit nodes with businesses on the island and on/off ramp solutions for improving fluidity of traffic to/from the island. In addition, Mitchell Island businesses expressed concerns about flooding, noting interest in participating in detailed long-term planning processes for improving water management and flood protection on the island.

Across all industrial areas, participants emphasized the importance of

- Well-designed, reliable, and safe road corridors within industrial areas,
- Efficient access routes connecting industrial areas with the regional transportation network for both goods movement and workforce access.

Sustainability, Innovation, and Resilience

What We Heard

Participants in the engagement process emphasized the importance of integrating sustainability, innovation, and resilience into the City's Economic Development Strategy. Participants noted that Richmond's economy should support long term environmental sustainability and community well-being alongside economic growth.

Participants described preparedness for disruptions—including adverse climate-related events—as critical for business continuity. Innovation was described as an enabler of economic resilience rather than an end in itself. Rather than focusing on specific industries, engagement emphasized developing an innovation ecosystem that addresses practical challenges, such as transportation efficiency, food security, or the energy transition.

Participants raised several tools for promoting innovation and increasing community resilience, such as:

- Establishing coordinated approaches to climate risk management in areas where businesses are vulnerable to flood risk,
- Expanding on climate and circular economy policies and promoting businesses that can aid with their implementation,
- Establishing collaborative green infrastructure planning processes with the private sector, such as for supporting electrification, clean fuels, and on-site flood management.

Where We Heard This

This theme emerged across several engagement channels. Sustainability, innovation, and resilience were raised through topic specific discussions with businesses and institutions, advisory committee input, and the innovation ecosystem workshop held with the City's Economic Advisory Committee (EAC).

Survey respondents highlighted vulnerability to flood and earthquake as a major challenge (See Figure 2.3). In addition, more than 50% of survey respondents highlighted climate change impacts as a major risk to Richmond's economy. In a ranking exercise, survey participants ranked cost of living, transportation constraints, and an aging population as Richmond's top risks (See Figure 2.6).

Considerations

Interviews and roundtables revealed that businesses see resilience as closely tied to natural hazard preparedness. Participants raised flooding, earthquake risk, and extreme weather as concerns with implications for residents, businesses, and industrial facilities, equipment, and infrastructure. Mitchell Island roundtable participants expressed interest in taking a coordinated approach to flood management.

Environmental priorities and related opportunities to support innovation varied by engagement group and context.

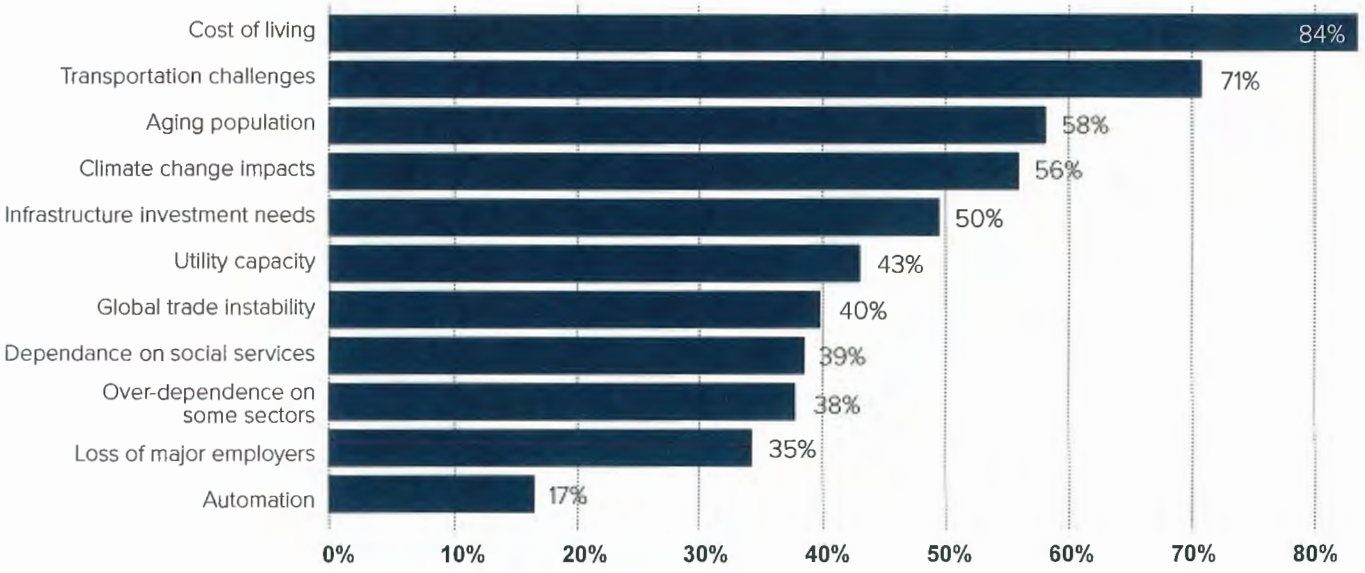
- Interviews and roundtables with businesses in construction and manufacturing highlighted interest in further pursuing circular economy opportunities.
- Interviews with utilities, transportation businesses, and major employers highlighted interest in the energy transition, including adopting clean fuels and electrifying operations.
- Advisory committees identified opportunities to leverage Richmond's extensive agricultural lands, airport proximity, engineering talent, and robust food processing sector to address food security and improve agricultural viability.

Engagement emphasized the City's role in reducing barriers and creating conditions for innovation through planning, permitting, partnerships, and supportive spaces, rather than direct support to individual firms.

In addition, infrastructure reliability was linked to long term resilience. Participants raised concerns related to energy reliability and future capacity as factors affecting operational resilience and planning certainty for trade-oriented businesses.

Figure 2.6 | **Public Survey Response**

I think the following factors pose significant risks to Richmond's economy:



Zoning, Permitting, and Placemaking

What We Heard

Engagement highlighted the roles of land use zoning, permitting, and placemaking in strengthening existing commercial areas, supporting local business expansion, and fostering new economic activity.

Zoning | Engagement highlighted the importance of land use planning and zoning in facilitating the types of development needed to support business activities in Richmond. It was noted that prior planning efforts geared toward intensifying industrial lands and stimulating office development have been successful; however, commercial development has lagged for other market-driven reasons. Future land use planning efforts might consider how to fill gaps in the market for mid-scale mixed industrial and office spaces.

Permitting | Predictability, clarity, and efficiency throughout permitting processes were described as important to business decision making. Participants noted that navigating permitting, licensing, and land use requirements can create uncertainty and delays, particularly during business expansions, relocations, and tenant improvements. Participants described the value of understanding requirements, receiving consistent direction, and having better visibility into process steps and timelines when working through City processes.

Placemaking | Participants described placemaking as encompassing a range of activities, including cultural events, festivals, and temporary activation of public spaces (such as public markets). These activities were framed as ways to support local businesses, attract visitors, and strengthen community identity. Businesses also noted opportunities to strengthen existing mixed employment areas through increased access to amenities, such as retail and services.

Where We Heard This

Planning and permitting challenges and opportunities were raised through interviews and roundtables, where participants shared experiences related to permitting timelines, communication, and navigating regulatory processes. Placemaking was raised through interviews and advisory committee discussions, particularly in conversations focused on community wellbeing, culture, and local economic activity. These themes were less prominent in broad survey feedback. Participants who raised placemaking opportunities often did so in relation to specific neighbourhoods or commercial areas.

Considerations

Permitting timelines and predictability were central concerns for businesses.

- Participants emphasized that uncertainty around permitting timelines can complicate coordination of tenant improvements, contractor schedules, and move in dates, particularly during expansions or relocations.
- Clear guidance and communication were seen as highly valuable throughout the permitting process.
- Businesses described the importance of transparent requirements, consistent feedback, and better visibility into process steps.
- Participants noted that permitting complexity can be particularly high for specialized or non-standard uses.
- In industrial contexts, participants linked predictability in planning and permitting to long term decisions about reinvestment and expansion.

Placemaking efforts were seen as a great opportunity for Richmond to continue to grow its economic role in the region.

- Some participants highlighted the role of short-term activities, such as events and pop-up markets, for creating opportunities for local vendors, artists, and small businesses. Ease of navigating City processes was described as a factor that can influence the feasibility of such activities.
- Local context was seen as critical to effective placemaking. Engagement suggested that placemaking initiatives are most effective when they respond to neighbourhood character, scale, and existing conditions rather than applying uniform approaches across the city. Participants emphasized that placemaking should build on local strengths and complement other neighbourhood uses.

Themes and Insights

Potential City Roles and Responsibilities

What We Heard

Engagement revealed strong support for municipal economic development leadership. Several potential roles were identified for the City in supporting economic development. These include:

- Attracting new economic activity to Richmond,
- Helping navigate business licensing and permitting processes,
- Planning for future industrial and commercial space, as well as commercial 'activations' of public spaces, such as events and markets,
- Facilitating access to supports, such as child care, affordable housing, and transit, that enable workforce participation, and
- Establishing partnerships and business network development in support of workforce development and innovation.

Where We Heard This

The City's role in economic development was raised in all forms of engagement. The public survey confirmed that economic development is an important mandate for the City and identified several areas of focus.

In addition, business owners, community organization representatives, advisory committee members, and community members provided feedback on the City's economic development roles and opportunities through interviews, advisory committee discussions, topic-specific roundtables, and pop-up events.

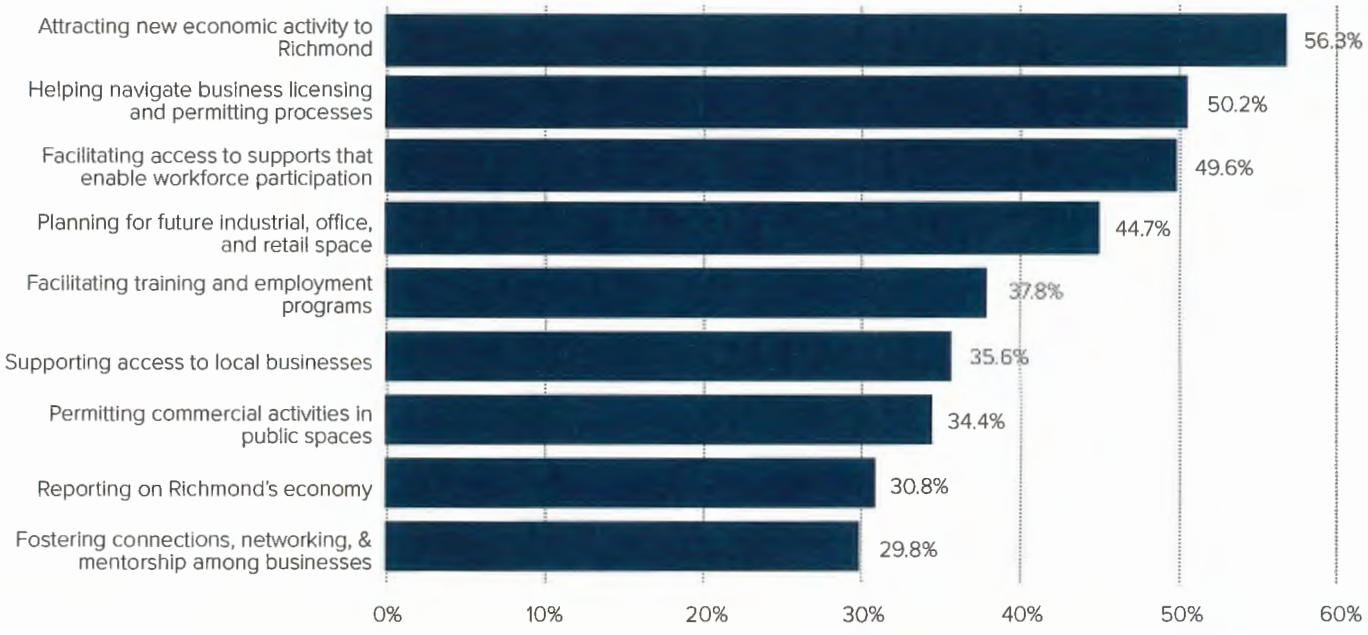
Figure 2.7 | **Public Survey Response**

I believe economic development is an important mandate for the City of Richmond:



Figure 2.8 | **Public Survey Response**

I believe the City should be focusing its economic development efforts in the following areas:



Sector-Specific Outlooks and Insights

What We Heard

Engagement revealed interest in seeing many sectors of Richmond's economy grow (See Figure 2.9), including:

- Social service sectors, such as healthcare, education, child care, and non-profit organizations
- Transportation and logistics
- Technology sectors, such as cleantech and biotech
- Hospitality, tourism, film, and cultural industries
- Agrifood

In addition, engagement participants provided views on the role of various sectors in Richmond's economy today and in the future.

Technology Manufacturing | Richmond businesses in the technology and device manufacturing sector noted that they excel in the product and process development part of technology manufacturing. Specifically, they specialize in the design and prototyping of custom solutions where engineering talent is most important. That said, Richmond lacks competitiveness in mass production for technology manufacturing, with businesses preferring to outsource that part of the manufacturing process to companies in Asia or America.

While participants identified an ongoing role for Richmond technology manufacturers as a prototyping and design hub, they did not anticipate this sector to grow in the coming decade as the sector is being impacted by:

- A decline in the resource industries (several niche manufacturers were established to support BC's resource industries),
- Lower costs of production overseas (where many manufacturers are outsourcing mass production),
- Changing trade dynamics (specifically uncertainty around U.S. political directions are impacting investor confidence), and
- Limited community support (with public pressure to shift industrial activities further east in the region).

Food Processing and Manufacturing | Richmond businesses identified a continued strong role for food production and processing in Richmond. The ecosystem of major food retailers, processors, producers (e.g. farmers and fishers), and food processing experts lends, along with availability of industrial space, lends itself to continued growth of this sector. Niche processed or packaged food expertise, such as allergen-free foods, and vegan or vegetarian alternatives to meat products were noted as an interesting area of growth for Richmond.

Transportation, Warehousing, and Logistics | Richmond's industrial lands play a crucial role in the national supply chain and in regional distribution. Participants stressed that transportation and warehousing businesses in Richmond are major regional employers, attracting a workforce from Surrey, Delta, Vancouver, and elsewhere from across the region.

Engagement participants expressed an optimistic outlook for the transportation, warehousing, and logistics sector, noting that changes in the global trade landscape are likely to result in increased international trade through Vancouver. Participants emphasized the importance of improving land use and infrastructure efficiency to support growth in trade, transportation, and logistics in the region.

Several participants have been exploring opportunities to use barging to move bulk, breakbulk, and containerized freight throughout the region. Although significant investment in, and adoption of, short sea shipping (i.e. containerized barging) is not yet seen as a competitive prospect in the region, participants emphasized the importance of connectivity between rail, road, water, and air modes of transportation as critical to maintaining supply chain fluidity and resilience.

Healthcare | Richmond's healthcare sector is strained and is anticipated to require substantial growth to meet the needs of the growing and aging population. Richmond requires more healthcare professionals (including family physicians, clinic staff, and specialists), multilingual and culturally safe care, and increased home or community care capacity to aid with care for chronic diseases affiliated with aging.

The healthcare sector is evolving to consider more "whole person" care that includes social health, physical activity, and access to healthy food and living spaces. Civic programming, recreation and greenspaces, food security, and affordable, stable housing are all therefore considered essential infrastructure for supporting community health.

Trades | Business owners spanning the trades, construction, manufacturing, aviation, and recycling noted challenges in securing skilled tradespeople. Participants noted that several factors contribute to workforce gaps, including:

- Difficulty attracting young people to the trades,
- Wage competitiveness, or
- Limited transit access or long commute times to Richmond's industrial areas where roles are available.

Where We Heard This

Sector-specific insights, challenges, and opportunities were primarily raised in interviews and roundtables by both business owners and industry associations. In addition, the public survey asked participants which sectors they thought should grow, shrink, or stay the same in Richmond's economy (see Figure 2.9). Key sector-specific assets were also flagged as important strengths in Richmond's economy through the survey (see Figure 2.10).

Figure 2.9 | **Public Survey Response**

I would like to see the following sectors grow, shrink, or remain the same in Richmond:

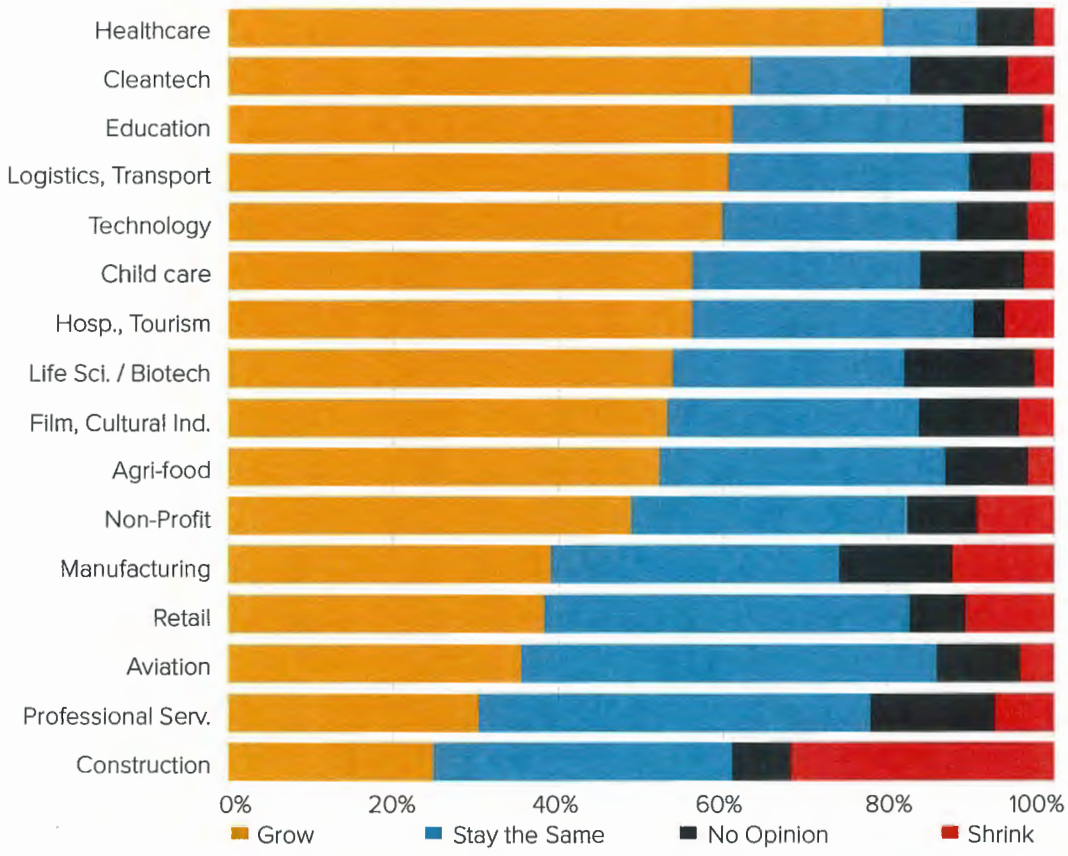
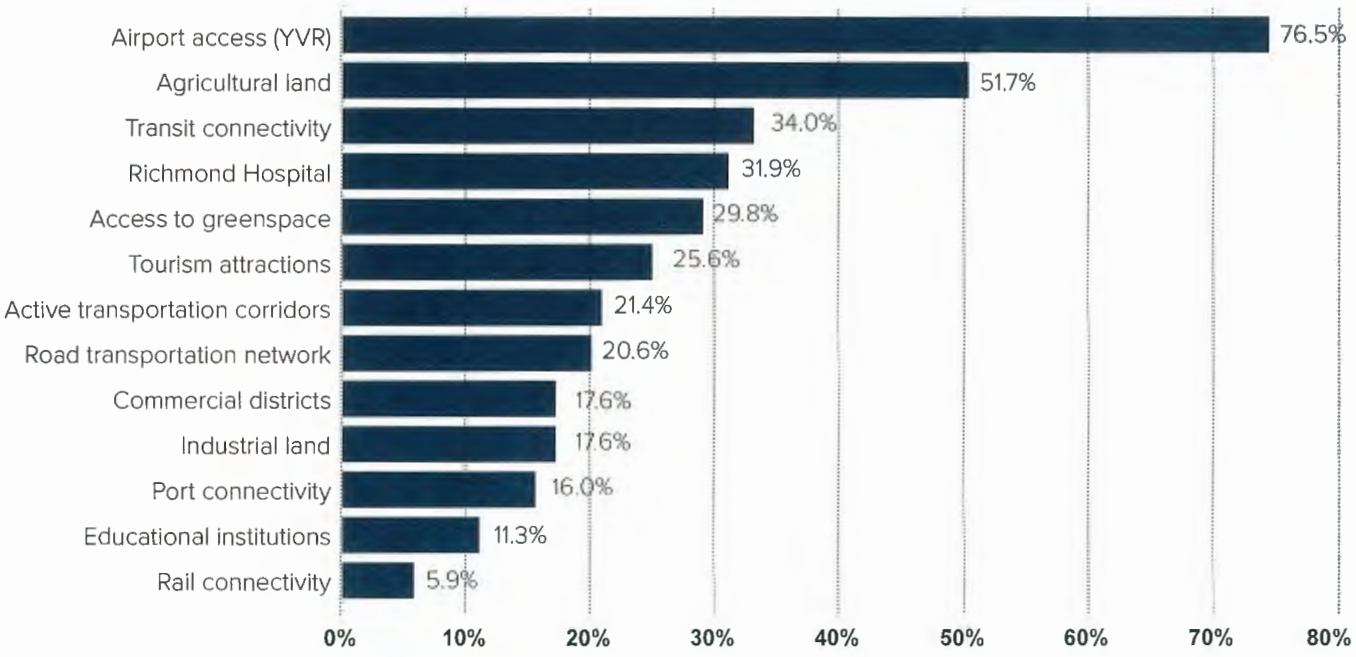


Figure 2.10 | **Public Survey Response**

I believe Richmond's most important economic assets are:



Cross-cutting Observations

While the thematic findings highlight distinct issues and opportunities raised by the community, engagement revealed patterns that cut across multiple topics and engagement activities

1. **Participants consistently described economic issues as interconnected rather than isolated.** Transportation, workforce participation, land use, permitting, affordability, and resilience were frequently discussed together, with participants emphasizing that challenges in one area often influence outcomes in others. This interconnection was evident across themes related to business support, economic inclusion, industrial lands, and infrastructure.

2. **Access and predictability were emphasized alongside growth and attraction**. Across engagement, participants highlighted the importance of access—to employment, transportation, space, services, and amenities—as well as predictability in planning, permitting, and infrastructure performance. These factors were repeatedly described as shaping business decisions, workforce participation, and investment confidence.

3. **Place based conditions matter to how issues were experienced.** Engagement highlighted meaningful differences across locations within Richmond. Industrial areas, commercial districts, mixed-use neighbourhoods, and public spaces were described as having distinct characteristics and constraints that influence business operations, workforce access, community experience, and resilience. For instance:
   - Businesses in specific industrial areas identified gaps in active transportation infrastructure and transit as critical constraints.
   - Businesses in office districts identified lack of access to amenities for employees as constraints,

   Participants emphasized that challenges and opportunities often depend on local context rather than applying uniformly across the city.

4. **Workforce participation is influenced by enabling conditions beyond job availability.** Across multiple themes, participants described factors such as transportation access, child care availability, affordability, scheduling, and system navigation as shaping whether people can enter and stay in the workforce. These enabling conditions were discussed in connection with both economic inclusion and broader business and employment challenges.

5. **Resilience was framed as practical and operational**. Participants tended to discuss resilience in terms of preparedness for disruption and continuity of day-to-day operations. Natural hazards, infrastructure reliability, energy systems, and supply chain continuity were described as having direct implications for businesses, workers, and long-term economic stability.

6. **The City's role in economic development was often described as enabling and coordinating.** Across engagement activities, participants frequently framed the City's role in economic development as one focused on clarity, coordination, and enabling conditions—such as planning, permitting, infrastructure, convening, and communication—rather than direct intervention in business activity.

Guiding Principles

Proposed Guiding Principles

Rooted in what we heard through public engagement, early research, and in alignment with Council's Strategic Plan and other City strategies, the following Guiding Principles are proposed as lenses to inform the development of Richmond's new Economic Development Strategy.

1. **Forward-Looking and Resilient:**

   Build on Richmond's strengths and assets to create the conditions for strategically ambitious, long-term economic prosperity, while also designing for resilience as challenges and opportunities evolve.

2. **Inclusive Prosperity and Shared Opportunity:**

   Facilitate economic growth that is equitable, accessible, and broadly shared across sectors and diverse communities, considering both people and the environment at the centre of growth.

3. **Collaborative and Partnership-Oriented:**

   Foster strong partnerships with businesses, institutions, community organizations, and other levels of government to leverage shared opportunities and build a high-functioning, connected ecosystem.

4. **Leveraging the City's Role:**

   Support and facilitate the conditions for innovation, investment, and growth through the deliberate and strategic use of the City's tools, resources, and expertise.

Appendices

Appendix A | Outreach & Engagement Materials

Outreach Process

Engagement took place from September 23rd to November 30th, 2025 using a multi-channel approach to capture broad representation across sectors in the local community. Outreach included:

- Direct outreach (emails) to over 700 businesses
- Newsletter circulation to all licensed businesses in Richmond (~10k businesses)
- Pop-up engagements at the Steveston waterfront, Aberdeen Centre, and Lansdowne Centre
- Participation in local business events, including the Business Appreciation Event and the Chamber Mid-Autumn Festival
- Facilitation of discussions with 6 standing City advisory committees

Additionally, the City promoted participation in the consultation process through a number of channels, including:

- The Let's Talk Richmond platform and newsletter
- Social media posts
- A news release
- Digital signage on transit stations and in community centres

Images on this page include examples of postcards, posters, and social media posts used to support outreach.

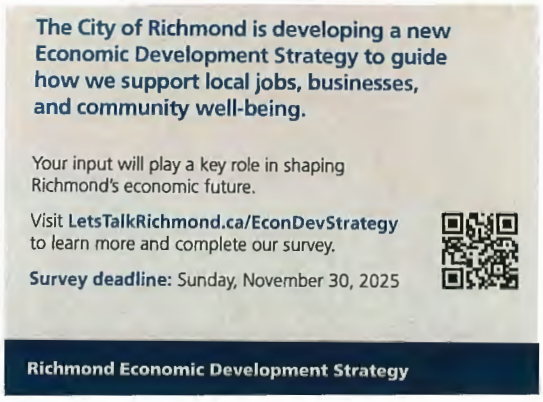












Interview Questions:

1. What does your business do? What are your goals or objectives over the coming years?
2. Why are you located in Richmond? What do you see as Richmond's key economic assets or strengths?
3. What are the top operational challenges your business is facing? Are these common challenges across other businesses in your sector?
4. What opportunities do you see for the City to support business resilience and growth within your industry? Consider land use, infrastructure, workforce development, and social and environmental actions
5. What trends and risks are impacting your business? Consider political and legal, environmental, social, technological, and economic trends / risks?
6. What do you see as the top economic development priorities for Richmond? What do you see as the role of the City in delivering on them?

Interview questions were adjusted to reflect the role and sector of the interviewee.

Roundtable Topics & Discussion Questions

In total, four targeted roundtable discussions were held about:

- Technology & Manufacturing
- Transportation & Logistics
- Mitchell Island
- Economic Inclusion

Topics were informed by preliminary research and interviews. Individuals from 20 organizations participated in these roundtables.

Manufacturing and Technology

1. What is Richmond's role in the regional manufacturing, tech, and innovation landscape? Why?
2. How do you anticipate the local manufacturing and technology sector to evolve in the next decade?
3. What are your key business challenges and which are unique to Richmond?
4. How might the City help address your business challenges and support growth and resilience of the manufacturing and technology sector?

Transportation and Logistics

1. How do you anticipate Richmond's transportation and logistics cluster will change in the next decade?
2. What do you see as the primary barriers to growth and resilience in the transportation and logistics sector in Richmond?
3. What role would you see the City playing in supporting the evolution the regional transportation and logistics sector?

Mitchell Island

1. What role does Mitchell Island play in the regional economy?
2. What challenges does your business face? Which are unique to your location on Mitchell Island? What role can the City play in helping address them?
3. Are there policies or programs you have seen in other jurisdictions that promote circular practices in your industry?

Economic Inclusion

1. What current programs and supports are available to aid youth, newcomers, and individuals with disabilities in securing employment?
2. What gaps exist between job seekers and employers? What could help bridge those gaps?
3. What opportunities do you see for collaboration between employers, service providers, post-secondary institutions, and the City to improve employment prospects for under-represented groups in the local economy?

Advisory Committee Discussions

Six advisory committee meetings consisted of a short discussion on:

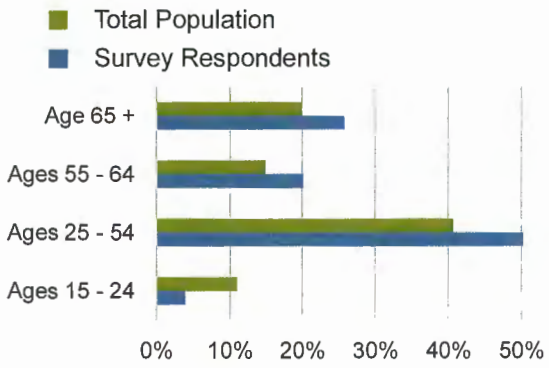
- Related work that is already underway in Richmond,
- Economic challenges the advisory committees would like to see addressed, and
- Opportunities for the economic development strategy to support related City priorities and portfolios of work.

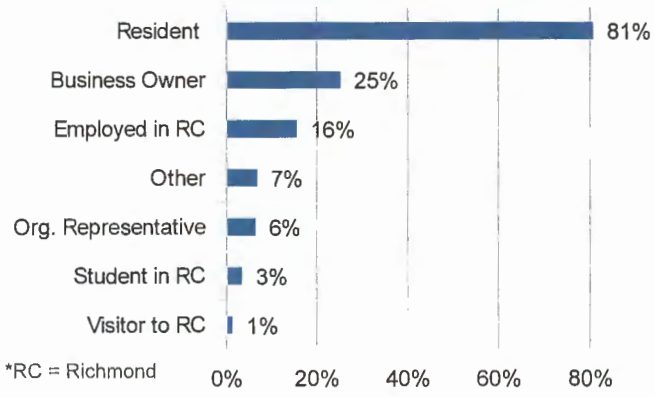
A 90-minute workshop with the Richmond Economic Advisory Committee (EAC) was also hosted as part of the economic development strategy engagement, building off prior discussions on Richmond's innovation ecosystem.

Appendix B | Detailed Engagement Profile

Survey Respondents

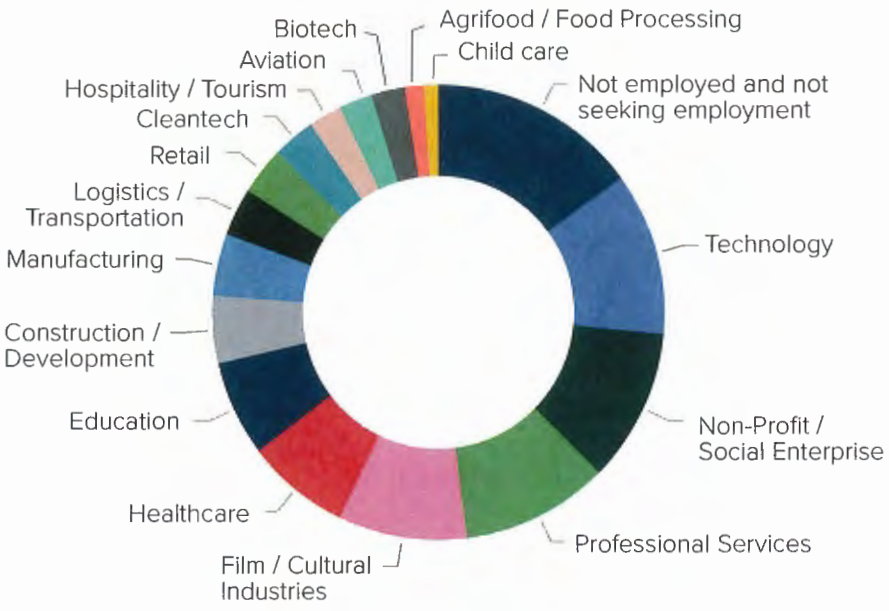
Survey respondents spanned age brackets, with about half representing mid-career ages (25 through 54). Survey respondents identified as Richmond residents, business owners, employees, community organization representatives, students, and visitors.





Survey respondents spanned executives, business owners, managers, professionals, and front-line workers, such as tradespeople, salespeople, and administrative staff. In addition, there was representation from a wide range of industry sectors.

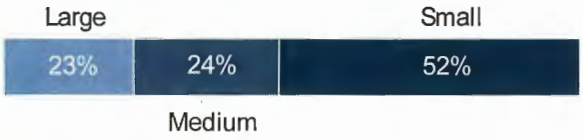
Survey Respondent Sectors



Interviewees

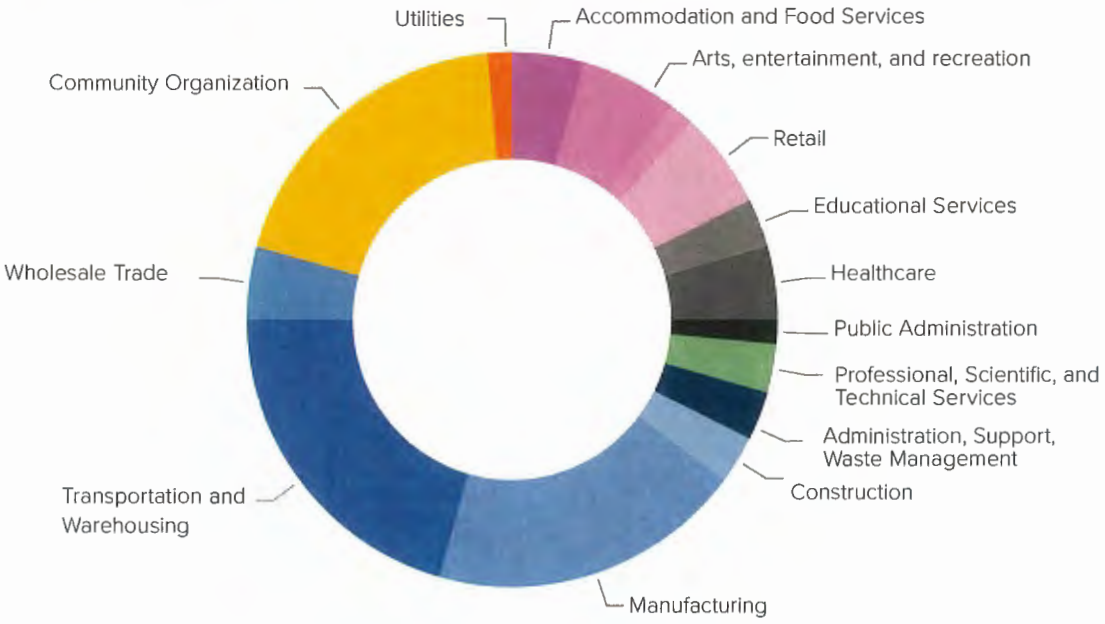
Interviewees spanned sectors and business sizes.

Interviewee Organization Size



In addition to businesses, interviewees included several community organizations that work with and represent equity-seeking groups, such as newcomers, people with disabilities, and youth.

Interviewee Industry Sectors



Advisory Committees

Six City Advisory Committees were consulted for input on opportunities to meet multiple public goals through the economic development strategy. Committees included:

- The Economic Advisory Committee
- The Food Security and Agricultural Advisory Committee,
- The Youth Advisory Committee,
- The Employment Resource Network,
- The Child Care Development Advisory Committee,
- The Council of Communities.

Pop-Up Engagement

Five on-site pop-up events were held at:

- Steveston Village
- Lansdowne Centre
- Aberdeen Centre
- The Chamber of Commerce Mid-Autumn Festival
- The City of Richmond Business Appreciation Event

Appendix C | Survey Questions

Help Shape Richmond's Economic Future

The City of Richmond is developing a new Economic Development Strategy to guide how we support local jobs, businesses, and community well-being over the next 10 years.

This strategy will aim to grow our economy in a way that also supports environmental sustainability, social equity, and a high quality of life for everyone.

We want to hear from residents, visitors, workers, employers, and community groups to help shape the vision, priorities, and actions of this plan.

The survey takes about 10 minutes to complete. Survey responses will be compiled and reported in summary form only. Individual responses will not be attributed to anyone. The information collected will help inform the priorities and decisions in the new Economic Development Strategy.

Thank you for taking the time to participate. Your input is critical to shaping Richmond's economic future.

Q1: I am responding to this survey as a:

- ☐ Business owner or entrepreneur in Richmond
- ☐ Resident of Richmond
- ☐ Someone employed in Richmond
- ☐ Visitor to Richmond
- ☐ Representative of an institution, organization, or community group in Richmond
- ☐ Other

*Please check all that apply.

Section 1: Richmond's Economic Outlook

Q2: I think the top priorities for our local economy should be: Select up to 5.

Business Supports

- ☐ Attracting new business or investment to Richmond
- ☐ Supporting existing local businesses to grow and adapt
- ☐ Supporting entrepreneurs and start-ups
- ☐ Encouraging innovation and technology adoption

Employment

- ☐ Generating more local jobs
- ☐ Diversifying local employment opportunities
- ☐ Ensuring equitable access to employment opportunities
- ☐ Investing in workforce training and skill development
- ☐ Improving workforce supports (e.g. child care, transportation, housing)

Place-making

- ☐ Enhancing downtown/commercial areas
- ☐ Investing in infrastructure (e.g., roads, broadband, utilities)

- ☐ Promoting tourism
- ☐ Increasing cultural assets (e.g. theatres, festivals)
- ☐ Improving productivity of industrial districts

Livability

- ☐ Addressing affordability challenges
- ☐ Improving the environmental sustainability of the economy (e.g., reducing pollution, renewable energy)
- ☐ Managing growth (e.g. limiting economic activity in congested areas)
- ☐ Other (please specify) _____

Q3: Which sectors would I like to see grow or shrink in our community?

Likert scale: 1 - Grow 2 – Stay the Same 3 – Shrink 4 – No Opinion

- ☐ Logistics / Transportation
- ☐ Aviation
- ☐ Agri-food / Food Processing / Seafood
- ☐ Cleantech / Green Economy
- ☐ Retail
- ☐ Hospitality & Tourism
- ☐ Professional Services (e.g. Legal, accounting, finance, consulting)
- ☐ Manufacturing
- ☐ Life Sciences / Biotech
- ☐ Film / Cultural Industries
- ☐ Construction / Development
- ☐ Technology
- ☐ Non-Profit / Social Enterprise
- ☐ Education or child care
- ☐ Health care
- ☐ Other (please specify): _____

Q4: I would rate the following economic risks for Richmond over the next decade as follows:

Likert scale: 1- Not a Risk 2- Minor Risk 3- Major Risk 4 – No Opinion

Demographic Risks

- ☐ Cost of living
- ☐ Strain on social services
- ☐ Aging population

Urban Development Risks

- ☐ Infrastructure investment needs (e.g. road, sewer, greenspace)
- ☐ Utility capacity (e.g. water, power, internet)
- ☐ Climate change impacts (e.g. flooding, extreme weather)
- ☐ Transportation challenges (e.g. congestion, transit capacity)

Business Risks

- ☐ Loss of major employers or industries
- ☐ Automation
- ☐ Overdependence on a few economic sectors

CNCL - 92

- ☐ Global trade instability
- ☐ Other (please specify): _____

Section 2: Land Use and Infrastructure

Q6: I believe Richmond's most important assets are: Select up to 4.

Transportation Assets

- ☐ Road transportation network
- ☐ Airport access (YVR)
- ☐ Port and/or rail connectivity
- ☐ Transit connectivity
- ☐ Active transportation corridors

Land and Real Estate Assets

- ☐ Commercial / downtown districts
- ☐ Tourism assets, such as the Richmond Oval and Steveston Harbour
- ☐ Industrial land base
- ☐ Agricultural land base
- ☐ Access to greenspace

Public Institutions

- ☐ Educational institutions (BCIT, KPU)
- ☐ Richmond Hospital
- ☐ Other (please specify): _____

Q7: I believe Richmond's biggest physical economic challenges are: Select up to 4.

Infrastructure Constraints

- ☐ Traffic / congestion
- ☐ Access to highspeed internet / broadband
- ☐ Transit connectivity

Land Use Constraints

- ☐ Zoning restrictions
- ☐ Land availability
- ☐ Parking availability

Environmental Constraints

- ☐ Vulnerability to flood / earthquake
- ☐ Waste & material management
- ☐ Air or water quality management

Financial Constraints

- ☐ Access to capital for businesses
- ☐ Local consumer purchasing power
- ☐ Other (please specify) _____

Section 3: Skills and Employment

Q8: I feel the following about the employment prospects in Richmond:

- ☐ Very positive – I feel like I have lots of good employment opportunities in Richmond
- ☐ Somewhat positive – I feel like I have some good employment opportunities in Richmond
- ☐ Neutral – I feel like I have limited good employment opportunities in Richmond
- ☐ Negative – I feel like I have no good employment opportunities in Richmond
- ☐ Not Applicable – I do not currently work in Richmond or intend to work in Richmond in the future

Q9: I feel the following are limiting my employment prospects: Select all that apply.

- ☐ Lack of available jobs in my field
- ☐ Lack of available jobs at the appropriate level of seniority for my experience
- ☐ Lack of relevant work experience
- ☐ Lack of education or training
- ☐ Transportation or commute challenges
- ☐ Language or communication barriers
- ☐ Childcare and caregiving responsibilities
- ☐ Health issues or disability
- ☐ No significant limitations
- ☐ Other (please specify): _____

Section 4: Civic Supports

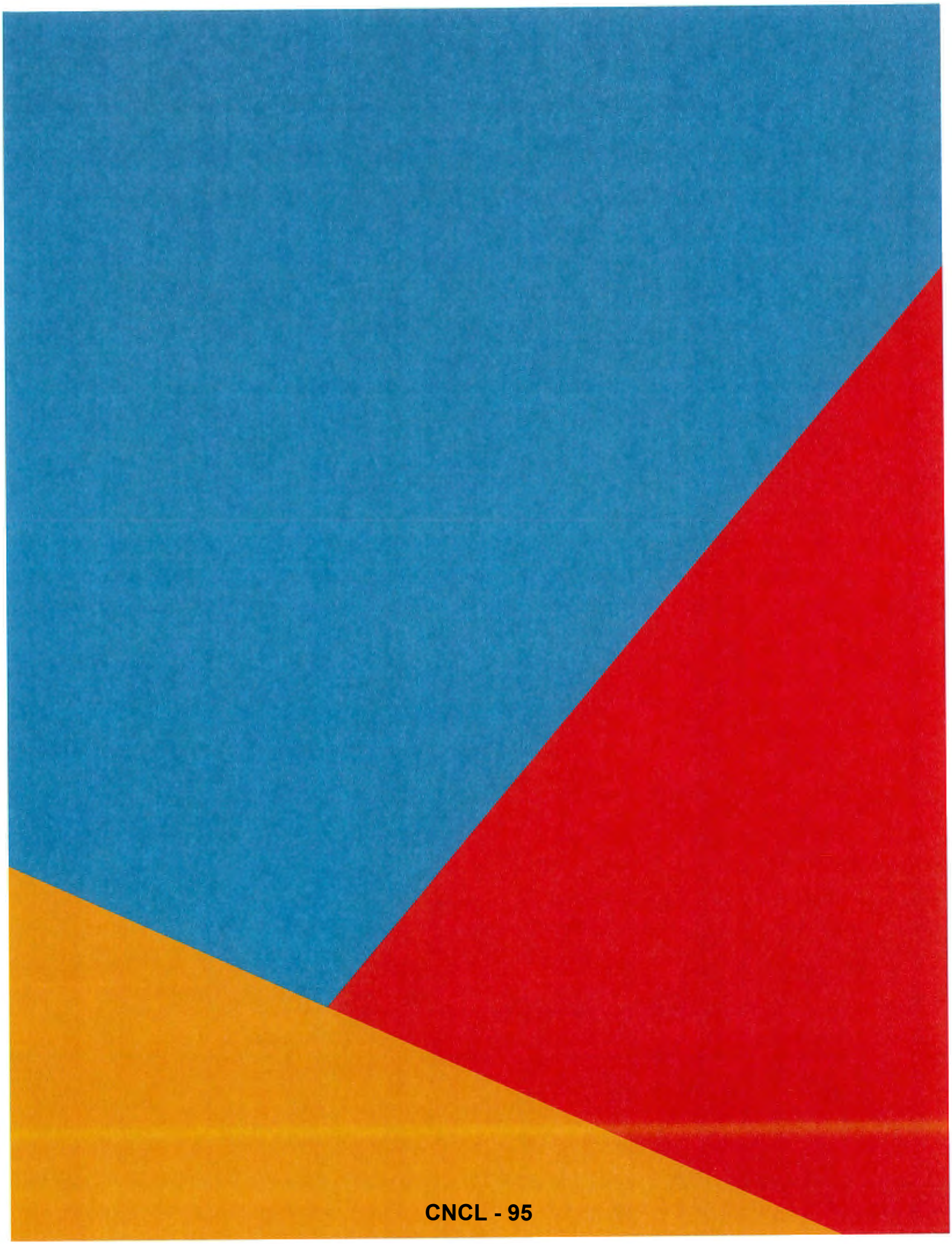
Q10: I believe economic development is an important mandate for the City of Richmond:

- ☐ Yes
- ☐ No
- ☐ Unsure

Q11: I believe the City should be focusing its economic development efforts in the following areas:

Likert Scale: 1 – No Effort 2 – Some Effort 3 – Significant Effort

- ☐ Planning for future industrial, office, and retail space
- ☐ Permitting commercial activities in public spaces (e.g. mobile vending)
- ☐ Helping navigate business licensing and permitting processes
- ☐ Fostering connections, networking, and mentorship relationships among businesses
- ☐ Delivering training and employment programs (e.g. skills training, job fairs, mentorship programs)
- ☐ Reporting on Richmond's economy (e.g. employment levels, key sector activities)
- ☐ Supporting access to local businesses (e.g. bike valet programs, local food map)
- ☐ Attracting new economic activity to Richmond (e.g. Sport Hosting, Filming, delegation hosting)
- ☐ Providing amenities, such as child care, to enable workforce participation
- ☐ Other - Please specify: _____



City of Richmond

Report to Committee

To:	General Purposes Committee	**Date:**	March 23, 2026
From:	Grant Fengstad Director, Information Technology	**File:**	03-1000-20-8551/Vol 01
Re:	**Award of Contract - Granicus AMANDA 5-Year Support and Maintenance Renewal**		

Staff Recommendations

1. That Granicus AMANDA Support and Maintenance Renewal, be awarded to Granicus for a five-year term for an estimated value of $713,467 excluding taxes, as described in the report titled "Award of Contract – Granicus AMANDA Software, Support and Maintenance Renewal", dated March 23, 2026 from the Director, Information Technology; and

2. That the Chief Administrative Officer and the General Manager, Finance and Corporate Services be authorized to execute the contract and all related documentation with Granicus.

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

REPORT CONCURRENCE		
ROUTED TO:	**CONCURRENCE**	**CONCURRENCE OF GENERAL MANAGER**
Purchasing	☑	
Financial Planning and Analysis	☑	
SENIOR STAFF REPORT REVIEW	**INITIALS:**	**APPROVED BY CAO**

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Staff Report

Origin

The City implemented the AMANDA software system in 1997 to support various City services, including property records management, permitting, business licensing, inspections, analytics and reporting, audit functions. Subsequently, with the introduction of online permitting through the MyRichmond customer portal, MyPermits was introduced and fully integrated to AMANDA.

This report summarizes the procurement process for NOITC 8551 and provides a recommendation regarding the award of the AMANDA Software Support and Maintenance Renewal.

This report supports Council's Strategic Plan 2022-2026 Focus Area #4 Responsible Financial Management and Governance:

> *Responsible financial management and efficient use of public resources to meet the needs of the community.*

Analysis

Procurement Process

The City posted a Notice of Intent to Contract (NOITC) 8551 to BC Bid on February 19, 2026 which closed on March 4, 2026 without challenge.

The Sole Source NOITC process was undertaken since Granicus is the proprietary owner of AMANDA software and is the only known supplier delivering the required support and maintenance, for which no other alternative or substitute exists. Additionally, the cost to introduce a new product or supplier would far exceed the total renewal contract value due to the following factors:

- The AMANDA software continues to meet the City's requirements for property records, permitting, business licensing, inspections, analytics and reporting, and audit functions. Amanda also underpins the City's digital service delivery through MyRichmond, including MyBusiness, and is foundational to the Permit Optimization Program, enabling online permit processing through MyPermit.

- A new solution would not provide any benefit and would require duplication of cost and effort to source and replace the existing solution to fulfill business requirements, causing business disruption and delays in issuing permits and business licences.

- Transitioning away from AMANDA would require uninstalling the existing solution and conducting extensive knowledge transfer to a new supplier, resulting in significant economic impact and business risk. Additional significant funding would be required.

- Introducing a new system would require substantial change management, including new toolsets, integration work, staff training, and internal knowledge transfer.

The support and maintenance agreement will be for a five-year term, allowing the City to take advantage of a multi-year discounted rate.

Table 1 summarizes the costs.

Table 1 - Estimated Total Cost for Support and Maintenance (5-Year Term)

Description	**Costs**
Year 1	$134,385
Year 2	$138,416
Year 3	$142,569
Year 4	$146,846
Year 5	$151,251
Total Estimated Costs	**$713,467**

Financial Impact

The City has negotiated the best available terms for the subscription, limiting the annual increase to 3%. Council has approved the budget for this expenditure, which will be funded within the department's existing operating budget. Subsequent annual increases will be incorporated into future operating budgets as a non-discretionary increase as part of the annual budget process.

Conclusion

This report presents the results of the procurement process for NOITC 8551 – Granicus AMANDA Software, Support and Maintenance Renewal. It is recommended that the contract be awarded to Granicus for a five-year (5-year) term in the amount of $713,467, excluding taxes.

Desmond Wong
Business Analyst, Business & Enterprise Systems
Information Technology
(604-276-4273)

City of Richmond

Report to Committee

To:	General Purposes Committee	**Date:**	March 16, 2026
From:	Mark Corrado Director, Community Bylaws and Licencing	**File:**	12-8375-03/2025-Vol 01
Re:	**Application to Amend Liquor Primary Liquor Licence # 170766 - Change of Hours of Liquor Service (Outside Service Hours) - Vino Volo - 3211 Grant McConachie Way (Post Security)**		

Staff Recommendations

1. That the application from LS Travel Retail North America Inc., doing business as, Vino Volo, seeking a permanent amendment to Liquor Primary Liquor Licence # 170766, increasing their hours of liquor service from 6:00 AM to 11:00 PM, Monday to Sunday, to 24 hours service, (Outside Service Hours) be supported; and

2. That a letter be sent to the Liquor and Cannabis Regulation Branch, which includes the information as set out in Attachment 1 to this report, advising that Council recommends the approval of the amendment to the Liquor Primary Liquor Licence as described in Recommendation 1 of this report.

Mark Corrado
Director, Community Bylaws and Licencing
(604-204-8673)

Att. 3

REPORT CONCURRENCE	
CONCURRENCE OF GENERAL MANAGER	
SENIOR STAFF REPORT REVIEW	INITIALS: CJ
APPROVED BY CAO	

8356916

Staff Report

Origin

The Provincial Liquor and Cannabis Regulation Branch (LCRB) issues licences in accordance with the Liquor Control and Licensing Act (Act) and the Regulations made pursuant to the Act.

This Report pertains to an application to the LCRB and the City of Richmond by LS Travel Retail North America Inc., doing business as and hereinafter referred to as, Vino Volo, for an amendment to the Liquor Primary Liquor Licence # 170766, proposing a change to liquor service hours currently in effect as 6:00 AM to 11:00 PM, Monday to Sunday, to 24 hours service (Outside Service Hours) Monday to Sunday. The total person capacity will remain the same at 95 persons.

The City of Richmond is given the opportunity to provide written comments by way of a resolution to the LCRB with respect to the liquor licence amendment application for an amendment to the Liquor Primary Liquor Licence. The process requires the local government to provide comments with respect to the following criteria:

- the location of the establishment;
- the proximity of the establishment to other social or recreational facilities and public buildings;
- the person capacity and hours of liquor service of the establishment;
- the impact of noise on the community in the immediate vicinity of the establishment; and
- the impact on the community if the application is approved.

This report supports Council's Strategic Plan 2022-2026 Focus Area #3 A Safe and Prepared Community:

> *Community safety and preparedness through effective planning, strategic partnerships and proactive programs.*

Analysis

Location of the Establishment

Vino Volo is situated at Vancouver International Airport (YVR) post-security. The location map is appended as Attachment 2. Situated at unit C3695, Level 3 near Gate E83. Only passengers moving through the post-security area or airport personnel can attend this location.

Proximity of the Establishment to Other Social, Recreational and Public Building

There are no schools, parks or other public buildings near Vino Volo. Richmond residents are not affected by this business as it is situated in the USA & International Departures Terminal at YVR and only travelers or airport personnel that have gone through post-security can access this establishment.

Person capacity and Hours of Liquor Service of the Establishment

The applicant is not amending the person capacity currently set at 95 persons. The applicant's operating hours are currently set at, Monday to Sunday, 6:00 AM to 11:00 PM. Vino Volo consultant, Anita Moore-Nikoras, from MJB Lawyers provided a letter of intent appended as Attachment 3. This outlines the unique nature of the location as a post-security area which gets travellers at all hours of the day and many on different time zones. There are also seven other locations in YVR post-security with 24 hour service hours and this would provide a level playing field if permitted.

The Impact of noise on the Community in the Immediate Vicinity of the Establishment

The establishment is located on Level 3 of the USA & International Terminal Building of YVR, in an area already impacted by aircraft noise. This business has been in operation since September of 2006 and no noted issues have been raised. It is staff's belief that no noticeable increase in noise would be present, if the increase in hours of liquor service is supported. Being that the business is situated post security at YVR, Richmond residents will not be permitted to attend this establishment unless they are travelling.

The Impact on the Community if the Application is Approved

The community consultation process for reviewing applications for liquor related licences is prescribed by the Development Application Fees Bylaw 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;*

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 February 9, 2026, and three advertisements were published in the Vancouver Province newspaper on February 5, 2026, February 12, 2026 and February 19, 2026.

In addition to the advertised signage and public notice requirements, staff sent a letter to John Hadley, Manager, Commercial Services, of Vancouver International Authority, for distribution to businesses located at Vancouver International Airport. The letter provided information on the proposed liquor licence application and contained instructions on commenting on the application. The period for commenting for all public notifications ended March 10, 2026.
From the community consultative process described, the City has not received any responses opposed to this application.

Other Agency Comments

As part of the review process, staff generally request comments from other agencies and departments such as Vancouver Coastal Health, Richmond RCMP, Richmond Fire-Rescue and Building Approvals. These agencies and departments generally provide comments on the compliance history of the applicant's operations and premises.

Richmond Fire Rescue and Building Approvals have no jurisdiction at YVR and no comment was provided. Vancouver Coastal Health Indicated that they have no concerns with this business. Richmond RCMP deferred this to YVR RCMP, and no concerns were brought forward.

Financial Impact

None

Conclusion

The results of the community consultation process of Vino Volo proposed amendment application to its Liquor Primary Liquor Licence were reviewed based on the LCRB criteria. The analysis concluded there should be no noticeable potential impact from noise, no significant impact to the community and no comments were received from the public. There were no concerns raised by City departments or other agencies. It is therefore, recommended that the application from Vino Volo to operate a Liquor Primary Licence with an increase in their hours of liquor service as described in this report be supported.

Victor M. Duarte
Program Manager, Business Licencing
(604-276-4389)

VMD:vmd

Att. 1: Particulars of Application and City Comments
2: Map of YVR
3: Letter of Intent

Re: Application to Amend Liquor Primary Liquor Licence # 170766 - Change to Hours of Liquor Service (Outside Service Hours) – Vino Volo – 3211 Grant McConachie Way. Unit C3695, Richmond, BC

---

1. That the application from LS Travel Retail North America Inc. doing business as: Vino Volo, operating at, 3211 Grant McConachie Way Unit C3695, requesting a change to hours of liquor service (Outside Service Hours) to Liquor Licence # 170766 , be supported for:

   a) A permanent change to hours of liquor service;
      i. **From**, Monday to Sunday, 6:00 AM to 11:00 PM;
      ii. **To,** Monday to Sunday, 24 hours Service.

   b) Total person capacity will remain the same at 95 persons.

2. That a letter be sent to Liquor and Cannabis Regulation Branch advising that Council supports the amendment for a permanent change to hours of liquor service (Outside Service Hours) to Liquor Primary Liquor Licence # 170766, with the hours as listed above; and

3. Council's comments on the prescribed criteria (Section 71 of the Liquor Control and Licencing Regulations) are as follows:

   a) The impact of additional noise and traffic in the area of the establishment was considered;

   b) The potential impact on the community was assessed through a community consultation process;

   c) There is no history of non-compliance with this establishment;

   d) As the operation of a licenced establishment may affect nearby residents, businesses and property owners, the City gathered the views of the community through a community consultation process as follows:

      i) A letter was forwarded to Vancouver International Authority, Manager, Community Services, John Hadley, for distribution to businesses at Vancouver International Airport. The letter provided information on the application with instructions on how to submit comments or concerns; and

      ii) Signage was posted at the subject property, and three public notices were published in a local newspaper. The signage and public notice provided

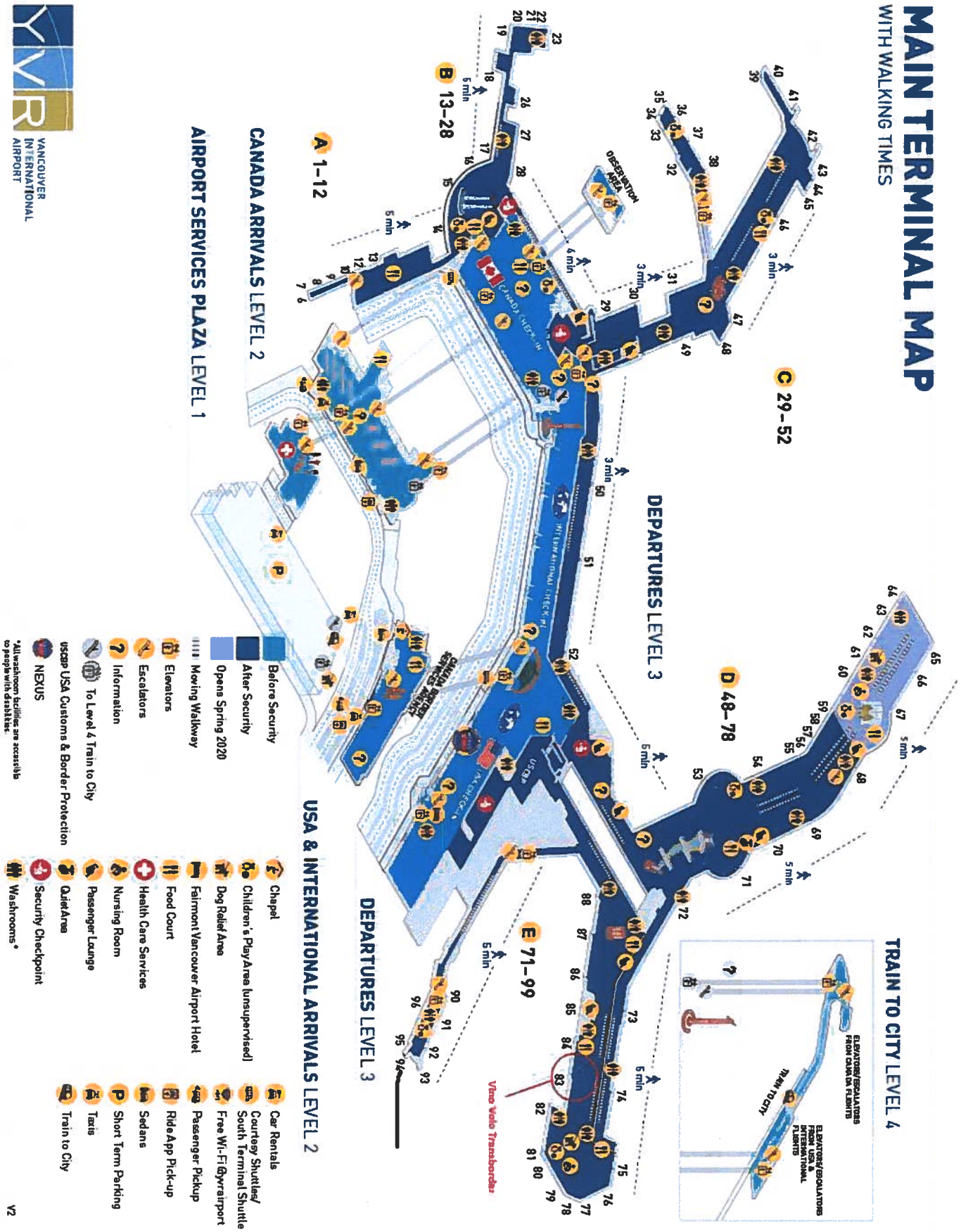
information on the application with instructions on how to submit comments and concerns.

e) Council's comments on the general impact of the views of residents, businesses and property owners are as follows:

   i) The community consultation process was completed within 90 days of the application process; and

   ii) The community consultation process did not generate any comments and views of residents, businesses and property owners.

f) Council recommends the approval of the application for the reasons that this application has not been objected to by the majority of the residents, businesses and property owners in the area and community.


MAIN TERMINAL MAP
WITH WALKING TIMES
A 1–12
B 13–28
C 29–52
D 48–78
E 71–99
DEPARTURES LEVEL 3
DEPARTURES LEVEL 3
TRAIN TO CITY LEVEL 4
ELEVATORS/ESCALATORS FROM CHAN DA FLIGHTS
TRAIN TO CITY
ELEVATORS/ESCALATORS FROM USA & INTERNATIONAL FLIGHTS
CANADA ARRIVALS LEVEL 2
USA & INTERNATIONAL ARRIVALS LEVEL 2
AIRPORT SERVICES PLAZA LEVEL 1
Vino Volo Transborder
OBSERVATION AREA
CANADA ARRIVALS SECURITY AREA
Before Security
After Security
Opens Spring 2020
Moving Walkway
Elevators
Escalators
Information
To Level 4 Train to City
USCBP USA Customs & Border Protection
NEXUS
*All washroom facilities are accessible to people with disabilities.
Chapel
Children's Play Area (unsupervised)
Dog Relief Area
Fairmont Vancouver Airport Hotel
Food Court
Health Care Services
Nursing Room
Passenger Lounge
Quiet Area
Security Checkpoint
Washrooms*
Car Rentals
Courtesy Shuttles/ South Terminal Shuttle
Free Wi-Fi @yvrairport
Passenger Pickup
Ride App Pick-up
Sedans
Short Term Parking
Taxis
Train to City
YVR
VANCOUVER INTERNATIONAL AIRPORT
Y2

MJB
LAWYERS

REPLY TO: Mr. Dennis Coates
DIRECT LINE: (250) 372-4923
email: dpc@mjblaw.com
LEGAL ASSISTANT: Anita Moore-Nikoras
DIRECT LINE: (604) 559-9114
email: anita@mjblaw.com

Our File: 37463-03

January 21, 2026

VIA EMAIL: VDuarte@richmond.ca **AND VIA COURIER**

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

Attention: Victor Duarte, Program Manager, Business Licence

Dear Victor:

RE: Request to Change Liquor Service Hours to 24 Hours, 7 Days/Week
Applicant/Licensee: LS Travel Retail North America Inc.
Liquor Primary ("LP") Licence #170766 (Vino Volo)
Location: 3211 Grant McConachie Way, Richmond, BC (YVR – ITB)

Our firm has been retained by LS Travel Retail North America Inc. to submit an hours change application seeking 24-hour liquor service, 7 days a week. Please accept this letter as the "Letter of Intent" required by the City of Richmond.

BACKGROUND AND PURPOSE

The above-noted LP Liquor Licence has been operating a YVR for over 12 years without any compliance and enforcement issues. This establishment provides a relaxing, social environment where guests/travellers are invited to enjoy a variety of beverages and food menu items. In addition, this LP Licence is located within the departures area (post security) of the YVR Airport. The licensee's goal is always to run a friendly operation to accommodate YVR's vast variety of visitors. Travellers at YVR are coming and going at all hours of the day and night and there has been a demand/desire by customers for liquor service earlier than 9:00 am, as many are on different time zones. This application is being made in order to accommodate the growing number of requests by customers for liquor service both later in the night and earlier in the morning hours.

CUSTOMER BASE

The target market is the vast array of people at YVR awaiting a flight. These could be business travellers or leisure travellers.

The licensee appeals to a large age range (25 –75 years) and welcomes this large and often eclectic mix of people on a daily basis.

COMPOSITION OF THE "NEIGHBOURHOOD"

As we have mentioned above, this LP Licence is located in Richmond within YVR Airport – in the departures area, post security. The City of Richmond's zoning for the site is Airport (AIR) Zone. The land and its uses, however, are under Federal jurisdiction / Airport Authority.

The surrounding neighbourhood is comprised of the airport terminal, airport and airline related businesses and buildings, including hangers, large parking lots and other terminals. There are car rental businesses, cargo business and a few hotels.

The reasonable distance most suitable for determining the neighbourhood composition is about 500 to 750 metres, given that this establishment is within a large airport terminal and is distinctly different from a regular stand-alone establishment located outside an airport terminal.

BENEFITS TO THE COMMUNITY

The current liquor service hours for this LP Licence are 6:00 am to 11:00 pm daily. The goal for the licensee/applicant is to be able to offer liquor service 24 hours a day, 7 days a week to more appropriately meet the express demands of its customers. The vast majority of customers are travellers, along with a few YVR employees. Due to the location being post-security, the "community" is simply the travellers awaiting flights and the some YVR management and staff.

NOISE IN THE COMMUNITY

There may be some recorded background music playing for the patrons to enjoy. Other than this, the only sounds are the voices of the staff and customers. The airport building itself also minimizes noise, due to its high quality, dense construction, which serves to offer highly effective sound-proofing.

In addition, there are essentially no residential neighbours within close enough proximity to be affected by any noise coming from this establishment – no matter what time of day. The airport noise (airplanes taking off and landing) will far exceed any noise that could possibly emanate from this establishment. The applicant will also ensure compliance with all local municipal noise bylaws.

Given all of the above factors, it is not expected that there will be any measurable increase in noise coming from this establishment as a result of the change in liquor service hours.

ADDITIONAL RATIONALE

We are cognizant that Section 10(1)(b) of the Liquor Control and Licensing Regulations ("Regulation") states that hours of liquor service must start no earlier than 9:00 am and end no later and 4:00 am the next day. However, Section 138 of the Regulation provides the General Manager with the authority to extend liquor service hours beyond these hours in exceptional circumstances. The circumstances must be unique, the change must have no likely adverse impact on the community and other licensees, and there must be compelling reasons to extend the hours beyond the licensee's interest in increasing sales.

This application is unique and compelling, as this establishment is located within the post-security area of the Vancouver International Airport (YVR) and being in the international terminal, it caters to travellers from all around the world. The proposed hours would allow the licensee to be more responsive to travellers needs, many of whom are travelling from different time zones and are, therefore, not in synch with the time zone at YVR. In addition, the layout of the establishment enables staff to closely monitor liquor consumption and ensure that liquor is not removed from the service area.

Establishments located post-security are only available to individuals with an airline ticket who have cleared security, and airport employees with access to the secured area. There are no residential homes within a 2 km radius of the main airport building, therefore the proposed change would primarily impact patrons and employees inside the secured area of the airport and not the neighbourhood outside of the airport terminal building.

We are aware that there are other licensed establishments located post-security at YVR that have received the blessing of the LCRB and the Vancouver Airport Authority ("VAA") to have 24-hour liquor service, 7 days a week. Our understanding is that there have been no issues related to having 24-hour liquor service. We anticipate that VAA will have no concerns with this application.

OTHER FACTORS

LS Travel Retail North America Inc. is a well established, reputable corporation with over 20 airport licensed establishments located in most major cities in the United States. Their team is skilled at selecting and training staff to provide the highest standard of service while complying with all bylaws. The staff are not only highly trained in their knowledge of the food and alcohol that they are providing, but also in customer service and moderating consumption and, specifically, not over-serving any customer.

We do not anticipate any issues related to this change to liquor service hours. In fact, we are confident that it will be welcomed by the travelling customers being served.

Thank you for your review of our application. We look forward to hearing from you.

Yours very truly,

MAIR JENSEN BLAIR LLP

ANITA MOORE-NIKORAS,
Legal Assistant to Dennis P. Coates, K.C.

/amn

cc: LS Travel Retail North America Inc.

City of Richmond

Report to Committee

To:	General Purposes Committee	**Date:**	April 2, 2026
From:	Kim Somerville Director, Community Social Development	**File:**	08-4055-08/2025-Vol 01
Re:	**Community Food Action Plan Guiding Principles**		

Staff Recommendation

That the guiding principles detailed in the report titled "Community Food Action Plan Guiding Principles", dated April 2, 2026 from the Director, Community Social Development, be approved.

Kim Somerville
Director, Community Social Development
(604-247-4671)

REPORT CONCURRENCE		
ROUTED TO:	**CONCURRENCE**	**CONCURRENCE OF GENERAL MANAGER**
Parks Services	☑	
SENIOR STAFF REPORT REVIEW	**INITIALS:**	**APPROVED BY CAO**
	CJ	

8331434

Staff Report

Origin

On December 17, 2025, City Council adopted *Building Our Future Together: Social Development Strategy (2025–2035)* to guide the City and its partners in responding to the current and future social needs of the community over the next 10 years. The Strategy outlines a number of actions aimed at reducing food insecurity in Richmond, including the development of a community food action plan.

The purpose of this report is to seek Council's approval of the draft guiding principles that will shape the development of a draft Community Food Action Plan (2027–2032).

This report supports Council's Strategic Plan 2022–2026 Focus Area #6 A Vibrant, Resilient and Active Community:

> *Vibrant, resilient and active communities supported by a wide variety of opportunities to get involved, build relationships and access resources.*
>
> *6.4 Support vulnerable populations through collaborative and sustainable programs and services.*

This report responds to Building Our Future Together: Social Development Strategy (2025–2035) Strategic Direction 1: Improve Access to Basic Needs:

> *1.1 Develop and implement a Community Food Action Plan to address food insecurity and foster a coordinated approach to meeting current and future community food access needs.*

This report also supports the 2021–2031 Collaborative Action Plan to Reduce and Prevent Poverty in Richmond Strategic Direction 2: Support Residents at Risk of or Living in Poverty:

> *2.4 Implement initiatives to increase food security in the community or residents at risk of or living in poverty.*

Analysis

Like many communities across Canada, food insecurity in Richmond has significantly increased in recent years as a result of the high cost of living, which is placing financial strain on households. As a result, more households are relying on community and government supports to meet their basic needs. This includes the various community food programs offered by community and faith-based groups and non-profit organizations in Richmond.

The purpose of the Community Food Action Plan is to strengthen the community's capacity to respond to the growing need for food assistance in Richmond. It is intended to guide the community to take collective action to address food insecurity in a coordinated manner that fosters enhanced collaboration, resource sharing and partnerships among the wide spectrum of community food program providers currently supporting the community.

The Community Food Action Plan will be guided by a project team, comprised of City staff and the Steering Committee. It will be informed by best practices, an environmental scan of current community food programs, local data and a thorough consultation process. It will also build on the overview of current community outreach services and community programs addressing food insecurity in Richmond that was presented to Council on March 9, 2026. Development of the Community Food Action Plan will be divided into four phases:

Phase One (in progress):

- Convene the Community Food Action Plan Steering Committee.
- Establish draft guiding principles.
- Present the draft guiding principles to Council for their consideration.
- Conduct background research.
- Collect and analyze a range of qualitative and quantitative data from community organizations and publicly available data on food insecurity in Richmond and the use of community food programs.
- Conduct an environmental scan.
- Develop a comprehensive community consultation plan.

Phase Two:

- Implement the community consultation plan.
- Develop and implement an additional data collection process to gather disaggregated data (i.e. population and geographical data) on community meal participation.
- Engage community food program providers to confirm and finalize the environmental scan findings.

Phase Three:

- Facilitate a full-day community food workshop with contributors to community food programs in Richmond to present and confirm findings from activities undertaken in Phase One and Two and identify opportunities and priorities for Richmond.
- Write the draft Community Food Action Plan based on the findings.
- Present the draft Community Food Action Plan to Council for consideration.

Phase Four: (Should Council approve the draft plan)

- Implement a public engagement process to gather feedback on the draft Community Food Action Plan.
- Revise and finalize the Community Food Action Plan (2027–2032) based on public feedback.
- Present the final Community Food Action Plan to Council to consider adoption.
- Develop an evaluation framework for the Community Food Action Plan.

The four phases will ensure work is carried out in a systematic fashion and will allow for input from a variety of interested parties. As outlined in the Phase One activities, a set of guiding principles will help to support this work.

Guiding Principles

The guiding principles are a set of values that are intended to guide decision-making and help inform all phases of the Community Food Action Plan's development. The proposed guiding principles are:

- **Equitable Food Access**: All community members have consistent and dependable access to nutritious and culturally appropriate food.

- **People-Centered:** Local knowledge and lived experience are central to the development and implementation of the Community Food Action Plan.

- **Inclusive and Accessible:** Engagement is inclusive, accessible and culturally responsive. Barriers to participation are removed in order to hear from a diversity of voices and equity-deserving groups. Privacy is maintained throughout the data collection and engagement processes.

- **Respect and Dignity:** Ideas and input from all contributors are valued and respected. Different perspectives are listened to with the intent to understand. Individuals with lived experience are treated with dignity, compassion and respect.

- **Collaboration and Partnerships:** Connections and partnerships are fostered among the variety of community food program contributors to encourage collaborative problem-solving, collective action and shared outcomes that maximize efficiencies and use of community resources.

- **Strategic, Evidence-Based Responses:** The plan's actions are evidence-based, data-informed and aimed at addressing immediate needs while strengthening long-term community capacity. They align with and build upon leading municipal practices as well as City policies and strategies that respond to key drivers of food insecurity, such as poverty, homelessness, economic development and affordable housing, to address systemic barriers and offer practical, upstream solutions.

The guiding principles will guide both the City's project team and the Steering Committee when making decisions, planning engagement activities and developing actions for the draft Community Food Action Plan. Other members of the community, including individuals currently accessing community food programs and the broad cross-section of organizations that play a key role in the delivery of community food programs, will be involved in the development of the plan through the Community Food Action Plan's consultation process.

Next Steps

Should Council approve the guiding principles, the activities outlined in Phase One will be undertaken, including a period of focused consultation with community members and organizations who contribute to community food program delivery in Richmond. The consultation process will use a variety of engagement methods, including focus groups, surveys, community pop-ups, and/or other strategies to better understand the current and future food access needs of the community. Findings from the consultation process will be used to inform the development of a draft Community Food Action Plan which will be presented to Council for their consideration before seeking public input. Subsequently, the final Community Food Action Plan, including the results of the public engagement process, will be presented to Council for final adoption following public input being collected.

Financial Impact

None.

Conclusion

The guiding principles proposed in this report will set a strong foundation to help guide the City's project team and the Steering Committee in creating the draft Community Food Action Plan. The guiding principles will also support the development of draft strategic actions aimed at strengthening the capacity of the community to respond to increasing experiences of food insecurity in Richmond. Once complete, the Community Food Action Plan is intended to provide an action-oriented framework to support the community to take collective action in meeting the current and future food assistance needs of Richmond residents in a more coordinated and systematic manner.



Melanie Burner
Program Manager, Social Development
(604-276-4390)

City of Richmond

Report to Committee

To:	General Purposes Committee	**Date:**	April 7, 2026
From:	Kim Somerville Director, Community Social Development	**File:**	08-4055-08/2025-Vol 01
Re:	**2021–2031 Collaborative Action Plan to Reduce and Prevent Poverty in Richmond: 2024–2025 Highlights**		

Staff Recommendation

That the 2021–2031 Collaborative Action Plan to Reduce and Prevent Poverty in Richmond: 2024–2025 Highlights as outlined in the report titled "2021–2031 Collaborative Action Plan to Reduce and Prevent Poverty in Richmond: 2024–2025 Highlights", dated April 7, 2026, from the Director, Community Social Development, be posted on the City's website and distributed to community partners, local Members of Parliament and local Members of the Legislative Assembly, and federal and provincial ministries related to poverty reduction.

Kim Somerville
Director, Community Social Development
(604-247-4671)

Att. 1

REPORT CONCURRENCE		
ROUTED TO:	**CONCURRENCE**	**CONCURRENCE OF GENERAL MANAGER**
Arts, Culture & Heritage	☑	
Community Safety	☑	
Economic Development	☑	
Housing Office	☑	
Parks Services	☑	
PRC Planning & Strategic Initiatives	☑	
Recreation & Sport Services	☑	
Richmond Public Library	☑	
Transportation	☑	
SENIOR STAFF REPORT REVIEW	**INITIALS:**	**APPROVED BY CAO**

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Staff Report

Origin

Since its adoption on December 6, 2021, the 2021–2031 Collaborative Action Plan to Reduce and Prevent Poverty in Richmond (the Poverty Action Plan) has guided the City's approach to working with the community to reduce and prevent poverty in Richmond. The purpose of the Poverty Reduction Plan is to gain a deeper and shared understanding of the experiences of individuals and families at risk of or living in poverty in Richmond to identify actions to better meet their needs.

This report responds to the biennial reporting requirements to provide a high-level summary of accomplishments that the City, in partnership with the community, has achieved in 2024–2025 through implementation of the Poverty Action Plan.

This report supports Council's Strategic Plan 2022–2026 Focus Area #6 A Vibrant, Resilient and Active Community:

> *6.1 Advance a variety of program, services, and community amenities to support diverse needs and interests and activate the community.*
>
> *6.3 Foster intercultural harmony, community belonging, and social connections.*
>
> *6.4 Support vulnerable populations through collaborative and sustainable programs and services.*

This report supports the City of Richmond's Building Our Future Together: Social Development Strategy (2025–2035) Strategic Direction #1 Improve Access to Basic Needs:

> *1.16 Introduce and participate in initiatives aimed at increasing public awareness of and access to social services that support community members.*
>
> *1.17 Support health initiatives that facilitate increased physical, mental and emotional well-being of community members, including access to mental health and addiction services, complex care and crisis support services, counselling and health services.*

This report also supports the City of Richmond's 2021–2031 Collaborative Action Plan to Reduce and Prevent Poverty in Richmond Strategic Direction 4: Research, Monitor and Evaluate:

> *4.5 Report out every two years on the progress of the Collaborative Action Plan.*

Analysis

Poverty is a complex issue that is influenced by a range of social and economic factors, including access to resources and opportunities, issues of inequality and inequity, inadequate support systems and growing affordability pressures. In the Poverty Action Plan, poverty is defined as "the condition of a person who is deprived of the resources, means, choices and power necessary to acquire and

maintain a basic living standard needed to promote and facilitate integration and participation in society."[1]

To effectively respond to poverty, collective action is required by all three levels of government, community organizations, public sector agencies, the private sector and residents, including residents with lived experience. Recognizing this, the City takes a collaborative approach, working closely with community partners to understand, reduce and prevent poverty in Richmond.

Since the Poverty Action Plan was adopted in 2021, the rising cost of living and growing economic uncertainty have placed increased affordability pressures on households across the country, including in Richmond. This has led to a growing number of individuals and families accessing government and community-based supports to help meet their basic needs, even those with incomes above poverty thresholds. In 2024, 45 per cent of Canadians reported that rising costs are affecting their ability to cover day-to-day expenses, nearly 12 per cent higher than in 2022 (33 per cent).[2] Similarly, the impacts of growing affordability pressures are reflected in local data, which indicates continued high levels of use of community-based services and supports in Richmond. This includes, in 2025, 64,533 visits by community members to the Richmond Food Bank,[3] 3,887 Richmond households receiving Disability and Income Assistance[4] and 1,675 Richmond households enrolled on the BC Housing Applicant Registry.[5]

The City and its partners remain committed to addressing increasing community need by implementing initiatives that help reduce and prevent poverty in Richmond. The Poverty Reduction Plan outlines four strategic directions and 26 recommended actions that provide a comprehensive framework to strengthen these coordinated efforts through fostering enhanced partnerships, information sharing and collaboration.

2024–2025 Highlights

Noteworthy progress has been made by the City and its partners towards advancing the priority actions outlined in the Poverty Action Plan. At the end of 2025, almost halfway through the Plan's time frame, all 26 recommended actions are either complete or have been initiated. Throughout 2024–2025, the City worked collaboratively with community partners to implement initiatives that reduce barriers to critical programs and services that promote economic resiliency, social inclusion and meeting basic needs. A summary of key highlights from 2024–2025 is outlined below:

- The City worked in partnership with the Canadian Mortgage and Housing Corporation and BC Housing to open Harbour House, a 25-unit affordable housing development for women and women with children who are at risk of or experiencing homelessness. Completed in 2025, this development was made possible through investment from all three levels of government. (Action 1.2)

- In 2024, the Richmond Employment Resources Network in collaboration with the City and Richmond Public Library, launched Employment Connections: Programs and Supports for Jobseekers. Employment Connections is a free resource event designed to raise awareness of

[1] Employment and Social Development Canada (2018). Opportunity for All – Canada's First Poverty Reduction Strategy.
[2] Statistics Canada (2024). The Daily — Nearly half of Canadians report that rising prices are greatly impacting their ability to meet day-to-day expenses.
[3] Richmond Food Bank Society (2025). Impact Report.
[4] Ministry of Social Development and Poverty Reduction (2025).
[5] BC Housing (2025). Applicant Registry in Richmond.

employment services and supports available to Richmond residents who may face barriers to work. (Action 1.4)

- As of spring 2025, 11 of the 13 City-owned child care facilities now operate as $10 a day sites, charging a maximum fee to parents of $200 per month. Funding to support these fee reductions is provided by the Province of BC. The other two facilities participate in a range of Provincial funding programs that also reduce fees. (Action 2.1)

- During the 2024–2025 program year (September 1–August 31), the Recreation Fee Subsidy Program supported 4,584 residents of all ages who faced financial barriers to participating in recreation, cultural and parks programs, an 18 per cent increase from the 2023–2024 program year, which supported 3,899 residents. (Action 2.2)

- In 2024, the City, in partnership with Richmond Public Library, launched the Community Services Connectors Pilot Program at Ironwood Library, to expand the reach of resource navigation supports in Richmond beyond the city centre and outside of traditional service hours (e.g. Monday to Friday, 9:00am to 5:00pm). (Action 3.2)

- In April 2025, the City in partnership with Richmond Public Library, hosted a Community Services Networking Event to increase awareness of community-based services, foster collaboration between organizations and improve client referrals to reduce barriers to accessing services. (Action 3.3)

- In 2025, the City developed Community Profiles based on the results of the 2023 Community Needs Assessment and 2021 Census data to support data-informed planning for the Parks, Recreation and Culture Division. The profiles will inform the future development of approaches to meet the needs of community members in each planning area, including consideration for Richmond residents who face financial and social barriers to participation. (Action 4.3)

Further information on these highlights as well as additional achievements across the Poverty Action Plan's four strategic directions are available in the 2021–2031 Collaborative Action Plan to Reduce and Prevent Poverty in Richmond: 2024–2025 Highlights (Attachment 1). It also provides a complete list of the 26 actions outlined in the Poverty Action Plan as well as the status of each action.

Upon Council approval, the 2021–2031 Collaborative Action Plan to Reduce and Prevent Poverty in Richmond: 2024–2025 Highlights will be posted on the City's website and distributed to key community partners, local Members of Parliament, local Members of the Legislative Assembly, and federal and provincial ministries related to poverty reduction.

Financial Impact

None.

Conclusion

The 2021–2031 Collaborative Action Plan to Reduce and Prevent Poverty in Richmond reflects the City's ongoing commitment to ensure that Richmond residents have the services and supports to meet their basic needs, support their well-being and foster social inclusion. The City continues to work collaboratively with community and government partners to implement poverty reduction and prevention initiatives that meet the evolving needs of Richmond's diverse population.

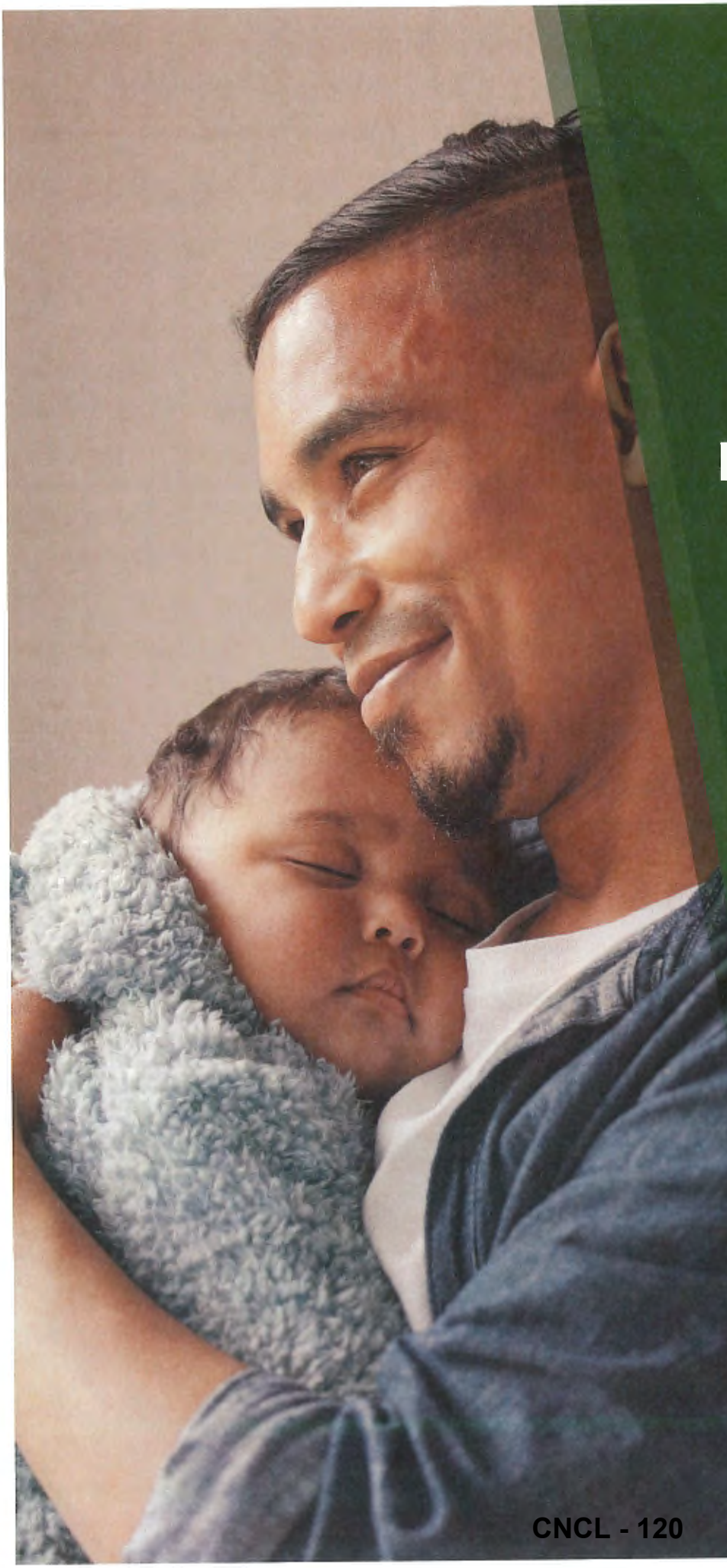
Nesreen Ali
Planner 2 (Poverty Reduction)
(604-204-8691)

Att. 1: 2021–2031 Collaborative Action Plan to Reduce and Prevent Poverty: 2024–2025 Highlights

City of Richmond

2021–2031 Collaborative Action Plan to Reduce and Prevent Poverty in Richmond

2024–2025 Highlights



Community Social Development Department

Richmond

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1. Introduction

The factors contributing to poverty are complex and require coordinated action from all levels of government and sectors in order to respond effectively. Recognizing this, the City of Richmond has adopted a collaborative approach, working closely with community partners to understand, reduce and prevent poverty in Richmond.

Poverty can be defined as "the condition of a person who is deprived of the resources, means, choices and power necessary to acquire and maintain a basic living standard needed to promote and facilitate integration and participation in society."[1] It affects each household in different ways and extends beyond the inability to meet basic needs to include issues of inequity and a corresponding lack of access to opportunities. It can also influence or limit the ability of individuals or families to participate in different aspects of community life (social, cultural, political, economic and recreational).

Over the last several years, persistent high cost of living, including food, housing and transportation costs, combined with global economic insecurity, have increased financial pressures on households across Canada. As a result, more households are struggling to meet their basic needs, and many are relying on community and government supports, including households with incomes above poverty thresholds.

The City recognizes that local governments have a role to play in reducing and preventing poverty and is committed to working closely with community organizations and senior levels of government. Since the 2021–2031 Collaborative Action Plan to Reduce and Prevent Poverty was adopted in 2021, the City in collaboration with its partners, has implemented numerous initiatives aimed at connecting households to vital community services that promote well-being, financial stability and inclusive participation in the community.

This document provides a progress update from January 1, 2024, to December 31, 2025, on the implementation of the 2021–2031 Collaborative Action Plan to Reduce and Prevent Poverty in Richmond. In addition to reporting out on highlights, this document serves as a tool for the City, partner organizations, service providers and community members to identify future collaborative opportunities to reduce and prevent poverty in the community.

1 Employment and Social Development Canada (2018). Opportunity for All – Canada's First Poverty Reduction Strategy.

2. About the Plan

On December 6, 2021, City Council adopted the 2021–2031 Collaborative Action Plan to Reduce and Prevent Poverty in Richmond (Poverty Action Plan) to guide the City's approach to working with the community to reduce and prevent poverty in Richmond over the next 10 years.

The Poverty Action Plan identifies four strategic directions and 26 recommended actions that are to be implemented collaboratively with the community from 2021 to 2031. They are intended to bolster community capacity to prevent and reduce poverty in Richmond. The strategic directions are:

- **Strategic Direction 1:** Prevent and Reduce Poverty
- **Strategic Direction 2:** Support Residents at Risk of or Living in Poverty
- **Strategic Direction 3:** Increase Awareness and Educate
- **Strategic Direction 4:** Research, Monitor and Evaluate

The purpose of the Poverty Action Plan is to deepen the shared understanding of the experiences of individuals and families at risk of or living in poverty in Richmond and to identify actions to better meet their needs. The City-convened Community Poverty Reduction and Prevention Table, comprised of representatives from local non-profit organizations, community members with lived experience and public sector agencies, continues to play an important role in advancing the Poverty Action Plan. Through information sharing, ongoing dialogue and identifying collaborative initiatives to respond to poverty in Richmond, the Table fosters connections and helps to strengthen the capacity of the community to respond to the evolving needs of residents.



Alignment with Other City Strategies

The strategic directions and actions outlined in the Poverty Action Plan align with and build upon other City strategies and plans that address key areas related to poverty reduction and prevention to form a comprehensive approach. Key strategies that align with the Poverty Action Plan include the following:

- Richmond 2041 Official Community Plan (OCP)
- Building Our Future Together: The Social Development Strategy (2025–2035)
- City of Richmond Community Wellness Strategy (2018–2023)
- ArtWorks: Richmond Arts Strategy (2026–2031)
- City of Richmond Affordable Housing Strategy (2017–2027)
- City of Richmond Cultural Harmony Plan (2019–2029)
- City of Richmond Homelessness Strategy (2019–2029)
- City of Richmond Recreation and Sport Strategy (2019–2024)
- City of Richmond Seniors Strategy (2022–2032)
- City of Richmond Youth Strategy (2022–2032)
- Community Energy and Emissions Plan (CEEP) 2050
- Richmond Accessibility Plan (2023–2033)
- Richmond Child Care Action Plan (2021–2031)
- Richmond Child Care Strategy (2024–2034)

3. Poverty Amid Growing Economic Instability and Rising Cost of Living

Across Canada, the high cost of living combined with growing economic uncertainty has created affordability challenges for more Canadians. In 2024, the Canadian Social Survey found that 45% of Canadians reported that rising costs are affecting their ability to cover day-to-day expenses, nearly 12% higher than in 2022, which was 33%.[2] Additionally, data shows that these financial challenges are making it more difficult for a growing number of households at risk of or experiencing poverty to meet their basic needs.

The Government of Canada's official measure of poverty is the Market Basket Measure (MBM).[3] The MBM estimates the annual household income required to afford a 'basket' of services and goods to maintain a modest standard of living for a household. Households that earn an annual income that is less than the MBM are deemed to be experiencing poverty. In 2024, according to the MBM, a household comprised of a family of four with two children in Metro Vancouver needed to earn $62,842 to cover the costs of rent, food, transportation and other basic necessities of life.[4] Since 2021, the MBM has increased by 14%, reflecting a longer-term trend of growing financial barriers to meeting basic needs for low-income households across Metro Vancouver.

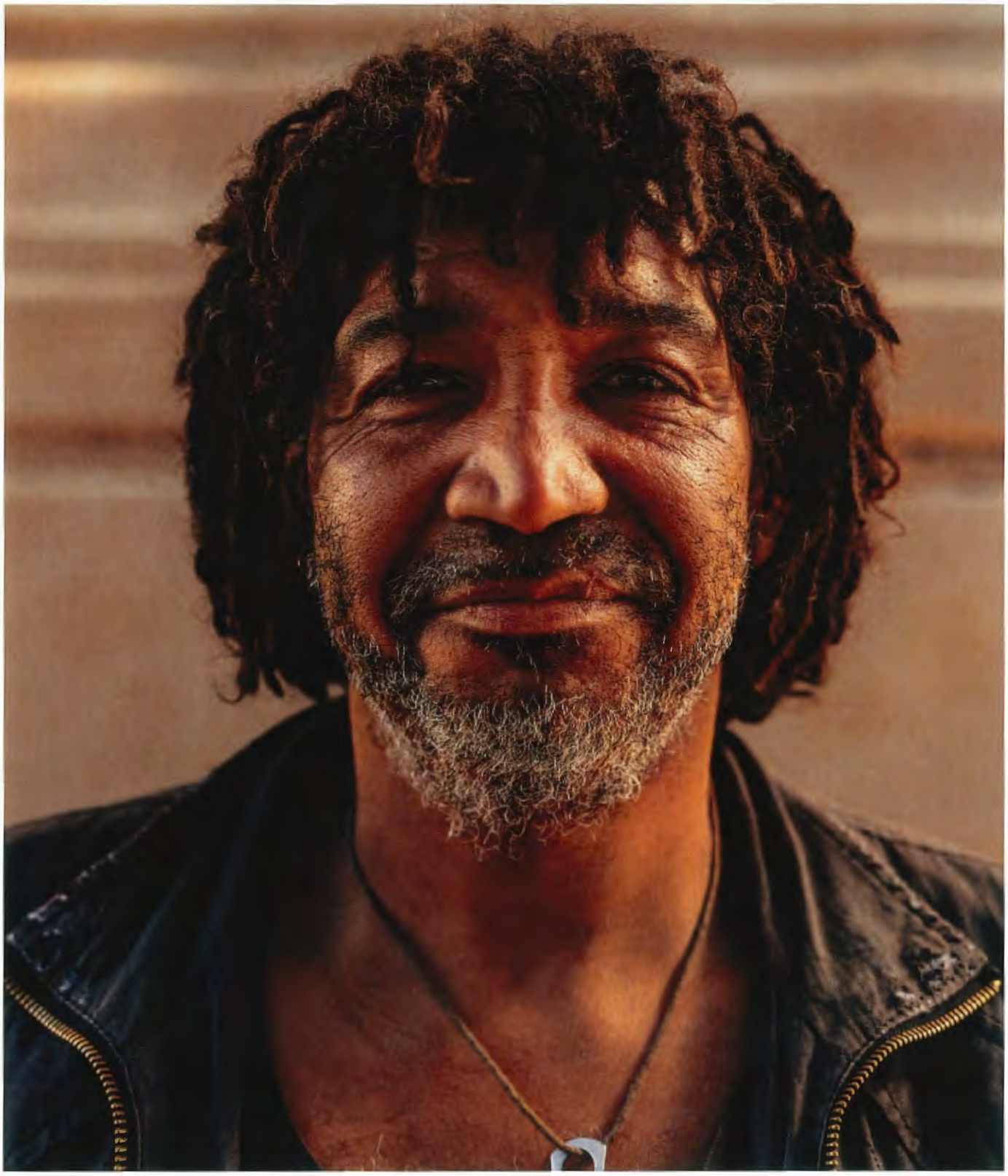
While market housing rental rates were reported to have declined nationwide in 2024–2025, the affordability of rental housing remains a significant financial barrier for households at risk of or living in poverty.[5] Since 2021, the average rent for a two-bedroom unit in Metro Vancouver has increased nearly 30%.[6] The high cost of housing paired with rising costs for basic needs has placed additional financial strain on low-income households. An affordable housing survey conducted by Habitat for Humanity Canada in 2024 revealed that 59% of respondents traded off expenses for basic needs such as food, clothing and education to pay rent or mortgage.[7] Additionally, this financial strain is reflected in food prices across the country, which have increased by 24% between 2021 and 2025.[8] According to Food Banks Canada, in March 2025, more than two million people accessed food banks across Canada to help meet their immediate food needs, with food bank usage across the country doubling since 2019.[9]

Overall, more Canadian households are relying on community and government supports to meet their basic needs. This trend underscores the increasing pressure on community and government organizations to provide support for Canadians at risk of or living in poverty.

Richmond Context

Community data reflects that an increasing number of Richmond residents are also accessing supports to meet their basic needs. In the trends highlighted below, the most recent data has been provided. Additionally, data from 2021 has been provided to illustrate longer term changes in community need since the adoption of the City's Poverty Action Plan.

2 Statistics Canada (2024). The Daily — Nearly half of Canadians report that rising prices are greatly impacting their ability to meet day-to-day expenses.
3 Statistics Canada (2022). Market Basket Measure.
4 Statistics Canada (2025). Market Basket Measure (MBM) thresholds for the reference family by Market Basket Measure region, component and base year.
5 CMHC (2025). Rental Market Report.
6 CMHC (2025). Rental Market Survey Data Tables.
7 Habitat for Humanity (2024). Affordable Housing Survey.
8 Statistics Canada (2026). Consumer Price Index, annual average, not seasonally adjusted.
9 Food Banks Canada (2025). Hunger in Canada – Overall Findings.



Food Bank Usage

- Data collected by the Richmond Food Bank Society indicates that from 2024 to 2025 visits increased by 1,861 visits or 3%, from 62,672 visits in 2024 to 64,533 visits in 2025.[10, 11] The growth in Food Bank visits is part of an ongoing trend in Richmond of increasing use of food assistance programs.
- Between 2021 and 2025, annual Food Bank visits increased by 27,901 visits or 76%, from 36,632 total visits in 2021 to 64,533 total visits in 2025.[12, 13]

BC Housing Applicant Registry

- In 2025, the number of households in Richmond enrolled on the BC Housing Applicant Registry decreased by 85 households or 5%, from 1,760 households in 2024 to 1,675 households in 2025.[14, 15] While there was a slight decrease, overall, there has been a continued trend of increasing demand for affordable housing in the community since 2021.
- Between 2021 and 2025, the number of Richmond households enrolled on the BC Housing Applicant Registry increased by 601 households or 56%, from 1,074 households in 2021 to 1,675 households in 2025.[16, 17]

Point-in-Time Homeless Count

- Data collected through the 2025 Point-in-Time Homeless Count identified 175 individuals as experiencing homelessness at the time of the Count. This represents an 8% increase, a change of 13 individuals, from the data collected in 2023 when 162 people were counted.[18]
- The individuals identified in the 2025 Count, included 71 individuals experiencing unsheltered homelessness and 104 individuals experiencing sheltered homelessness in the city. This represents a decline in unsheltered homelessness in the community of 9 individuals, from 80 individuals in 2023 to 71 individuals in 2025.[19]

BC Income and Disability Assistance

- Data from the Ministry of Social Development and Poverty Reduction indicates that from 2024 to 2025, the number of Richmond households supported by BC Income and Disability Assistance grew by 205 households or 6%, from 3,682 households in 2024 to 3,887 households in 2025. This increase is part of a longer-term trend of a growing number of Richmond households requiring financial assistance to meet their basic needs.[20, 21]
- Since 2021, the number of households supported by BC Income and Disability Assistance has increased by 974 households or 33%, growing from 2,913 households in 2021 to 3,887 households in 2025.[22, 23]
- In 2025, single-person households continued to comprise the majority of BC Income and Disability Assistance cases in Richmond, representing 1,074 or 74% of Income Assistance cases and 2,143 or 88% of Disability Assistance cases.[24] The high proportion of single-person households accessing BC Income and Disability Assistance is consistent with caseload trends since 2021.[25]

10 Richmond Food Bank Society (2025). Impact Report.
11 Richmond Food Bank Society (2024). Annual Report.
12 Richmond Food Bank Society (2021). Annual Report.
13 Richmond Food Bank Society (2025). Annual Report.
14 BC Housing (2024). Applicant Registry in Richmond.
15 BC Housing (2025). Applicant Registry in Richmond.
16 BC Housing (2021). Applicant Registry in Richmond.
17 BC Housing (2025). Applicant Registry in Richmond.
18 Homelessness Services Association of BC (2025). Point-in-Time Homeless Count in Greater Vancouver.
19 Homelessness Services Association of BC (2025). Point-in-Time Homeless Count in Greater Vancouver.
20 Ministry of Social Development and Poverty Reduction (2025).
21 Ministry of Social Development and Poverty Reduction (2024).
22 Ministry of Social Development and Poverty Reduction (2021).
23 Ministry of Social Development and Poverty Reduction (2025).
24 Ministry of Social Development and Poverty Reduction (2025).
25 Ministry of Social Development and Poverty Reduction (2021).

4. Roles and Responsibilities in Poverty Reduction

Experiences of poverty are the result of many social and economic factors at the community, regional and national levels. Reducing and preventing poverty requires all three levels of government, the non-profit, private and public sectors, as well as community members, including individuals with lived experience of poverty, to work together to make an impact.

Government of Canada

The Government of Canada plays a pivotal role in reducing and preventing poverty in Canada, as it is responsible for economic policies and social programs that affect the well-being and household income of Canadians. This includes programs such as the Canada child benefit, Disability tax credit, Canada workers benefit and employment-related policies and programs, such as Canada's Employment Insurance program. The federal government also provides funding transfers to provincial governments in key areas such as health care and child care and provides funding to municipalities and community service organizations for projects, programs and services that align with federal priorities. Additionally, various federal agencies work closely with municipalities on areas of mutual concern, such as affordable housing via the Canadian Mortgage and Housing Corporation. In 2018, the Government of Canada launched Canada's first poverty reduction strategy, Opportunity for All, which recognizes the role of the federal government in working with other levels of government to urgently reduce poverty.

New Government of Canada policies and programs that were introduced to support households at risk of or living in poverty in 2024–2025 included the Canadian Dental Care Plan, which reduces financial barriers to oral health for low-income Canadians without a dental plan; the Canada Disability Benefit for low-income working Canadians with disabilities; the National School Food Program, which aims to ensure school-aged children across Canada can access healthy meals and snacks; and a 1% middle-income tax rate reduction, which will return up to $420 per person annually.



Province of BC

The Province of BC is responsible for a broad range of social policy areas that contribute to poverty reduction and prevention, including health care, education, child care, affordable housing and income assistance. The Ministry of Social Development and Poverty Reduction delivers a system of supports to help British Columbians achieve their social and economic potential. This includes the BC Income and Disability Assistance programs and WorkBC centres that provide free employment services for individuals who are unemployed. In addition, the Province delivers a variety of social services and supports through partnerships with all levels of government, non-profit organizations and Indigenous governments.

New policies and programs introduced by the Province in 2024–2025 to support households at risk of or living in poverty included updates to the BC Income and Disability Assistance programs that allow recipients to keep more of their benefits; and enhancements to the Rental Assistance Program (RAP) and Shelter Aid for Elderly Renters (SAFER) that increase monthly rental assistance provided to recipients and raise the income threshold for assistance eligibility. Additionally, in 2024, the Province implemented the $25 million Community Prosperity Fund, which distributed funding to charities and non-profit organizations across BC to implement poverty reduction and social inclusion initiatives.

City of Richmond

As a local government, the City of Richmond has a unique ability to understand and respond to the evolving needs of Richmond residents. In collaboration with the provincial and federal governments and community partners, the City enhances access to poverty reduction and prevention services at the local level. The legislative powers available to the City enable it to advance actions that contribute to affordability, livability and social inclusion, such as the development of affordable housing, child care amenities and programs that promote social connection. In response to specific needs within the community, the City takes a variety of approaches, such as:

- Developing and implementing policies and strategies that guide its approach to poverty reduction and prevention to meet the needs of Richmond's diverse population;
- Working with community-based organizations to advocate for policy change, funding and program recommendations to federal and provincial governments;
- Highlighting promising practices for fostering belonging that increase awareness and education of the specific needs and barriers for residents experiencing poverty;
- Making data-informed recommendations to ensure programs, policy and funding are reflective of community needs;
- Delivering poverty reduction initiatives in the form of programs and services that are within the City's mandate;
- Acting as a convenor and connector to enable cross-community collaboration efforts with the City and community organizations that prevent and reduce poverty; and
- Collaborating with community partners to deliver programming that prevents and reduces poverty through providing financial assistance and access to space for programming.

Community Associations and Societies

The City works closely with Community Associations and Societies to provide recreation, sport, arts, culture and heritage opportunities to all Richmond residents. The City provides the facilities and core staffing at a number of City-owned facilities and the Community Associations and Societies are responsible for the delivery of programs, services and events. The City and Community Associations and Societies aim to provide a range of free and low-cost programs that are inclusive and remove barriers to participation so all residents can participate. The Community Associations and Societies also partner with the City to offer the Recreation Fee Subsidy Program for those who experience financial barriers. The program provides unlimited drop-in admission for all ages to to a wide range of activities, including drop-in swimming, skating and fitness programs, as well as a 90% discount on eligible registered parks, recreation and cultural programs, up to $300 per year for children and youth and $100 per year for adults and seniors.

Richmond Public Library

Public libraries promote literacy and lifelong learning and provide a range of resources, programs and services that are accessible to everyone in the community, including individuals at risk of or living in poverty. Richmond Public Library provides barrier-free services with no late fines for borrowed items and responds to the community's evolving needs to learn and connect by providing a variety of options. In addition to print materials, the Library's collection includes a variety of activity kits that are free to borrow and dedicated spaces are available to access and learn about digital technology. The Library acts as a resource hub, working in partnership with community-based organizations to better connect residents with skill-building opportunities and community resources. Through its four Richmond locations, the Library leverages its welcoming and familiar environment to foster new and stronger relationships with community and non-profit organizations through cross-referrals and collaborative programming.

Richmond School District

The Richmond School District plays a significant role in supporting children and families experiencing poverty that goes beyond their fundamental purpose of providing education. Richmond schools act as community hubs that help families build support systems and create connections in the community. They provide access to social and recreational opportunities that contribute to healthy child development and help connect children and families to resources in the broader community. The Richmond School District also operates programs that ensure all children and youth have access to supplies, nutritious snacks and other basic necessities.

Vancouver Coastal Health

Vancouver Coastal Health (VCH) provides health care services through a network of hospitals, primary care centres, community health centres and residential care. VCH is one of five regional health authorities that governs, plans and coordinates health services in BC. VCH aims to improve the health and well-being of all residents. This is accomplished by building collaborative partnerships with municipalities and community service organizations to address conditions that create health inequities, consider the needs of vulnerable groups, including those at risk of or living in poverty and foster supportive environments for everyone.

Business Community

A resilient and inclusive economy is important to both preventing and reducing poverty. The business community plays an integral role in fostering a robust labour market, providing income to workers and contributing to the overall quality of life of Richmond residents. Businesses partner with community organizations to remove barriers to employment, offer mentoring opportunities and assist with sponsorship of programs and events that help foster the full participation of all Richmond residents in the social, cultural, economic and political life of the city.

Residents and Community Members

Richmond residents and community members play an integral role in preventing and reducing poverty in the city. Through volunteering and raising awareness, many residents and community members make a positive impact on the lives of people at risk of or living in poverty. In addition, residents who have lived experience of poverty share their insights and knowledge to guide poverty reduction initiatives.

Collaborations in the Community

Poverty prevention and reduction requires a community effort and is not the sole responsibility of one organization, sector or level of government. Richmond-based community organizations and public sector agencies, including the City, are committed to working together on initiatives that contribute to preventing and reducing poverty in the community. The overview below provides a summary of some of the important work led by community partners in 2024–2025.

- **Social Services:** Richmond is home to over 50 non-profits, charities and faith-based organizations that have dedicated resources to social services that prevent or reduce the impacts of poverty on Richmond residents. In 2024–2025, key supports offered by community organizations included affordable housing navigation, mental health and wellness programs, addictions and recovery supports, employment resources and social programs that promote connections among community members. Community organizations also continuously adapted services to meet community needs. For example, in 2024, Richmond Family Place launched "Pre-Natal Circles of Support" a group-based learning series that fills the gap in services for new parents who face financial barriers, and are seeking to build community and connect with prenatal professional guidance.
- **Food Access:** In 2024–2025, Richmond faith-based and community groups along with non-profit organizations continued to respond to the growing need for food assistance by offering a wide range of programs. These included daily community and outreach meals, food hampers and specialized food programs designed to support specific populations, such as people with disabilities, newcomers and seniors. To further improve access to food services, the Food Bank launched a new online registration system in 2024 to streamline intake and better serve residents. In addition, Richmond Family Place received a City of Richmond Neighbourhood Celebration Grant to support its Roots and Relationships event in 2024. This event helped to strengthen food security in the community by bringing community members together through gardening-based activities.
- **Employment:** Employment readiness and skills development are key services that contribute to preventing and reducing poverty. In 2024–2025, approximately 20 community organizations, government agencies and post-secondary institutions supported Richmond residents at risk of or living in poverty to find work and gain new skills. This included the Richmond WorkBC Centre, operated by S.U.C.C.E.S.S., that served over 2,500 diverse job seekers with inclusive, personalized job search services. These job search services led to a 17% increase in job seekers securing and sustaining employment in 2024–2025.

- **Mental Health and Wellness:** Experiencing poverty can lead to additional challenges with managing overall mental health, stress and well-being. In recognition of the need for access to quality mental health services available to Richmond residents, Vancouver Coastal Health delivered multiple initiatives in partnership with faith-based and community organizations, aimed at raising awareness and improving access to mental health and substance use services. These included hosting an information table at the monthly Community Services Pop Ups and providing educational sessions about mental health and substance use recovery with community partners including the Richmond Poverty Reduction Coalition, Peace Mennonite Church and St. Alban's Church.
- **Awareness and Advocacy:** Effective poverty reduction and prevention initiatives must be developed with the active participation of people with lived experience to ensure they are responsive and relevant. In 2024–2025, the Richmond Poverty Reduction Coalition (RPRC) led several community-based initiatives to raise awareness on topics such as challenges with the new Canada Disability Benefit, funding cuts to Immigration, Refugee and Citizenship Canada, and low-end market rental housing. Additionally, RPRC completed the Keeping Seniors Housed Project in 2025, which aimed to identify solutions to help address the growing number of seniors who are at risk of homelessness.
- **Financial Assistance:** Direct financial assistance to community organizations and Richmond residents provided important access to supports and programs for residents at risk of or living in poverty. In 2024–2025, Vancouver Coastal Health disbursed over $900,000 in grants to community groups for initiatives that support Richmond newcomers, refugees, seniors, people living with lower incomes, families with young children, persons with disabilities or chronic illness, persons with lived or living experience of substance use and people with mental health disabilities and their families. Additionally, a total of 34 unique community organizations were supported through the City's Health, Social and Safety Grant Program during the 2024 and 2025 grant cycles, with $1.18 million awarded to support social services and programs benefiting Richmond residents, including individuals and families with lower incomes. While not all initiatives were directly focused on poverty reduction, many supported factors that contribute to addressing poverty, such as access to community food programs, outreach services, employment supports, and health and wellness opportunities.

5. Progress on the Poverty Action Plan

The following sections of the report include highlights from the implementation of the Poverty Action Plan from January 1, 2024 to December 31, 2025. The current status of the Poverty Action Plan's strategic directions and recommended actions are outlined in the Appendix.

Strategic Direction 1: Reduce and Prevent Poverty

Poverty reduction and prevention means improving equitable access to the resources and opportunities needed for individuals to meet their immediate needs, foster belonging through social connections and develop more financially stable futures. The City is committed to facilitating collective action with community organizations and senior levels of government through ongoing dialogue, information sharing and social planning that proactively meets the evolving needs of Richmond residents.

Through the implementation of Strategic Direction 1, the City aims to strengthen community capacity in Richmond to implement strategies that meet the needs of residents at risk of or living in poverty.



Achievements and Highlights

- Since 2022, the Community Poverty Reduction and Prevention Table worked collaboratively to advance the Poverty Action Plan's priorities. In 2024–2025, the Table focused on fostering cross-sector collaboration, building awareness of the resources available to Richmond residents at risk of or living in poverty and identifying ways to enhance referrals between services. The Table also increased connections among community partners by welcoming Family Services of Greater Vancouver, Literacy Richmond and Richmond Women's Resource Centre to the Table. (***Action 1.1***)
- The City worked in partnership with the Canadian Mortgage and Housing Corporation and BC Housing to open Harbour House, a 25-unit affordable housing development for women and women with children who are at risk of or experiencing homelessness. Completed in 2025, this development was made possible through investment from all three levels of government whereby, the City contributed land and allocated $2.21 million in capital funding through its Affordable Housing Reserve Fund and the Canadian Mortgage and Housing Corporation invested $9.1 million in capital funding through the Rapid Housing Initiative. Additionally, BC Housing contributed capital funding towards the project, enabling an increase in the number of units from 18 to 25 homes and has provided ongoing operating funding to Turning Point Housing Society, the local non-profit housing operator managing the development. (***Action 1.2***)
- In 2024, the City launched the Community Services Connectors Pilot Program in partnership with Richmond Public Library. Development and implementation of the pilot program was supported by a $50,000 provincial grant from the Union of BC Municipalities' Poverty Reduction Planning Action Program Grant and an additional investment of $10,000 from the Government of BC's Public Library Enhancement Grant that was awarded to the Library. The Connectors program trains individuals with lived experience to provide peer-to-peer resource navigation to connect Richmond residents to a variety of government and community-based supports. (***Action 1.2***)
- Throughout 2024–2025, the City co-chaired the Richmond Employment Resources Network in collaboration with Back in Motion and Pacific Autism Family Network. The Employment Network focuses on increasing access to opportunities for mentorship, training and upskilling for Richmond residents at risk of or living in poverty. Since 2023, the Employment Network has engaged approximately 20 community organizations to strengthen connections among a broad range of community-based employment services and programs to support Richmond residents seeking employment. (***Action 1.4***)
- In 2024, the Richmond Employment Resources Network in collaboration with the City and Richmond Public Library, launched Employment Connections: Programs and Supports for Jobseekers. Employment Connections is a free resource event designed to raise awareness of employment services and supports available to Richmond residents who may face barriers to work. Employment Connections events were held in October 2024 and May 2025 at Brighouse Library. The events helped to connect a total of 206 job seekers to 22 local organizations with information about training and employment programs, on-site resume reviews and mock interviews. (***Action 1.4***)
- The City, in partnership with WorkBC and City Centre Community Association, delivered annual hiring fairs at City Centre Community Centre in 2024–2025. These hiring fairs provided free, accessible opportunities for Richmond job seekers to explore their employment prospects with potential employers. A total of 1,100 individuals participated in the hiring fairs. (***Action 1.4***)

- In 2024–2025, Richmond Public Library hosted several employment-based initiatives in partnership with community organizations.
  - The Library, in partnership with WorkBC, Richmond Multicultural Community Services and local Richmond businesses, hosted five job fairs at Brighouse Library in 2024–2025. These free in-person events provided opportunities for close to 1,900 job seekers to network with potential employers, explore job openings and participate in on-the-spot interviews.
  - In 2024–2025, the Library partnered with BC Settlement and Integration Services, S.U.C.C.E.S.S. and WorkBC to deliver monthly resume clinics at Ironwood Library. These resume clinics provided a total of 130 job seekers the opportunity to receive resume feedback from employment experts. (*Action 1.4*)
- Since 2023, the City in partnership with Touchstone Family Association, has delivered the Workforce Readiness Initiative for at-risk and gang-involved youth 12 to 24 years who are seeking support with employment readiness. The program provides employment supports tailored to individual participant's career goals, which includes vocational training, resume development, interview preparation, guidance on education pathways and purchasing protective workwear. In 2024–2025, a total of 21 youth accessed support through the program. The program is federally funded through Public Safety Canada's Building Safer Communities Fund and will continue until March 2026. (*Action 1.4*)
- In 2025, the City was awarded a $5,000 BC Healthy Communities PlanH Grant to develop the Rec Ready Program for young adults 19 to 24 years who were not enrolled in post-secondary education. Through Rec Ready, participants were introduced to a variety of recreation roles and equipped with the skills and training needed for successful employment in the recreation field. As a result of this initiative, Community Associations and Societies engaged five youth as staff and five youth as volunteers. (*Action 1.4*)
- The Richmond Youth Media Program continued to provide Richmond youth with access to digital media skills development and literacy opportunities. In 2024–2025, approximately 550 Richmond youth joined the program's free weekly drop-in sessions, where they developed digital media skills and applied these skills to volunteer and paid roles, such as photography at the City's Battle of the Bands event series. The program also collaborated with community partners to deliver initiatives that developed digital media skills among youth participants.
  - In 2024–2025, the Richmond Youth Media Program hosted an annual Career in Media Arts networking event to celebrate BC Youth Week in May. The event welcomed approximately 80 youth and seven partner organizations to highlight the diversity of digital media career pathways.
  - Throughout 2024–2025, the Richmond Youth Media Program, with funding support from Public Safety Canada's Building Safer Communities Fund, engaged 25 at-risk youth in sessions that built a variety of digital and media skills, including photo and video production, music creation, graphic design, digital illustration and filmmaking.
  - In March 2024, with funding through Public Safety Canada's Building Safer Communities Fund, improvements to the Media Lab were completed that enhanced its capacity to meet the needs of at-risk youth. This funding enabled the purchase of new hardware, equipment and software. (*Action 1.5*)



- Throughout 2024–2025, Richmond Public Library hosted digital literacy education programs that helped individuals use computers and smartphones for learning, communication and accessing programs and services.
    - The Library's Tech Buddies program linked seniors with volunteers for one-on-one learning about basic computer skills, such as using email and applications. In 2024–2025, over 130 sessions were offered at the Brighouse and Steveston Libraries, supporting approximately 1,300 seniors.
    - The Library partnered with Richmond Mental Health Consumer and Friends' Society in 2024–2025 to deliver 60 computer basics training sessions that benefited over 350 participants. (***Action 1.5***)

Strategic Direction 2: Support Residents at Risk of or Living in Poverty

People at risk of or living in poverty face complex barriers to accessing the supports and services they need to meet their basic needs and improve their overall well-being. The City works alongside Richmond's network of community organizations and federal and provincial government agencies to increase access to a wide range of programs and services.

Through the implementation of Strategic Direction 2, the City aims to reduce barriers and increase access to the programs and resources available to community members at risk of or living in poverty and to promote resiliency and a sense of inclusion in the community.

Achievements and Highlights

- Richmond Public Library continues to reduce barriers to accessing library resources for Richmond residents who are at risk of or living in poverty and housing instability. In 2025, 267 library customers accessed the No Fixed Address Library Card that requires no proof of identification for library registration. Additionally, the Library introduced an instant access digital library card in 2025. Approximately 2,350 library users have benefited from this access initiative that promotes the inclusion of Richmond residents. (***Action 2.1***)
- In July 2025, Richmond Public Library launched the RPL To Go service which aims to ensure that Richmond community members can access library resources regardless of where they live in the city. From July onwards, the RPL To Go service engaged with more than 1,100 individuals through 19 outreach visits to locations in Richmond, including the Richmond Food Bank and City community facilities. Learnings from the pilot program will be used to develop additional outreach opportunities to reduce barriers to accessing literacy and digital resources for Richmond residents. (***Action 2.1***)
- As of spring 2025, 11 of the 13 City-owned child care facilities now operate as $10 a day sites, charging a maximum fee to parents of $200 per month. Funding to support these fee reductions is provided by the Province of BC. The other two facilities participate in a range of Provincial funding programs that also reduce fees. These initiatives, combined with nominal leases for the use of City-owned facilities, support child care affordability and give families, particularly women, opportunities to pursue employment and improve their finances. (***Action 2.1***)
- In 2024–2025, the City collaborated with City Centre Community Association, East Richmond Community Association, South Arm Community Association, Steveston Community Society and the Richmond School District's Community Schools Program to provide free or low-cost after-school activities at Richmond school sites. In total, 65 children and youth participated in art, recreation and social programming through this partnership. (***Action 2.1***)
- The annual Snow Angels program matches volunteers with residents who face barriers to snow clearing that prevent them from safely accessing the Richmond community. In 2025, recognizing the financial barriers faced by some Richmond residents to completing snow clearing, the program was expanded to serve Richmond residents with low incomes. In 2024–2025, Snow Angels provided snow-clearing assistance to 169 residents. (***Action 2.1***)
- The City provides grant funding to community organizations to support a variety of opportunities for children, youth and families who face financial barriers to accessing recreational and physical activities.
    - The City awarded KidSport Richmond $20,000 in funding in 2024 and $24,000 in funding in 2025 through the Parks, Recreation and Community Events Grant Program, to subsidize sport fees for children and youth of low-income families. In 2024–2025, KidSport Richmond provided 967 children with the opportunity to participate in at least one season of a sport that is affiliated with Sport BC.

- In 2024–2025, the City provided funding to Richmond Sports Council to support the Active Recreation & Sports Fund, which helps to remove financial barriers to recreation and sport programming for children in Richmond, with $5,000 in funding provided in 2024 and $8,000 in funding provided in 2025. Since 2024, the Fund has supported 50 children, providing up to $500 per child to cover fees for active recreation and sport programs that do not have a provincial governing body. Eligible programs included martial arts, floor hockey, swimming, gymnastics and various types of dance.
- In summer 2025, Community Associations and Societies hosted Neighbourhood Play Days with funding from the City's Parks Recreation Culture and Event Grants Program. These summer events delivered free, family-friendly programming in neighbourhood parks across Richmond. Play Days attracted over 1,450 participants, providing an opportunity to build social connections among Richmond's diverse community members while providing low-barrier access to recreation programming. Program partners included Art2Heart, OceanWise, Richmond Fire Rescue, Richmond RCMP and Urban Bounty.
- Beginning September 2024, the City, in partnership with Touchstone Family Association and the Richmond School District's Horizon Program, offered art, recreation and social programs to youth who were not attending traditional school and facing mental health or financial barriers to participating in community programs. Over 50 youth benefitted from these low-barrier programs, which are scheduled to continue until the end of the 2026 school year. (*Action 2.1*)

- A Drop-in Centre for individuals at risk of or experiencing homelessness, located at the City-owned Brighouse Pavilion, continued to operate in 2024–2025. The Drop-in Centre was funded by the Province of BC through the Union of BC Municipalities' Strengthening Communities' Services Grant from December 2021 until March 2024, when the grant concluded. Starting in April 2024, the Drop-in Centre has been funded by the City and is currently operated by The Progressive Housing Society. The Drop-In Centre offers resources and referrals to community services, lunches, showers, laundry and access to computers. (*Action 2.1*)
- During the 2024–2025 and 2025–2026 winter seasons, there were two Temporary Winter Shelters in Richmond to provide overnight accommodation for people experiencing homelessness. Operated from two City-owned facilities, by The Progressive Housing Society, these shelters provided a safe, warm space to rest, evening meals, snacks, washroom access and referrals to additional services. In the 2024–2025 winter season, the Temporary Winter Shelters were supported by operating funding from the City and BC Housing and for the 2025–2026 winter season, all operating funding was provided by BC Housing. (*Action 2.1*)
- The Recreation Fee Subsidy Program, offered by the City and Community Associations and Societies, supports residents of all ages who are experiencing financial hardship by providing access to a wide range of recreation, cultural and parks programs. During the 2024–2025 program year (September 1–August 31), 4,584 residents participated in the program, representing an 18% increase from the 2023–2024 program year, which supported 3,899 residents. This increase highlights the continued and growing need for affordable recreation opportunities in the Richmond community for residents facing financial barriers. (*Action 2.2*)
- Throughout 2024–2025, the City increased awareness of the Recreation Fee Subsidy Program through outreach initiatives to Richmond residents at risk of or living in poverty in partnership with community organizations. This included hosting Recreation Fee Subsidy Program information tables at the Community Services Pop Ups at Brighouse Library, Cambie Community Centre, Seniors Centre at the Minoru Centre for Active Living, South Arm Community Centre and Steveston Community Centre. Additionally, the City, in partnership with S.U.C.C.E.S.S. delivered two informational workshops for newcomers to learn more about the program. (*Action 2.2*)

- In 2024, Urban Bounty was awarded a Parks, Recreation and Cultural Events grant of $16,000 to implement food system programs, events and community initiatives. Through this grant, Urban Bounty delivered initiatives that provided access to fresh produce for community members, including those at risk of or living in poverty and experiencing food insecurity.
    - In 2024, Urban Bounty partnered with homeowners to collect 6,300 pounds of recovered local fruit from trees on private property through the Fruit Recovery Program. Portions of the collected fruit were donated to Richmond community service organizations that support residents at risk of or experiencing food insecurity, such as the Richmond Food Bank and RainCity Housing.
    - Urban Bounty also lowered barriers to growing food for Richmond residents experiencing food insecurity by providing tools and resources needed to grow food. In 2024, the City in partnership with Urban Bounty, provided five individuals and 28 groups (non-profit organizations or schools) with subsidized garden plots. In 2025, this increased to 12 individuals and 68 groups. (***Action 2.4***)
- During the 2024 and 2025 grant cycles, the City provided a total of $369,097 through the City Grant Program and additional one-time funding to support food security initiatives. These initiatives—including grocery distribution and meal delivery services, community and outreach meals, small-scale sustainable agriculture, and local farmers' markets and events that supported food security through the promotion of local food and food producers—helped improve food access among Richmond residents, including individuals and families with lower incomes, supporting their ability to meet basic needs. (***Action 2.4***)
- The City collaborated with the Richmond Food Bank and Richmond Food Coalition to update the No or Low-Cost Community Meals and Food Programs resource. The resource compiles information about free and low-cost meals delivered by community organizations and grocery distribution through the Richmond Food Bank. In 2024, the resource was refined to enhance access to information about community food programs, as well as provide a tool to support community meal providers in identifying potential gaps and service duplication. The resource is available on the City's Community Resources webpage and regularly updated in collaboration with the Richmond Food Bank. (***Action 2.4***)



- In 2024–2025, the City and its partners delivered a variety of social food programs that aim to foster social inclusion and provide access to healthy meals to Richmond residents experiencing food insecurity in an inclusive and low-barrier environment.
    - The Minoru Seniors Society, in collaboration with Richmond Cares, Richmond Gives (RCRG), hosted the free Seniors Social Meals program, which included transportation to and from a social activity and group meal. In 2024–2025, 32 sessions were hosted, providing 579 meals to 135 isolated seniors. Participating seniors were referred through social prescribing programs offered by the Richmond Division of Family Practice and RCRG. The Seniors Social Meal program was supported by a United Way BC Social Meals Enhancement grant totaling $22,000.
    - From May to October 2025, the Minoru Seniors Society delivered the Food for Thought program, with funding from the Government of Canada's New Horizons for Seniors Program. This free program engaged 108 seniors who learned hands-on skills to grow their own produce and cook basic dishes. The program also included intergenerational activities and trips to farmers' markets to learn about local producers, enhancing the food security of the participating seniors.
    - In 2024–2025, Minoru Seniors Society and Steveston Rotary Club partnered to deliver a total of 680 free meals to Richmond seniors experiencing food insecurity. Through this partnership, the Minoru Seniors Society prepared meals in its cafeteria and Rotary Club volunteers delivered them to participating seniors.
    - In April 2025, the City launched Brunch with Friends, a free program for youth 13 to 24 years who are experiencing food insecurity. Since its inception, the biweekly program has fostered social connections and provided light snacks and brunch meals to 36 youth. (***Action 2.4***)
- In 2024, the City, in partnership with Vancouver Coastal Health's Richmond Adult Mental Health Team, launched the free Arts Sampler program for Richmond patients facing financial and mental health barriers to participating in arts programming. Through the program, participants were exposed to a variety of art forms, including creative movement, drumming, clay hand building and printmaking. Since the program launched in 2024, 70 participants have accessed the Arts Sampler program. (***Action 2.6***)
- In 2024–2025, the City delivered Into the Woods, a free hiking program that supports youth experiencing addiction, anxiety, poverty and social isolation. The program engaged a total of 23 youth to take part in weekly hikes throughout the summer which also provided opportunities to develop peer-to-peer connections. Youth participants were referred to the program through community partners, including Community Associations and Societies, Richmond Addiction Services Society, Touchstone Family Association and Richmond School District. (***Action 2.6***)
- In 2024–2025, the City continued to partner with Community Associations and Societies to deliver monthly citywide 55+ Wellness Clinics, which provide free or low-cost access to a variety of seniors' health and wellness services. Services include blood pressure and glucose checks, hearing exams, foot care clinics, shiatsu treatments, reflexology, registered massage therapy and information from community organizations. These clinics were hosted at City Centre Community Centre, East Richmond Community Hall, Minoru Centre for Active Living, South Arm Community Centre and Steveston Japanese Canadian Cultural Centre. In response to high demand for Wellness Clinic services, an additional clinic was opened at the Thompson Community Centre in 2025. In total, over 13,400 appointments were completed in 2024–2025 for various health and wellness services offered at these clinics. (***Action 2.6***)

- Lime operates the City's shared micromobility e-scooter and e-bike service. In 2024, to reduce barriers to accessing affordable transportation, the City collaborated with Lime to introduce a streamlined application process for Recreation Fee Subsidy Program participants to apply to the Lime Access Program. The Lime Access Program provides discounted e-scooter and e-bike rides to program participants with low incomes. In 2024–2025, 171 Richmond riders signed up for the Lime Access Program, completing 761 rides. In total, approximately 40% of riders participating in Lime Access are Recreation Fee Subsidy Program participants. (*Action 2.8*)
- In 2024–2025, a variety of accessible transportation programs were offered that aimed to remove transportation and financial barriers for seniors.
    - In 2024, the Rediscover Richmond Parks pilot program provided seniors with free shuttle service to attend free workshops in Richmond parks. These workshops focused on themes such as bird watching, kite flying, bees, and local flora and fauna. In total, 300 seniors participated and 19 workshops took place at nine different Richmond parks. The pilot was funded provincially by a $5,000 BC Healthy Communities PlanH Grant and was made possible through partnerships with the City and Community Associations and Societies.
    - In 2025, the City awarded the Richmond Nature Park Society a Parks, Recreation and Cultural Events grant for $3,000 to support environmental parks programming. This funding was used to provide free shuttle bus service to the Richmond Nature Park to increase access to the park for 42 seniors who face transportation barriers. The transportation enabled participants to engage in nature walks, educational sessions and social activities.
    - In 2024–2025, the City partnered with the Minoru Seniors Society to deliver the Shopping Bus, which provides seniors with low-cost shuttle services to access local businesses and services around Richmond. Shuttle services include pick-ups and drop-offs from several seniors housing complexes in Richmond and the Minoru Centre for Active Living. Throughout 2024–2025, seniors used the Shopping Bus in record numbers, completing a total of 97 trips by 1,316 passengers. (*Action 2.8*)
- Richmond Public Library partnered with Family Services of Greater Vancouver, Canada Revenue Agency, Service Canada and the Lord's Harvest Fellowship to offer free income tax clinics to low-income individuals at Brighouse Library. In 2024–2025, 17 tax clinics were offered, providing 450 individuals with low incomes personal income tax filing assistance. As a result, low-income Richmond residents had an increased opportunity to receive provincial and federal income benefits, such as the Canada child benefit. (*Action 2.9*)
- Throughout 2024–2025, Richmond Public Library in partnership with Family Services of Greater Vancouver, Chartered Professional Accounts of BC and Gulf and Fraser Financial Group, hosted 12 free financial literacy programs at Brighouse and Ironwood Libraries. Through these programs, 70 participants learned new skills for managing finances. (*Action 2.9*)
- In March 2024, Richmond Public Library launched the Laptop Kiosk program to expand options for free access to information and resources for Richmond residents navigating community services. The program provides residents with the ability to borrow a laptop computer and use it in the library for a single day. Between March 2024 and December 2025, community members borrowed laptops over 13,500 times through this self-serve kiosk. (*Action 2.9*)

Strategic Direction 3: Increase Awareness and Educate

Building a community that is inclusive of all residents, regardless of socioeconomic standing, requires increased awareness and understanding of the needs and challenges of those at risk of or living in poverty. As well, participation of residents with lived or living experience of poverty is essential to developing initiatives that address their needs to ensure solutions are accessible and meaningful.

Through the implementation of Strategic Direction 3, the City aims to develop a shared understanding of the needs of households at risk of or living in poverty and to increase opportunities for people with lived experience to contribute to the development of poverty reduction initiatives. This enables the City, community organizations and individuals themselves to advocate more effectively for funding, policies and programs that best support Richmond community members.

Achievements and Highlights

- Due to the complexity of Canada's poverty reduction policy landscape and the unique needs of Richmond residents, the City continued to raise awareness of emerging community needs and local poverty reduction efforts to provincial and federal government partners.
    - In 2024, in response to growing needs in Richmond, the City sent letters to the Government of Canada and the Province of BC to advocate for increased support for non-profit organizations that provide meals to food-insecure individuals in Richmond.
    - In 2025, the City sent a letter to the federal government advocating for the reinstatement of Immigrant, Refugees and Citizenship Canada funding to Richmond-based organizations that provided settlement services for newcomers, including refugees. This letter emphasized the importance of comprehensive supports for newcomers who need settlement services to enable their success in their new home. These supports provide essential tools that enable newcomers to build the necessary economic and social connections to prevent and reduce poverty.
    - Throughout 2024–2025, the City shared progress reports on the implementation of its Council adopted Poverty Reduction Plan, Seniors Strategy, Youth Strategy and Child Care Strategy to raise awareness among the Government of Canada and Province of BC about the needs of Richmond's vulnerable populations. The reports highlight the City's efforts to improve the resiliency of children, youth, seniors and families through providing information related to community trends and highlighting the collaborative efforts of community partners in Richmond. (***Action 3.1***)
- The Community Services Pop Ups continued to be offered at Brighouse Library throughout 2024–2025 in collaboration with Richmond Public Library and community partners. Since 2022, the Pop Ups have provided a targeted outreach opportunity for community and government organizations to engage with Richmond residents seeking access to vital community-based services and supports. In 2024–2025, 2,085 participants were supported through these monthly drop-in sessions. In recognition of the Pop Ups program model, the City received honourable mention from the Union of BC Municipalities 2024 Community Excellence Awards: Excellence in Service Delivery Award. (***Action 3.2***)

- In 2024, the City, in partnership with Richmond Public Library, launched the Community Services Connectors Pilot Program at Ironwood Library to expand the reach of resource navigation supports in Richmond beyond the city centre and outside of traditional service hours (e.g. Monday to Friday, 9:00am to 5:00pm). The Connectors program trains individuals with lived and living experience to provide Richmond residents living on lower incomes with one-on-one, peer-led assistance to find information about community-based services and supports.

  In 2025, Richmond Public Library assumed operations of the Community Services Connectors program and the Community Services Pop Ups, which included an expansion of the Connectors program to Cambie Library. In recognition of the Library's role in the development of the Community Services Pop Ups and Community Services Connectors program, the Library was awarded the 2025 British Columbia Library Association's Building Better Communities Award. As of December 31, 2025, Community Connectors have supported over 629 residents in navigating community supports and services at Ironwood and Cambie Libraries. (*Action 3.2*)

- In 2024–2025, Richmond Public Library made nine outreach visits to the Richmond Food Bank, providing access to library cards, books and information about library services to 430 individuals. Through these outreach visits the Library serves as an informational resource hub that connects Richmond residents at risk of or living in poverty with a range of library programs that increase their financial resiliency, digital literacy and social inclusion. (*Action 3.2*)

- Throughout 2024–2025, Richmond Public Library continued its longstanding partnership with NewToBC to deliver the Library Champions Project. Library Champions is a three-month volunteer program that helps newcomers build outreach and communication skills while learning about library and community services. Volunteer Library Champions are then equipped with information and skills to help connect newcomers with a range of library and community resources. The Library hosted four intake cycles of the Library Champions Project in 2024–2025, with more than 60 Library Champions completing the program. (*Action 3.2*)

- In 2024, the City developed a Homelessness Outreach Program and hired two Homelessness Outreach Workers to support individuals experiencing unsheltered homelessness in Richmond. The Outreach Workers work directly in the community and provide street-based outreach to people experiencing homelessness and support referrals to housing and other relevant programs and services. (*Action 3.2*)

- In 2024, the City established a Housing Office as a dedicated in-house department to advance Council's affordable housing goals. The new office brings together reallocated and new grant-funded positions to work alongside existing departments that facilitate housing development to expand affordable housing opportunities across the community. Through planning policies, partnerships, and funding programs, the new Housing Office works with non-profit organizations, government agencies and developers to deliver a range of housing options. (*Action 3.3*)

- Launched in 2025, the Affordable Housing Non-Profit Partnership Program brings together 20 non-profit housing providers and community partners who support the delivery of affordable housing and housing-related services in Richmond. This initiative aims to monitor trends, coordinate information sharing, maintain partnerships with non-profit housing providers, liaise with senior levels of government and educate partners on the continued need for affordable housing in Richmond. The overarching goal of the Partnership Program is to build the capacity of local non-profit affordable housing operators to expand their delivery of new affordable housing units through programs and partnerships. (*Action 3.3*)

- In April 2025, the City in partnership with the Richmond Public Library, hosted a Community Services Networking Event. This event aimed to increase awareness of community-based services, foster collaboration between organizations and improve client referrals to reduce barriers to accessing services. In total, 89 representatives from 30 community and government organizations participated in the event. (*Action 3.3*)



- In October 2024 and 2025, Homelessness Action Week was proclaimed in Richmond. The proclamation included recognition that effective action to reduce homelessness and promote social inclusion requires all levels of government to work with individuals, non-profit organizations, Indigenous and community groups, and private sector representatives to find ways to that will break down barriers that hold people back, deliver supports that lift people up and make Richmond more inclusive for everyone. (*Action 3.4*)
- In fall 2025, the City undertook an extensive public engagement process to inform the development of the City's Building Our Future Together: Social Development Strategy (2025–2035). More than 700 community members provided input through surveys, pop-up events, presentations to community tables and facilitated focus group discussions. The engagement process centred around equity-deserving groups, including seniors, youth, newcomers, families with young children and individuals experiencing poverty, to ensure the Strategy reflects the realities and priorities of those most affected by social inequities. To deepen this outreach, Community Ambassadors with lived experience of poverty were hired and trained to support a more meaningful and culturally relevant engagement process across a diversity of residents. (*Action 3.5*)
- In fall 2025, the City conducted interviews with residents with lived experience that access affordable rental housing, live in affordable rental housing or help others navigate the process of finding affordable housing. Responses from these interviews were used to inform the development of the City's Affordable Housing Hub, an online tool designed to improve access to affordable housing information, and updates to its affordable housing website. (*Action 3.5*)

Strategic Direction 4: Research, Monitor and Evaluate

Developing an understanding of the evolving context and local trends related to poverty in Richmond is essential to determine the most effective responses through funding, services or supports. The City stays informed of the needs of residents at risk of or living in poverty through tracking community usage of programs and services, monitoring poverty line measures and reviewing research about poverty reduction and prevention.

Through the implementation of Strategic Direction 4, the City aims to monitor Richmond-specific information and remain up to date on emerging best practices in poverty reduction and prevention to make data-informed recommendations to meet changing community needs.

Achievements and Highlights

- To inform the development of the Richmond Child Care Strategy 2024–2034, extensive engagement took place with families and a best practice review was conducted. Findings highlighted the importance of child care for economic development and as an important poverty reduction measure, offering families the support they need to be able to sustain employment and allow more women to participate in the labour force. Through the Strategy, work is being done to support the expansion of a high quality, inclusive and universal system of child care that is both affordable and accessible for families in Richmond. The Strategy was adopted by City Council in December 2024. (***Action 4.3***)
- In 2025, the City developed Community Profiles based on the results of the 2023 Community Needs Assessment to support data-informed planning for the Parks, Recreation and Culture Division. Community Profiles included data such as demographics, household income, land use and park space within each City planning area. The profiles will inform the future development of approaches to meet the needs of community members in each planning area, including consideration for Richmond residents who face financial and social barriers to engaging in parks, recreation and arts programming offered by the City and Community Associations and Societies. (***Action 4.3***)
- In 2024–2025, the City facilitated information sharing between community and government organizations about emerging community trends and program opportunities to support the needs of Richmond residents at risk of or living in poverty. This included presentations to the Community Poverty Reduction and Prevention Table and Employment Resource Network on key topics such as the new Canada Dental Care Plan, usage trends for the Richmond Food Bank, financial empowerment programs from Family Services of Greater Vancouver, the social prescribing program from the Richmond Division of Family Practice and youth unemployment trends. (***Action 4.3***)
- In 2025, the City engaged community partners to ensure the perspectives of Richmond residents at risk of or living in poverty and organizations that support poverty reduction in Richmond were considered in the development of strategic priorities. In September 2025, the Community Poverty Reduction and Prevention Table was consulted as part of the Social Development Strategy consultation. In November 2025, the Employment Resource Network participated in a feedback session as part of the City's Economic Development Strategy public engagement process. (***Action 4.3***)

6. Next Steps and Conclusion

Poverty is a complex issue that requires collaborative efforts amongst all three levels of government, the private sector and community-based organizations to reduce its impacts and prevent more households from experiencing its effects. In 2024–2025, the high cost of living combined with increasing economic uncertainty placed financial pressures on Richmond households, resulting in a growing number of community members needing to access supports and services to meet their basic needs. In response, the City and its government and community partners worked together to meet the increasing demand for services. Together, numerous initiatives were implemented that strengthened connections to essential supports, enhanced financial stability and provided wraparound services that improve overall quality of life of Richmond residents.

Through this collaborative approach, noteworthy progress has been made by the City and community partners on the implementation of the 2021–2031 Collaborative Action Plan to Prevent and Reduce Poverty in Richmond. To date, five out of six short-term actions have been completed, with three of these short-term actions converted to ongoing activities. Significant progress has also been made on the remaining short-term action. Additionally, all seven medium-term actions have either been initiated or are in progress, and both long-term actions are also in progress. Finally, all ongoing actions continue to be advanced.

The City recognizes that ongoing collaboration is central to reducing and preventing poverty in Richmond and continues to work with community organizations, senior levels of government and residents, including individuals with lived experience, to implement actions in the Poverty Action Plan. Priority actions for 2026–2027 will support the implementation of initiatives that promote economic and social inclusion, digital literacy upskilling and increased food security in the community. Through these collective efforts, a more socially connected, resilient and livable community will be fostered for all community members.





Appendix: Summary of Poverty Action Plan Strategic Actions and Status

The tables below outline the strategic actions in the 2021–2031 Collaborative Action Plan to Prevent and Reduce Poverty in Richmond and their status at the end of 2025.

Legend

Status of Actions	
Initiated	Work towards this action has begun.
In progress	Considerable work towards this action is underway.
Completed	Work towards this action has been accomplished.
Ongoing	Work towards this action has been initiated and will be continuous.

Strategic Direction 1: Reduce and Prevent Poverty

No.	Action	Time Frame	Status
1.1	Create a Community Poverty Reduction and Prevention Table to support the implementation of the Poverty Action Plan.	Short-term	Completed, converted to Ongoing
1.2	Pursue funding opportunities to advance poverty reduction and prevention initiatives.	Ongoing	Ongoing
1.3	Develop and implement a poverty lens criterion to support future City social planning processes (e.g. strategy and policy development, community needs assessments).	Medium-term	Initiated
1.4	Expand work experience, mentorship and upskilling opportunities for residents at risk of or living in poverty.	Long-term	In progress
1.5	Increase educational opportunities to support employment readiness and digital literacy programs for residents at risk of or living in poverty.	Medium-term	Initiated
1.6	Develop social enterprise opportunities in the community to stimulate job creation for populations at risk of or living in poverty.	Long-term	Initiated
1.7	Provide additional staff resources to support the implementation of the Poverty Action Plan and prevent and reduce poverty in the community.	Short-term	Completed, converted to Ongoing

Strategic Direction 2: Support Residents at Risk of or Living in Poverty

No.	Action	Time Frame	Status
2.1	Reduce barriers, address gaps and streamline access to City programs and services for residents at risk of or living in poverty.	Ongoing	Ongoing
2.2	Continue to monitor and refine the Recreation Fee Subsidy Program to ensure it responds to changing community needs.	Ongoing	Ongoing
2.3	Explore the development of a city-wide community food hub to expand access to healthy food and food skills programs for residents at risk of or living in poverty.	Medium-term	Initiated
2.4	Implement initiatives to increase food security in the community for residents at risk of or living in poverty.	Ongoing	Ongoing
2.5	Explore the development of a community resource centre for residents at risk of or living in poverty.	Short-term	In progress
2.6	Provide accessible community wellness opportunities for residents at risk of or living in poverty (e.g. dental clinics, mental wellness-based programming).	Ongoing	Ongoing
2.7	Explore ways to improve community connections and health impacts for residents at risk of or living in poverty.	Medium-term	In progress
2.8	Reduce transportation-related barriers in the community for residents at risk of or living in poverty.	Medium-term	In progress
2.9	Develop programs and services that respond to the specific needs of demographics at risk of or living in poverty (e.g. energy poverty reduction programs, financial literacy training for young adults, family-based outreach programming).	Ongoing	Ongoing

Strategic Direction 3: Increase Awareness and Educate

No.	Action	Time Frame	Status
3.1	Advocate to senior levels of government regarding the needs of residents at risk of or living in poverty in Richmond (e.g. health care, transportation).	Ongoing	Ongoing
3.2	Implement targeted outreach that facilitates connections to community programs and services for residents at risk of or living in poverty (e.g. community navigator programs).	Short-term	Completed
3.3	Identify new opportunities to share poverty-related information and best practices among the City, community service organizations and key stakeholders.	Medium-term	In progress
3.4	Raise awareness and increase understanding of the challenges faced by residents at risk of or living in poverty in the community to support increased inclusion.	Medium-term	Initiated
3.5	Foster dialogue with residents at risk of or living in poverty to ensure they are active participants in the development of initiatives related to reducing and preventing poverty.	Ongoing	Ongoing

Strategic Direction 4: Research, Monitor and Evaluate

No.	Action	Time Frame	Status
4.1	Develop a consistent set of community-based measures to track trends and changing needs of residents at risk of or living in poverty.	Short-term	Completed, converted to Ongoing
4.2	Research and monitor the impacts of COVID-19 on populations at risk of or living in poverty in Richmond.	Short-term	Completed
4.3	Monitor and analyze trends in poverty-related data to understand and respond to emerging and changing community needs.	Ongoing	Ongoing
4.4	Research and evaluate best practices related to poverty reduction and prevention and continue to identify opportunities for Richmond.	Ongoing	Ongoing
4.5	Report out every two years on the progress of the Poverty Action Plan.	Ongoing	Ongoing

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City of Richmond

Report to Committee

To:	Finance & Audit Committee	**Date:**	April 9, 2026
From:	Mike Ching Director, Finance	**File:**	03-1240-01/2025-Vol 01
Re:	**Annual Property Tax Rates (2026) Bylaw No. 10748**		

Staff Recommendation

That the Annual Property Tax Rates (2026) Bylaw No. 10748 be introduced and given first, second and third readings.

Mike Ching
Director, Finance
(604-276-4137)

Att. 2

REPORT CONCURRENCE	
CONCURRENCE OF GENERAL MANAGER	
SENIOR STAFF REPORT REVIEW	INITIALS: CJ
APPROVED BY CAO	

8373575

Staff Report

Origin

Pursuant to Section 197 of the *Community Charter,* each year, after adoption of the Consolidated 5 Year Financial and before May 15th, municipalities must establish property tax rates based on the assessed values set by BC Assessment ('BCA'). In addition, Council must, under subsection 197(3.1), consider the tax distribution to each assessment class prior to adopting the tax rate bylaw.

This report supports Council's Strategic Plan 2022-2026 Focus Area #4 Responsible Financial Management and Governance:

> *Responsible financial management and efficient use of public resources to meet the needs of the community.*
>
> *4.1 Ensure effective financial planning to support a sustainable future for the City.*
>
> *4.3 Foster community trust through open, transparent and accountable budgeting practices and processes.*

Analysis

Under the *Community Charter*, all municipalities in BC are required to calculate tax rates based on the Revised Roll totals provided by BCA. The Revised Roll assessments reflect the market condition as of July 1st of the preceding year. The assessment figures are comprised of market values for existing properties and values for new properties (new growth) for 2026.

BC Assessment has reported that residential market values across the Lower Mainland have softened and this trend is reflected in the 2026 property assessments. Homeowners throughout the Lower Mainland can expect some decreases in assessed value with most changes falling up to -10.00%. In Richmond, residential market values decreased by -6.93% while the average residential assessment change in 2026 is -8.09%.

Market value changes reflect the year-to-year fluctuations in the market price of existing properties, while "new growth" refers to new developments, property shifts between assessment classes, and any new exemptions. Large multi-year developments may contribute new growth to the Revised Roll for each year the project is under construction. The new growth value is determined by the percentage of project completed and valued in the current year, less the value reported in the previous year. The residential class saw the largest changes in both new growth and market value in the City.

Table 1 provides a comparison of 2025 to 2026 assessment changes.

Table 1: Assessment Values 2025 to 2026

Property Class	2025 Total Assessment 1	2026 Market Value Change 2	2026 New Growth and Re-Class 3	2026 Total Assessment 4	% Market Change 5
Class 01 - Residential	$ 107,460,717,819	$ (7,449,455,149)	$1,498,286,412	$ 101,509,549,082	-6.93%
Class 02 - Utility	57,577,322	(4,372,521)	(669,900)	52,534,901	-7.59%
Class 03 - Supportive Housing	20	0	0	20	-
Class 04 - Major Industry	550,962,900	(129,713,200)	(447,000)	420,802,700	-23.54%
Class 05 - Light Industry	7,072,855,600	(937,006,200)	(174,118,700)	5,961,730,700	-13.25%
Class 06 - Business/Other	27,688,967,653	(2,279,355,100)	553,762,500	25,963,375,053	-8.23%
Class 08 - Recreation/Non-Profit	438,177,100	(30,249,800)	(47,916,600)	360,010,700	-6.90%
Class 09 - Farm	25,794,446	336,415	(517,190)	25,613,671	1.30%
Total	**$ 143,295,052,860**	**$ (10,829,815,555)**	**$ 1,828,379,522**	**$ 134,293,616,827**	**-7.56%**

Changes to Assessment

- From 2025 to 2026, total market value for all property classes decreased by approximately $10.8B or -7.56%. Market value decreases are greater than the previous year across all classes.
- Residential assessment values decreased by over $5.9B between 2025 and 2026 from $107.46B to $101.51B.
- The 2026 residential market value decrease is -6.93%. A further breakdown of the residential market value shows that in 2026, single family detached (SFD) properties and strata properties saw an average market value decrease of -7.20% and -6.19%, respectively.
- Light industry and business/other classes saw market value decreases of approximately $937.01M and $2.28B, or -13.25% or -8.23%, respectively.
- Total new growth in 2025 is approximately $1.83B, representing a 62.12% increase from the $1.13B of new growth in 2025. As in previous years, most of the new growth is in the residential class, accounting for 81.95% of the 2026 total new growth.
- The farm class saw a new growth value decrease of $517.19K in 2026., primarily due to the annual farm applications not being submitted to BC Assessment by the October 31, 2025 deadline.

Tax Rates:

The City of Richmond is required to establish annual property tax rates for municipal taxes. To establish the 2026 municipal tax rates, the prior year's tax rates are adjusted based on the 2026 assessment values to ensure the City collects the same amount of taxes from each class in the current year as it did in the previous year. The adjusted rates are then increased by 3.04% based on the Council approved 2026 Operating Budget. In general, when assessment values increase, the tax rate decreases and conversely, when assessment values decrease, the tax rate increases.

As in prior years, estimated revenue from new growth was included as a separate income source when the 2026 Operating Budget was prepared. Revenue from new growth reduces the tax increase required to balance the operating budget.

Tax Burden:

Tax burden analysis provides a snapshot of the portion of total taxes collected from each assessment class. Each municipality has the option of shifting tax burden from one assessment class to another, providing the total taxes collected meets their annual budget requirements. Without direction from Council to shift tax burden from one assessment class to another, tax burden for each class will change only due to new growth within that class.

Tables 2 and 2.1 provide the folio counts, assessment percentage, and tax burden for 2026 and 2025 respectively.

Table 2: 2026 Revised Roll and Tax Burden

2026 Revised Roll				
Assessment Class	Folio Count	% of Total Folio	% of Total Assessment	% of Total Municipal Tax (Tax Burden)
Residential	83,724	89.51%	75.59%	57.49%
Utility	118	0.13%	0.04%	0.58%
Supportive Housing	14	0.01%	0.00%	0.00%
Major Industry	28	0.03%	0.31%	1.00%
Light Industry	647	0.69%	4.44%	7.59%
Business/Other	7,946	8.50%	19.33%	33.06%
Recreation/Non-Profit	476	0.51%	0.27%	0.15%
Farm	576	0.62%	0.02%	0.13%
Total	**93,529**	**100.00%**	**100.00%**	**100.00%**

Table 2.1: 2025 Revised Roll and Tax Burden

2025 Revised Roll				
Assessment Class	Folio Count	% of Total Folio	% of Total Assessment	% of Total Municipal Tax (Tax Burden)
Residential	81,465	89.39%	74.99%	57.39%
Utility	117	0.13%	0.04%	0.59%
Supportive Housing	13	0.01%	0.00%	0.00%
Major Industry	28	0.03%	0.38%	1.01%
Light Industry	648	0.71%	4.94%	8.28%
Business/Other	7,811	8.57%	19.32%	32.42%
Recreation/Non-Profit	476	0.52%	0.31%	0.17%
Farm	584	0.64%	0.02%	0.14%
Total	**91,142**	**100.00%**	**100.00%**	**100.00%**

In 2026, the City's residential class is comprised of 83,724 folios or 89.51% of the City's total folio count. The total assessment value for the residential class is approximately $101.51B or 75.59% of the City's total assessed value. Municipal taxes to be collected, or the tax burden, from this class is approximately $197.93M or 57.49% of total municipal taxes.

In comparison, the business/other class comprised of 7,946 folios or 8.50% of total folio count and has assessment values totalling $25.93B or 19.33% of the City's total assessed values. This class carries 33.06% or $113.83M of the City's tax burden.

All other classes combined represent 5.69% of the City's total assessed values representing 9.45% of the City's tax burden.

Tax Rate and Tax Burden Comparison:

The tax rate and tax burden comparison is completed by using the 2025 data, as most municipalities are finalizing their 2026 tax rates.

Both the tax rate and tax burden comparison is available for all 21 Metro Vancouver municipalities; however, the analysis was limited to the six comparable municipalities.

Attachment 1 provides a comparison of the tax rate, or tax per $1,000 of assessment for each assessment class across the comparator group. Richmond's tax rates were consistently in the middle or amongst the lowest in the comparator group.

Attachment 2 provides a comparison of the percentage of total assessment and percentage of tax burden for each assessment class across the comparator group.

The largest tax contributors come from the residential and business classes. Their tax burden comparison is highlighted in Table 3 below.

Table 3:

% of Tax Burden (2025)	
Municipality	**Residential**
Coquitlam	68.07%
Surrey	67.29%
Richmond	**57.39%**
Vancouver	57.10%
Burnaby	52.06%
Delta	51.78%

% of Tax Burden (2025)	
Municipality	**Business**
Vancouver	40.08%
Burnaby	37.13%
Richmond	**32.42%**
Coquitlam	27.56%
Surrey	26.21%
Delta	23.06%

In 2025, Richmond's residential and business class tax burden were 57.39% and 32.42%, respectively. Both classes remained competitive within the comparator group, in accordance with Council's objectives. The residential assessment class is the primary consumer of municipal services, including parks, recreation and community safety. As the business class burden remains competitive, it continues to help in attracting and retaining businesses in the City. This is also

reflected in the 2026 revised roll for this class with an increase of 135 new business class folios from the 2025 revised roll.

Financial Impact

The property tax rates provided in the Annual Property Tax Rates (2026) Bylaw No. 10748 will generate the required revenue from the Council approved 3.04% tax increase as set out in the 2026 Operating Budget.

Conclusion

Staff recommend that the Annual Property Tax Rates (2026) Bylaw No. 10748 be introduced and given first, second and third readings.

Angela Zanardo
Manager, Revenue
(604-276-4392)

AZ:az

Att. 2

1. Tax Per $1,000 of Assessment in 2025
2. Comparison of 2025 Assessment Value & Tax Burden by Class

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Tax Per $1,000 of Assessment in 2025

Residential (Class 01)	
Municipality	Tax Per $1,000 of Assessment
Delta	2.24030
Coquitlam	2.08340
Vancouver	1.81504
Richmond	**1.76114**
Surrey	1.68017
Burnaby	1.55649

Business / Other (Class 06)	
Municipality	Tax Per $1,000 of Assessment
Coquitlam	7.38390
Vancouver	6.35387
Burnaby	5.39002
Delta	4.31880
Surrey	3.89686
Richmond	**3.86124**

Utility (Class 02)	
Municipality	Tax Per $1,000 of Assessment
Delta	39.99990
Surrey	36.27733
Richmond	**34.03764**
Vancouver	33.91911
Coquitlam	33.07060
Burnaby	13.50958

Recreation / Non-Profit (Class 08)	
Municipality	Tax Per $1,000 of Assessment
Coquitlam	9.85440
Delta	6.06670
Vancouver	1.81080
Surrey	1.79277
Richmond	**1.29583**
Burnaby	0.51393

Major Industry (Class 04)	
Municipality	Tax Per $1,000 of Assessment
Vancouver	34.24062
Burnaby	18.44009
Surrey	17.09339
Delta	16.80610
Richmond	**6.05201**
Coquitlam	N/A

Farm (Class 09)	
Municipality	Tax Per $1,000 of Assessment
Delta	26.70210
Coquitlam	19.79170
Richmond	**17.51197**
Burnaby	6.09668
Surrey	4.37487
Vancouver	1.81080

Light Industry (Class 05)	
Municipality	Tax Per $1,000 of Assessment
Vancouver	6.35387
Coquitlam	4.70200
Burnaby	3.93549
Richmond	**3.86124**
Delta	3.47980
Surrey	2.29468

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Comparison of 2025 Assessment Value & Tax Burden by Class

Residential (Class 01)					
Municipality	Assessment	% of Total Assessment	Municipality	Municipal Tax	% of Tax Burden
Coquitlam	$ 73,637,256,136	87.92%	Coquitlam	$ 153,415,859	68.07%
Vancouver	383,626,946,821	82.56%	Surrey	367,942,234	67.29%
Surrey	218,991,074,453	82.03%	**Richmond**	**189,253,369**	**57.39%**
Burnaby	124,840,480,126	79.31%	Vancouver	696,298,254	57.10%
Richmond	**107,460,717,819**	**74.99%**	Burnaby	194,312,959	52.06%
Delta	46,243,636,943	70.02%	Delta	103,599,620	51.78%

Utility (Class 02)					
Municipality	Assessment	% of Total Assessment	Municipality	Municipal Tax	% of Tax Burden
Burnaby	$ 655,007,960	0.42%	Burnaby	$ 8,848,882	2.37%
Surrey	177,533,195	0.07%	Surrey	$ 6,440,430	1.18%
Coquitlam	54,807,045	0.07%	Coquitlam	$ 1,812,502	0.80%
Vancouver	282,945,552	0.06%	Vancouver	$ 9,597,261	0.79%
Delta	34,323,380	0.05%	Delta	1,372,931.77	0.69%
Richmond	**57,577,322**	**0.04%**	**Richmond**	**1,959,796.16**	**0.59%**

Major Industry (Class 04)					
Municipality	Assessment	% of Total Assessment	Municipality	Municipal Tax	% of Tax Burden
Delta	$ 975,723,800	1.48%	Delta	$ 16,398,112	8.20%
Richmond	**550,962,900**	**0.38%**	Burnaby	9,994,839	2.68%
Burnaby	542,016,800	0.34%	Vancouver	12,765,006	1.05%
Surrey	271,729,200	0.10%	**Richmond**	**3,334,433**	**1.01%**
Vancouver	372,803,000	0.08%	Surrey	4,644,773	0.85%
Coquitlam	N/A	N/A	Coquitlam	N/A	N/A

Light Industry (Class 05)					
Municipality	Assessment	% of Total Assessment	Municipality	Municipal Tax	% of Tax Burden
Delta	$ 7,994,823,000	12.11%	Delta	$ 27,820,385	13.90%
Richmond	**7,072,855,600**	**4.94%**	**Richmond**	**27,309,993**	**8.28%**
Surrey	10,250,445,300	3.84%	Burnaby	21,378,183	5.73%
Burnaby	5,432,152,800	3.45%	Surrey	23,521,492	4.30%
Coquitlam	1,606,739,000	1.92%	Coquitlam	7,554,887	3.35%
Vancouver	2,178,910,000	0.47%	Vancouver	13,844,511	1.14%

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Business / Other (Class 06)					
Municipality	Assessment	% of Total Assessment	Municipality	Municipal Tax	% of Tax Burden
Richmond	**$ 27,688,967,653**	**19.32%**	Vancouver	$ 488,754,362	40.08%
Vancouver	76,922,310,634	16.56%	Burnaby	138,594,523	37.13%
Burnaby	25,713,174,108	16.34%	**Richmond**	**106,913,749**	**32.42%**
Delta	10,684,456,376	16.18%	Coquitlam	62,114,805	27.56%
Surrey	36,783,877,444	13.78%	Surrey	143,341,621	26.21%
Coquitlam	8,412,194,831	10.04%	Delta	46,144,030	23.06%

Recreation / Non-Profit (Class 08)					
Municipality	Assessment	% of Total Assessment	Municipality	Municipal Tax	% of Tax Burden
Richmond	**$ 438,177,100**	**0.31%**	Coquitlam	$ 465,098	0.21%
Vancouver	1,252,688,600	0.27%	Delta	402,840	0.20%
Surrey	444,107,600	0.17%	Vancouver	2,268,369	0.19%
Burnaby	227,204,600	0.14%	**Richmond**	**567,803**	**0.17%**
Delta	66,401,800	0.10%	Surrey	796,183	0.15%
Coquitlam	47,197,000	0.06%	Burnaby	116,767	0.03%

Farm (Class 09)					
Municipality	Assessment	% of Total Assessment	Municipality	Municipal Tax	% of Tax Burden
Delta	$ 44,564,288	0.07%	Delta	$ 1,189,960	0.59%
Richmond	**25,794,446**	**0.02%**	**Richmond**	**451,712**	**0.14%**
Surrey	35,258,861	0.01%	Surrey	154,253	0.03%
Coquitlam	1,347,548	0.00%	Coquitlam	26,670	0.01%
Burnaby	1,321,269	0.00%	Burnaby	8,055	0.00%
Vancouver	208,565	0.00%	Vancouver	378	0.00%

City of Richmond

Bylaw 10748

Annual Property Tax Rates (2026) Bylaw No. 10748

The Council of the City of Richmond enacts as follows:

PART ONE: GENERAL MUNICIPAL RATES

1.1 General Purposes

1.1.1 The tax rates shown in column A of Schedule A of this Bylaw are imposed and levied on the assessed value of all land and improvements taxable for general municipal purposes, to provide the monies required for all general purposes of the **City**, including due provision for uncollectible taxes, and for taxes that it is estimated will not be collected during the year, but not including the monies required for payments for which specific provision is otherwise made in the *Community Charter*.

1.2 City Policing and Fire & Rescue

1.2.1 The tax rates shown in columns B & C of Schedule A of this Bylaw are imposed and levied on the assessed value of all land and improvements taxable for general municipal purposes, to provide monies required during the current year for the purpose of providing policing services and fire and rescue services respectively in the **City**, for which other provision has not been made.

PART TWO: REGIONAL DISTRICT RATES

2.1 The tax rates appearing in Schedule B of this Bylaw are imposed and levied on the assessed value of all land and improvements taxable for hospital purposes and for Greater Vancouver Regional District purposes.

PART THREE: GENERAL PROVISIONS

3.1 Imposition of Penalty Dates

3.1.1 All taxes payable under this Bylaw must be paid on or before July 2, 2026.

3.2 Designation of Bylaw Schedules

3.2.1 Schedules A and B are attached and designated a part of this Bylaw.

PART FOUR: INTERPRETATION

4.1 In this Bylaw, unless the context otherwise requires:

CITY means the City of Richmond.

PART FIVE: PREVIOUS BYLAW REPEAL

5.1 Annual Property Tax Rates (2025) Bylaw No. 10653 is repealed.

PART SIX: BYLAW CITATION

6.1 This Bylaw is cited as **"Annual Property Tax Rates (2026) Bylaw No. 10748".**

FIRST READING	_____
SECOND READING	_____
THIRD READING	_____
LEGAL REQUIREMENTS SATISFIED	_____
ADOPTED	_____

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

_____ _____

MAYOR CORPORATE OFFICER

SCHEDULE A to BYLAW NO. 10748

PROPERTY CLASS	COLUMN A GENERAL PURPOSES	COLUMN B POLICING SERVICES	COLUMN C FIRE & RESCUE	TOTAL
1. Residential	1.11314	0.51176	0.32495	1.94985
2. Utilities	21.66778	9.96164	6.32531	37.95473
3. Supportive Housing	1.11314	0.51176	0.32495	1.94985
4. Major Industry	4.65621	2.14067	1.35928	8.15616
5. Light Industry	2.50292	1.15070	0.73066	4.38428
6. Business/ other	2.50292	1.15070	0.73066	4.38428
8. Recreation/ non-profit	0.81878	0.37643	0.23902	1.43423
9. Farm	10.16862	4.67496	2.96846	17.81204

SCHEDULE B to BYLAW NO. 10748

PROPERTY CLASS	REGIONAL DISTRICT
1. Residential	0.05383
2. Utilities	0.18841
3. Supportive Housing	0.05383
4. Major Industry	0.18303
5. Light Industry	0.18303
6. Business/other	0.13189
8. Rec/non-profit	0.05383
9. Farm	0.05383

City of Richmond

Report to Committee

To:	Planning Committee	**Date:**	April 2, 2026
From:	Joshua Reis, Director, Development	**File:**	ZT 26-004041

Re: **Application by Corey Liu for a Zoning Text Amendment to the "Agriculture (AG1)" Zone to Permit a Greenhouse with Concrete Footings at 8200 Steveston Highway**

Staff Recommendation

That Richmond Zoning Bylaw 8500, Amendment Bylaw 10747, for a Zoning Text Amendment to the "Agriculture (AG1)" zone to permit the development of a 936 m^2 greenhouse with concrete footings for agricultural purposes at 8200 Steveston Highway be introduced and given first reading.

Joshua Reis
Director, Development

JR:eh
Att. 7

REPORT CONCURRENCE		
ROUTED TO:	**CONCURRENCE**	**CONCURRENCE OF GENERAL MANAGER**
Transportation	☑	
Engineering	☑	

8335581

Staff Report

Origin

Corey Liu, owner of 8200 Steveston Highway, has applied to the City of Richmond for a Zoning Text Amendment to the "Agriculture (AG1)" zone for the site at 8200 Steveston Highway to allow a 936 m^2 (10,075 ft^2) greenhouse with soil flooring, permeable rubber mats for walking, and concrete footings. The proposed greenhouse will be used for growing herbs, vegetables, flowers, and potted plants and supporting overall agriculture production, including expanding the applicant's existing 3.67-hectares farming operation, Jenny's Garden Centre, located in Burnaby. The greenhouse requires concrete footings embedded into the natural soil surface for longevity and structural soundness. A location map and aerial photo are provided in Attachment 1.

In 2018, Council introduced new regulations to discourage the introduction of greenhouses with concrete floors and use of concrete generally. At that time, Council adopted Bylaw 9861 to amend the "Agriculture (AG1)" zone to add regulations for agricultural buildings and structures, and greenhouses to restrict the construction of concrete slabs or other impermeable structures and surfaces at or below the natural grade. As per the current AG1 zone, greenhouses used solely for supporting farm business are not permitted to have concrete construction, including concrete foundations and footings. At the time of Bylaw 9861 adoption, Council also implemented a "fast-track" application process for applicants proposing rezoning for greenhouses that propose a concrete floor of any size. This rezoning application has been subject to a fast-track review.

The subject site currently has no farm buildings or structures. The northern portion of the parcel is not cultivated and was recently lightly tilled to remove weedy vegetation. The southern portion of the parcel is leased to a farmer to produce potatoes and grains. The subject site has farm status as per BC Assessment.

Findings of Fact

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

Surrounding Development

To the North: Across Steveston Highway, a townhouse development on a lot zoned "Low Density Townhouses (RTL1)".

To the South: A farm operation on a lot zoned "Agriculture (AG1)" and located in the Agricultural Land Reserve (ALR).

To the East: A farm operation on a lot zoned "Agriculture (AG1)" and located in the ALR.

To the West: A farm operation on a lot zoned "Agriculture (AG1)" and "Roadside Stand (CR)" and located in the ALR.

Related Policies & Studies

Official Community Plan

The subject site is located in the Agricultural Land Reserve (ALR) and designated "Agriculture" in the Official Community Plan (OCP), which includes those areas where the principal use is agriculture and food production, but may include other land uses as permitted under the *Agricultural Land Commission Act* (ALCA). The proposal is consistent with this designation.

Food Security & Agricultural Advisory Committee

The proposal was reviewed by the Food Security and Agricultural Advisory Committee (FSAAC) at its meeting held on February 25, 2026. The application was endorsed unanimously. An excerpt from the February 25, 2026, FSAAC meeting minutes is provided in Attachment 3.

Public Consultation

In accordance with the City's Early Public Notification Policy, notice of the development proposal was provided to residents within 100 m of the subject site. In addition, a rezoning sign has been installed on the subject site. As a result of the notification, staff received comments from Meadow View Council at 8311 Steveston Highway regarding the application which are provided in Attachment 4. Questions were related to privacy, height, traffic and the environment, and were addressed by staff. A phone call from a resident at 8426 Steveston Highway was also received, requesting general information about the proposed greenhouse.

Should the Planning Committee endorse this application and Council grant first reading to the rezoning bylaw, the bylaw will be forwarded to a Public Hearing, where any area resident or interested party will have an opportunity to comment. Public notification for the Public Hearing will be provided as per the *Local Government Act* and the City's *Zoning Bylaw 8500*.

Analysis

Farm Operation

The purpose of the subject Zoning Text Amendment application is to allow the construction of a 936 m^2 (10,075 ft^2) polyethylene-polycarbonate greenhouse located within the northern portion of the subject site, with 40 square-base concrete piers embedded 1.2 m (4 ft) into the natural soil surface. The proposed greenhouse will be 36.6 m (120 ft) by 25.6 m (84 ft) in size, with a maximum height of 7.0 m (22.8 ft), in compliance with permitted heights in the "Agriculture (AG1)" zone as shown on the development plans in Attachment 5. The subject application is limited to the proposed greenhouse only, as this building would result in a cumulative lot coverage of more than 750 m^2 for structures using concrete.

Other proposed structures include a 368 m^2 (3,961 ft^2) farm building for the purposes of honey extraction and farm storage, a 90 m^2 (969 ft^2) roadside stand and a 130 m^2 (1,399 ft^2) covered area for the purposes of conducting the sale of plants produced by the operator. These additional structures include concrete pads and foundations and are not part of this application as they comply with the City's zoning regulations and will be reviewed as part of separate Building Permit

(BP) applications. A future farm home is located on the northwestern portion of the subject site and is not part of this application.

A gravelled staging area is also proposed, which would serve as an extension of the greenhouse operation, supporting the cultivation of fruit trees, shrubs, berry plants and larger potted perennials. It would also support customer parking adjacent to the proposed roadside stand.

The proposed greenhouse will be used for growing and storing herbs, vegetables, flowers, and potted plants. The total anticipated annual yield of the farm operation is approximately 40,000 potted plants, generated from both indoor and outdoor nursery operations. On-site inventory will be supported by the applicant's existing 3.67-hectares farming operation in Burnaby (Jenny's Garden Centre) by providing additional retail capacity during peak production. Inventory grown on-site will comprise of at least 50 per cent of the goods sold at the proposed roadside stand and covered area in compliance with Zoning Bylaw requirements and ALR regulations. Only the northern portion of the subject site is intended to be actively farmed by the property owner. The southern portion is leased to another farmer and will continue to be farmed separately.

A galvanized metal mesh fence is proposed around the northern portion of the subject site. The proposed agrarian compatible fencing materials are compliant with the Zoning Bylaw.

Impermeable and Permeable Surface

Current City regulations aim to promote soil-based farming by regulating the type of agricultural buildings and greenhouses and the amount of impermeable surfacing that can be constructed. The introduction of the prohibition on the use of concrete materials in 2018 had the intent of protecting high-quality soils used for soil-based agriculture.

The flooring of the proposed greenhouse will be soil based as is the standard requirement under the AG1 zone. A Statutory Declaration is required prior to the issuance of a BP to ensure the flooring remains soil based. This is included in the considerations associated with this application. Only the footings are proposed to be concrete, which would allow for a stable structure for year-round nursery stock production.

Gravel Use

The applicant proposes the use of gravel in the agricultural staging areas, parking lot, and loading area and have received approval to do so by the Agricultural Land Commission (ALC) via a Notice of Intent (NOI) application on January 14, 2026. The applicant's submitted Agrologist Report, provided in Attachment 6, identifies that gravel is an important medium for the growth of nursery style plants, as it reduces water pooling, lowers root disease risk, and supports worker and equipment access in wet conditions. Plant cultivation and nursery operations are recognized as farm uses under the ALCA and its associated regulations. The total approved volume of gravel to be placed is limited to 381.15 m^3.

The applicant is currently seeking an amendment to the ALC's NOI approval for the subject site, to permit an increase in site grading beyond the approved 0.15 m. Should the ALC approve this change, the applicant will be required to submit a Drainage Plan and, if necessary, a Geotechnical Report prior to BP issuance.

Lighting and Heating

The applicant submitted an Agrologist Report which confirms that the greenhouse's polyethylene–polycarbonate material would provide sufficient natural light to support the proposed planting operations on site. The greenhouse is proposed to operate seasonally and may be closed during the winter months depending on plant material. During the winter months, plant material can be maintained under natural lighting and internal heating. As such, there are no plans to install artificial lighting for plant growth. A restrictive covenant will be registered on Title to prohibit the use of any artificial lighting within the greenhouse and to ensure any lighting required to meet health and safety standards under the BC Building Code are downward focused to minimize impact on neighbouring residential properties on Steveston Highway.

The greenhouse is proposed to be heated by three-unit heaters to maintain 21°C, with horizontal airflow fans to distribute heat evenly throughout the space.

Transportation and Site Access

Vehicular access to the subject site would be provided via a proposed new driveway on Steveston Highway that would be completed by City work order and constructed to City specifications. The new driveway would provide access to the on-site graveled parking and staging area and enable delivery and transportation of agricultural goods to and from the subject site. The use and extent of the gravel area have been approved by the ALC.

A total of 11 customer parking spaces are proposed, including one accessible parking space in compliance with the minimum parking requirements in the Zoning Bylaw. The parking spaces are located adjacent to the proposed roadside stand to support retail sales.

Site Servicing

Site servicing and frontage improvements are proposed to be completed via City work order prior to BP issuance. They include, but are not limited to:

- Construction of a new driveway on Steveston Highway to provide access to the subject site, including works to integrate the driveway with the existing street frontage; and
- New site service connections.

Financial Impact

None

Conclusion

The purpose of this Zoning Text Amendment application is to amend the "Agriculture Zone (AG1)" to permit the development of a 936 m^2 (10,075 ft^2) greenhouse with concrete footings to support a farm operation at 8200 Steveston Highway.

The Zoning Text Amendment application complies with the land use designation and applicable policies contained within the OCP for the subject site.

The list of rezoning considerations is included in Attachment 7, which has been agreed to by the applicant (signed concurrence on file).

It is recommended that Richmond Zoning Bylaw 8500, Amendment Bylaw 10747 be introduced and given first reading.

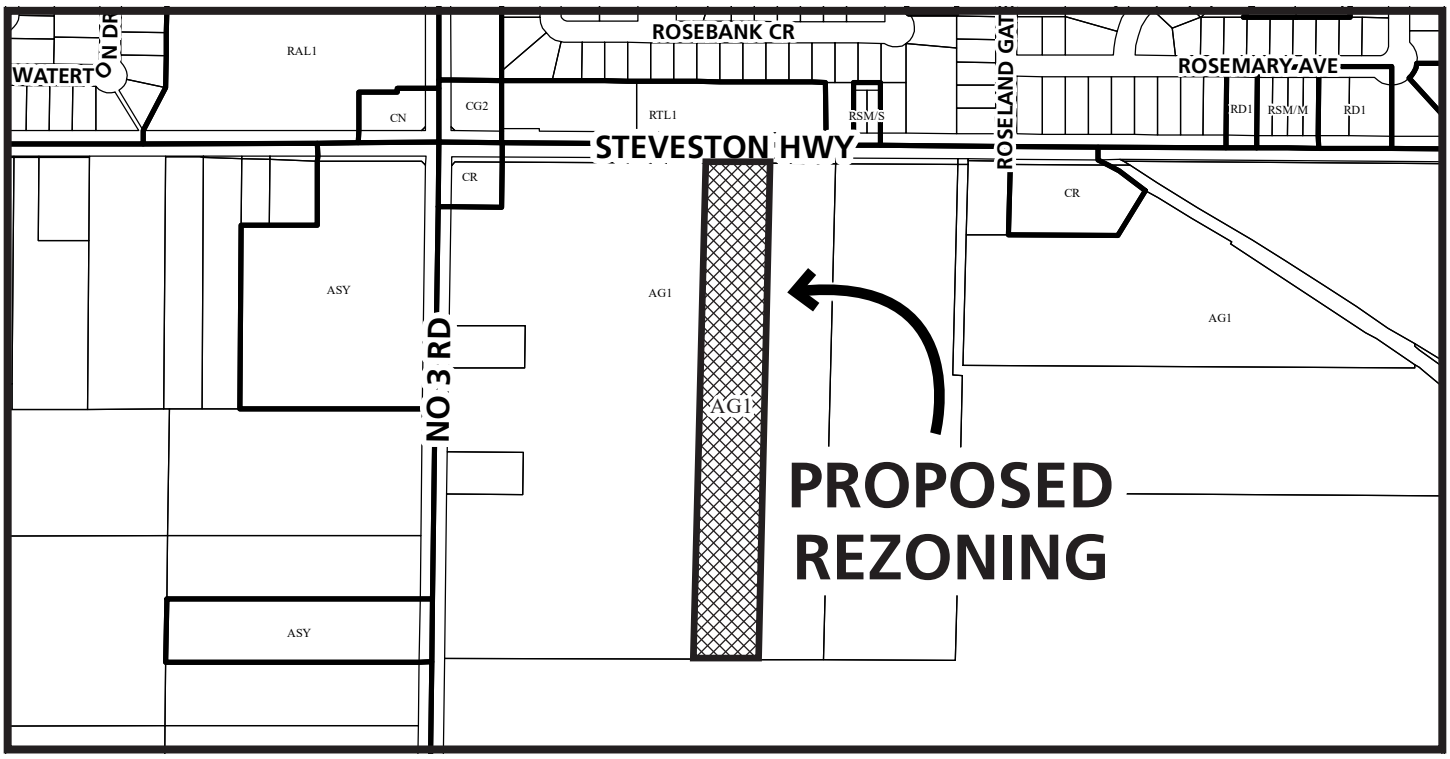


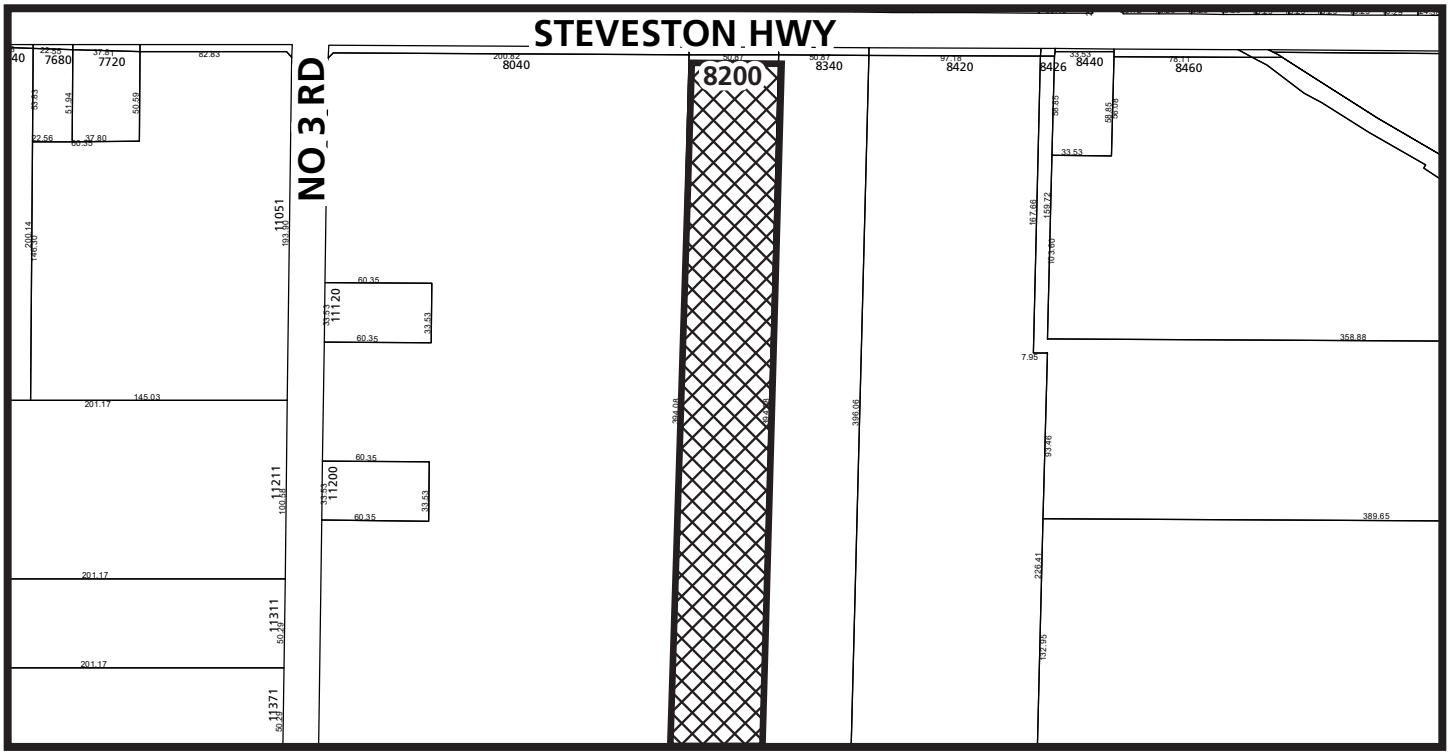
Emily Huang
Planner 2 (Policy Planning)
(604-204-8631)

EH:cas

Att. 1: Location Map
2: Development Application Data Sheet
3: Excerpt from the Meeting Minutes of the FSAAC (February 25, 2026)
4. Public Correspondence
5: Development Plans
6: Agrologist Report
7: Rezoning Considerations

City of Richmond





RZ 26-004041

Original Date: 02/03/26
Revision Date:

Note: Dimensions are in METRES

City of Richmond



RZ 26-004041

Original Date: 02/03/26
Revision Date:

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City of Richmond

Development Application Data Sheet

Development Applications Department

ZT 26-004041 **Attachment 2**

Address: 8200 Steveston Highway

Applicant: Corey Liu

Planning Area(s): Gilmore

	Existing	Proposed
Owner:	Corey Liu	No change
Site Size (m^2):	2 hectares (4.96 acres)	No change
Land Uses:	Agriculture	No change
OCP Designation:	Agriculture (AGR)	No change
Zoning:	Agriculture (AG1)	No change

On Future Subdivided Lots	Bylaw Requirement	Proposed	Variance
Greenhouse Lot Coverage (% of lot area):	Max. 75 %	4.7%	none
Greenhouse Setbacks (m):	Front: Min. 7.5 m Rear: Min. 4.5 m Side: Min. 4.5 m	Front: 50.3 m Rear: 308.4 m Side: 20.8 m / 4.6 m	none
Height (m):	Max. 20 m	7 m	none

City of Richmond

Minutes

Food Security and Agricultural Advisory Committee (FSAAC)

Held Wednesday, February 25, 2026 (7:00 pm)
Teams Meeting

Rezoning (Zoning Text Amendment) Application (8200 Steveston Highway, ZT26-004041)

Emily Huang, Policy Planning, introduced the proposal and provided the following comments:

- In 2018, City of Richmond Council adopted a Bylaw to add regulations for greenhouses with concrete construction.
- As per the "Agriculture (AG1)" zone, greenhouses are not permitted to have concrete construction sunk into, at or below the natural grade of the site.
- A property owner may apply to build a greenhouse with concrete construction through a rezoning application.
- A "fast track" review process is applicable to these applications, given the applicant has provided farm status, which the applicant has provided.

The owner and applicant, Corey Liu, provided a presentation on the application identifying:

- The applicant owns the parcel, and is planning on expanding an existing farm operation located in Burnaby to Richmond. The entirety of the business plan includes a greenhouse to be used as a nursery, an agricultural building used for honey processing and storage for the farm business, and roadside stand to facilitate the sales of farm product.
- The greenhouse itself, which is the subject of the application, will function as a nursery. The greenhouse does not include any soil based agriculture, but is used as a staging area for plants prior to being sold at the roadside stand.
- Concrete footings are required for structural stability of the structure. There will not be any concrete flooring within the structure.

In response to questions from FSAAC members, the owner provided the following comments:

- There are currently no structures located on site. The roadside stand, agricultural building, and greenhouse are all new development.
- The farming operation is limited to the northern portion of the site. The southern portion of the parcel will continue to be leased to a farmer currently leasing and farming the land.
- The owner feels that the site is uniquely situated away from other nurseries, and the location of the site will benefit the operation.

The Committee passed the following motion:

That the Food Security and Agricultural Advisory Committee endorse the proposal for a Rezoning (Zoning Text Amendment) application at 8200 Steveston Highway

Carried Unanimously

Public Feedback Received

From: DevApps
To: Huang,Emily
Cc: DevApps
Subject: FW: File #ZT 26-004041 – 8200 Steveston Highway, Richmond, BC
Date: Monday, March 2, 2026 9:18:19 AM

Good morning Emily,

Please see the email below re **ZT 26-004041** at 8200 Steveston Highway and respond at your earliest convenience.

Thanks,

Abdul Abdi
Development Applications
T: 604-276-4375

From: MEADOW VIEW <meadowviewrichmond@gmail.com>
Sent: Sunday, March 1, 2026 9:55 PM
To: DevApps <DevApps@richmond.ca>
Cc: [redacted]
Subject: File #ZT 26-004041 – 8200 Steveston Highway, Richmond, BC

You don't often get email from meadowviewrichmond@gmail.com. Learn why this is important

City of Richmond Security Warning: This email was sent from an external source outside the City. Please do not click or open attachments unless you recognize the source of this email and the content is safe..

Dear Emily Huang,

Re: File #ZT 26-004041 – 8200 Steveston Highway, Richmond, BC

We are writing on behalf of the residents of the complex at 8311 Steveston Highway, Richmond, BC, regarding the development application for the proposed greenhouse construction with concrete structures at 8200 Steveston Highway, fronting our complex.

We would like to raise the following concerns for your consideration:

1. Privacy impacts on adjacent residents
2. Height of the proposed structures and effect on light and views

3. Pest management
4. Waste and garbage management
5. Traffic congestion and safe access to our complex

Application Discrepancies

The description on the application states that "the City of Richmond has received a zoning text amendment for the purpose of expanding a nursery that requires concrete piles for greenhouse." However, there has never been a greenhouse in existence on the property. The question of expanding with concrete piles is questionable to the scope of the application.

Legal and Regulatory Concerns

The proposed infrastructure exceeds typical agricultural scope and may constitute non-farm use. BC's ALR regulations require approval for developments beyond standard farming, which is absent in this application. No existing greenhouses are on-site; thus, claims of expansion are unfounded. Approving this could undermine ALR protections.

Concrete Piles

Use of concrete piles on farmland contravenes ALR regulations and could impair future agricultural use, violating policies to preserve farmland from non-agricultural structures.

Environmental Implications

Construction and infrastructural development pose potential risks, including soil erosion, water runoff contamination, and habitat disruption. The current submission does not include comprehensive environmental impact assessments or mitigation strategies, raising concerns regarding long-term ecological integrity.

Land Use and Zoning Compliance

The land is designated for agricultural and rural use under municipal zoning bylaws. The proposed development conflicts with these designations.

Community and Ecological Concerns

- Infringement on neighboring residents’ privacy and visual amenity
- Elevated risks of pests and plant diseases without robust biosecurity protocols

- Insufficient waste and wastewater management plans, with potential for environmental pollution
- Increased traffic and infrastructure demands, potentially compromising safety and road integrity

In light of these concerns, we strongly urge the City of Richmond to deny the application. We further request strict enforcement of land use, zoning, and environmental regulations to protect Richmond's valuable agricultural lands, ecosystems, and community interests.

Thank you for your attention to this matter.

Sincerely,
Meadow View Council
8311 Steveston Highway
Richmond, BC

From: MEADOW VIEW
To: Huang,Emily
Cc: [redacted]
Subject: Re: 8200 Steveston Highway - Response to Concerns
Date: Thursday, March 12, 2026 10:49:58 AM

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Dear Ms. Huang,

Thank you for your comprehensive response. We trust the City of Richmond will fulfill its fiduciary duty by ensuring all development proposals adhere to applicable laws, bylaws, and regulations.

Sincerely,
Meadow View Council

On Mon, Mar 9, 2026 at 12:22 PM Huang,Emily <EHuang@richmond.ca> wrote:

> Hello Meadow View Council,
>
> Thank you for sharing your concerns regarding the proposed greenhouse development at 8200 Steveston Highway. Please see responses to your comments below in orange.
>
> ---
>
> We are writing on behalf of the residents of the complex at 8311 Steveston Highway, Richmond, BC, regarding the development application for the proposed greenhouse construction with concrete structures at 8200 Steveston Highway, fronting our complex.
>
> We would like to raise the following concerns for your consideration:
>
> 1. Privacy impacts on adjacent residents: The farm would operate from 9am to 6pm so there would be minimal disruption during working hours. The proposed greenhouse will not use lights, so there will be no light pollution at night that might disturb surrounding properties. The application is also compliant to the Zoning Bylaw regulation to ensure it does not impact surrounding properties.
> 2. Height of the proposed structures and effect on light and views: The proposed greenhouse height has been reviewed by staff and is compliant with the Zoning Bylaw. The proposed greenhouse would be constructed with material that allows natural light to seep through, diminishing the visual impact.
> 3. Pest management: The farm operation spray would only be used inside the greenhouse, only when necessary. All spraying activities comply with provincial spray-management regulations and are carried out by a certified individual.
> 4. Waste and garbage management: Organic waste would be composted, and garbage would be collected in a bin and picked up by a private waste hauler.
> 5. Traffic congestion and safe access to our complex: See traffic response below under "Increased traffic and infrastructure demands, potentially compromising safety and road integrity:"

Application Discrepancies

The description on the application states that "the City of Richmond has received a zoning text amendment for the purpose of expanding a nursery that requires concrete piles for greenhouse." However, there has never been a greenhouse in existence on the property. The question of expanding with concrete piles is questionable to the scope of the application.

The current property has no existing farm buildings and structures. The proposed greenhouse would be for a new development, however, it would be for an expansion of their existing farm operation currently located in Burnaby. I can see how “expanding a nursery” is misleading.

Legal and Regulatory Concerns

The proposed infrastructure exceeds typical agricultural scope and may constitute non-farm use. BC's ALR regulations require approval for developments beyond standard farming, which is absent in this application. No existing greenhouses are on-site; thus, claims of expansion are unfounded. Approving this could undermine ALR protections.

The proposed application is compliant with the AG1 Zoning Bylaw and has been reviewed and approved by the Agricultural Land Commission (ALC). The ALC’s approval of fill to be deposited in association with the application, identify that nursey operations are farm uses under the ALC Act and its regulations. We appreciate your comments but can clarify that this application would not require a non-farm use application.

Concrete Piles

Use of concrete piles on farmland contravenes ALR regulations and could impair future agricultural use, violating policies to preserve farmland from non-agricultural structures.

The ALC’s regulations do not prohibit the use of concrete piles, and this application is stemming from City requirements to restrict concrete piles without going through a RZ application. The City’s regulations aim to protect farmland by limiting impermeable surfaces such as concrete. In 2018, Council made amendments to the AGI zone to prohibit concrete slabs, hard surfacing, or other impermeable structures at or below natural grade for farm-use greenhouses. This helps ensure soils remain viable for future agricultural use.

If a property owner wishes to construct a greenhouse with concrete slabs or footings, they must apply for a rezoning (zoning text amendment). These applications, such as the proposed application at 8200 Steveston Highway, follow a Council approval process.

Environmental Implications

Construction and infrastructural development pose potential risks, including soil erosion, water runoff contamination, and habitat disruption. The current submission does not include comprehensive environmental impact assessments or mitigation strategies, raising concerns regarding long-term ecological integrity.

Drainage issues have been assessed, and due to the limited amount of fill being proposed, there are no concerns at this time. The City does prioritize retaining and enhancing habitat, through Environmentally Sensitive Area designations. However, this site is not designated as an Environmentally Sensitive Area. Comprehensive environmental impact assessments would not be required for these types of applications.

Land Use and Zoning Compliance

The land is designated for agricultural and rural use under municipal zoning bylaws. The proposed development conflicts with these designations.

The proposed greenhouse is used for farm operations such as growing nursery plants which is consistent with the Agriculture land use designation, and the use has been approved by the ALC.

Community and Ecological Concerns

- Infringement on neighboring residents' privacy and visual amenity: The proposed greenhouse is compliant with the AG1 Zoning Bylaw requirements to ensure privacy to neighbouring properties. The property owner also operates another nursery in Burnaby and have good reputation with the neighbours.
- Elevated risks of pests and plant diseases without robust biosecurity protocols: To operate the farm, nursery, biosecurity and pest management protocols are integral to the operation.
- Insufficient waste and wastewater management plans, with potential for environmental pollution: The farm operation is required to comply with all applicable environmental regulations under both provincial and municipal legislation.
- Increased traffic and infrastructure demands, potentially compromising safety and road integrity: The proposed development is not anticipated to generate significant

> traffic or cause notable increases to traffic volumes on Steveston Highway. The proposed driveway to the development will be offset from the existing driveways accessing 8311 Steveston Highway by approximately 60 meters and impact to existing access is not anticipated.

In light of these concerns, we strongly urge the City of Richmond to deny the application. We further request strict enforcement of land use, zoning, and environmental regulations to protect Richmond's valuable agricultural lands, ecosystems, and community interests.

Thank you for your attention to this matter.

We thank you for your time and considerations bringing these matters to our intention. We would like to re-iterate that the application complies with ALC and City designations for Agriculture, complies with the Zoning Bylaw, is not regulated through any Environmentally Sensitive Area designation, drainage and fill requirements have been reviewed and determined to not be an issue based on the limited fill being proposed. The Transportation department has also reviewed the application and do not have concerns for the development as it relates to our road infrastructure.

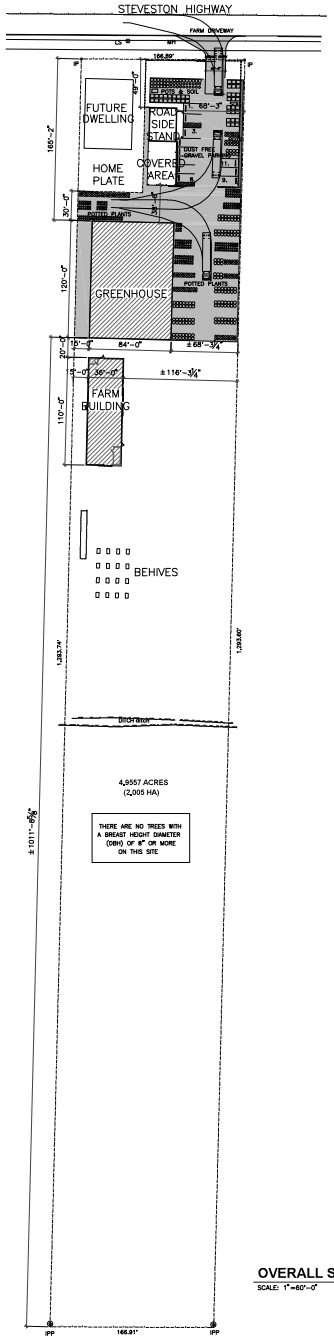
Emily Huang, RPP, MCIP

Policy Planner | Planning & Development

City of Richmond

604-204-8631 | ehuang@richmond.ca

ATTACHMENT 5



OVERALL SITE PLAN
SCALE: 1"=60'-0"

SITE DATA

ZONING = AG1

SITE AREA = 215,918.53 S.F. (4.9557.0 ACRES)

ZONING BYLAW 8500

14.1.1.4 PERMITTED DENSITY (FAR)
MAX FLOOR AREA RATIO FOR ALL BUILDINGS AND STRUCTURES (0.75) = 161,038.9 S.F (15,044.12m2)
MAX PRINCIPAL DWELLING FLOOR AREA = 4,305.7 S.F. (400m2)

PROPOSED DENSITY (FAR) FOR ALL BUILDINGS = 20,751 S.F. (1,927.7m2)
PROPOSED RESIDENCE = 4,305.7 S.F.
PROPOSED GREENHOUSE = 10,080 S.F.
PROPOSED FARM BUILDING = 3,960 S.F.
PROPOSED ROADSIDE STAND = 966 S.F.
PROPOSED COVERED AREA =1,400 S.F.

TOTAL PROPOSED DENSITY (FAR) = 20,711.7 S.F. (1,924.1m2)

14.1.4A MAX HOME PLATE FARM AREA = 10,764 S.F. (1,000m2)

14.1.5 PERMITTED LOT COVERAGE FOR AGRICULTURAL
FARM BUILDINGS (35%) [EXCLUDING GREENHOUSE] = 75,571.5 S.F. (7,020.6m2)
PERMITTED LOT COVERAGE FOR GREENHOUSE (75%) = 161,938.9 S.F. (15,044.12m2)

PROPOSED LOT COVERAGE FOR AGRICULTURAL
FARM BUILDINGS
FARM BUILDING = 3,960 S.F.
ROAD SIDE STAND = 966 S.F.
COVERED AREA = 1,400 S.F.
GREENHOUSE = 10,080 S.F.

TOTAL FARM BUILDING AREA = 6,336 S.F. (587.68m2)
TOTAL FARM BUILDING AREA INCLUDING GREENHOUSE = 16,406 S.F. (1,524.1m2)

14.1.6 SETBACKS
MAX FARM HOME PLATE DEPTH = 246.0' (75m)
MAX DEPTH OF DWELLING = 164.0' (50m)
MIN FRONTAGE FOR DWELLING = 9.68' (6.0m)
MIN SIDE YARD DEPTH FOR DWELLING = 4.92' (1.5m)

MIN FRONT YARD FOR AGRICULTURAL BUILDINGS = 24.6'(7.5m)
MIN SIDE YARD FOR AGRICULTURAL BUILDINGS = 14.76' (4.5m)

14.1.4.6 a) AGRICULTURAL BUILDINGS AND STRUCTURES WITH A LOT COVERAGE EQUAL TO OR LESS THAN 600m2 NEED NOT TO APPLY WITH 14.1.4.4 AND 14.1.4.5

14.1.7 PERMITTED HEIGHTS
DWELLING (MAX 2 STOREYS) = 29.52' (9.0m)
AGRICULTURAL BUILDINGS = 114.8' (35.0m)
ACCESSORY AGRICULTURAL BUILDINGS = 65.6' (20.0m)

PROPOSED BUILDING HEIGHT
FARM BUILDING = 21'-3½"
ROADSIDE STAND = 19'-4½"
COVERED AREA = 18'-8½"
GREENHOUSE = 22'-10" (HIGH END)

14.1.9 LANDSCAPE AND SCREENING
6.9.5 METAL GALVANIZED CHAINLINK FENCING WITH MAX HEIGHT OF 8'-0"

14.1.10 ONSITE PARKING
TABLE 7.7.23 AGRICULTURAL PARKING REQUIREMENTS
ROADSIDE STAND – 1 SPACE/215.3 S.F.
2,266 S.F. / 214.3 – 11 SPACES REQUIRED/PROVIDED

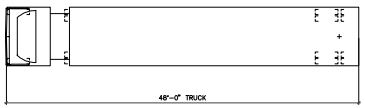
PARKING STALL SIZE – MIN 18'-0"x8'-6"

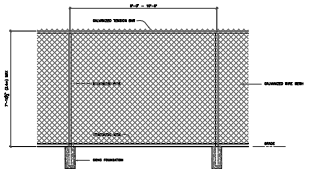
LEGAL ADDRESS

LOT 2 EXCEPT: PARCEL F (BYLAW PLAN 79687), SECTION 4, BLOCK 3 NORTH, RANGE 6 WEST, NWD, PLAN 3840

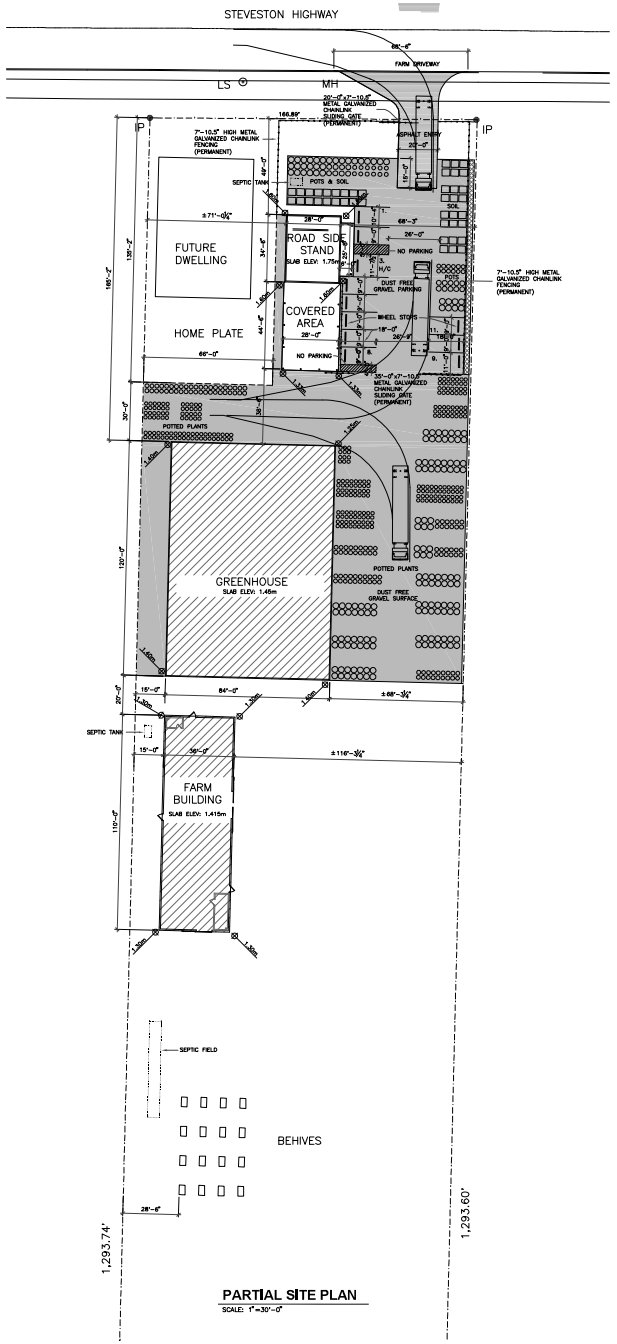
P.I.D. 000-511-048

CIVIC ADDRESS:
8200 STEVESTON HIGHWAY, RICHMOND BC





CHAINLINK FENCE DETAIL
SCALE: 1/4"=1'-0"



PARTIAL SITE PLAN
SCALE: 1"=30'-0"

ABBREVIATIONS
(REF. AB-1-F)

A.B.	ANCHOR BOLT	HD	HOLD DOWNS
ALT.	ALTERNATING	HSE	HOOK ONE END
ADD'L.	ADDITIONAL	k	KIP (1000 LBS.)
B/U	BUILT UP	LL	LIVELOAD
℄	BAY LINE	N.S.	NELSON STUD
CANT.	CANTILEVER	o/c	ON CENTER
CONT.	CONTINUOUS	OWSJ	OPEN WEB STEEL JOIST
C.J.	CONTROL JOINT	℄	PLATE
CL.	CLEARANCE	R/W	REINFORCED WITH
℄	CENTER LINE	T/S	TOP OF SLAB
c/w	COMPLETE WITH	TYP.	TYPICAL
DB	DROP BEAM	U/S	UNDERSIDE OF SLAB
DL	DEAD LOAD	w/	WITH
Do	DITTO	u/n	UNLESS NOTED
E.F.	EACH FACE	u.n.o.	UNLESS NOTED OTHERWISE
EMB.	EMBEDDED	Δ	ALLOWABLE DEFLECTION
E.W.	EACH WAY		
FLB	FLUSH BEAM		

DATE	ISSUE/REVISIONS
MAR. 23, 2026	CITY COMMENTS
MAR. 16, 2026	CITY COMMENTS
MAR. 12, 2026	CITY COMMENTS
MAR. 4, 2026	BUILDING PERMIT
JAN. 27, 2026	PRELIMINARY PRICING
JAN. 16, 2026	ISSUED TO CONSULTANTS
JULY 10, 2025	CLIENT REVIEW
MAR. 13, 2025	CLIENT REVIEW
MAR. 4, 2025	CLIENT REVIEW
JAN 20, 2025	CLIENT REVIEW
JAN 9, 2025	CLIENT REVIEW
JAN 7, 2025	CLIENT REVIEW

lang structural engineering inc.
#201-2313 West Railway Street
Abbotsford, B.C.
V2S 2E3
Abbotsford (604) 853-8522
Toll Free (604) 857-1757
Fax (604) 853-0158
E-mail mail@langeng.com

CNCL-184

PROJECT:
PROPOSED DEVELOPMENT SITE PLAN
JENNY'S GARDEN CENTRE
8200 STEVESTON HIGHWAY
RICHMOND BC

TITLE:
SITE PLAN

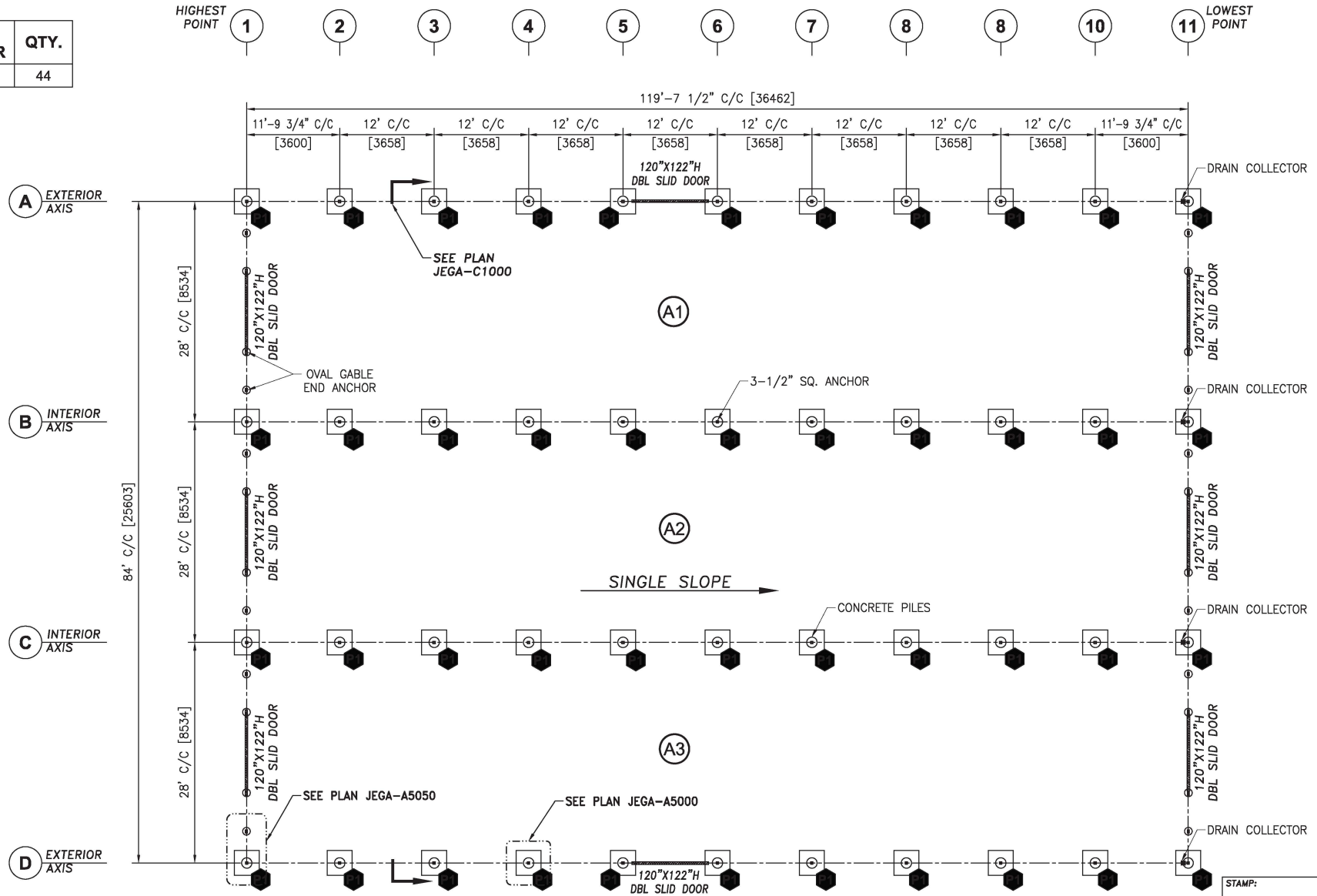
SEAL:

DATE: JUNE 2024
SCALE: AS NOTED
JOB No. 124-254
DR. JAV CH. BL
SHEET **A-1**

PLOT DATE: Mar 23, 2026 – 12:36pm

TYPE OF CONCRETE PIER	QTY.
⬢	44

CNCL - 185



NOTE 1

TO OBTAIN APPROPRIATE DIMENSIONS OF THE FOUNDATION, SEE TABLE OF THEORICAL DEADWEIGHT CAPACITY OF SOIL. SEE PLAN JEGA-A700

NOTE 2

SPACING BETWEEN GABLE END OVAL TUBES MAY VARY ACCORDING TO THE DIFFERENTS TYPE OF EQUIPEMENT (DOORS, FANS, SHUTTERS OR ANY OTHERS EQUIPEMENTS).

REVISIONS	DATE	PAR
6		
5		
4		
3		
2		
1		

DRAWN BY: ANNIE MARCOTTE
APPROVED BY: –
DATE: 2026-02-18
SCALE: N.T.S.

HARNOIS
Tel.:(450) 756-1041 1-888-427-6647
Fax.:(450) 756-8389

ISSUED FOR: INFORMATION ☐ APPROVAL ☐ PERMIT ☑ CONSTRUCTION ☐ AS BUILT ☐

JENNYS GARDEN CENTRE

TITLE: DIMENSIONS OF THE FOUNDATIONS
(3) LUMINOSA (S9) 28' X 120'
14' UNDER GUTTER

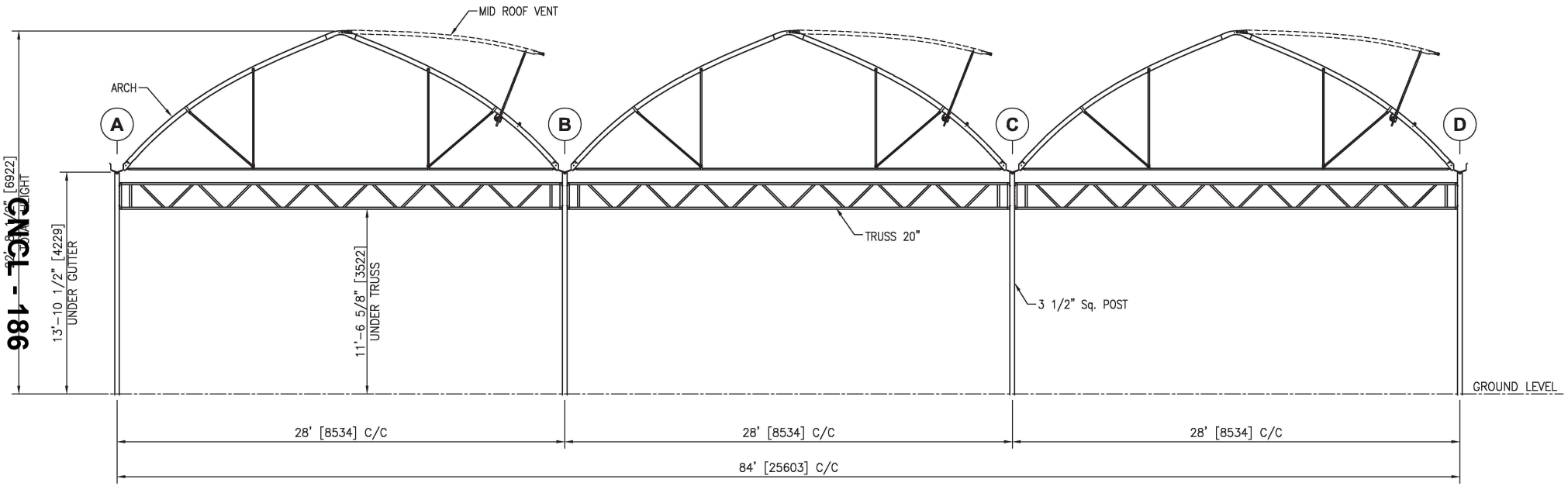
PLAN: JEGA-A1000

STAMP:

Permit to practice no 1001569

PROFESSIONAL ENGINEER
PROVINCE OF BRITISH COLUMBIA
C. J. SAVARD
39822
P.Eng.

Structural
2026-03-12



CNCL - 186

AXIS "3"

6				
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	REVISIONS	DATE	PAR	

DRAWN BY: ANNIE MARCOTTE
APPROVED BY: –
DATE: 2026-02-18
SCALE: N.T.S.

GREENHOUSES HARNOIS
Tel.:(450) 756-1041 1-888-427-6647
Fax.:(450) 756-8389

ISSUED FOR: INFORMATION ☐ APPROVAL ☐ PERMIT ☑ CONSTRUCTION ☐ AS BUILT ☐

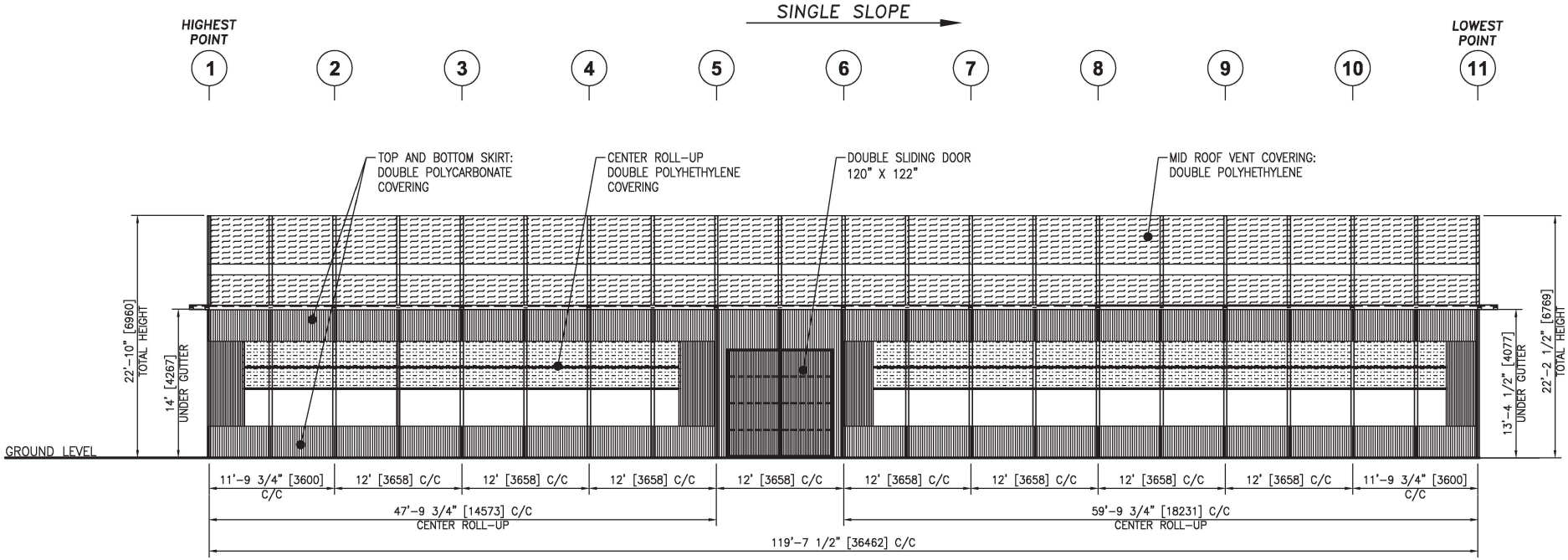
JENNYS GARDEN CENTRE

TITLE: SECTION VIEW
(3) LUMINOSA (S9) 28' X 120'
14' UNDER GUTTER

PLAN: JEGA-C1000

STAMP:
Permit to practice no 1001569
PROFESSIONAL ENGINEER
PROVINCE OF BRITISH COLUMBIA
C. J. SAVARD
39822
P.Eng.
Structural
2026-03-12

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AXIS "D"

6				
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	REVISIONS	DATE	PAR	

DRAWN BY: ANNIE MARCOTTE
APPROVED BY: –
DATE: 2026-02-18
SCALE: N.T.S.

GREENHOUSES HARNOIS
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Fax.:(450) 756-8389

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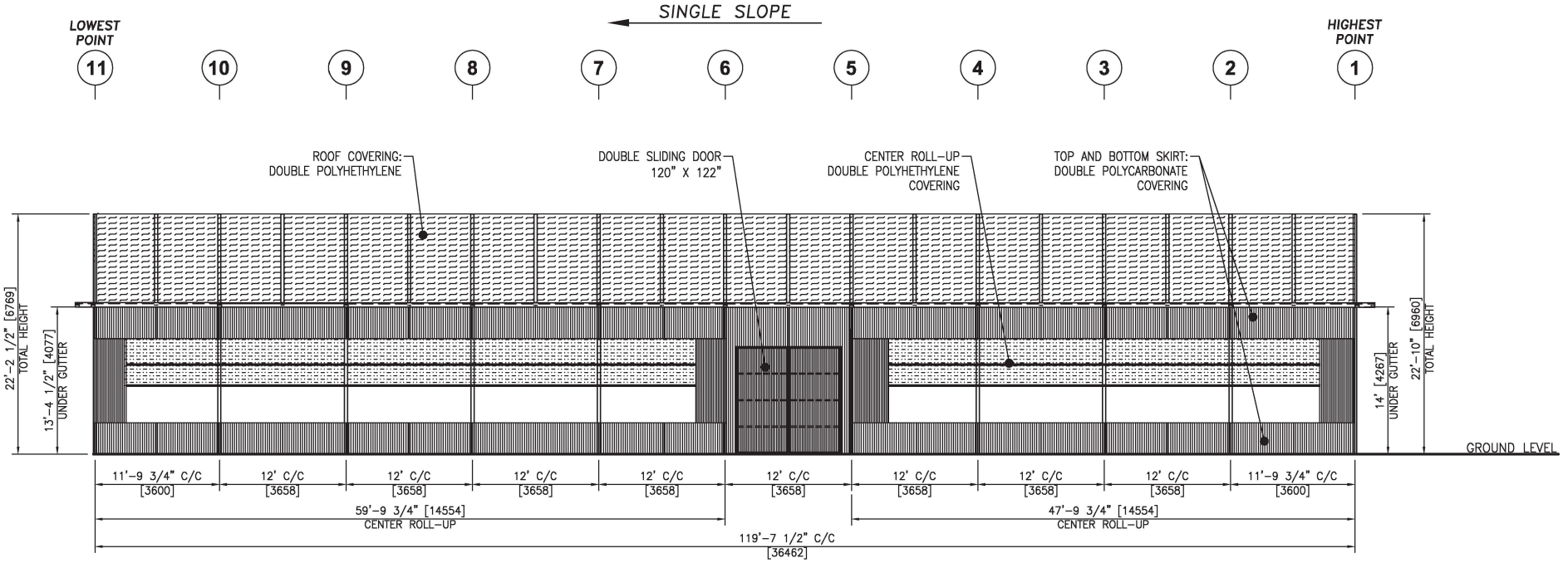
JENNYS GARDEN CENTRE

TITLE: SIDE ELEVATION VIEW
(3) LUMINOSA (S9) 28' X 120'
14' UNDER GUTTER

PLAN: JEGA-D1000

STAMP:
Permit to practice no 1001569
PROFESSIONAL ENGINEER
PROVINCE OF BRITISH COLUMBIA
C. J. SAVARD
39822
P.Eng.
Structural
2026-03-12

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AXIS "A"

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5				
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2				
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	REVISIONS	DATE	PAR	

DRAWN BY: ANNIE MARCOTTE
APPROVED BY: –
DATE: 2026-02-18
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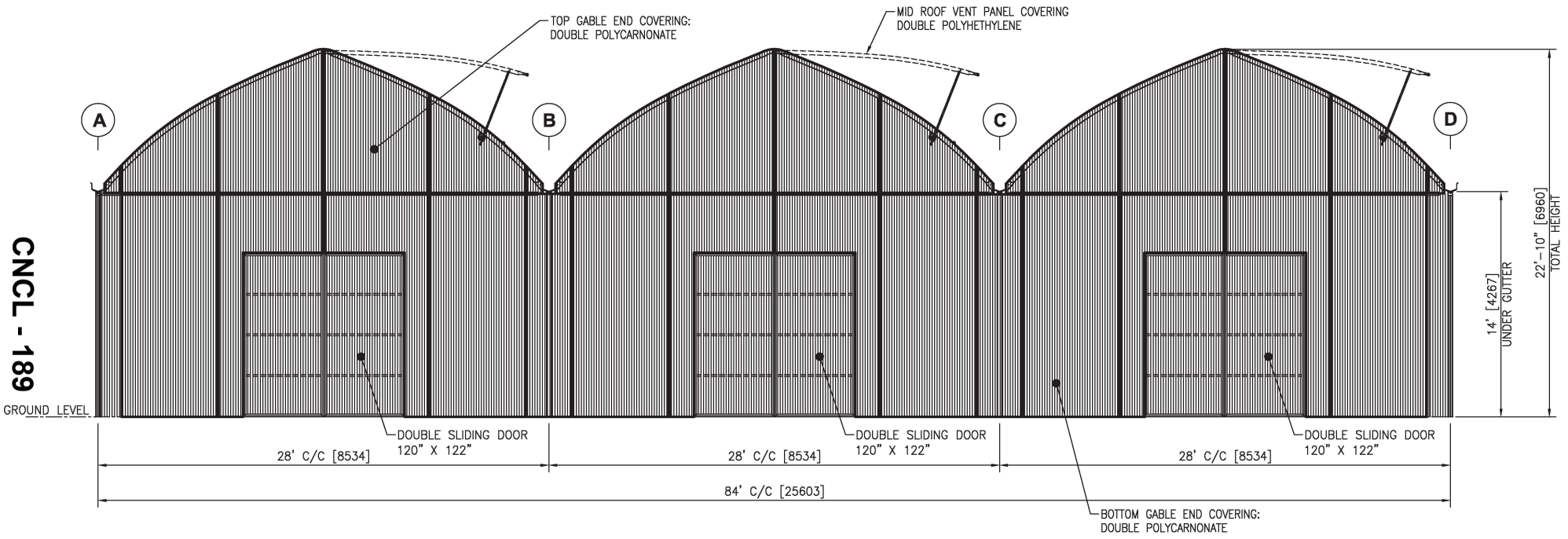
JENNYS GARDEN CENTRE

TITLE: SIDE ELEVATION VIEW
(3) LUMINOSA (S9) 28' X 120'
14' UNDER GUTTER

PLAN: JEGA-D1005

STAMP:
Permit to practice no 1001569
PROFESSIONAL ENGINEER
PROVINCE OF BRITISH COLUMBIA
C. J. SAVARD
39822
P.Eng.
Structural
2026-03-12

CNCL - 189



HIGHEST POINT
AXIS "1"

6				
5				
4				
3				
2				
1				
	REVISIONS	DATE	PAR	

DRAWN BY: ANNIE MARCOTTE
APPROVED BY: –
DATE: 2026-02-18
SCALE: N.T.S.

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Fax.:(450) 756-8389

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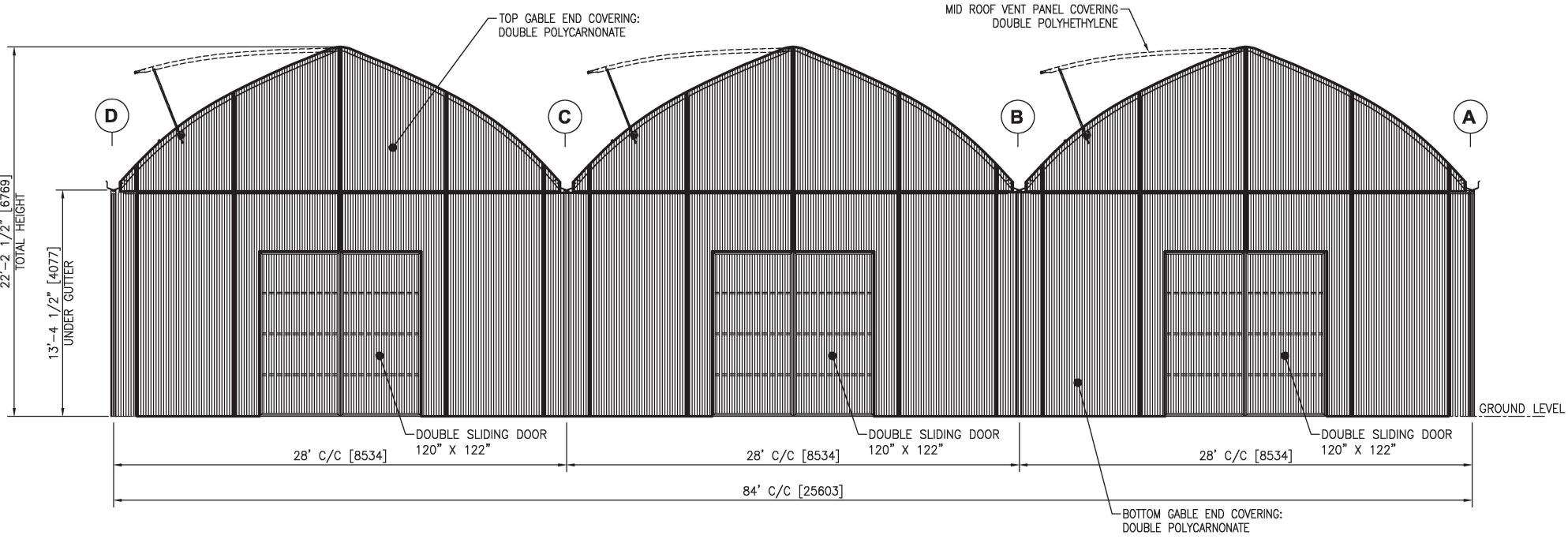
JENNYS GARDEN CENTRE

TITLE: GABLE END ELEVATION VIEW
(3) LUMINOSA (S9) 28' X 120'
14' UNDER GUTTER

PLAN: JEGA-E1000

STAMP:
Permit to practice no 1001569
PROFESSIONAL ENGINEER
PROVINCE OF BRITISH COLUMBIA
C. J. SAVARD
39822
P.Eng.
Structural
2026-03-12

CNCL - 190



LOWEST POINT

AXIS "11"

6				
5				
4				
3				
2				
1				
	REVISIONS	DATE	PAR	

DRAWN BY: ANNIE MARCOTTE
APPROVED BY: –
DATE: 2026-02-18
SCALE: N.T.S.

GREENHOUSES HARNOIS
Tel.:(450) 756-1041 1-888-427-6647
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JENNYS GARDEN CENTRE

TITLE: GABLE END ELEVATION VIEW
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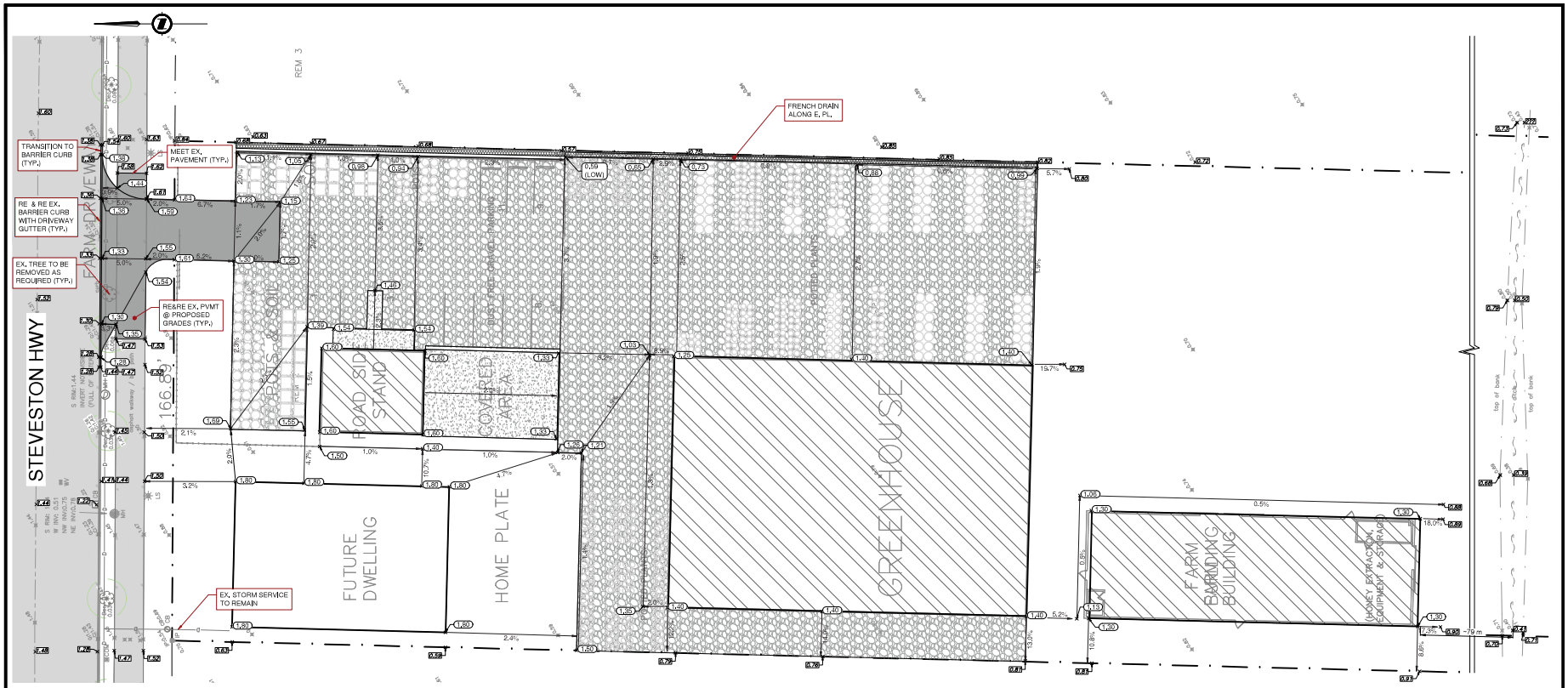
PLAN: JEGA-E1005

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PROFESSIONAL ENGINEER
PROVINCE OF BRITISH COLUMBIA
C. J. SAVARD
39822
P.Eng.

Structural
2026-03-12



LEGEND

- PROPOSED FINISHED SURFACE ELE.
- EXISTING SURFACE ELEVATION
- PROPOSED GRADE
- EXISTING GRADE
- PROPOSED PAVEMENT
- PROPOSED GRAVEL AREA
- EXISTING PAVEMENT

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THE LOCATION OF THE EXISTING UTILITIES HAS BEEN SHOWN BASED ON AVAILABLE INFORMATION. THE ACCURACY AND COMPLETENESS OF THE DRAWING IN THIS RESPECT IS NOT GUARANTEED. THE EXACT LOCATION OF THESE UTILITIES AND SERVICES SHALL BE DETERMINED ON SITE BY THE CONTRACTOR PRIOR TO CONSTRUCTION. ALL CONFLICTS TO BE IMMEDIATELY REPORTED TO OUT OF THE BOX ENGINEERING

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NO.	ISSUE / REVISION	YYYY/MM/DD	BY
D	REVISED AS PER SITE PLAN REVISIONS	2026/03/03	SM
C	REVISED AS PER ARCH. REVISIONS	2026/02/03	SM
B	REVISED & ISSUED FOR APPROVAL	2025/07/28	SM
A	ISSUED FOR REVIEW	2025/06/23	SM

SEAL

PROJECT/LOCATION: PROPOSED AGRICULTURAL BUILDING
8200 STEVESTON HWY
RICHMOND, BC

CLIENT: JENNY'S GARDEN CENTRE

TITLE: SITE GRADING PLAN

PROJ. ENG.	CSJ	DESIGNED	SM	DRAWN	SM

SCALE	AS NOTED
DATE	2025-06-23
JOB NO.	2025-2311
DRAWING NO.	2025-2311-01
OF	3
ISSUE/REV.	D

McTAVISH
RESOURCE & MANAGEMENT
CONSULTANTS LTD.

Agricultural Farm Plan Report 8200 Steveston Highway, Richmond, BC

Prepared for: Corey Liu

REV D.3

March 23, 2026

Document title	McTavish Agricultural Farm Plan Report 8200 Steveston Highway, Richmond, BC
Document subtitle	Prepared for: Corey Liu
Date	March 23, 2026
Version	D.3

Document History

Version	Date	Author	Comments
0.1	March 13, 2025	Franco Lopez Campomanes	Initial draft
0.2	March 14, 2025	Bruce McTavish	Internal Review
A.1	March 20, 2025	Franco Lopez Campomanes	Issued for Client Review (Draft)
B.1	March 28, 2025	Franco Lopez Campomanes	Reviewed based on Client comments, Issued for Client Review
C.1	June 6, 2025	Franco Lopez Campomanes	Re-Issued for Client Review
C.2	August 14, 2025	Franco Lopez Campomanes	Issued for Client Use
D.1	March 4, 2026	Franco Lopez Campomanes	Re-Issued for Client Use based on 2026 updates to Site Plan
D.2	March 18, 2026	Franco Lopez Campomanes	Re-Issued for Client Use based on 2026 updates to Site Plan
D.3	March 23, 2026	Franco Lopez Campomanes	Re-Issued for Client Use based on March 23, 2026 updates to Site Plan

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EXECUTIVE SUMMARY

McTavish has developed this Farm Plan based on the 2024 agricultural capability assessment, the proposed agricultural development at 8200 Steveston Highway, Richmond (the Site), and the City of Richmond's regulatory requirements. The purpose of this document is to provide the city with an overview of the proposed agricultural activities and a clear rationale for the import of surface gravel necessary for the outdoor container-nursery operation.

The Client, owner of Jenny's Garden Centre LTD, has operated a successful 3.67-ha nursery business at 4888 Marine Drive, Burnaby (PID 004-413-318), for the past 20 years. The Client is seeking to expand their nursery operations to the Site, where they will establish a container-nursery and apiculture (beekeeping) operation. Currently, there are three active nurseries in the southern portion of Richmond with similar business models, but none within a 3-km radius of the Site. Expanding local nurseries strengthens Richmond's agricultural sector by increasing the availability of high-quality plants and essential horticultural products for farms, home gardeners, and some commercial nurseries.

Gravel is an industry-standard surface treatment for container-nursery operations, improving site conditions by enhancing drainage, stabilizing soil, and providing a durable, all-weather working surface. It prevents water pooling, reducing the risk of root diseases, while also facilitating the movement of workers and equipment, particularly in wet conditions (McTavish, 2003; BC Ministry of Agriculture, 2015). Additionally, gravel suppresses weed growth and minimizes soil-borne pests, reducing maintenance requirements and improving plant health (McTavish, 2003). The BC nursery production guide specifically recommends gravel surfaces for container-nursery operations, as they promote rapid drainage away from the base of containers while providing a clean, weed-free growing environment (BC Ministry of Agriculture, 2017).

The Client proposes to develop 0.37 ha (18.5%) of the northern portion of the Site for nursery and apiculture activities, including facilities for honey extraction, produce sales, storage, and greenhouse cultivation. To support these operations, 15 cm of surface gravel will be imported and applied across 2,221 m^2 of the Site, with approximately 1,441 m^2 designated for staging and growing areas for potted plants and 780 m^2 allocated for vehicle access and parking. To prevent soil admixing, a geotextile fabric will be placed over the native topsoil before the imported gravel is applied. Since the proposed gravel import exceeds 50 m^3, a *Soil and Fill Notice of Intent* must be submitted to the Agricultural Land Commission (ALC).

The Client plans to construct a roadside farm stand in 2026 to facilitate direct-to-consumer sales. During the initial year, before full on-site production is established, the Client intends to sell plants from Jenny's Garden Centre LTD at the Site. Per Section 11(3) of the *Agricultural Land Reserve Use Regulation*, at least 50% of the farm stand's retail space must be dedicated to selling farm products grown either on-site or by an agricultural association to which the landowner belongs (BC Ministry of Agriculture, 2019). As the Client is the owner of the Site and has been operating Jenny's Garden Centre LTD for the last two decades, he would be eligible to sell products from this business on the Site's farmstand. In 2024, Jenny's Garden Centre LTD produced approximately 30,000 flats of starter plants and 10,000 baskets and potted plants, out of which 20% remained unsold and was discarded. This surplus inventory of approximately 6,000 flats and 2,000 potted plants would be sufficient to stock at least 50% of the farm stand's retail space (44.5 m^2) in 2025. The Client is aware of this regulatory threshold and is committed to ensuring compliance.

Once full production is underway at the Site, the farm stand and covered area (a combined 220 m^2) will primarily be used to sell nursery stock, honey, and vegetables produced on-site. With an anticipated annual yield of over 40,000 potted plants from indoor and outdoor nursery operations, on-site inventory will be more than sufficient to meet ALR retail sales requirements, occupying at least 50% of the farm stand and covered area (110 m^2) year-round. The Client's nursery in Burnaby (3.67 ha) will support the broader farm operation by providing additional retail capacity during peak production, while infrastructure at the Site may be used for shared processing, storage, and equipment servicing for both locations.

1. INTRODUCTION

McTavish Resource & Management Consultants Ltd. (McTavish) was retained by Corey Liu (the "Client") to develop a farm plan for the property located at 8200 Steveston Highway, Richmond, BC (PID 000-511-048, the "Site"). McTavish conducted an agricultural capability assessment, which was reviewed by the City of Richmond (the "City") in December 2024. Following the review, the City requested additional details on the farm plan.

This report outlines the agricultural farm plan for the Site as required by the City or Richmond. This plan is based on the Client's proposed nursery production and apiculture activities.

2. METHODOLOGY

Based on the data collected during the 2024 agricultural capability assessment, McTavish has developed the farm plan in accordance with the Farm Plan requirements outlined by the City of Richmond. These requirements include the following:

- Site plan, description, and legal description
- Zoning and current land use
- Soils Description and Unimproved Agricultural Capability
- Soil Management Rationale/Improved Agricultural Capability
- Recommended Agricultural Uses and Suitable Crops
- Proposed Agricultural Plan, including:
    - Drainage Requirements/Rationale
    - Irrigation Requirements/Rationale and Water Sources
    - Proposed Agricultural Operator
    - Proposed Farm Access
- Proposed Site Plan which includes:
    - Proposed planting plan (agriculture types, locations, and improvements such as roads, driveways, drainage, irrigation;
    - the location of any houses, existing or proposed, and the Farm Home Plate in accordance with the Zoning Bylaw; and,
    - the location of the existing environmentally sensitive areas.
- Agricultural Improvement Cost Estimate (including material costs, drainage costs, irrigation costs and installation costs)
- Project Income Statement (5-10 years)

3. SITE DESCRIPTION AND LAND USE

The 2.0-ha Site is zoned AG1 – Agricultural and is located within the BC Agricultural Land Reserve (ALR) and is therefore subject to the *Agricultural Land Commission Act* (2002) and its associated regulations. The specific parcel characteristics of the Site are described in **Table 1-1** (City of Richmond, 2024). An overview map of the Site and surrounding areas is provided in **Figure 1-1**.

Table 3-1 Summary of Site Parcel Characteristics

Parcel	Address	PID	Zoning	Legal Description	Area (ha)
1	8200 Steveston Highway, Richmond, BC	000-511-048	AG1 - Agricultural	LOT 2 SEC 4 BLK 3N RG 6W PL NWP3840 LOT 2, BLOCK 3N, PLAN NWP3840, SECTION 4, RANGE 6W, NEW WESTMINSTER LAND DISTRICT, EXCEPT PLAN BYLAW 7 9687	2.0

Note: Information retrieved from City of Richmond (2024). Site area is approximately to the nearest tenth of a hectare.

The Site is bordered by Steveston Highway to the north, and agricultural parcels to the east, south and west (**Figure 3-1**). The Site does not have a vehicle access/egress point to Steveston Highway. Vehicle access into the Site is via the neighbouring parcel to the west; 8040 Steveston Highway. This adjacent property has three separate farm access roads which connect to Number 3 Road. The Site is cultivated as two large forage fields with the neighbouring parcel to the west; 8040 Steveston Highway, and a portion of the parcel to the east, 8340 Steveston Highway. The Site is divided centrally by an east-to-west agricultural ditch which divides the Site into two fields each approximately 1.0 ha in size.

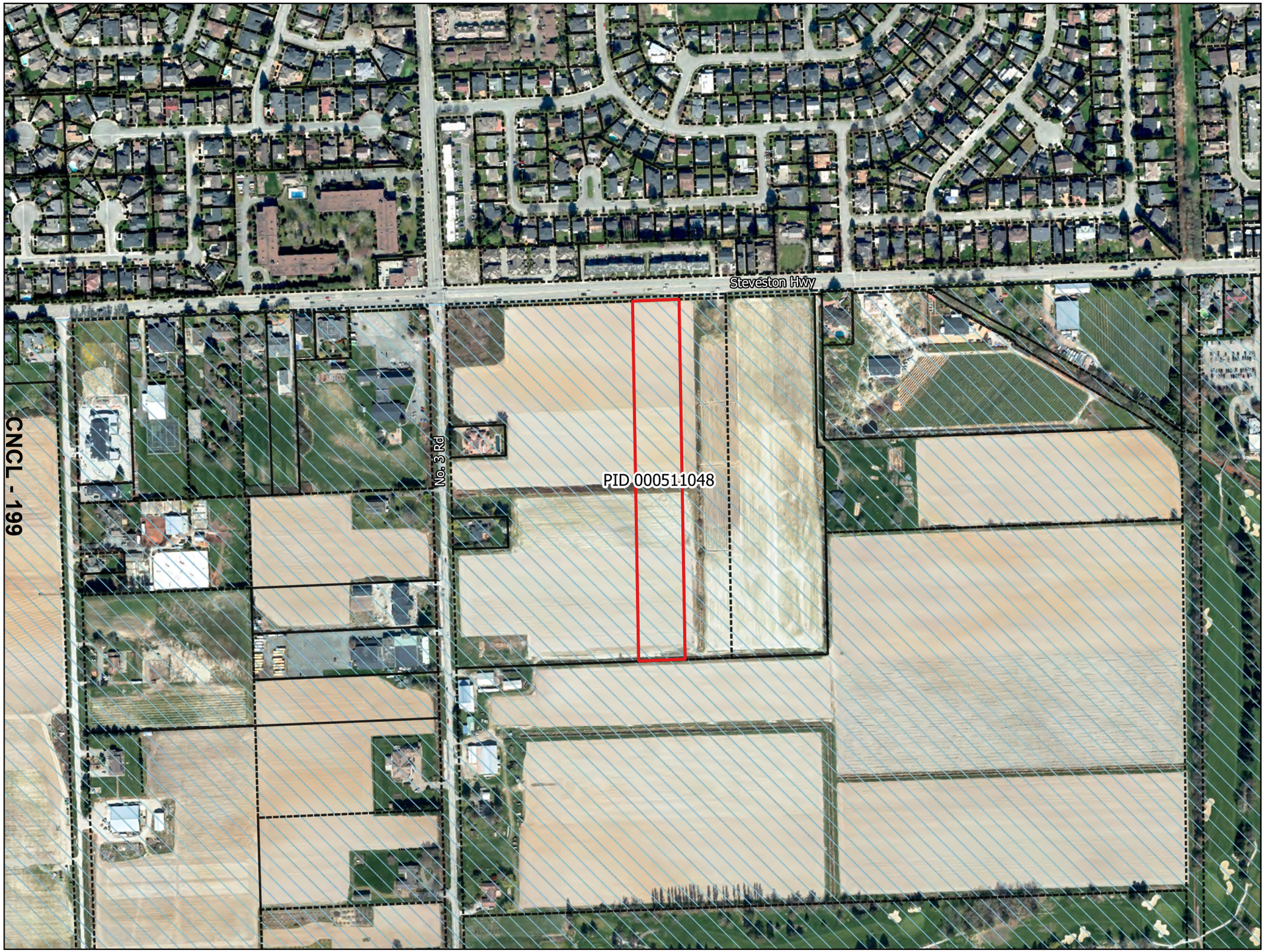
A review of available imagery indicates that the Site has been cultivated with the neighbouring parcels to the west and east since at least 2000, with annual forage as the predominant land use with exception of a period of mix-vegetable production between 2009-2014 (Google Earth 2024). Mapping indicates that the topography of the Site features a nearly level terrain with elevations ranging from 1 to 2 meters above sea level (Lidar BC, 2016).

Adjacent land use to the Site includes agricultural properties to the south, east and west raging in size from 1.0 ha to 28.2 ha, and residential properties to the north. The neighbouring farms are predominantly in forage, berry, mix-vegetable, and nursery production systems.

3.2 Site observations December 2024

The 2024 field assessment confirmed the lack of Site access via Steveston Highway and verified the use of 8040 Steveston Highway for vehicle access into the Site. Within the Site, there was no access between the two field across the central agricultural ditch; however, an access crossing between the two fields is available from the property to the east. The central agricultural ditch was vegetated and featured well established Himalayan blackberry.

At the time of the field assessment, the north field was not under cultivation and was dominated by weedy vegetation, including pineapple weed, lamb's quarters, and field mustard. The southern field was being managed as a single parcel with the neighbouring parcel to the west and east. Topsoil in the southern field had been plowed with no subsequent tillage or planting observed. Soil conditions in the south field were saturated at the time of the field assessment and multiple areas with standing water at or near the surface were observed.



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LEGEND

- Project Parcel (the Site)
- Adjacent Property Boundaries
- Agricultural Land Reserve (ALR)

LOCATION OVERVIEW



N

0 0.1 0.2 km

Scale: 1:5000
Spatial Reference: NAD83 / BC Albers

Project ID: 2024-0021-AG
Project Description: 8200 Steveston Hwy
Created By: F.L.
Date: 2025-03-14

FIGURE 3-1 SITE OVERVIEW MAP

4. SOILS AND AGRICULTURAL CAPABILITY

4.1 Summary of Field Assessment

McTavish carried out a field investigation to determine the soil series and agricultural capability of the Site in December 2024. A summary of the results of the soil investigation and review of provincially mapped soils and agricultural capability ratings are provided in **Table 4-1**. A map delineating the published and revised agricultural capability polygons and their respective ratings is provided in **Figure 4-1**. The report named *Agricultural Capability Report 8200 Steveston Highway, Richmond, BC* contains more detailed information regarding the revised soils and agricultural capability of the Site.

The findings from the McTavish soil survey and field assessment indicated that there were minor variations with the agricultural capability mapping. Therefore, minor revisions relating to the subclasses and their geospatial extent were completed. The Site consists of mineral soils classified as Class 3 and 4, primarily limited by excess water during certain times of the year. Based on the field assessment, these soils can be improved to Class 2, reducing the impact of excess water and expanding the range of crops suitable for soil-bound agriculture through the following recommendations:

- **Drainage:** The key management priority for this Site is enhancing drainage, as it sits in a low-lying area with poorly drained soils. Effective drainage requires the installation of subsurface drain lines at a sufficient depth to remove excess water from the root zone. This would require the installation of subsurface drain lines and relies on access to drainage infrastructure and suitable outlets.
- **Increasing topsoil depth:** The southern field shows signs of topsoil mixing with the subsoil due to historical farming practices (e.g., tillage) on shallow A horizons. Adding topsoil would improve soil quality, reduce the risk of tilling saturated soils, and support a broader range of crops. This recommendation would be most effective when implemented alongside drainage improvements to optimize soil conditions.

4.2 Recommended Agricultural Uses and Crop Suitability

The Site is currently managed in conjunction with the neighboring parcels and is primarily used for annual forage production. With the recommended land improvements mentioned above, the conditions on Site could support the production of annual legumes, blueberries, cole crops, corn, perennial forage crops, and shallow rooted annual vegetables (except celery) (Bertrand et al. 1991). The Site has approximately 2.0 ha (4.94 acres) of land that could be farmed. This size of parcel would be suitable for a:

- Market garden production
- Small scale organic Blueberry farm.
- Mixed vegetable production using raised beds.

The establishment and commercial production of the suited crops on the Site depends on the successful installation of sub-surface drainage and access to appropriate outlets. If subsurface drainage installation is not feasible, the Site can also be used for non-soil bound agriculture. Potential non-soil bound agriculture uses include:

- Outdoor container nurseries
- Indoor production of vegetables (greenhouses)
- Apiculture
- Mushroom farming

Table 4-1 Summary of Published and Revised Soil and Agricultural Capability in the Site

	Published				Assessed					
Polygon	Soil Series	Unimproved Capability Rating (CC)	Improved Capability Rating (IC)	Area of Site (ha)	Soil Pits	Soil Classification	Unimproved Capability Rating (CC)	Improved Capability Rating (IC)	Area of Site (ha)	Capability Rating Revision
1	[7]Crescent [3]Westham	[7]3W [3]4W	[5]1 [3]2WN [2]2T	1.6	1, 2 Scratch pits 1, 2, 3	Orthic Humic Gleysol	3W	2W	0.9	• Removal of N and T subclass • Refined polygon extent
					Scratch pits 4, 5, 6	Rego Humic Gleysol	4W	2W	0.7	• Removal of N and T subclass • Refined polygon extent
2	Westham	4W	2WN	0.4	3	Orthic Humic Gleysol	3W	2W	0.4	• Removal of N subclass

Note: Superscript numbers represent proportion of polygon out of 10. Published unimproved and improved ratings are from BC SIFT (Province of BC 2018).

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LEGEND

- Project Parcel (the Site)
- Detailed Soil Pits (DSP)
- Scratch Pits (SP)
- BC Agricultural Capability Mapping

Assessed Agricultural Capability

- Orthic Humic Gleysol
- Rego Humic Gleysol

LOCATION OVERVIEW



N

0 0.05 0.1 km

Scale: 1:2000
Spatial Reference: NAD83 / BC Albers

Project ID: 2024-0021-AG
Project Description: 8200 Steveston Hwy
Created By: F.L.
Date: 2025-03-14

FIGURE 4-1 ASSESSED AGRICULTURAL CAPABILITY MAP

5. PROPOSED AGRICULTURAL DEVELOPMENT

The Client operates Jenny's Garden Centre LTD, a nursery business that has been in operation on a 3.67-ha parcel at 4888 Marine Drive, Burnaby (PID 004-413-318), for the past 20 years. The Client is seeking to expand their nursery operations to the Site, where he will establish a container-nursery and apiculture (beekeeping) operation. Currently, there are three active nurseries in the southern portion of Richmond with similar operations to Jenny's Garden Centre, but none within a 3-km radius of the Site. Expanding local nurseries supports Richmond's agricultural sector by supplying high-quality plants, and essential horticultural products for farms, home gardeners, and commercial nurseries.

5.1 Rationale for Surface Gravel and Farm Building Areas

The Client proposes to develop 0.37 ha (18.5%) of the northern portion of the Site for nursery and apiculture activities, including facilities for honey extraction, produce sales, storage, and greenhouse plants. The proposed development area also includes a gravel staging and growing area for potted plants, an access road, and a parking lot. Details of the proposed development are provided in **Table 5-1**. Detailed and overview maps of the proposed development are provided in **Figures 5-3** and **5-4**.

The main agricultural use of the development area will be for a nursery operation, which requires the import of dust-free surface gravel. Gravel is an industry-standard surface treatment for container-nursery operations, improving site conditions by enhancing drainage, stabilizing soil, and providing a durable, all-weather working surface. It prevents water pooling, reducing the risk of root diseases, while also facilitating the movement of workers and equipment, particularly in wet conditions (McTavish, 2003; BC Ministry of Agriculture, 2015). Additionally, gravel suppresses weed growth and minimizes soil-borne pests, reducing maintenance requirements and improving plant health (McTavish, 2003). The BC nursery production guide specifically recommends gravel surfaces for container-nursery operations, as they promote rapid drainage away from the base of containers while providing a clean, weed-free growing environment (BC Ministry of Agriculture, 2017).



Figure 5-1 Example of outdoor container nursery at Salt Spring Island, BC.



Figure 5-2 Examples of gravel beds in outdoor container nursery included in the Canadian Nursery Crop Profile for Container Production (McTavish 2003).

To further enhance agricultural productivity, the Client plans to construct a permanent polyethylene-polycarbonate greenhouse with concrete footings, providing a stable structure for year-round nursery stock production. This facility will serve as the indoor nursery operation, optimizing growing conditions while supporting the long-term agricultural use of the Site. Additional farm buildings, including a processing facility, roadside stand, and covered area, will support nursery and apiculture operations by providing space for honey extraction, equipment storage, and product display and sales.

Based on the proposed development plan, approximately 333 m^3 of surface gravel will be required. Since this exceeds 50 m^3 and the Site is located within the Agricultural Land Reserve (ALR), a *Soil and Fill Notice of Intent* application must be submitted to the Agricultural Land Commission (ALC). The breakdown of approximate gravel volume[1] proposed is outlined below:

- Agricultural staging areas (outdoor nursery): 216 m^3
- Parking lot, access road, loading zone: 117 m^3

The total volume of imported gravel proposed for the agricultural development at the Site should be included in the Notice of Intent. Supporting documents[2] for the application must include a Site Plan/Proposal Sketch and a Detailed Building Plan. Additionally, McTavish has provided soil management recommendations for the proposed development (**Section 5.2**), which can also be attached as supporting documents for the application.

[1]Gravel volume was estimated using the surface areas provided in Table 5-1 and assuming a maximum gravel depth of 15 cm (~6 inches), as stated in ALC File 105445. Note that the ALC resolution allows a maximum of 381.15 m^3 of fill to be imported to the Site.

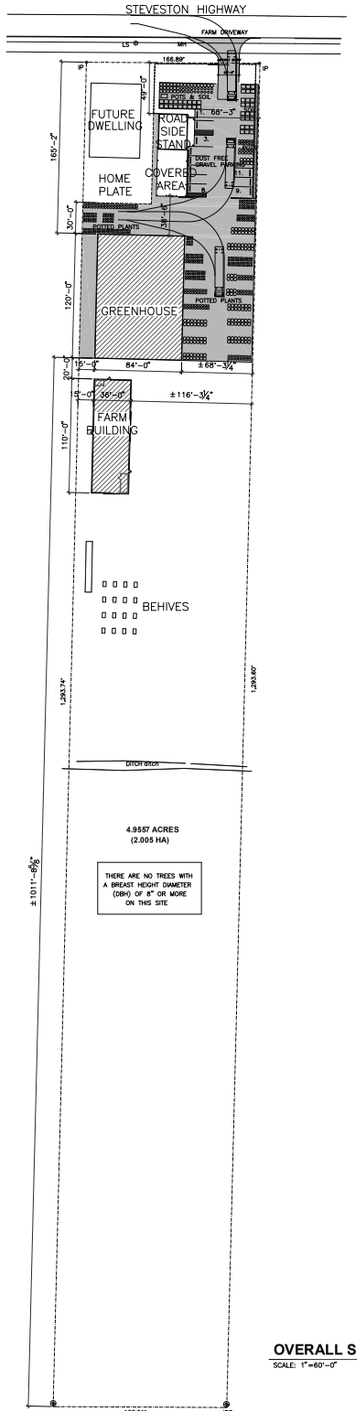
[2] Supporting document information based on https://www.alc.gov.bc.ca/application-and-notice-process/soil-and-fill-notice-of-intent/

Table 5-1 Proposed Agricultural Development Area and Land Use

Item description	Total area (ha)	Proposed land use
Total farm building area • Farm building (368 m^2) • Roadside stand (90 m^2) • Covered area (130 m^2) • Greenhouse (936 m^2)	0.15	The farm facilities will support the nursery and apiculture operations by providing space for honey extraction, equipment storage, and plant sales. The roadside stand will allow for direct sales of plants and honey, while the greenhouse will be used to grow nursery and ornamental plants. The greenhouse will follow a similar operational design as the greenhouses at the Burnaby location and will include supplemental heating but no supplemental lighting, as it operates seasonally and is closed during winter when lighting would be required. Natural light during active growing periods is considered sufficient to support healthy seedling development. The greenhouse will be heated by three unit heaters capable of maintaining 21°C, with horizontal airflow fans to distribute heat evenly throughout the space.
Dust-free surface gravel • Parking lot (183 m^2) • Access road[3] and loading zone (597 m^2) • Staging areas (1,441 m^2)	0.22	The parking lot will be used year-round for vehicle parking. The access road and loading zone will provide vehicle access for the delivery and transport of agricultural goods to and from the agricultural buildings. The staging areas will function as an outdoor extension of the greenhouse operation. These areas will be used to grow fruit trees, shrubs, and berries, as well as to display large potted perennials, such as roses and dianthus.
Total development area	**0.37**	

[3] Includes small asphalt entry in the north end of the Site.

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OVERALL SITE PLAN

SCALE: 1"=60'-0"

SITE DATA

ZONING = AG1

SITE AREA = 215,918.53 S.F. (4.9557.0 ACRES)

ZONING BYLAW 8500

14.1.4 PERMITTED DENSITY (FAR)
MAX FLOOR AREA RATIO FOR ALL BUILDINGS AND STRUCTURES (0.75) = 161,038.9 S.F (15,044.12m2)
MAX PRINCIPAL DWELLING FLOOR AREA = 4,305.7 S.F. (400m2)

PROPOSED DENSITY (FAR) FOR ALL BUILDINGS = 20,751 S.F. (1,927.7m2)
PROPOSED RESIDENCE = 4,305.7 S.F.
PROPOSED GREENHOUSE = 10,080 S.F.
PROPOSED FARM BUILDING = 3,960 S.F.
PROPOSED ROADSIDE STAND = 966 S.F.
PROPOSED COVERED AREA =1,400 S.F.

TOTAL PROPOSED DENSITY (FAR) = 20,711.7 S.F. (1,924.1m2)

14.1.4A MAX HOME PLATE FARM AREA = 10,764 S.F. (1,000m2)

14.1.5 PERMITTED LOT COVERAGE FOR AGRICULTURAL
FARM BUILDINGS (35%) [EXCLUDING GREENHOUSE] = 75,571.5 S.F. (7,020.6m2)
PERMITTED LOT COVERAGE FOR GREENHOUSE (75%) = 161,938.9 S.F. (15,044.12m2)

PROPOSED LOT COVERAGE FOR AGRICULTURAL
FARM BUILDINGS
FARM BUILDING = 3,960 S.F.
ROAD SIDE STAND = 966 S.F.
COVERED AREA = 1,400 S.F.
GREENHOUSE = 10,080 S.F.

TOTAL FARM BUILDING AREA = 6,326 S.F. (587.68m2)
TOTAL FARM BUILDING AREA INCLUDING GREENHOUSE = 16,406 S.F. (1,524.1m2)

14.1.6 SETBACKS
MAX FARM HOME PLATE DEPTH = 246.0' (75m)
MAX DEPTH OF DWELLING = 164.0' (50m)
MIN FRONTAGE FOR DWELLING = 9.68' (6.0m)
MIN SIDE YARD DEPTH FOR DWELLING = 4.92' (1.5m)

MIN FRONT YARD FOR AGRICULTURAL BUILDINGS = 24.6'(7.5m)
MIN SIDE YARD FOR AGRICULTURAL BUILDINGS = 14.76' (4.5m)

14.1.4.6 a) AGRICULTURAL BUILDINGS AND STRUCTURES WITH A LOT COVERAGE EQUAL TO OR LESS THAN 600m2 NEED NOT TO APPLY WITH 14.1.4.4 AND 14.1.4.5

14.1.7 PERMITTED HEIGHTS
DWELLING (MAX 2 STOREYS) = 29.52' (9.0m)
AGRICULTURAL BUILDINGS = 114.8' (35.0m)
ACCESSORY AGRICULTURAL BUILDINGS = 65.6' (20.0m)

PROPOSED BUILDING HEIGHT
FARM BUILDING = 21'-7½"
ROADSIDE STAND = 19'-6½"
COVERED AREA = 18'-8½"
GREENHOUSE = 22'-10" (HIGH END)

14.1.9 LANDSCAPE AND SCREENING
6.9.5 METAL GALVANIZED CHAINLINK FENCING WITH MAX HEIGHT OF 8'-0"

14.1.10 ONSITE PARKING
TABLE 7.7.23 AGRICULTURAL PARKING REQUIREMENTS
ROADSIDE STAND – 1 SPACE/215.3 S.F.
2,266 / 214.3 = 11 SPACES REQUIRED/PROVIDED

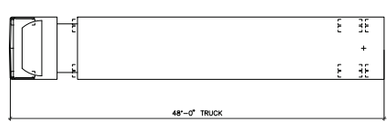
PARKING STALL SIZE – MIN 18'-0"x8'-0"

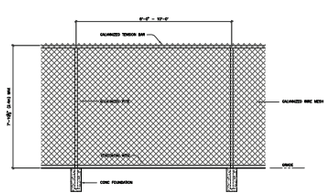
LEGAL ADDRESS

LOT 2 EXCEPT: PARCEL F (BYLAW PLAN 79687), SECTION 4, BLOCK 3 NORTH, RANGE 6 WEST, NWD, PLAN 3840

P.I.D. 000-511-048

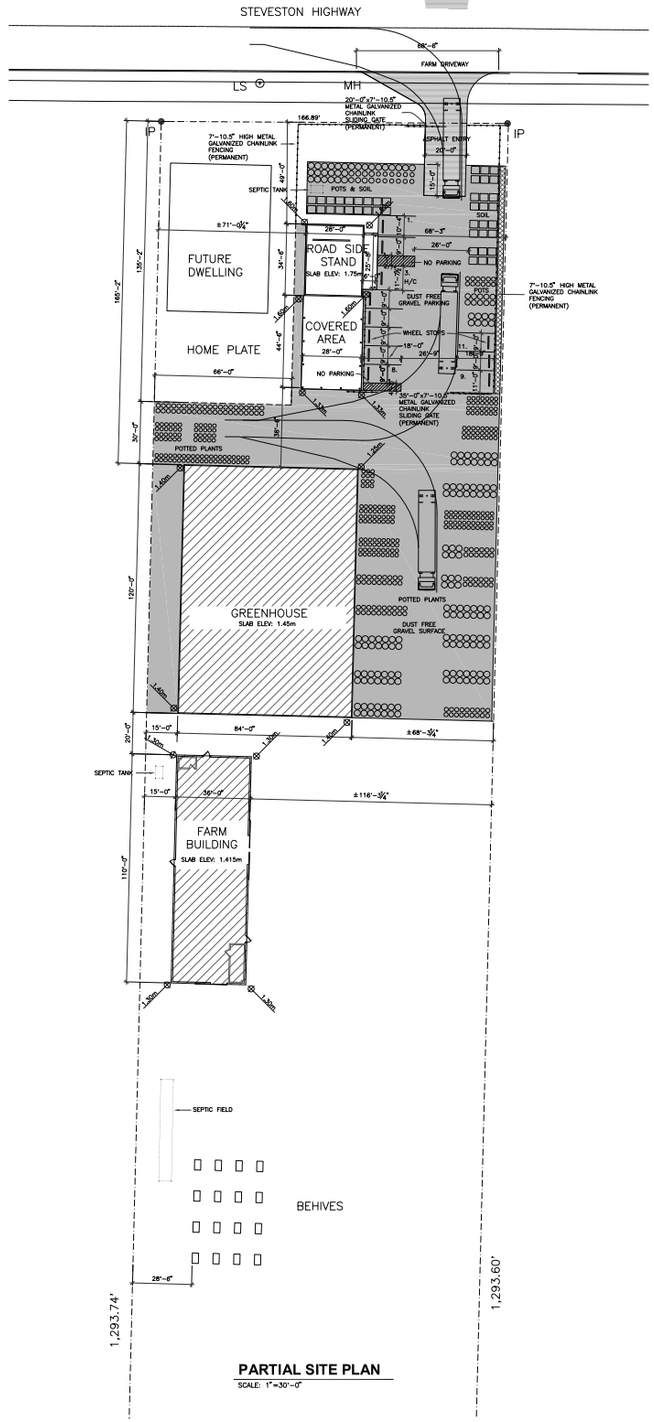
CIVIC ADDRESS:
8200 STEVESTON HIGHWAY, RICHMOND BC





CHAINLINK FENCE DETAIL

SCALE: 1/4"=1'-0"



PARTIAL SITE PLAN

SCALE: 1"=30'-0"

ABBREVIATIONS

(REF. AB-1-F)

A.B.	ANCHOR BOLT	HD	HOLD DOWNS
ALT.	ALTERNATING	HIE	HOOK ONE END
ADD'L.	ADDITIONAL	k	KIP (1000 LBS.)
B/U	BUILT UP	LL	LIVELOAD
℄	BAY LINE	N.S.	NELSON STUD
CANT.	CANTILEVER	o/c	ON CENTER
CONT.	CONTINUOUS	OWSJ	OPEN WEB STEEL JOIST
C.J.	CONTROL JOINT	℄	PLATE
CL.	CLEARANCE	R/W	REINFORCED WITH
℄	CENTER LINE	T/S	TOP OF SLAB
c/w	COMPLETE WITH	TYP.	TYPICAL
DB	DROP BEAM	U/S	UNDERSIDE OF SLAB
DL	DEAD LOAD	w/	WITH
Do	DITTO	u/n	UNLESS NOTED
E.F.	EACH FACE	u.n.o.	UNLESS NOTED OTHERWISE
EMB.	EMBEDDED	△	ALLOWABLE DEFLECTION
E.W.	EACH WAY		
FLB	FLUSH BEAM		

DATE	ISSUE/REVISIONS
MAR. 23, 2026	CITY COMMENTS
MAR. 16, 2026	CITY COMMENTS
MAR. 12, 2026	CITY COMMENTS
MAR. 4, 2026	BUILDING PERMIT
JAN. 27, 2026	PRELIMINARY PRICING
JAN. 15, 2026	ISSUED TO CONSULTANTS
JULY 10, 2025	CLIENT REVIEW
MAR. 13, 2025	CLIENT REVIEW
MAR. 4, 2025	CLIENT REVIEW
JAN 20, 2025	CLIENT REVIEW
JAN 9, 2025	CLIENT REVIEW
JAN 7, 2025	CLIENT REVIEW

lang structural engineering inc.
#201-2313 West Railway Street
Abbotsford, B.C.
V2S 2E3
Abbotsford (604) 853-8522
Toll Free (604) 857-1757
Fax (604) 853-0158
E-mail mail@langeng.com

PROJECT:

PROPOSED DEVELOPMENT SITE PLAN

JENNY'S GARDEN CENTRE

8200 STEVESTON HIGHWAY
RICHMOND BC

TITLE:

SITE PLAN

SEAL:

DATE: JUNE 2024

SCALE: AS NOTED

JOB No. 124-254

DR. JAV CH. BL

SHEET **A-1**

PLOT DATE: Mar 23, 2026 - 12:36pm



CNCL - 207

McTAVISH
RESOURCE & MANAGEMENT
CONSULTANTS LTD.

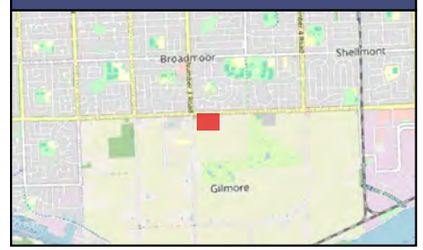
LEGEND

- Project Parcel (the Site)
- Revised Site Layout

Dust-free gravel surface_2026

- Access road & loading zone
- Parking lot
- Staging areas

LOCATION OVERVIEW



N

0 0.03 0.06 km

Scale: 1:1200
Spatial Reference: NAD83 / BC Albers

Project ID: 2024-0021-AG
Project Description: 8200 Steveston Hwy
Created By: F.L.
Date: 2026-03-03

FIGURE 5-4 PROPOSED SITE DEVELOPMENT (OVERVIEW)

5.2 Soil Management Recommendations

Based on the proposed farm development for the Site, the following summarizes soil management recommendations for the surface gravel areas and farm building areas.

5.2.1 Surface gravel areas

As discussed in **Section 5.1**, the proposed surface gravel areas are approximately 0.22 ha and include the parking lot and staging areas. McTavish recommends the following soil management practices to preserve farmable land within the ALR:

- Imported gravel should be selected to be good quality, clean, contaminant free, and appropriate for the intended land capability classification aims and land use of the proposed gravel areas.
- Geotextile fabric should be installed over native topsoil across all proposed gravel areas before applying imported gravel. The fabric must be of sufficient quality to prevent rupturing during gravel application and ensure no mixing occurs between the gravel and native topsoil.
- Avoid aggregate activities in saturated soil conditions and/or periods of heavy rain, which is defined as >25 mm of rain in 24 hours.
- The imported gravel should be tapered from the property line and into the neighboring properties.
- The final contour of the gravel areas should facilitate drainage across and down the slope towards a drainage infrastructure.

5.2.2 Farm building areas

As discussed in **Section 5.1**, the proposed farm building areas are approximately 0.15 ha and include a greenhouse, a processing facility, a roadside stand, and a covered area. McTavish recommends the following soil management practices to preserve farmable land within the ALR:

- Construction activities should be undertaken during dry conditions to minimize soil erosion and compaction.
- Usable topsoil should be salvaged within the proposed areas for all farm buildings and be retained on-site. Soil salvage should be completed by an experienced equipment operator following the topsoil depths observed in the north field and/or recommendations from a Qualified Registered Professional (QRP) with soils expertise.
- If stockpiles of topsoil are present, protect them with covers in rainy conditions or tackify in dry conditions to reduce soil erosion. Any temporary stockpiles should be no more than 3 m high, with 5:1 (i.e., horizontal to vertical, or 20%) side slopes to reduce the erosion potential.
- Excavated topsoil could be applied to the southern field to improve growing conditions. Given the constraints of the development and the availability of excess topsoil, redistributing this material to the southern field would be a practical way to enhance its fertility and productivity.

6. FARM PLAN

6.1 Site Plan

The proposed nursery and apiculture activities will occur north of the ditch that runs east-to-west through the center of the parcel, occupying approximately 6,459 m^2. The Site Plan includes the roadside stand and covered area, the farm building, the greenhouse, the gravel staging areas, and the areas north of the ditch that will be used for honey production (beehives) and mixed-vegetable production.

The area south of the ditch (9,310 m^2) will be rented out to a farmer to produce potatoes and grains and has not been included in this farm plan. Details on the Site areas included and excluded from this plan are provided in **Table 6-1**. A detailed map of the proposed Site plan is provided in **Figures 5-1.**

Table 6-1 Site Areas Included and Excluded from Farm Plan

Site area	Area (m^2)	Area (ft^2)	Area (ac)	Included/Excluded
Development area - north side				
Max home plate area	1,000	10,764	0.25	Excluded
Roadside stand and covered area	220	2,366	0.05	**Included**
Farm building	368	3,960	0.09	**Included**
Greenhouse (poly)	936	10,080	0.23	**Included**
Gravel staging areas	1,441	15,511	0.36	**Included**
Gravel parking lot, access road & loading zone	780	8,396	0.19	Excluded
Unimpacted setbacks	50	538	0.01	Excluded
Total development area	4,795	51,615	1.18	-
Farming area - north side				
Grass areas	1,861	20,033	0.46	Excluded
Beehives (40 x 40 ft)	149	1,600	0.04	**Included**
Mixed-vegetable production	3,345	36,000	0.83	**Included**
Total farming area (north)	5,355	57,633	1.32	-
Southern areas				
Farming area leased	9,310	100,212	2.30	Excluded

Site area	Area (m^2)	Area (ft^2)	Area (ac)	Included/Excluded
Existing ditch and riparian vegetation	600	6,458	0.15	Excluded
Total southern areas	9,910	106,670	2.45	-
GRAND TOTAL	**20,060**	**215,918**	**4.96**	

There are four main locations that will be used for agricultural production or processing purposes: (1) the greenhouse, (2) the gravel staging areas, (3) the farm building, and (4) the field north of the ditch that will be used for honey production (beehives) and mixed-vegetable production. Additionally, the roadside farm stand and covered area will primarily be used for farm retail sales.

The greenhouse will be a gutter-style structure designed for commercial high occupancy based on most recent design by Hanois dated March 13, 2024. It will have a maximum height of 22.8 ft and feature an inner and outer polyethylene roof, along with 8 mm twin-wall polycarbonate walls and rolling sides. A truss beam system will provide structural support to the greenhouse while also serving as a stable framework for hanging baskets. The floor of the greenhouse will not be paved. The greenhouse will primarily be used for producing:

- herb starts (rosemary, lavender, sage, etc.) in trays,
- vegetable starts (kale, pea, tomato, bok choy, gailan, etc.) in trays,
- flowers in 10'' and 12'' hanging baskets, and large wooden baskets, and
- potted perennials (roses, dianthus, etc.) in 1-gal, 2-gal, and 3-gal pots.

The greenhouse will be heated by three unit heaters capable of maintaining 21°C, with horizontal airflow fans to distribute heat evenly throughout the space. The greenhouse will not have supplemental lighting, as it operates seasonally and remains closed during winter months when supplemental lighting is typically required. Natural light during active growing periods is considered sufficient for healthy seedling development, and is consistent with practices at the Burnaby location, where greenhouses function without artificial lighting.

The staging areas north and south of the parking lot will be comprised of dust-free gravel. Their primary use will be for storing and growing larger, more mature potted perennials that do not require greenhouse protection. These areas will contain perennial flowers such as roses and dianthus, as well as fruit trees, shrubs, and berries, all in 1-gal, 2-gal, or 3-gal pots. As a secondary use, a small portion of the staging areas will be used to store skids of unused soil amendments, pots, baskets, and other materials that do not require indoor storage.

The farm building will be used for honey processing and storage. Inside the building, approximately 10.2 m^2 will be dedicated to honey processing. Honey will be processed in liquid, infused, and comb forms. The remaining space will be used for storing nursery farming equipment, honey boxes, jars, frames, and soil amendments that require indoor storage.

The field north of the drainage ditch will support honey and mixed-vegetable production. The honey operation will include approximately 16 beehives, with an estimated annual yield of 1,000 lbs. of honey. The mixed vegetable operation will grow primarily pumpkin, squash, and kale.

The farm stand and covered area will be the primary retail space for the Site. A total of 80% of all plants produced in the greenhouse and staging areas will be sold at the farm stand, while the remaining 20% will be sold wholesale. All honey and vegetables produced on the Site will be sold at the farm stand.

Additionally, the stand will offer a selection of imported items, including soil, pots, fertilizer, and specialty potted plants. It is estimated that 70% of total products sold at the stand will originate from the Site, while 30% will be imported.

6.1.1 Farm Stand 2026 Plan

The Client plans to construct a roadside farm stand in 2026 to facilitate direct-to-consumer sales. During the initial year, before full on-site production is established, the Client intends to sell plants from Jenny's Garden Centre LTD (4888 Marine Drive, PID 004-413-318) at the Site. Jenny's Garden Center LTD operates in a 3.67-ha parcel and sells a variety of starter plants, hanging baskets and potted plants (**Figure 6-1**). In accordance with Section 11(3) of the *Agricultural Land Reserve Use Regulation*, at least 50% of the farm stand's retail space must be dedicated to selling farm products grown either on-site or by an agricultural association to which the landowner belongs (BC Ministry of Agriculture, 2019). As the Client is the owner of the Site and has been operating Jenny's Garden Centre LTD for the last two decades, he would be eligible to sell products from this business on the Site's farmstand. In 2024, Jenny's Garden Centre LTD produced approximately 30,000 flats of starter plants and 10,000 baskets and potted plants. Of this total, 20% remained unsold and was discarded, representing a surplus of approximately 6,000 flats and 2,000 potted plants. This surplus inventory would be able to stock at least 50% of the farm stand's retail space (44.5 m^2) in 2026. The Client is aware of this regulatory threshold and is committed to ensuring compliance.



Figure 6-1 Photographs of the nursery operation at Jenny's Garden Centre in Burnaby, BC.

6.1.2 Integration of Farm Operations Plan

Once the remaining agricultural buildings are constructed and the Site is in full production, farm products from the Site will primarily be sold at the farm stand and the covered area. The combined retail area of these spaces is approximately 220 m^2. The Site is projected to produce more than 40,000 potted plants annually from the indoor and outdoor nursery operations (see **Section 6.5** for details), which alone will be sufficient to occupy at least 50% of the farm stand and covered area (110 m^2) year-round.

In addition to potted plants, the farm stand will offer honey and vegetables produced on-site, along with a limited selection of imported items, including soil, pots, fertilizer, and specialty potted plants that are difficult to grow locally. As noted in **Section 6.1**, an estimated 70% of farm stand sales will come from plants or vegetables grown on the Site, while the remaining 30% will consist of imported products.

The Client's nursery business in Burnaby, which operates on a 3.67-ha parcel, will continue to play a key role in the broader farm operation by providing additional retail capacity during periods of high production at the Site. Conversely, agricultural buildings at the Site may be used for processing, storage, or equipment servicing that supports both properties, given the similar nature of operations. This integrated approach is intended to strengthen operational sustainability and improve flexibility in managing supply, demand, and production across both locations.

6.2 Drainage

The Site has one unmaintained drainage ditch that divides the northern and southern fields. Due to the relatively level terrain, installing subsurface drainage may be challenging. To address drainage limitations, the following measures are proposed:

- Construct a shallow drainage swale along either the eastern or western Site boundary, directing water north-south toward the central ditch.
- Clear vegetation and perform general maintenance on the existing ditch.
- Grade the proposed gravel areas to ensure proper surface drainage toward the swale.
- Utilize raised beds for mixed-vegetable production to improve drainage.

6.3 Irrigation

Irrigation on the Site will be limited to the greenhouse and the farming area north of the ditch. The greenhouse will utilize drip irrigation, sprinklers, and hand-held watering for once- or twice-daily watering, depending on the season. Any potted perennials in the staging areas will be hand-watered from the same water source. The farming area north of the ditch will also use drip irrigation.

The water will be sourced from the City of Richmond, and a water permit will be obtained as part of the building permit application for the proposed agricultural development.

6.4 Farm Management

The farm will be operated under the business name 'Jenny's Garden Centre LTD - Richmond' and employ a total of sixteen people.

Fifteen people will be employed in farm operations, in a combination of full time and part time capacities. This will cover the day-to-day operations of planting and watering in the greenhouse and staging areas, stocking and managing the farm stand, managing the cultivated field between the farm buildings and drainage ditch, etc. Additionally, one person will be employed for the apiculture operations. Three immediate family members of the Client will be part of the total staff employed by the business.

6.5 Financials

McTavish has prepared the financial estimates for the proposed Site Plan; however, real costs and revenues are dependent on the landowner management practices and market conditions. The projections presented in this section are for informational purposes only and should not be interpreted as exact expected costs and revenues. The financial projections are based on the following assumptions:

- The total area of agricultural production will be approximately 5,881 m^2 (1.46 ac) and will comprise of indoor nursery production areas (0.23 ac), outdoor nursery production areas (0.36 ac), honey production areas (0.04 ac), and mixed-vegetable production areas (0.83 ac).
- Labour costs are based on the expected number of staff employed by the business (16 staff – a combination of seasonal and some full time and the total area of the Site plan (6,459 m^2 or 1.60 ac), which includes the area of production (1.46 ac), the storage areas (0.09 ac), and the farm retail areas (0.05 ac).
- Start-up costs are based on McTavish's experience on similar projects and quotes provided by the Client for the construction of the agricultural buildings.
- For the indoor nursery production, direct costs and revenues are based on the maximum production of #1 pots and 10'' hanging baskets in 60% of the greenhouse area. Forty (40) % of the area is removed from production to account for access paths (20%) and spaces for crop management (20%). Since the greenhouse will have a truss beam system, the indoor production assumes that 100% of floor growing area will be used for #1 pots and that 50% of ceiling growing area will be used for hanging baskets. The nursery items selected may vary in the future but represents commonly grown nursery stocks in a small- to mid- scale operation.
- For the outdoor nursery production, direct costs and revenues are based on the maximum production of #2 and #3 pots in 60% of the gravel staging area. Forty (40) % of the area is removed from production to account for access paths (20%) and spaces for crop management (20%). The nursery items selected may vary in the future but represents commonly grown nursery stocks in a small- to mid- scale operation.
- For the honey production, direct costs and revenues are based on the maximum production of medium-sized (500 mL) honey jars with the 1,000 lbs. of honey production expected in 2026. The total area for honey production considers the beehives area (149 m^2) and the processing space inside the farm building (10 m^2). The Client already possesses honey processing equipment and beehives from an existing operation, thus the direct costs of for the honey production only include the cost of jars.
- For the mixed-vegetable production, direct costs and revenues are based on the crop selection (i.e., squash and pumpkin) and will vary if crops change throughout time.
- Revenues are based on an annual production cycle, yielding one crop per pot indoors and 0.5 crops per pot outdoors, as perennial plants require two years for full development. However, with the greenhouse's heating potential, additional production during winter could increase revenues.

The start-up costs for the agricultural production on the Site are provided on **Table 6-2**. Start-up costs include the costs of bed preparation and irrigation for the mixed-vegetable operation, and the construction costs for the earthworks and agricultural buildings needed for the nursery and apiculture operation.

The direct costs for the agricultural production on the Site are provided on **Table 6-3**. Direct costs include the costs related to plastic containers, soilless media, fertilizer and labour for the nursery and apiculture operation, and the costs related to labour, machine rental, fuel, and seed purchase for the mixed vegetable

production. However, direct costs may vary based on specific site conditions and access. The projected costs for the Site over the next 5 years consider a 3% annual increase in the total direct cost due to inflation.

The revenues and gross profits for the agricultural production on the Site are provided on **Table 6-4**. Revenue from farm retail sales assumes that 85% of all potted plants will be sold and 15% will be retained. Based on the indoor and outdoor nursery growing area, the Site is expected to produce 18,100 #1 pots, 9,300 #2 pots, 4,600 #3 pots, and 3,000 10'' hanging baskets. Revenue and projected income statements assume that nursery stock selections are constant and will vary if stock change throughout time (**Table 6-5**). The projected revenue for the Site considers a 3% annual increase in the total revenue due to inflation.

Table 6-2 Startup Costs for Agricultural Production on the Site.

Startup Costs	Acres	Total estimate
Bed Preparation	0.83	$2,905.00
Irrigation ($2000/acre)	0.83	$1,660.00
Poly greenhouse	0.23	$211,266.00
Farm building	0.09	$293,891.00
Farm stand and covered area	0.05	$250,000.00
Gravel surface areas with drainage swale	0.55	$38,500.00
TOTAL		**$798,222.00**

Note: Total estimated start-up costs are based on the acreage of each production component on the Site. Estimates for bed preparation and irrigation in the mixed vegetable production are based from McTavish's experience with similar projects. Cost estimates for agricultural buildings and gravel areas are based on quotes provided by the Client from third-party contractors.

Table 6-3 Direct Costs for Agricultural Production on the Site.

Direct Costs	2025 $/acre	2026 $/acre	2030 $/acre	Acres	Total 2030
Pumpkin, squash, and kale production	$9,748.69	$10,041.15	$11,547.32	0.83	$9,584.28
Nursery production - indoors	$120,786.76	$124,410.36	$143,071.91	0.23	$32,906.54
Nursery production - outdoors	$83,016.47	$85,506.96	$98,333.01	0.36	$35,399.88

Direct Costs	2025 $/acre	2026 $/acre	2030 $/acre	Acres	Total 2030
Honey production	$23,419.13	$24,121.70	$27,739.96	0.04	$1,109.60
Labour (10 FT, 6 PT)	$250,135.67	$257,639.74	$296,285.70	1.46	$432,577.12
TOTAL					**$511,577.42**

Table 6-4 Revenues and Gross Profit for Agricultural Production on the Site.

Gross profit	2025 Revenue/ Acre	2026 Revenue/ Acre	2030 Revenue/ Acre	Acres	Total Revenue 2030	Total Direct Expenses	Gross Margin (Profit)
Pumpkin, squash, and kale production	$28,913.42	$29,780.82	$34,247.94	0.83	$28,425.79	$18,235.82	$10,189.97
Nursery production - indoors	$1,125,555.39	$1,159,322.05	$1,333,220.36	0.23	$306,640.68	$270,823.96	$35,816.73
Nursery production - outdoors	$512,259.33	$527,627.11	$606,771.18	0.36	$218,437.62	$208,430.73	$10,006.89
Honey production	$266,252.41	$274,239.98	$315,375.98	0.04	$12,615.04	$14,086.91	-$1,471.87
TOTAL					**$566,119.14**	**$511,577.42**	**$54,541.72**

Table 6-5 Projected Income Statement for Agricultural Production on the Site [4].

	Year 1	Year 2	Year 3	Year 4	Year 5
Revenue	$566,119.14	$588,763.90	$612,314.46	$636,807.04	$662,279.32
Cost of Goods and Services (COGS)	$283,059.57	$294,381.95	$306,157.23	$318,403.52	$331,139.66

[4]Administrative expenses such as owners salary, insurance etc. are estimated based on McTavish's experience with other Garden Centres. Most administrative expenses on a small operation such has this are discretionary and many will be shared between the two business sites. Therefore, it is not possible for McTavish to estimate the exact numbers, and an industry average were used.

	Year 1	Year 2	Year 3	Year 4	Year 5
Gross Profit	$283,059.57	$294,381.95	$306,157.23	$318,403.52	$331,139.66
Expenses	$198,141.70	$202,104.53	$206,146.62	$210,269.55	$214,474.95
Net Income Before Tax	**$84,917.87**	**$92,277.42**	**$100,010.61**	**$108,133.96**	**$116,664.71**

Notes: Projections assume 4% increase in Revenue and COGS with expenses at 2% per year. Depreciation of capital expenditures included in expenses. Since much of the expenses are discretionary for the owner, we have assumed they increase by 2% annually.

7. CLOSING

This report has been prepared for the exclusive use of the Client with the understanding that all available information of the Site has been disclosed. The Client has acknowledged that in order for McTavish to properly provide professional service, McTavish is relying upon full disclosure and accuracy of this information. McTavish is not liable for information that has not been provided or has been misrepresented.

We trust this is the information that you require at this time. Should you have any questions regarding this report please contact the undersigned.

Sincerely,

MCTAVISH RESOURCE & MANAGEMENT CONSULTANTS LTD.

Per



Franco Lopez Campomanes, P.Ag.

Agrologist

Reviewed by:



Bruce McTavish, P.Ag

Senior Project Agrologist

REFERENCES

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City of Richmond

Rezoning Considerations

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

Address: 8200 Steveston Highway **File No.:** ZT26-004041

Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 10747, the developer is required to complete the following:

1. **(Artificial lighting restriction)** Registration of a restrictive covenant on Title to prohibit the use of artificial lighting for the purpose of growth and to ensure any lighting for health and safety is downward facing within the greenhouse.
2. **(Payment of Notice Fees)** Payment of all fees in full for the cost associated with the Public Hearing Notices, consistent with the City's Consolidated Fees Bylaw No 8636, as amended.

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

3. Submission of a Drainage Plan and if required, Geotechnical Report prepared by a qualified professional(s) should the Agricultural Land Commission (ALC) provide an approval to raise the greenhouse beyond the 0.15 m elevation approved by the ALC (ALC File: 105445 – approval dated January 14, 2026).
4. Submission of a Statutory Declaration confirming that all proposed construction shall comply with the permitted uses specified in Zoning Bylaw 8500, consistent with the City's Bulletin No. BUILDING-32 "Statutory Declaration Requirement for Building Permit Applications in AG1 Zones"
5. Submission of a Construction Parking and Traffic Management Plan to the Transportation Department. Management Plan shall include location for parking for services, deliveries, workers, loading, application for any lane closures, and proper construction traffic controls as per Traffic Control Manual for works on Roadways (by Ministry of Transportation) and MMCD Traffic Regulation Section 01570.
6. Obtain a Building Permit (BP) for any construction hoarding. If construction hoarding is required to temporarily occupy a public street, the air space above a public street, or any part thereof, additional City approvals and associated fees may be required as part of the Building Permit. For additional information, contact the Building Approvals Department at 604-276-4285.
7. At the developer's sole cost complete the following works via a City Work Order:
   a) A driveway construction to provide vehicular access via Steveston Highway.

Water Works:

   b) Using the OCP Model, there is 1518 L/s of water available from the 500mm water main and 1179 L/s available from the 300mm water main at a 20 psi residual at the Steveston Highway frontage. Based on your proposed development, your site requires a minimum fire flow of 200 L/s.
   c) At Developer's cost, the Developer is required to
      i. Submit Fire Underwriter Survey (FUS) or International Organization for Standardization (ISO) fire flow calculations to confirm development has adequate fire flow for onsite fire protection. Calculations must be signed and sealed by a Professional Engineer and be based on Building Permit Stage building designs.
      ii. Review hydrant spacing on all road frontages and install new fire hydrants as required to meet City spacing requirements for the proposed land use. At minimum, at least one hydrant is required along the Steveston Highway frontage.
      iii. Provide a right-of-way for the water meter. Minimum right-of-way dimensions to be the size of the meter box (from the City of Richmond supplementary specifications) + any appurtenances (for example, the bypass on W2n-SD) + 0.5 m on all sides. Exact right-of-way dimensions to be finalized during the building permit process.

d) At Developer's cost, the City will:

i. Install a new water service connection and tie-in to the existing 300mm AC main along Steveston Highway frontage, complete with meter and meter chamber. Exact size and location to be determined during the building permit process.

Storm Sewer Works:

e) At Developer's cost, the Developer is required to:

i. Provide an erosion and sediment control plan for all on-site and off-site works, to be reviewed as part of the servicing agreement design.

ii. Confirm through video inspection the size and condition of existing storm sewer service connection and inspection chamber. If size and condition deemed adequate by the City, it may be reused.

f) At Developer's cost, the City will:

i. Upon inadequate size or condition of existing storm sewer service connection and inspection chamber, cut and cap at the box culvert.

ii. Upon inadequate size or condition of existing storm sewer service connection and inspection chamber, install a new storm sewer service connection, complete with inspection chamber.

Sanitary Sewer Works:

g) At Developer's cost, the Developer is required to:

i. Install an on-site sewage disposal system. Design shall be signed and sealed by a Professional Engineer.

Street Lighting:

h) At Developer's cost, the Developer is required to:

i. Review street lighting levels along all road and lane frontages, and upgrade as required.

General Items:

i) At Developer's cost, the Developer is required to:

i. Complete other frontage improvements as per Transportation requirements.

ii. Submit a proposed strategy at the building permit stage for managing excavation de-watering. Note that the City's preference is to manage groundwater onsite or by removing and disposing at an appropriate facility. If this is not feasible due to volume of de-watering, the Developer will be required to apply to Metro Vancouver for a permit to discharge into the sanitary sewer system. If the sanitary sewer does not have adequate capacity to receive the volume of groundwater, the Developer will be required to enter into a de-watering agreement with the City wherein the developer will be required to treat the groundwater before discharging it to the City's storm sewer system.

iii. Enter into, if required, additional legal agreements, as determined through the subject development's Servicing Agreement(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering, including, but not limited to, site investigation, testing, monitoring, site preparation, de-watering, drilling, underpinning, anchoring, shoring, piling, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.

Note:

* This requires a separate application.

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

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

the Director of Development determines otherwise, be fully registered in the Land Title Office prior to enactment of the appropriate bylaw.

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

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

(Signed Conditions on File)

_____ _____

Signed Date

City of Richmond

Bylaw 10747

Richmond Zoning Bylaw 8500
Amendment Bylaw 10747 (ZT 26-004041)
8200 Steveston Highway

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

1. Richmond Zoning Bylaw 8500 as amended, is further amended by:

   a. Inserting the following as a new Section 14.1.11.19 (Other Regulations) in the Agriculture (AG1) zone and renumbering accordingly:

   "One **greenhouse**, 936 m2 in size, with concrete footings is permitted so as to not permit a concrete slab for the entirety of the floor, on the following **site** only:

   8200 Steveston Highway
   PID 000-511-048
   Lot 2 except: Parcel F (Bylaw Plan 79687), Section 4 Block 3 North Range 6 West New Westminster District Plan 3840

2. This Bylaw may be cited as **"Richmond Zoning Bylaw 8500, Amendment Bylaw 10747".**

FIRST READING	
PUBLIC HEARING	
SECOND READING	
THIRD READING	
OTHER CONDITIONS SATISFIED	
ADOPTED	

CITY OF RICHMOND
APPROVED by
APPROVED by Director or Solicitor

MAYOR

CORPORATE OFFICER

City of Richmond

Report to Committee

To:	Planning Committee	**Date:**	April 2, 2026
From:	Joshua Reis, Director, Development	**File:**	HA 25-022376
Re:	**Heritage Alteration Permit for 3711 and 3731 Chatham Street (Steveston Methodist Church)**		

Staff Recommendation

That a Heritage Alteration Permit be issued for the protected heritage property at 3711 and 3731 Chatham Street (Steveston Methodist Church), which would permit exterior alterations.

Joshua Reis
Director, Development

JR:jm
Att. 5

REPORT CONCURRENCE		
ROUTED TO:	**CONCURRENCE**	**CONCURRENCE OF GENERAL MANAGER**
Transportation	☑	
Engineering	☑	
Policy Planning	☑	
Real Estate	☑	

Origin

The Richmond Hospital/Healthcare Auxiliary has applied to the City of Richmond for a Heritage Alteration Permit (HAP) to allow exterior alterations to the building and landscaping of the protected heritage property known as the Steveston Methodist Church, located at 3711 and 3731 Chatham Street in the Steveston Village Heritage Conservation Area. A location map and aerial photo are included in Attachment 1.

The proposal comprises of alterations to signage, landscape elements, location of storage containers and the rear (north) building elevation, which includes a new ramp and door and window and door replacements. The building continues in use as a thrift store, as permitted under the subject site's current "Steveston Commercial (CS3)" zoning.

Background

Heritage Value

The Steveston Methodist Church at 3711 and 3731 Chatham Street is one of the 17 protected heritage buildings in the Steveston Village Heritage Conservation Area. It was built in 1894 as a mission church for First Nations cannery workers and is one of the oldest surviving church buildings in Richmond, located on its original site. The church hall was added in 1927 at the rear, perpendicular to the church.

The heritage value of the Steveston Methodist Church lies in its historical association with the spiritual life of Steveston, as a rare surviving example of a mission church of the late Victorian era, and its reflection of the multicultural workforce that supported the local salmon fishing and canning industries. The character-defining elements of the Steveston Methodist Church include its location, form, scale and massing, its modest vernacular ecclesiastical design and simple wooden construction.

More detailed information about the heritage value and character-defining elements of the Steveston Methodist Church can be found in the Statement of Significance (Attachment 2).

Previous Heritage Alteration Permit

The applicant and current owner, the Richmond Hospital/Healthcare Auxiliary, is a registered non-profit society, and has been operating a thrift shop in the building since 2008. The applicant purchased the property in 2017 and has been working towards the restoration of the building in phases.

On May 14, 2018, Council issued an HAP (HA 18-818536) for the first phase of the conservation work to install a new foundation. At the time, Council also approved a grant in the amount of $150,000for the foundation replacement. The work was completed.

On April 22, 2024, Council issued an HAP (HA 23-035787) for the exterior conservation of the building and also approved an additional grant in the amount of $100,000.

The conservation work includes removal of later stucco, rehabilitation of exterior wooden siding, replacement of later windows with authentic wood replicas of the originals, exterior painting in historic colours and restoration of other exterior elements, including the belfry, gable louvre, wood doors and other details. The roof structure over the hall has also been substantially repaired and the whole roof fully recovered. The work has been guided by a heritage conservation plan prepared by a heritage professional and implemented by a contractor specializing in heritage conservation. This conservation work is nearing completion. Recent photographs of the restored exterior are included in Attachment 3.

Surrounding Development

Development surrounding the subject site is as follows:

To the North: The Steveston United Church at 3720 Broadway Street on a site zoned "Assembly (ASY)".

To the East: A three-storey mixed-use building on a site zoned "Commercial Mixed Use (ZMU32) – Steveston Village" at 3755 Chatham Street.

To the South: Across Chatham Street, a multi-unit commercial strata building zoned "Steveston Office Commercial (ZC49) – Chatham Street (Steveston)" at 3740 Chatham Street.

To the West: Across 2nd Avenue, a vacant site zoned "Steveston Commercial (CS3)" at 3691 and 3695 Chatham Street. An active rezoning application for development of a three-storey, mixed-use building is currently under staff review (RZ 24-042233).

Related Policies & Studies

Official Community Plan & Steveston Area Plan

The City's Official Community Plan (OCP) provides city-wide direction and policy to preserve, promote and celebrate community heritage. The subject site is designated "Local Villages – Tier 1" in the OCP and "Heritage Mixed-Use (Commercial-Industrial with Residential & Office Above)" in the Steveston Area Plan. The continued second-hand retail use of the Steveston Methodist Church is consistent with the plan and current "Steveston Commercial (CS3)" zoning.

Steveston Village Heritage Conservation Area

Steveston Village is designated as a Heritage Conservation Area (HCA) in the Steveston Area Plan. In the HCA, 17 buildings and some landscape features are identified as heritage resources. The subject building is one of the 17 protected heritage properties.

The Steveston Area Plan seeks to conserve significant heritage resources throughout the Steveston area and conserve the identified heritage resources within the Steveston Village Node as outlined in the Steveston Village Conservation Strategy.

All properties within the HCA are subject to the City's conservation requirements and applicable heritage policies and design guidelines.

An HAP is required for exterior alterations to protected heritage buildings within the Heritage Conservation Area in accordance with the *Local Government Act* (Part 15) to help retain the heritage values and special heritage character of Steveston Village. This includes changes to the building exterior, signage and landscape elements as proposed. Proposed alterations for protected heritage properties should be in keeping with the history and heritage character of the building and be guided by the Steveston Village Conservation Strategy (2009) and the *Standards and Guidelines for the Conservation of Historic Places in Canada*. Signs should also meet the requirements of the Signage section of the Development Permit Guidelines in the Steveston Area Plan.

The subject HAP includes changes limited to the rear building façade, landscape elements, signage and relocation of storage containers.

The Standards and Guidelines for the Conservation of Historic Places in Canada

The *Standards and Guidelines for the Conservation of Historic Places in Canada* (2nd edition, 2010, Parks Canada), pan-Canadian best-practice principles and guidance, is used as a guide in managing the protected heritage resources in Steveston Village.

The *Standards and Guidelines* define conservation as "all actions or processes aimed at safeguarding the character-defining elements of an historic place to retain its heritage value and extend its physical life. This may involve Preservation, Rehabilitation, Restoration, or a combination of these actions or processes."

The proposed alterations are consistent with the *Standards and Guidelines for the Conservation of Historic Places in Canada*, including supporting the continued thrift store retail use at the subject site through functional improvements, and providing signage and landscape elements that are compatible with the historic building and Steveston Village in terms of scale, design, material and colour. They do not negatively impact the heritage value or character-defining elements identified in the Statement of Significance. The proposed relocation of storage containers to the rear of the property will improve access and visibility of the building at the 2nd Avenue frontage and will enhance the opportunity for public enjoyment of the restored heritage building.

Public Consultation

An HAP notification sign has been installed on the subject property, and early notification notices have been mailed to residents and property owners within 100 m of the subject site. Staff have not received any inquiries from the public.

Richmond Heritage Commission

The HAP application was presented to the Richmond Heritage Commission on March 4, 2026. The Commission supported the application while recommending that the applicant consider minor modifications to the proposed new wood railings, sign and painting of new elements, and

explore the opportunity to screen garbage and recycling containers. An excerpt from the Commission meeting minutes is included in Attachment 4.

In response to the Commission's comments, the applicant has updated the proposal:

- A transparent sealer will be applied to the new cedar railings on the ramps;
- The sloped edges of the sign have been modified to more closely resemble the roof form of the building;
- The new roll-up door and surrounding trim will be painted Oxford Ivory to match the wall; and
- The storage containers will also be painted to match, to be more complementary to the building and reduce their visual impact.

Staff have reviewed and discussed the comments with the applicant. Screening of the garbage and recycling containers is not proposed at this time. The applicant has indicated that it would restrict access by volunteers, which is needed regularly throughout the opening hours of the thrift store and would impede the collection service from 2nd Avenue.

Analysis

The current proposal is to make alterations to signage, landscape elements, the rear building elevation and the location of storage containers. There is no proposed change in use of the property. The building continues in use as a non-profit thrift store, operated by the owner, Richmond Hospital/Healthcare Auxiliary, as permitted under the "Steveston Commercial (CS3)" zone.

The current proposal represents the final phase of conservation and rehabilitation of the heritage property. Proposed alterations to the south and west facades are as follows:

- Installation of a new freestanding wood sign to replace existing signage;
- Addition of a flagpole and Canadian flag at the southwest corner and a wood picnic table on the southeast area of the property;
- Replacement of defunct non-heritage light fixtures at the customer entrance and exit and the 2nd Avenue gable;
- Repair/renewal of the structure and decking for the west entrance ramp; and
- Location of heat pumps fronting 2nd Avenue with screening to match the drop siding on the building.

Proposed alterations to the north (rear) façade are as follows:

- Addition of a motorized roll-up door, access ramp, steps and roof canopy on the rear elevation;
- Replacement in-kind of two deteriorated historic wood windows and replacement of a non-heritage door with a new wood door to match the doors on the south and west sides;

- Installation of lighting above the rear doors; and
- Reconfiguring of storage and waste management at the rear, away from the 2nd Avenue frontage.

Sign

The proposed freestanding wood sign features the society's logo and thrift store information. It utilizes the building's historical colour palette of Hastings Red and Oxford Ivory. The material and size meet the signage guidelines in the Steveston Area Plan. Additionally, for protected heritage buildings such as the Steveston Methodist Church, signage should be designed in a traditional format and materials that are compatible with the heritage character and history of the building. The proposed sign has been designed to be complementary to the form and character of the building, including materials and colours. A freestanding format avoids adding a new element to the façade of the restored building.

Flagpole and picnic table

The metal flagpole and Canadian flag is proposed by the society to express national pride and community support. While not part of the historic landscape of the building and located at a prominent corner, it will be placed to the west of the main façade and will be distinguishable as a new element and detached from the building. The wood picnic table has a traditional format and will be painted in Hastings Red to be complementary to the heritage building. It is proposed to be located on a concrete pad in a lawned area. A gift from the former congregation of the neighbouring Steveston United Church, it is provided for the use of thrift store volunteers and customers.

Rear elevation alterations

Changes to the rear elevation are proposed to support thrift store operations, assist with security and improve access for receiving and processing donations separately from the main customer entrance. The new ramp, roof canopy and motorized roll-up insulated door at the rear, will facilitate volunteers in receiving donations and bringing them into the sorting area of the thrift store while keeping the existing ramp from 2nd Avenue available primarily for customer use. Traditional design lighting will be provided above the two rear doors for operations and security. The lighting is focused downwards and is not anticipated to spill over onto adjacent properties. Two existing windows will be restored with authentic wood replicas and the existing steel door replaced with a new wood door with a glazed panel in keeping with the character and materials of the building. A letter from the heritage consultant regarding the heritage considerations for the changes to the rear elevation is in Attachment 5.

Storage containers

As a pandemic response measure, several storage containers were placed on 2nd Avenue for contactless donation drop-off. One was removed while additional smaller storage sheds were added. The long-term plan, with completion of the exterior conservation work, has been to relocate the storage containers to the rear yard of the property, replacing an existing but deteriorated large storage container which has since been removed.

The proposal to add a new ramp and access at the rear of the building has required an update to the proposed site plan for this area.

Two new metal shipping containers are proposed to be installed at the north side of the property and painted Oxford Ivory to match the building. The sizes of the containers are 10 ft. by 8 ft. and 12 ft. by 8 ft., and both are 8 ft. 6 in. tall. These will replace all other sheds and containers on the property, which will be removed. With the addition of the ramp access, the location of the two containers will necessitate an encroachment of approximately 3.1 m^2 into the undeveloped City lane at the north side of the property.

The applicant also proposes to relocate the garbage and recycling containers. The garbage container can be fully located on private property but the recycling container is proposed to encroach approximately 3 m^2 onto City property due to limited space.

These encroachments can be permitted through the execution of a licensing agreement between the society and the City, which will also include and formalize existing, historical encroachments of the access ramps on the south and west sides of the building. The terms of the licensing agreement will include permitting the use of the City lane for the purpose of installing, managing and using the two storage containers and a recycling bin with a nominal fee. The applicant will be required to enter into a licensing agreement prior to the issuance of a building permit inspection granting final occupancy.

Completion of heritage conservation

The current proposal will complete the exterior restoration and rehabilitation of the historic Steveston Methodist Church, one of Richmond's oldest surviving buildings, located in its original location. The conservation of the building to date exemplifies heritage stewardship and contributes to the overall historic character and fabric of Steveston village. The proposed changes will further improve the street frontages and public experience of the heritage building. The improvements for access at the rear of the building will support operations for the thrift store, keeping the building in use and supporting its long-term maintenance. The proposal represents the final stage in the current, comprehensive conservation of the historic building and encourages the ongoing heritage stewardship of the property by a community group with committed volunteers.

Financial Impact

None.

Conclusion

The proposed signage, landscape elements, modifications to the rear building elevation and proposed location of storage containers are consistent with the applicable policies and guidelines for Steveston Village and therefore, it is recommended that the HA 25-022376 for 3711 and 3731 Chatham Street be issued to permit the proposed exterior alterations.

For
Judith Mosely
Heritage Planner
(604-276-4170)

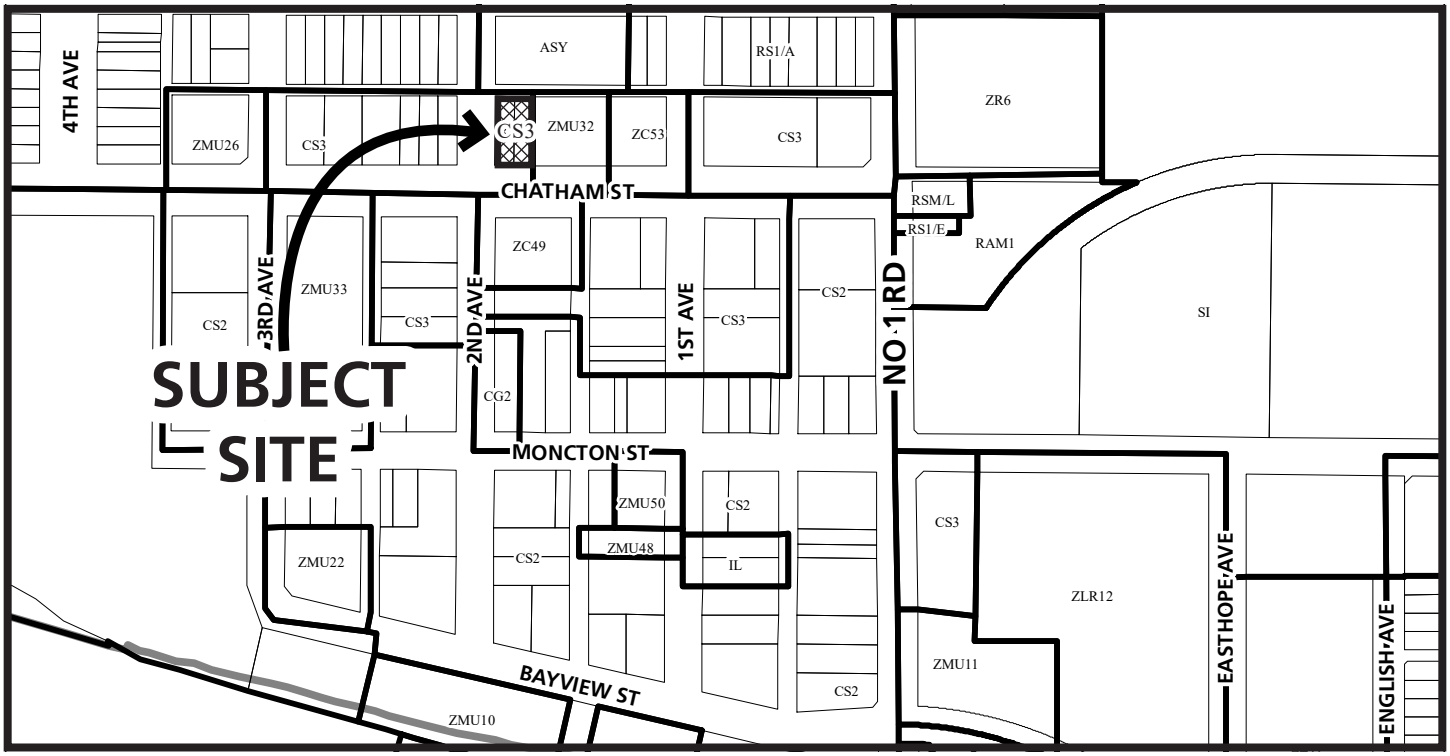
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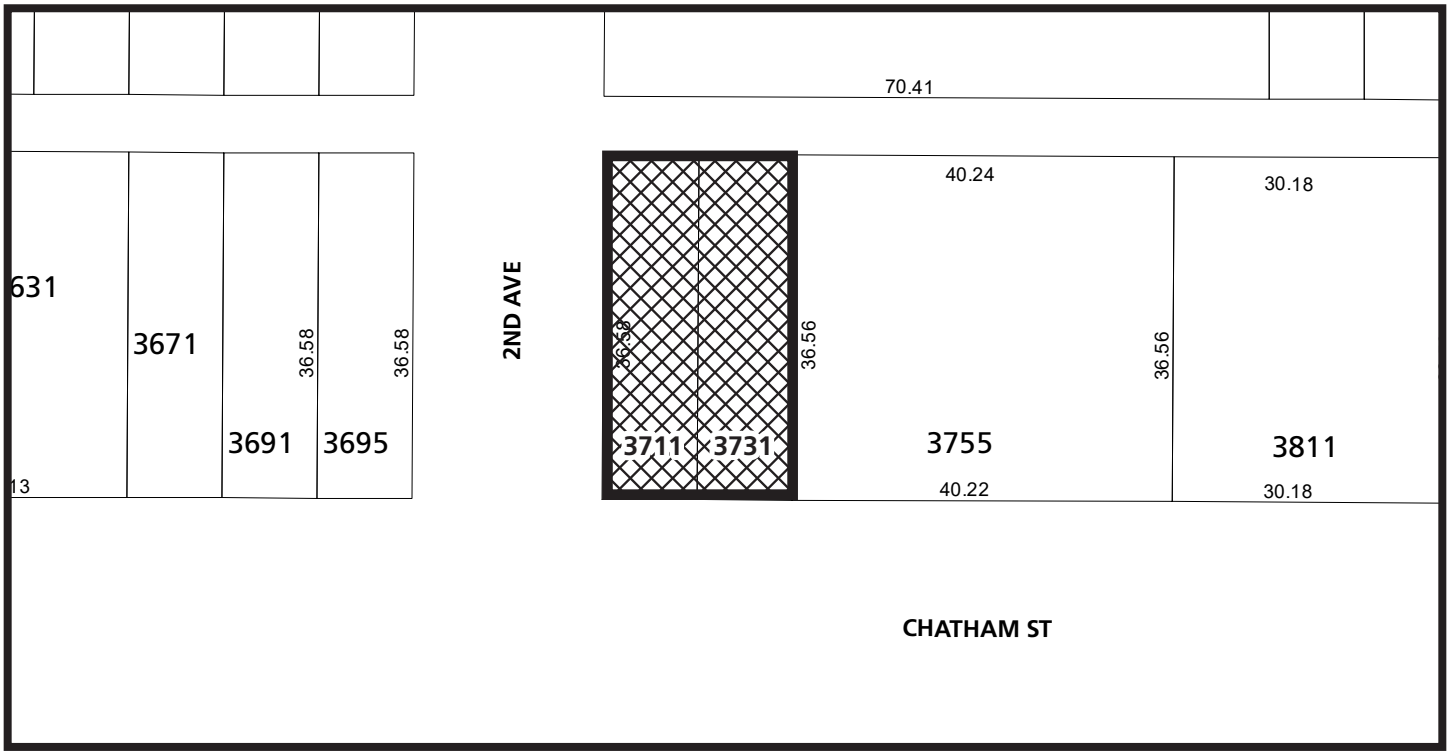
Att. 1: Location Map and Aerial Photo
2: Statement of Significance
3: Recent photographs of Steveston Methodist Church
4: Excerpt from the March 4, 2026, Richmond Heritage Commission Minutes
5: Letter from heritage consultant – North Façade Design and Heritage Rationale

Prior to Building Permit Final Occupancy, the applicant must complete the following requirement:

1. Completion of a legal agreement to license the use of City property for existing and new encroachments.

City of Richmond





HA 25-022376

Original Date: 08/21/25
Revision Date:

Note: Dimensions are in METRES

City of Richmond



HA 25-022376

Original Date: 08/21/25
Revision Date:

Note: Dimensions are in METRES

3. STATEMENT OF SIGNIFICANCE

REVISED: DECEMBER 2023

DESCRIPTION
The Steveston Methodist Church is situated on a prominent corner lot on Chatham Street and Second Avenue in Steveston Village Heritage Conservation Area. The original 1894 church is rectangular in plan, with a front gabled roof, belfry, and enclosed front vestibule. The 1927 Church Hall is sited perpendicular to the church, with a front-gabled roofline. The remainder of the lot is a flat grassed area.

VALUES
The heritage value of the Steveston Methodist Church lies in its historical association with the spiritual life of Steveston, as a rare surviving example of an Indian mission church of the late Victorian era, and its reflection of the multicultural workforce that supported the local salmon fishing and canning industries.

The Steveston Methodist Church was built in 1894 to support mission work among the Indigenous peoples who were working seasonally in the fishing and canning industries. The Methodist Church was deeply committed to its work among First Nations peoples and other multicultural workers in the Steveston community. This modest church was built by volunteer labour with lumber shipped from New Westminster, with funding from the Missionary Society in England and from local canneries. Its vernacular architecture reflects the rustic simplicity of the institutions that serviced the populations of Steveston, particularly those working in the canning and fishing industries.

The location of this building on Chatham Street reflects the residential area that was being developed to accommodate a growing population north of the commercial core and waterfront of Steveston Village.

This historic place is also valued for its connections with the First Nations and culturally diverse populations of the Steveston community, seen in its historic associations with the Methodist Indian Mission and Steveston Methodist Church, and its later function as the first United Church in Canada to amalgamate Japanese and Caucasian congregations after WWII.

CHARACTER-DEFINING ELEMENTS
The character-defining elements of the Steveston Methodist Church include its:

- location on Chatham Street, and its relationship to the commercial core and waterfront;
- form, scale, and massing as seen in its rectangular plan and addition, front gabled rooflines, central front entry, enclosed vestibule, and belfry;
- modest vernacular ecclesiastical design, that reflects its associations with the Steveston Methodist Church, the Methodist Indian Mission, and the Steveston United Church; and
- simple wooden construction including wooden drop siding and wooden trim.



South facade, fronting Chatham Street, September 2025



View from Chatham Street, September 2025



View from 2nd Avenue, September 2025

Excerpt from the Minutes to the
Richmond Heritage Commission Meeting

Wednesday, March 4, 2026 - 7:00 pm
Microsoft Teams Online Meeting

Heritage Alteration Permit Application for 3711 and 3731 Chatham Street (Steveston Methodist Church) – HA 25-002376

Judith Mosley, Heritage Planner, introduced the heritage alteration permit application and the project team. The proposal is for alterations to the rear façade of the building, landscape elements and signage. The building is a protected heritage property within the Steveston Village Heritage Conservation Area.

Ryan Bahris, contractor, Donald Luxton, heritage consultant, and Mary Derksen, from the applicant Richmond Hospital / Healthcare Auxiliary, provided an overview of the proposal and an update on conservation work completed to date, with reference to a PowerPoint presentation. This included the following information:

- The Steveston Methodist Church was built in 1894 and the hall added in 1927.
- Foundation work and exterior restoration have been completed including windows, siding, roof and doors, and with grant funding support from the City.
- A new sign, flagpole and picnic table are proposed at the Chatham Street frontage, and a new roll-up door, access ramp and roof canopy at the rear, as well as exterior lighting replacement, and heat pumps with screening. Storage containers, garbage and recycling bins will be relocated to the rear of the property.
- The changes are proposed to support operational efficiency for the thrift store, improve safety, access and appearance on 2nd Avenue, support community amenity and complete the restoration of the building.

In response to the Commission's questions, the following additional information was provided:

- The pitch of the proposed roof canopy will be 3:12, slightly less than the 6:12 of the main roof to allow for headroom clearance. The shingle material will match existing.
- The new ramp will have an open structure beneath the decking (not enclosed).
- While other options were considered, the material and design of the ramp railings (existing and new) are proposed as unpainted yellow cedar to be distinguishable from the heritage building, and to provide a simple, low maintenance design in keeping with the heritage character of Steveston Village.
- Screening of the garbage and recycling containers is not proposed due to lack of space and to provide access to 2nd Avenue for collection.
- The flagpole will have a brushed aluminum finish.

The Commission provided the following comments:

- Members appreciated that the unfinished cedar railings reference the historic character of the Village, but some questioned the contrast with the building's finishes and suggested that a solid or semi-transparent stain be considered.
- A steeper pitch to the slope on the new sign would better echo the building's roof.
- Opportunities to screen the garbage and recycling bins are encouraged.

- The prominence of the new roll-up door could be reduced by painting the trim to match the wall.
- A complementary colour or treatment is encouraged for the storage containers to improve their compatibility with the heritage building and reduce visual impact.

The Commission commended the applicant and project team on the conservation work achieved to date and the dedication to making it a success, and noted that improvements to access and safety on the 2nd Avenue frontage will be welcome.

It was moved and seconded:

That the Richmond Heritage Commission supports the heritage alteration permit application for 3711 and 3731 Chatham Street (HA 25-022376) subject to consideration of the Commission's comments.

CARRIED

STEVESTON METHODIST CHURCH
3731 Chatham Street, Richmond
North Façade Design and Heritage Rationale
Submitted September 29, 2025

As part of the application for exterior envelope upgrading for this site, in December 2023 our firm prepared a Conservation Plan for the Steveston Methodist Church. At that time, work was proposed for the south and west facades, including removal of later stucco, rehabilitation of exterior wooden siding, replacement of windows with authentic replicas, and repainting in historic colours. This work is now complete.

Further work is now proposed to complete the envelope upgrades on the north (alley) façade. It will continue the same intent as the completed work, and will include functional upgrades to rear access, loading and receiving, storage and sorting areas of the building.

Functionality will be enhanced by upgrading the north façade as the receiving area for donated goods, which can be more efficiently received at a dedicated location directly adjacent to where goods are sorted. Service functions will be concentrated on the rear side of the building, facing the lane right-of-way, and will be less intrusive than the current situation. Functionality will be facilitated by the use of a ramp to allow easier movement by eliminating any steps during drop-off and receiving of goods.

The proposed conservation work includes:

- Repair of rear wall as required (rehabilitation).
- Remove later stucco cladding as carefully as possible to allow maximum retention of original wooden siding (rehabilitation).
- Salvage original wooden siding as possible (preservation).
- Where siding is too deteriorated to re-use, replace in-kind (rehabilitation).
- Replace triple assembly window sash in current location (rehabilitation).

The proposed new work includes the following functional rehabilitation measures:

- New ramp and handrails.
- New stairs rear stairs and handrails.
- New motorized and insulated roll up door.
- New rear door with inset glazed panel.
- New roof overhang over rear doors.
- Deletion of one existing window, and installation of a new staff washroom window.

The proposed new work will match the character and detailing of the work already completed on the exterior of the building. The new work conforms to the *Standards and Guidelines for the Conservation of Historic Places in Canada*, including *Standard 11*:

- *Rehabilitation Standard 11*: Conserve the heritage value and character-defining elements when creating any new additions to a historic place and any related new construction. Make the new work physically and visually compatible with, subordinate to and distinguishable from the historic place.

This proposed work will complete the exterior envelope upgrading of this historic structure, consistent with its identified heritage values. This work also provides much-needed functional upgrades that will improve work safety and conditions through improved exits, circulation and access.

Sincerely,



Donald Luxton, FRAIC, CAHP
Principal, Donald Luxton & Associates Inc.

City of Richmond

Heritage Alteration Permit

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

File No.: HA 25-022376

To the Holder:	Richmond Hospital/Healthcare Auxiliary
Property Address:	3711 and 3731 Chatham Street
Legal Description:	Lots 8 And 9 Block 22 Section 3 Block 3 North Range 7 West New Westminster District Plan 249

(s.617, *Local Government Act*)

1. (Reason for Permit)
   - ☐ Designated Heritage Property (s.611)
   - ☐ Property Subject to Temporary Protection (s.609)
   - ☐ Property Subject to Heritage Revitalization Agreement (s.610)
   - ☑ Property in Heritage Conservation Area (s.615)
   - ☐ Property Subject to s.219 Heritage Covenant (Land Titles Act)
2. This Heritage Alteration Permit applies to and only to those lands shown cross-hatched on the attached Schedule "A", and any and all buildings, structures and other development thereon.
3. This Heritage Alteration Permit is issued to authorize the proposed exterior alterations to the heritage building, signage and landscape elements, as shown in the attached Plan #1 to Plan #12:
   - Installation of a new wood sign, flagpole, picnic table and replacement lighting;
   - Addition of heat pumps and screening, and repair of ramp on west elevation;
   - Alterations to rear façade including new motorized roll-up door, ramp, steps and roof canopy;
   - Replacement of two existing windows and a door; and
   - Reconfiguring of storage and waste management containers.
4. This Heritage Alteration 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.
5. If the alterations authorized by this Heritage Alteration Permit are not completed within 36 months of the date of this Permit, this Permit lapses.
6. This is not a Building Permit.

AUTHORIZING RESOLUTION NO. <Resolution No.> ISSUED BY THE COUNCIL THE DAY OF <Date>

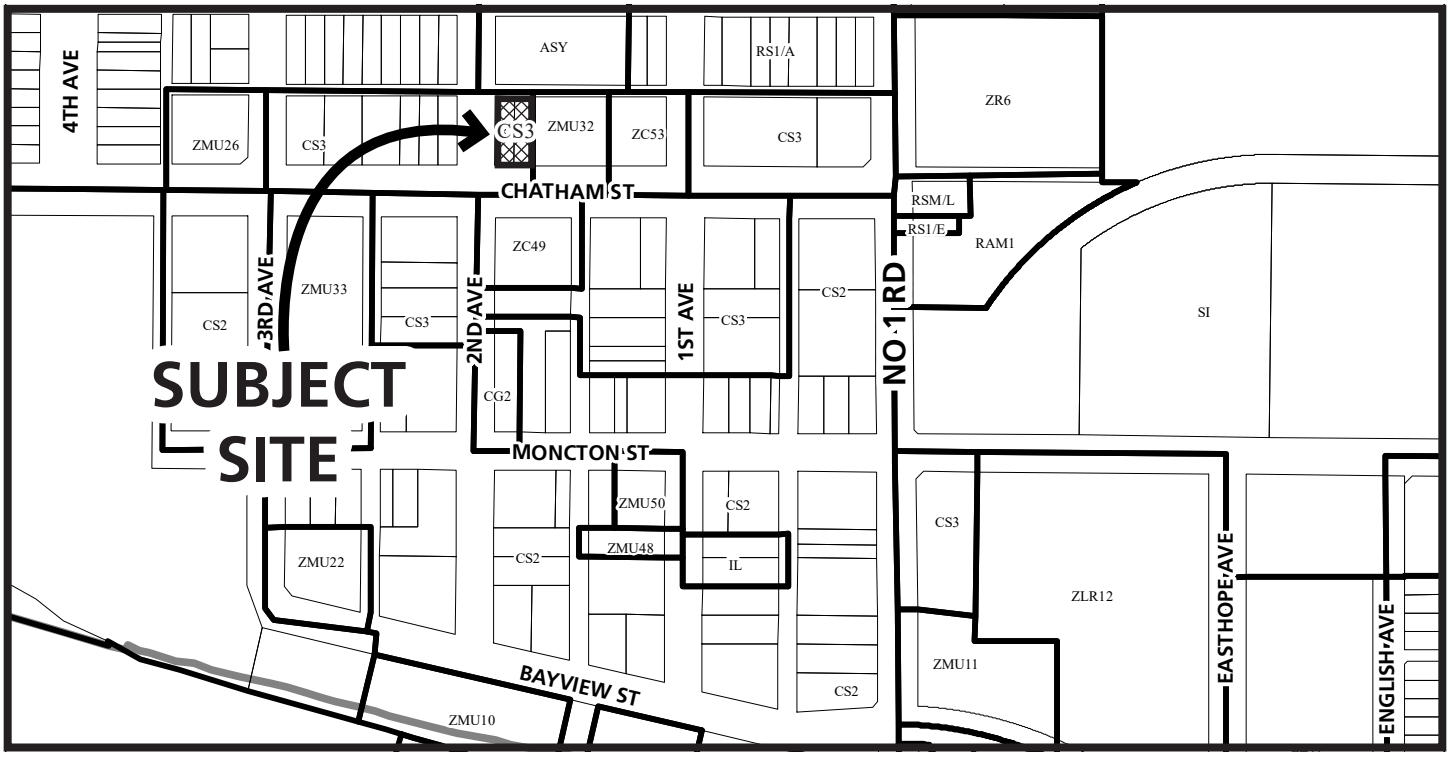
DELIVERED THIS <Day> DAY OF <Month>, <Year>

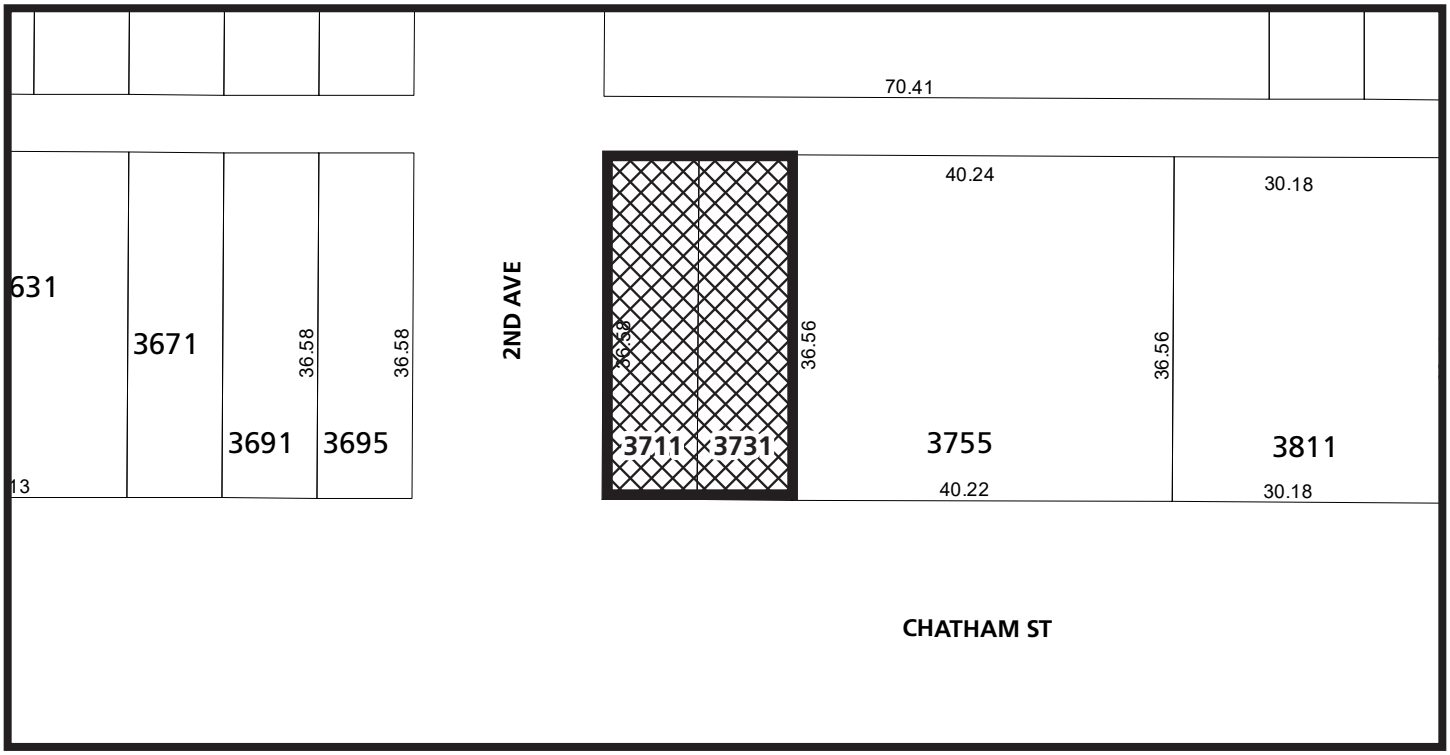
MAYOR

CORPORATE OFFICER

IT IS AN OFFENCE UNDER THE *LOCAL GOVERNMENT ACT*, PUNISHABLE BY A FINE OF UP TO $50,000 IN THE CASE OF AN INDIVIDUAL AND $1,000,000 IN THE CASE OF A CORPORATION, FOR THE HOLDER OF THIS PERMIT TO FAIL TO COMPLY WITH THE REQUIREMENTS AND CONDITIONS OF THE PERMIT.

City of Richmond





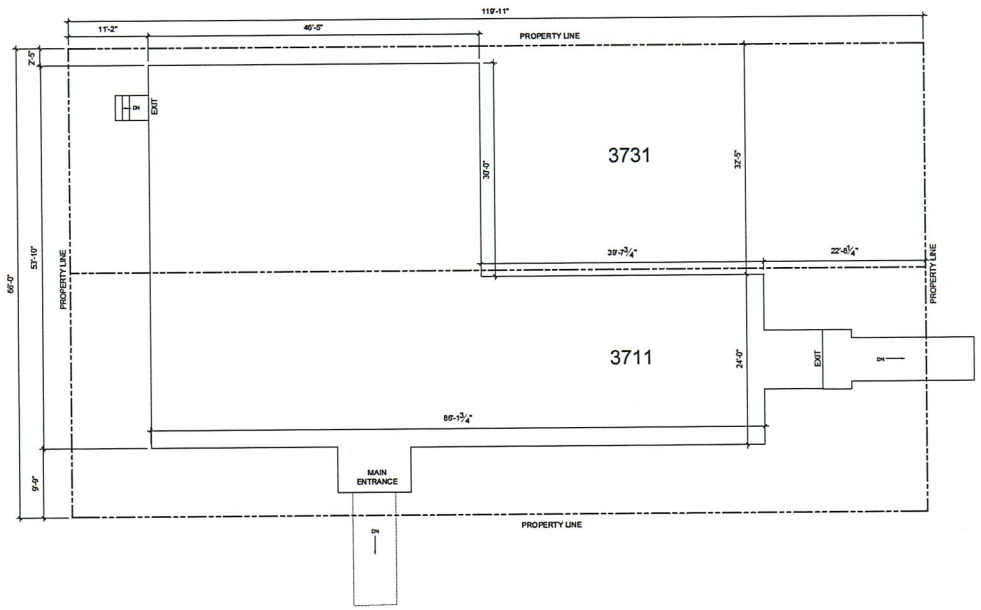
HA 25-022376
SCHEDULE "A"

Original Date: 08/21/25
Revision Date:

Note: Dimensions are in METRES

HA22-022376 Plan #1

- THE RICHMOND HOSPITAL / HEALTHCARE AUXILIARY THRIFT SHOP -
3731 CHATHAM STREET
RICHMOND, BC V7E 2Z3



SITE PLAN
SCALE: 1/8" = 1'-0" (24"x36" sheet size)

LEGAL DESCRIPTION

LOT 8 SEC 3 BLK 3N RG 7W PL NWP249 LOT 8, BLOCK 3N, SUB BLOCK 22, PLAN NWP249, SECTION 3, RANGE 7W, NEW WESTMINSTER LAND DISTRICT

LOT 9, BLOCK 22, SECTION 3 NORTH, RANGE 7 WEST, NEW WESTMINSTER DISTRICT, PLAN249

DRAWING LIST

01 SITE PLAN
02 DEMOLITION PLAN
03 PROPOSED PLAN

04 EXTERIOR ELEVATIONS - NORTH
05 EXTERIOR ELEVATIONS - WEST
06 EXTERIOR ELEVATIONS - SOUTH
07 EXTERIOR ELEVATIONS - SOUTH (SIGN)

Extraordinary League Contracting Ltd
3598 Marshall Street
Vancouver, BC V5N 4S4
Tel: 604-728-3707
Web: www.exle.ca

PROJECT:
RICHMOND HOSPITAL HEALTHCARE AUXILIARY THRIFT SHOP
3731 CHATHAM STREET, RICHMOND BC V7E 2Z3

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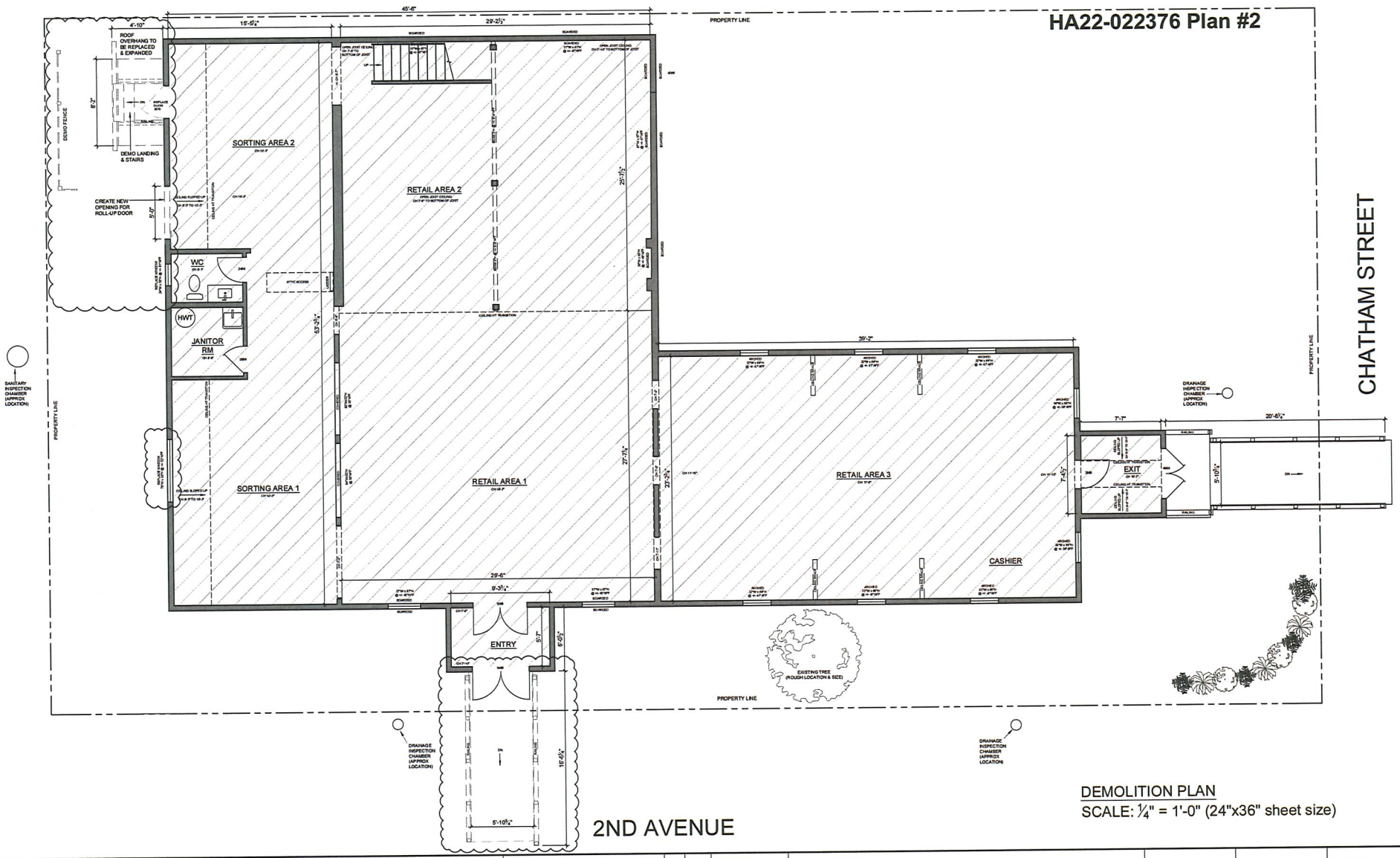
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DRAWN BY: MF
SCALE: AS NOTED
DATE: MAR. 27, 2020

DRAWING TITLE: SITE PLAN

DRAWING NO: 01

HA22-022376 Plan #2



DEMOLITION PLAN
SCALE: ¼" = 1'-0" (24"x36" sheet size)

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Vancouver, BC V5N 4S4
Tel: 604-728-3707
Web: www.exle.ca

PROJECT:
RICHMOND HOSPITAL HEALTHCARE AUXILIARY THRIFT SHOP
3731 CHATHAM STREET, RICHMOND BC V7E 2Z3

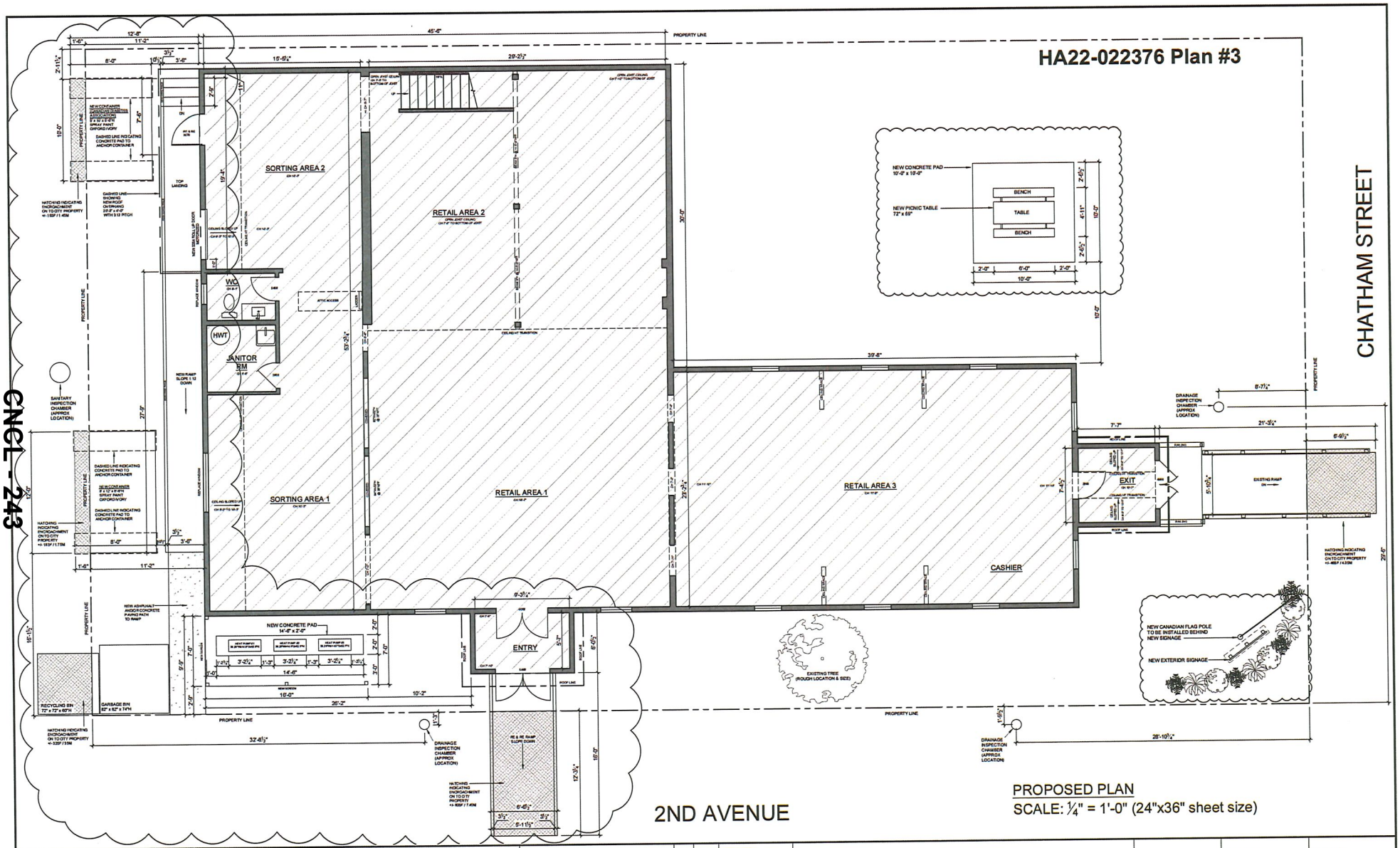
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NO:	DATE:	DESCRIPTION:
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DRAWN BY: MF
SCALE: AS NOTED
DATE: MAR. 27, 2026

DRAWING TITLE: DEMOLITION PLAN

DRAWING NO: 02



PROPOSED PLAN
SCALE: ¼" = 1'-0" (24"x36" sheet size)

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PROJECT:
RICHMOND HOSPITAL HEALTHCARE AUXILIARY THRIFT SHOP
3731 CHATHAM STREET, RICHMOND BC V7E 2Z3

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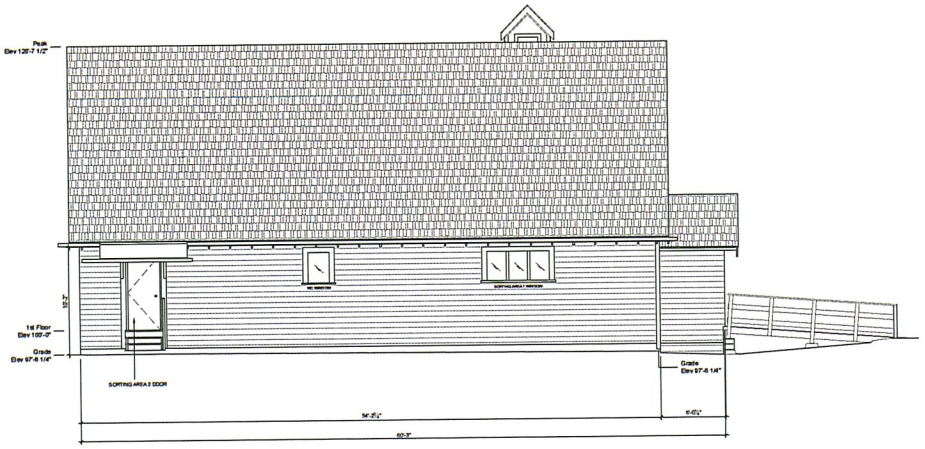
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DRAWN BY: MF
SCALE: AS NOTED
DATE: MAR. 27, 2026

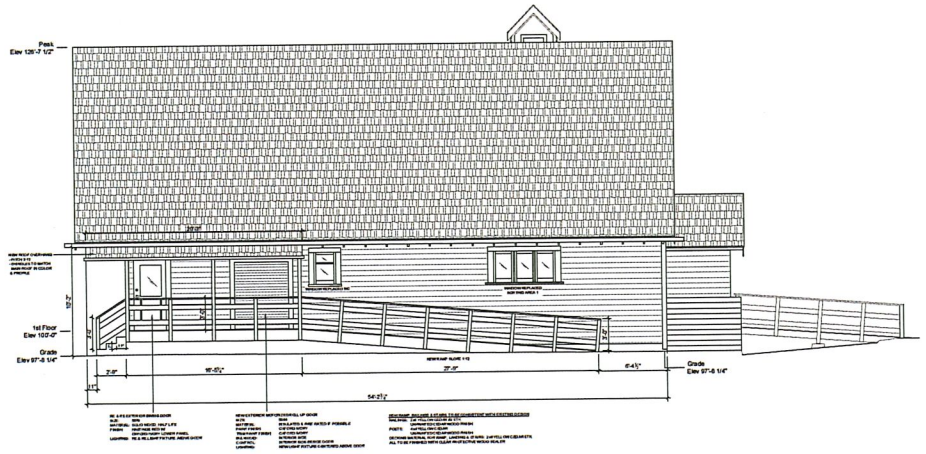
DRAWING TITLE: PROPOSED PLAN

DRAWING NO: 03

HA22-022376 Plan #4



NORTH ELEVATION - EXISTING
SCALE: 3/16" = 1'-0" (24"x36" sheet size)



NORTH ELEVATION - PROPOSED
SCALE: 3/16" = 1'-0" (24"x36" sheet size)

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Web: www.exle.ca

PROJECT:
RICHMOND HOSPITAL HEALTHCARE AUXILIARY THRIFT SHOP
3731 CHATHAM STREET, RICHMOND BC V7E 2Z3

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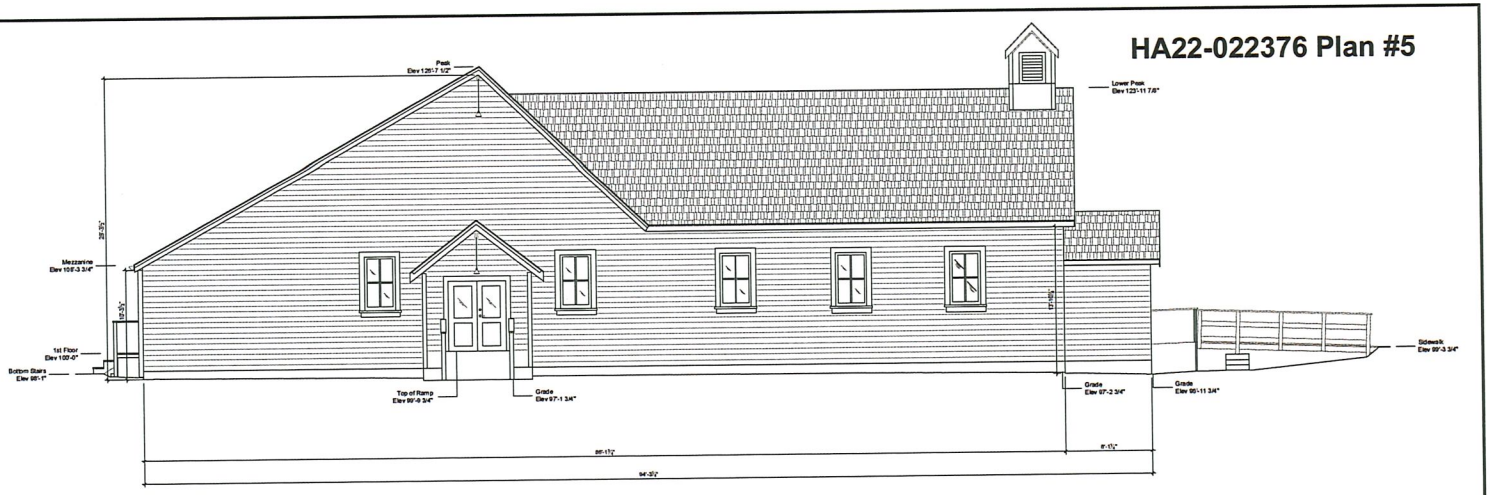
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DATE: MAR. 27, 2026

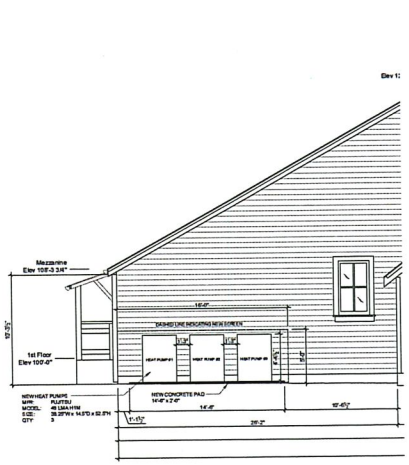
DRAWING TITLE:
EXTERIOR ELEVATIONS

DRAWING NO:
04

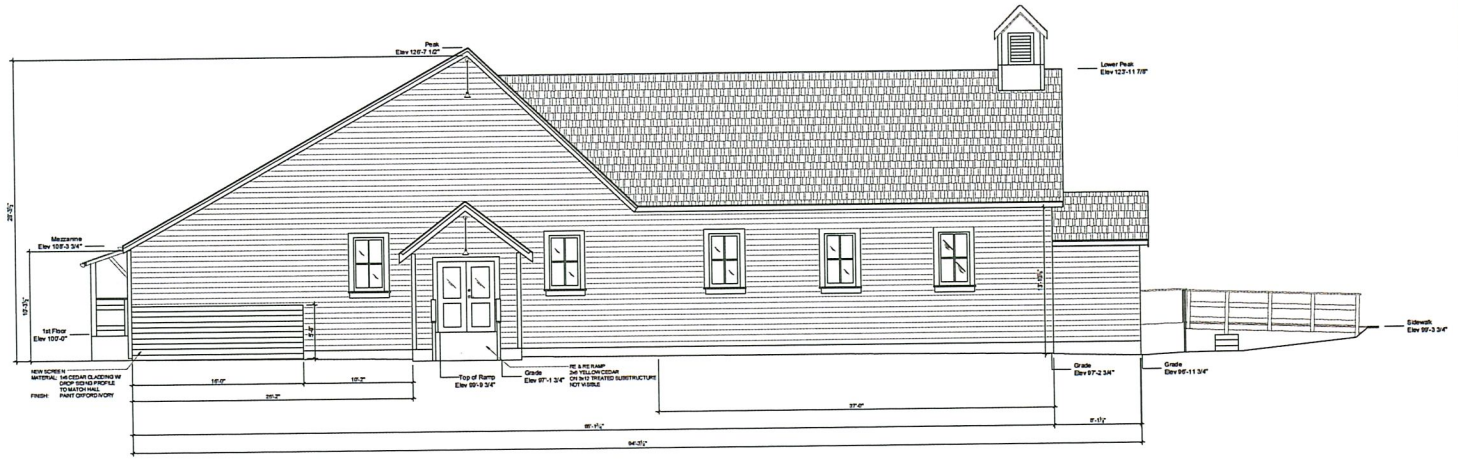
HA22-022376 Plan #5



WEST ELEVATION - EXISTING
SCALE: 3/16" = 1'-0" (24"x36" sheet size)



WEST ELEVATION - PROPOSED (heat pumps)
SCALE: 3/16" = 1'-0" (24"x36" sheet size)



WEST ELEVATION - PROPOSED
SCALE: 3/16" = 1'-0" (24"x36" sheet size)

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Tel: 604-728-3707
Web: www.exle.ca

PROJECT:
RICHMOND HOSPITAL HEALTHCARE AUXILIARY THRIFT SHOP
3731 CHATHAM STREET, RICHMOND BC V7E 2Z3

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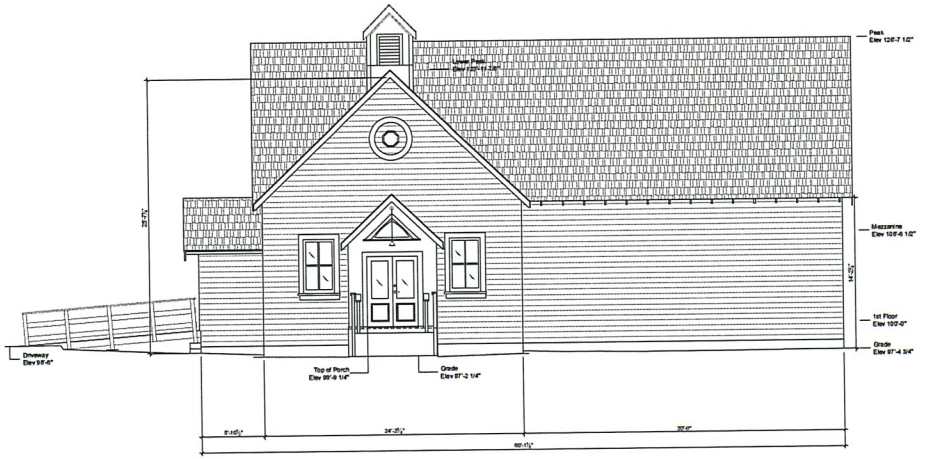
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SCALE: AS NOTED
DATE: MAR. 27, 2020

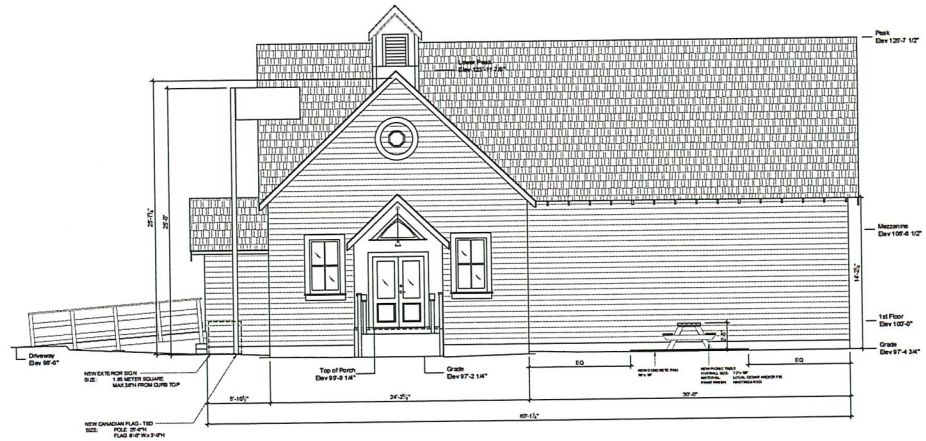
DRAWING TITLE: EXTERIOR ELEVATIONS

DRAWING NO: 05

HA22-022376 Plan #6



SOUTH ELEVATION - EXISTING
SCALE: 3/16" = 1'-0" (24"x36" sheet size)



SOUTH ELEVATION - PROPOSED
SCALE: 3/16" = 1'-0" (24"x36" sheet size)

Extraordinary League Contracting Ltd
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Vancouver, BC V5N 4S4
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PROJECT:
RICHMOND HOSPITAL HEALTHCARE AUXILIARY THRIFT SHOP
3731 CHATHAM STREET, RICHMOND BC V7E 2Z3

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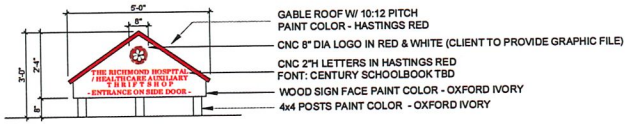
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SCALE: AS NOTED
DATE: MAR. 27, 2026

DRAWING TITLE: EXTERIOR ELEVATIONS

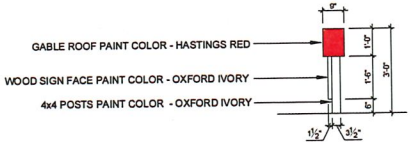
DRAWING NO: 06

CNCL - 247



NEW EXTERIOR SIGNAGE - FRONT ELEVATION

SCALE: 1/2" = 1'-0" (24"x36" sheet size)



NEW EXTERIOR SIGNAGE - SIDE ELEVATION

SCALE: 1/2" = 1'-0" (24"x36" sheet size)

Extraordinary League Contracting Ltd
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Vancouver, BC V5N 4S4
Tel: 604-728-3707
Web: www.exle.ca

PROJECT:
RICHMOND HOSPITAL HEALTHCARE AUXILIARY THRIFT SHOP
3731 CHATHAM STREET, RICHMOND BC V7E 2Z3

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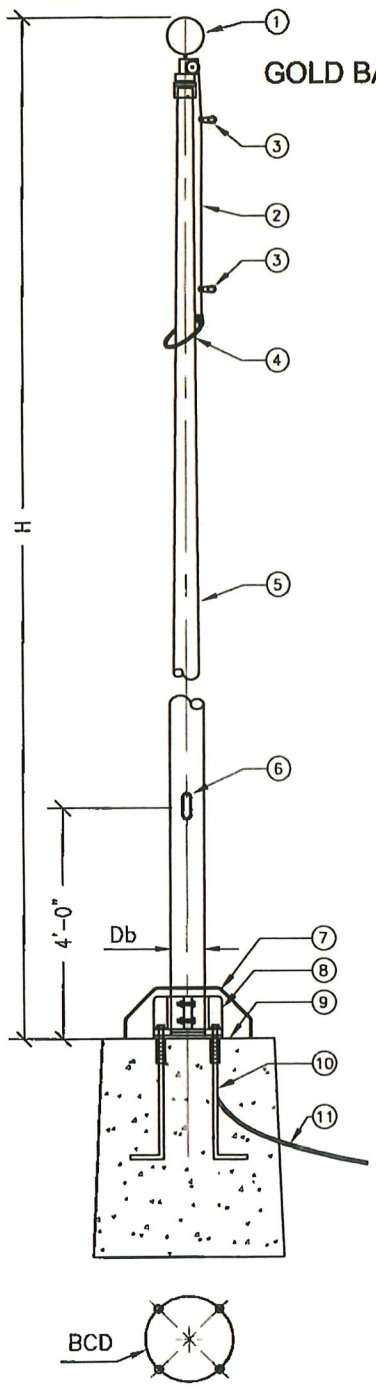
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DRAWN BY: MF
SCALE: AS NOTED
DATE: MAR. 27, 2026

DRAWING TITLE: EXTERIOR ELEVATIONS

DRAWING NO: 07

EWING COMMERCIAL FLAGPOLES



MODEL
STAN (CONE TAPERED ALUMINUM)

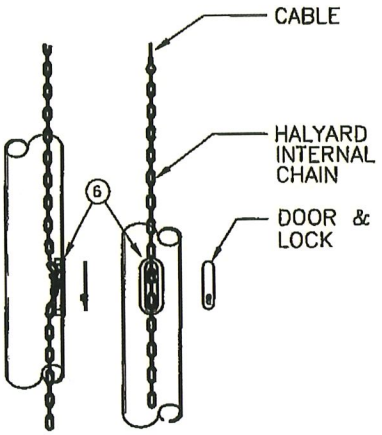
BASE
TYPE "B-5" FIXED

HALYARD
ECONOLINE INTERNAL SYSTEM

MATERIAL LIST

NO	DESCRIPTION	MAT'L	QTY
1	BALL	ALUM	1
2	HALYARD LINE		1
3	FLAG SNAP	ST ST	2
4	WEIGHTED LOOP	NYLON	1
5	TAPERED POLE	ALUM	1
6	ACCESS DOOR	ST ST	1
7	BASE COVER	ALUM	1
8	FIXED BASE	STEEL	1
9	TEMPLATE	WOOD	1
10	ANCHOR BOLTS	STEEL	4
11	LIGHTNING CABLE	STEEL	1

ACCESS DOOR
&
HALYARD ARRANGEMENT



	POLE FINISH
X	SATIN BRUSHED
	CLEAR ANODIZED
	CLEAR ANODIZED POWDER COAT
	STANDARD BRONZE ANODIZED
	BLACK ANODIZED
	POWDER COAT



DIMENSIONS

	MODEL	POLE H	POLE Db	POLE Wall	BASE BCD
	STA16N	16'-0"	4"	.156"	7.88"ø
X	STA20N	20'-0"	4"	.156"	7.88"ø
	STA25N	25'-0"	4"	.156"	7.88"ø
	STA30N	30'-0"	4"	.156"	7.88"ø
	STA35N	35'-0"	5"	.188"	7.88"ø
	STA40N	40'-0"	6"	.188"	9.25"ø

NOTES

1. ALUMINUM ALLOY 6063-T6.
2. EWING IS NOT RESPONSIBLE FOR THE REINFORCED CONCRETE FOUNDATION. CONSULT A CIVIL OR SOIL ENGINEER REGARDING LOCAL SOIL CONDITIONS PRIOR TO SPECIFYING OVERALL FOUNDATION DIMENSIONS.
3. ALTERATIONS OF ANY KIND TO FLAG POLE VOIDS ALL WARRANTIES.
4. THIS DRAWING IS THE PROPERTY OF EWING FLAGPOLE.

APROVED DATE:

P.ENG SEAL:

TITLE: COMMERCIAL CONE TAPERED FLAG POLES – DRAWING

CUSTOMER: FLYING COLOURS INTERNATIONAL

PROJECT NAME: SANDY HOGARTH

NUMBER OF POLES: 1

SHIP TO ADDRESS: 7270 ARBUTUS ROAD, WEST VANCOUVER, BC

SKETCH NO: STAN-BALL-16-40-1

REVISION: 0

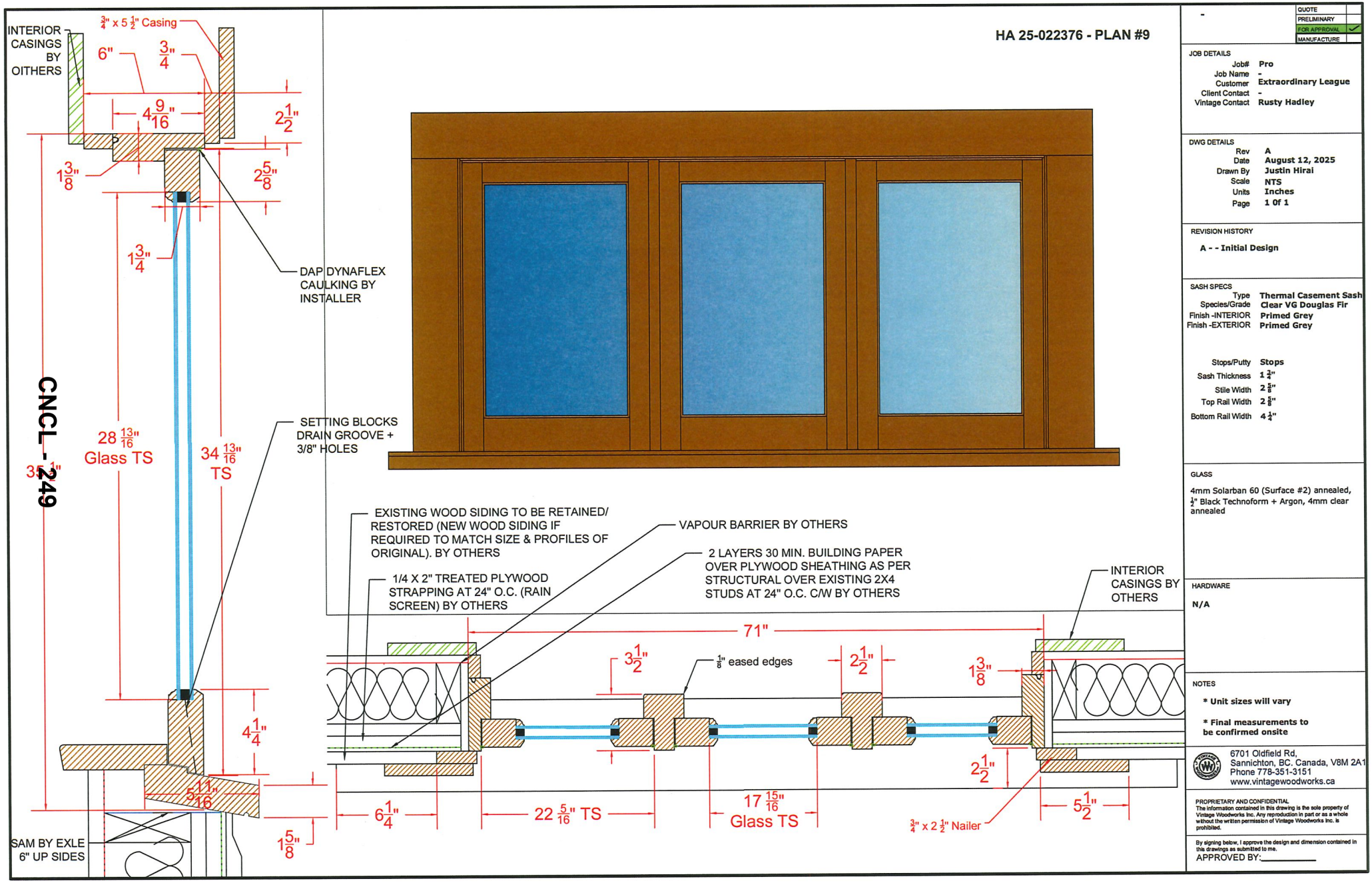
EWING WO#: 803926

CUSTOMER PO#: 11331

DATE: FEBRUARY 21, 2025

SCALE: NTS

1 800-663-7653 EWING FLAGPOLE www.ewinggroup.com



CNCL - 249

-

QUOTE
PRELIMINARY
FOR APPROVAL ✓
MANUFACTURE

JOB DETAILS

Job#	Pro
Job Name	-
Customer	Extraordinary League
Client Contact	-
Vintage Contact	Rusty Hadley

DWG DETAILS

Rev	A
Date	August 12, 2025
Drawn By	Justin Hirai
Scale	NTS
Units	Inches
Page	1 Of 1

REVISION HISTORY

A - - Initial Design

SASH SPECS

Type	Thermal Casement Sash
Species/Grade	Clear VG Douglas Fir
Finish -INTERIOR	Primed Grey
Finish -EXTERIOR	Primed Grey
Stops/Putty	Stops
Sash Thickness	1 ¾"
Stile Width	2 5/8"
Top Rail Width	2 5/8"
Bottom Rail Width	4 ¼"

GLASS

4mm Solarban 60 (Surface #2) annealed, ½" Black Technoform + Argon, 4mm clear annealed

HARDWARE

N/A

NOTES

* Unit sizes will vary

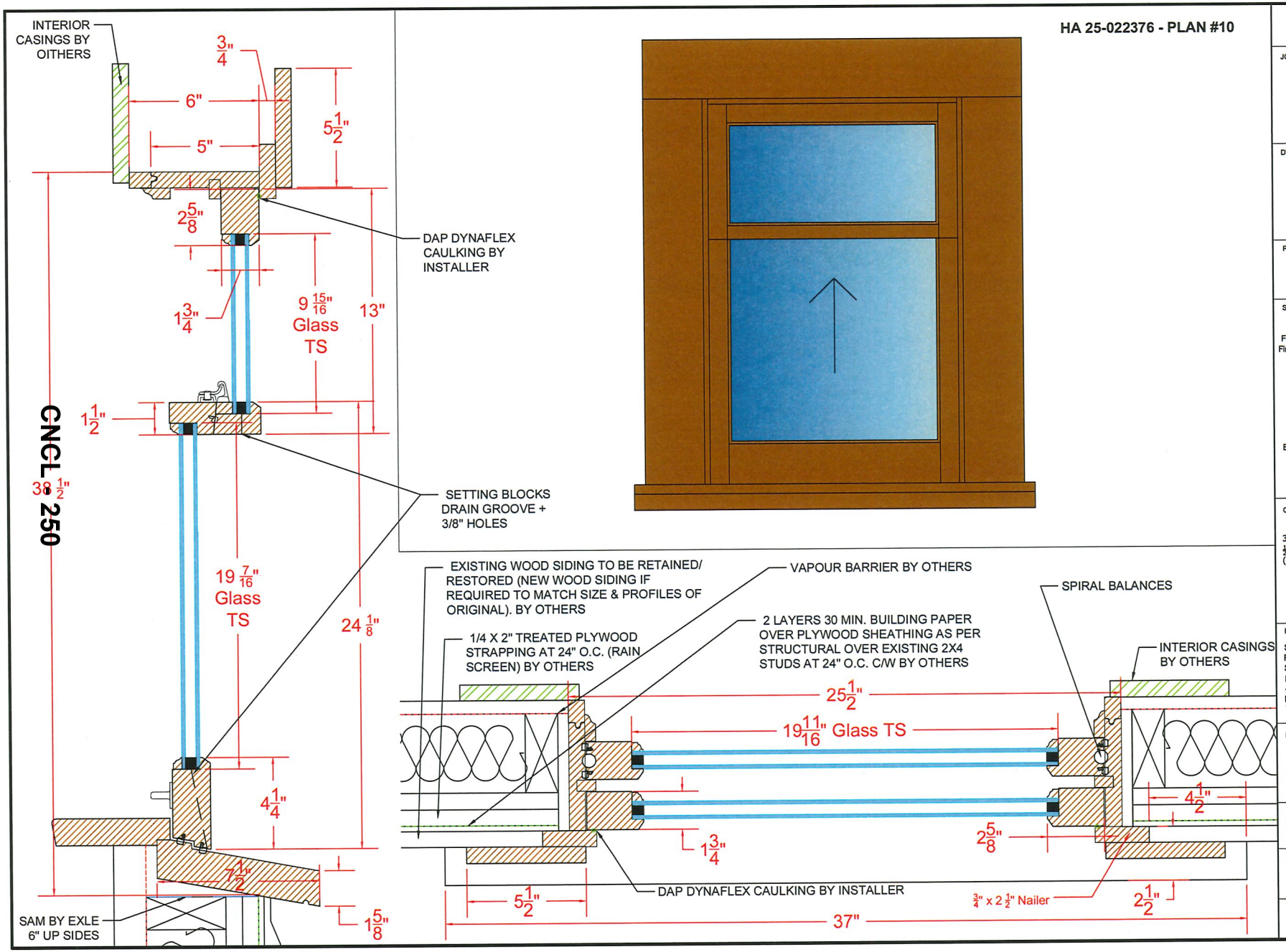
* Final measurements to be confirmed onsite

6701 Oldfield Rd,
Sannichton, BC. Canada, V8M 2A1
Phone 778-351-3151
www.vintagewoodworks.ca

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By signing below, I approve the design and dimension contained in this drawings as submitted to me.
APPROVED BY:_____

HA 25-022376 - PLAN #10



-	QUOTE / PRELIMINARY / FOR APPROVAL ✓ / MANUFACTURE

JOB DETAILS

Job#	Pro
Job Name	-
Customer	Extraordinary League
Client Contact	-
Vintage Contact	Rusty Hadley

DWG DETAILS

Rev	A
Date	August 12, 2025
Drawn By	Justin Hirai
Scale	NTS
Units	Inches
Page	1 Of 1

REVISION HISTORY

A - - Initial Design

SASH SPECS

Type	Thermal Double Hung
Species/Grade	Clear VG Douglas Fir
Finish -INTERIOR	Primed Grey
Finish -EXTERIOR	Primed Grey
Stops/Putty	Stops
Sash Thickness	1 1/4"
Stile Width	2 5/8"
Top Rail Width	2 5/8"
Bottom Rail Width	4 1/4"

GLASS

3mm clear tempered, 1/4" Black Technoform, 4mm Atlantic/Oceanic (RI) tempered

HARDWARE

Spiral Balance - Aluminium Tube, Max 32"/35lbs FJ Series
Sash Lock, Aged Bronze- for thermal sash sets
Narrow catch plate, oil rubbed bronze
4" Sash D Handle, Dark Bronze
H3759 spiral balance carrier
1 1/4" long screws (for thermal sash lock)

NOTES

* Unit sizes will vary

* Final measurements to be confirmed onsite

6701 Oldfield Rd,
Sannichton, BC. Canada, V8M 2A1
Phone 778-351-3151
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HA 25-022376 - PLAN #11

SDI Rolling Steel Insulated Doors



ROLLING STEEL INSULATED DOOR

- Manufactured in Canada
- Available in 3" flat slats with a wide variety of colour finishes
- Interlocking slats provide energy efficiency and a finished appearance inside and out
- Solid insulation insert between galvanized steel slats provides consistent density and complete insulating coverage
- Available in chain hoist, and motor operation
- Complete weather seal package including lintel aluminum and brush, snap on vinyl guide seal
- Bottom of the door is sealed by a flexible loop vinyl astragal

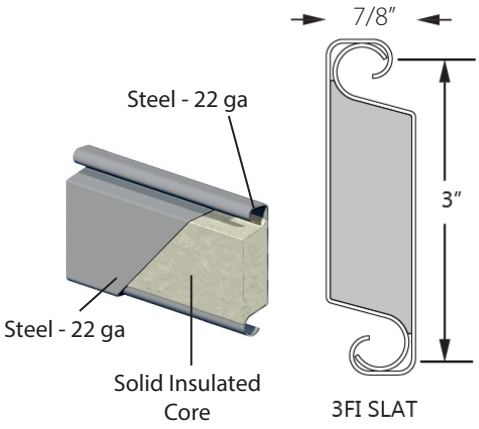
Innovative door products

Rolling Steel Insulated Door

HA 25-022376 - PLAN #12



Slats



Powder Coat
Finish Optional
7 Standard colours
180 RAL colours

Operation- Models

BCI: Chain hoist, Between jamb
BMI: Motor, Between jamb
FCI: Chain hoist, Face of wall
FMI: Motor, Face of wall

FEATURES

- Rugged 3″ flat insulated slats in 22 ga. steel inner and outer slats
- G90 galvanized curtain and hood does not require further painting
- Structural angle guides and aluminum bottom bar are more durable and easier to repair than roll formed shapes
- Steel plate brackets are more durable than stamped steel bracket plates
- Heavy duty cast throats are more durable than stamped steel stops
- Available with optional powder coat finish

Materials and Construction	
Slats	3″ flat insulated slats in 22 ga. steel
Bottom Bar	Extruded aluminum - Mill finish
Bracket Plates	1/4″ thick steel in black powder coat finish
Guides	Structural steel angle in black powder coat finish
Hood	24g steel - galvanized or grey finish
Maximum Size of Openings	14′-0″ wide x 14′-0″ high * Consult for larger sizes
Springs	Oil tempered torsion, 50,000 cycles (Optional 100,000 cycle)
Warranty	2 year on materials and workmanship

Options



Slide Bolt Lock



Guide Weatherseal
ARG Retainer & Brush



Nema 7/9
Explosion proof motor



Nema 4 Water proof motor
Nema 4X Corrosion proof motor



Bottom
Sensing Edge



Steel Double angle
Bottom bar

Service Door Industries is a member of the Merik Group of Companies.
Tel. 1 (905) 670.1200 **servicedoor.com**

MADE IN CANADA

2025-08-19

City of Richmond

Report to Committee

To:	Planning Committee	**Date:**	March 25, 2026
From:	Joshua Reis Director, Development	**File:**	RZ 21-933877
Re:	**Application by 1260479 BC Ltd. for Rezoning at 9600/9620 Garden City Road from the "Two-Unit Dwellings (RD1)" Zone to the "Low Density Townhouses (RTL4)" Zone**		

Staff Recommendation

That Richmond Zoning Bylaw 8500, Amendment Bylaw 10746, for the rezoning of 9600/9620 Garden City Road from the "Two-Unit Dwellings (RD1)" zone to the "Low Density Townhouses (RTL4)" zone, be introduced and given first, second and third reading.

Joshua Reis
Director, Development
(604-247-4625)

JR:cl
Att. 6

REPORT CONCURRENCE		
ROUTED TO:	**CONCURRENCE**	**CONCURRENCE OF GENERAL MANAGER**
Housing Office	☑	
Transportation	☑	
Engineering	☑	

Staff Report

Origin

1260479 BC Ltd. (Directors: Alfonso Tangsoc and Matthew Ng) has applied to the City of Richmond for permission to rezone 9600/9620 Garden City Road from the "Two-Unit Dwellings (RD1)" zone to the "Low Density Townhouses (RTL4)" zone to permit the development of five townhouse units, with one townhouse unit including a secondary suite. Vehicle access is proposed from Garden City Road. A location map and aerial photo of the subject site are provided in Attachment 1, and a survey of the subject site is provided in Attachment 2.

Findings of Fact

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

Subject Site Existing Housing Profile

The subject site consists of one lot containing an existing duplex, with each of the two units being tenant occupied. The existing duplex is proposed to be demolished. The applicant has indicated that the tenants are aware of this development application and that the requirements of the *Residential Tenancy Act* will be followed.

Surrounding Development

Development immediately surrounding the subject site is as follows:

To the North: An existing dwelling on a lot zoned "Small-Scale Multi-Unit Housing (RSM/M)" that fronts Garden City Road, which is designated for multi-family development.

To the South: Existing dwellings on lots zoned "Small-Scale Multi-Unit Housing (RSM/L)" that front Saunders Road, which are designated for multi-family development.

To the East: Existing dwellings on lots zoned "Small-Scale Multi-Unit Housing (RSM/L)" that front Bakerview Drive.

To the West: Across Garden City Road and the greenway trail are existing dwellings on lots zoned "Small-Scale Multi-Unit Housing (RSM/M and RSM/L)" and "Two-Unit Dwellings (RD1)" that front Saunders Road and Greenfield Drive respectively.

Existing Legal Encumbrances

An existing City utilities Statutory Right-of-Way (SRW) is situated along the subject site's east and south property line for the sanitary sewer. The applicant has been advised that encroachment into the SRW is not permitted.

A covenant is registered on Title of the subject property (charge BE16783) that restricts the use of the property to a duplex. This covenant must be discharged by the applicant prior to final adoption of the rezoning bylaw.

Related Policies & Studies

Official Community Plan

An update to the City's Official Community Plan (OCP) was adopted by City Council on February 9, 2026. The OCP land use designation for the subject site is "Arterial Connectors – Tier 1", which predominantly envisions townhouses but also supports multi-family rental housing and community uses. The subject rezoning application to permit five townhouses and one secondary suite is consistent with this land use designation.

The subject site's Arterial Connectors – Tier 1 land use designation envisions a minimum site frontage of 40.0 m. The subject site has a frontage of approximately 30.0 m. While this is less than 40.0 m, staff are supportive of this rezoning application for the following reasons:

- The applicant has submitted documentation (a copy is on file) indicating that efforts were made to acquire the property to the north at 9580 Garden City Road to initiate a larger land assembly, but that the neighbouring property owner was not interested in redeveloping their property in 2020, and no response was subsequently received in 2024 and 2025.
- To support future redevelopment of adjacent sites and to reduce the number of access points along Garden City Road, an SRW permitting Public Right-of-Passage (PROP) will be secured over the development's entire internal drive aisle prior to final adoption of the rezoning bylaw. This will enable future access to the properties to the north and south should they redevelop. Securing shared vehicle access is consistent with the subject site's "Arterial Connectors - Tier 1" land use designation.
- The applicant has submitted a preliminary development concept plan (a copy is on file) to demonstrate how the properties to the north and south could be redeveloped for townhouses consistent with the OCP designation.

Floodplain Management Implementation Strategy

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

Public Consultation

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

Bill 44 prohibits a Local Government from holding a Public Hearing on a residential rezoning bylaw that is consistent with the OCP. The proposed rezoning application meets the conditions established in the Act and is consistent with the OCP. On this basis, City Council may not hold a Public Hearing on this rezoning application.

Analysis

Built Form and Architectural Character

The proposed development consists of five townhouse units, including one secondary suite on a site that is approximately 1,195 m^2 (12,863 ft^2) in area. Conceptual development plans proposed by the applicant are included in Attachment 4.

Three townhouse units front Garden City Road in a building which is part three, part two-storeys in height. The building has been reduced to two-storeys at its south end to enable a softer interface with the existing dwellings at 9640 Garden City Road and 9031 Saunders Road. Each townhouse unit has a landscaped front yard, including new trees, to provide private outdoor space and to support a residential street character.

Two townhouse units are located in a two-storey building along the subject site's east side, with an increased setback of 6.0 m to accommodate private outdoor space and enable an appropriate interface with existing dwellings to the east and fronting onto Bakerview Drive. An internal drive aisle runs north-south between both townhouse buildings.

Housing Type, Tenure and Accessibility

In order to maximize potential rental and housing opportunities throughout the City as directed by OCP Policy, the applicant has agreed to register a restrictive covenant on Title prior to rezoning bylaw adoption, prohibiting the imposition of any strata bylaw that would:

- Prohibit any residential dwelling unit from being rented; and
- Place age-based restrictions on occupants of any residential dwelling unit.

A secondary suite is proposed in one of the townhouse units fronting Garden City Road. Prior to rezoning bylaw adoption, registration of legal agreements on Title is required to ensure that no final Building Permit (BP) inspection is granted until one secondary suite is constructed in accordance with the BC Building Code and the City's Zoning Bylaw, and to prohibit the secondary suite from being stratified in the future.

Consistent with the OCP guidelines regarding accessible housing, the applicant proposes to provide aging-in-place features in all units including:

- Stairwell handrails;
- Lever-type handles for plumbing fixtures and door handles; and
- Solid blocking in washroom walls for future grab bar installation beside toilet, bathtub and shower.

In addition, one townhouse unit (south unit of east building) is to be designed as a convertible unit. Further review of the convertible unit design will be undertaken as part of the Development Permit (DP) application review process.

Site Access and Parking

Vehicle access to the subject site is proposed from Garden City Road at the northern end of the site. Prior to rezoning bylaw adoption, the applicant must register an SRW agreement on Title for PROP over the entire drive-aisle to enable potential future shared access to the sites to the north and south should they redevelop.

Pedestrian access to the street-fronting townhouse units is provided via individual pathways connecting to the public sidewalk along Garden City Road. Internal townhouse units are accessed from the drive aisle.

The proposed on-site vehicle and bicycle parking is consistent with the City's Zoning Bylaw requirements and includes:

- A total of 10 on-site resident vehicle parking spaces, with two spaces provided in each unit's private garage. Three units have parking in a side-by-side arrangement, while two units have parking in a tandem arrangement. For the vehicle parking spaces proposed in a tandem arrangement, the applicant is required to register a restrictive covenant on Title prior to adoption of the rezoning bylaw that prohibits the conversion of the tandem parking area into habitable space.
- Resident bicycle parking spaces are provided within each unit's private garage.
- One vehicle parking space and a bicycle rack for visitors are proposed near the northeast corner of the site, opposite the subject site's vehicle access point.

A garbage and recycling room is proposed at the north end of the street-fronting building. Waste collection is proposed on-site from the internal drive aisle, which the applicant has demonstrated is adequate to accommodate safe turning movements for collection vehicles.

Tree Retention and Replacement

There are no trees located on the subject site. The applicant has submitted a Certified Arborist's Report, which identifies off-site tree species, assesses tree structure and condition, and provides recommendations on tree retention and removal relative to the proposed development. The Report assesses:

- One cherry tree in fair condition that is shared between the neighbouring property to the north and the boulevard on City-owned property (tag # 1). This tree is to be retained and protected.
- 10 trees on neighbouring properties to the north, east and south (tag # 2, 4, 6-9, 27-30) comprising of cherry and cedar species in fair to good condition. These trees are to be retained and protected.
- One cedar hedge in good condition located on a neighbouring property to the east (tag #5) and two cedar hedges in good condition that encroach into the boulevard on City-owned property to the north and south of the subject site (tag #3 and 31). These hedges are to be retained and protected.
- A hedgerow (tag #10-26) located on the neighbouring property to the south at 9031 Saunders Road that is in poor condition due to severe pruning and root disturbance. The hedgerow impacts the usability of the common outdoor amenity area and is to be

removed as per the project Arborist's recommendations and a replacement hedge of a suitable species is to be planted on-site to restore screening between the two properties. The neighbouring property owner at 9031 Saunders Road has provided a letter of authorization for the removal of this hedgerow (a copy is on file).

The City's Tree Preservation Coordinator and Parks Department Arborist have reviewed the Arborist's Report and support its findings.

Tree Planting and Hedge Replacement

The applicant has submitted a preliminary Landscape Plan identifying seven trees to be planted on-site (maple, spruce and oak), as well as a hedge to be planted on-site along the shared property line with 9031 Saunders Road. The hedge species will be reviewed as part of the DP application review process.

To ensure that the proposed trees, replacement hedge and landscaping are planted and maintained, the applicant is required to submit a Landscaping Security prior to DP issuance (100 per cent of a cost estimate for the works prepared by the Registered Landscape Architect including installation and a contingency). The Landscape Plan will be reviewed further as part of the DP application review process.

Tree Protection

The applicant has submitted a tree management plan showing the trees and hedges to be retained (tag #1-9 and 27-31), the required tree protection areas, and the measures to be taken to protect them during the development stage (Attachment 5). To ensure that the trees identified for retention are protected at the development stage, the applicant is required to complete the following items prior to final adoption of the rezoning bylaw:

- Submission to the City of a contract with a Certified Arborist for the supervision of all works conducted within or in close proximity to tree protection zones. The contract must include the scope of work required, the number of proposed monitoring inspections at specified stages of construction, any special measures required to ensure tree protection and a provision for the arborist to submit a post-construction impact assessment to the City for review.
- A tree survival security in the amount of $10,000.00 for Tree # 1 that is shared with the City. The applicant must also enter into a legal agreement to accompany the tree survival security, which sets the terms for use and release of the security.

Prior to the demolition of the existing dwelling on the subject site, installation of tree protection fencing is required around all trees to be retained. Tree protection fencing must be installed to City standard in accordance with the City's Tree Protection Information Bulletin Tree-03 prior to any works being conducted on-site and must remain in place until construction and landscaping on-site is completed.

Variance Requested

The proposed development generally complies with the "Low Density Townhouses (RTL4)" zone, except that two variances to the City's Zoning Bylaw are requested to:

- Reduce the minimum required lot width from 40.0 m to 30.0 m.
- Reduce the minimum front yard setback from 6.0 m to 4.5 m.

Staff is supportive of the variance requests for the following reasons:

Reduce the minimum required lot width from 40.0 m to 30.0 m.

- The applicant has made reasonable efforts to consolidate the subject site with the property to the north at 9580 Garden City Road. However, the applicant was unable to secure land assembly.
- Prior to rezoning bylaw adoption, an SRW agreement is required to be registered on Title that provides for PROP over the entire internal drive aisle to enable future access to properties to the north and south should they redevelop, thereby reducing the number of vehicular access points on Garden City Road.
- The applicant has submitted a preliminary concept plan to demonstrate how the properties to the north and south could be redeveloped for townhouse development consistent with the OCP.
- Given the proposed SRW for PROP and the submitted concept plan, the subject site's lot width of approximately 30.0 m is considered to meet the intent of the OCP for townhouse development in this location.

Reduce the minimum front yard setback from 6.0 m to 4.5 m.

- The proposed 4.5 m front yard setback enables a greater setback of 6.0 m to be provided to the east property line, resulting in a more sensitive interface with adjacent properties at 9095 and 9111 Bakerview Drive. The RTL4 zone permits a rear yard setback of 3.0 m at the subject site.
- The proposed front yard setback maintains consistency with the minimum private outdoor space guidelines in the OCP, enabling front yards to be provided for each street-facing townhouse unit.
- In addition, as part of the DP application review process, the applicant will be required to provide an acoustic report prepared by a registered professional to confirm that all townhouse units will achieve the Canada Mortgage and Housing Corporation (CMHC) interior noise standards identified in the OCP to address potential traffic noise.

Affordable Housing Strategy

The City's Affordable Housing Strategy (AHS) seeks cash-in-lieu (CIL) contributions to the Affordable Housing Reserve Fund (AHRF) when considering townhouse rezoning applications with 60 or fewer dwelling units. The contributions are sought in lieu of built Low-End Market Rental housing units. The subject rezoning is proposing five townhouse units.

Consistent with the City's AHS, the applicant is proposing a CIL contribution to the AHRF in the amount of $12.00 per buildable square foot (for sites outside of the City Centre Area Plan). Accordingly, the total CIL contribution is $92,614.24, which the applicant is required to provide prior to final adoption of the rezoning bylaw.

Market Rental Housing Policy

The City's OCP establishes a policy framework for the provision of market rental housing. Small-scale projects, including townhouse developments with five or more units and less than 60 units, are not required to provide purpose-built market rental units so long as a CIL contribution is made to the City's AHRF. The CIL contribution amount for townhouse developments is $3.09 per buildable square foot. In accordance with the City's Market Rental Housing Policy, the total CIL contribution is $23,848.17, which the applicant is required to provide prior to final adoption of the rezoning bylaw.

Amenity Space

Consistent with the OCP, the applicant has opted to provide a voluntary contribution to the City's Leisure Facilities Reserve Fund in the amount of $11,545.00 ($2,309.00/unit) in lieu of providing common indoor amenity space on-site. The applicant is required to provide this prior to final adoption of the rezoning bylaw. Where the contribution is not received within one year of the rezoning bylaw receiving third reading, the contribution shall be recalculated based on the rate in effect at the time of payment, as updated periodically and published in a City bulletin.

Approximately 90.7 m^2 of common outdoor amenity space is proposed in the southeast corner of the subject site consistent with the City's OCP guidelines.

Sustainability

Consistent with the City's Energy Step Code requirements, the project architect has confirmed that the proposed development is anticipated to achieve Step 4 with EL-3. An energy efficiency report from a registered professional is required to be submitted prior to this project advancing to a DP Panel meeting to demonstrate compliance with the City's Energy Step Code requirements. This will be further reviewed for compliance at the BP stage.

Frontage Improvements and Site Servicing

Prior to BP issuance, the applicant is required to enter into a Servicing Agreement for the design and construction of frontage improvements and site servicing works, including (but not limited to):

- Removal of the existing driveway crossings and installation of the new driveway crossing at the north end of the subject site.
- Installation of a new 2.0 m wide concrete sidewalk and approximately 1.9 m wide treed/grass boulevard along Garden City Road, complete with transition to the existing north/south condition.
- Internally relining the existing 200 mm diameter sanitary sewer along the subject site's entire east property line (approximately 35 m in length).
- Installation of new site service connections for water, storm and sanitary services.

Development Permit

As part of the rezoning approval process, a DP application must be advanced to a satisfactory level. During the DP application review process, several aspects will be further refined including, but not limited to:

- Simplifying the drive aisle treatment while supporting shared vehicle/pedestrian use.
- Finalizing the plant schedule and the location of heat pump units.
- Confirming that all aging-in-place and convertible unit features have been incorporated.
- Reviewing the applicant's design response to the results of the acoustic report.
- Confirming compliance with the applicable Energy Step Code performance target.
- Reviewing the proposed exterior building material specification.
- Reviewing Crime Prevention Through Environmental Design (CPTED) measures.

Financial Impact

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

Conclusion

1260479 BC Ltd. has applied to the City of Richmond for permission to rezone 9600/9620 Garden City Road from the "Two-Unit Dwellings (RD1)" zone to the "Low Density Townhouses (RTL4)" zone to permit the development of five townhouse units, with one townhouse unit including one secondary suite. The subject rezoning application generally complies with the OCP land use designation and applicable policies for the subject site. Further design review will be undertaken as part of the associated DP application review process.

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

It is recommended that Richmond Zoning Bylaw 8500, Amendment Bylaw 10746 be introduced and given first, second and third reading.



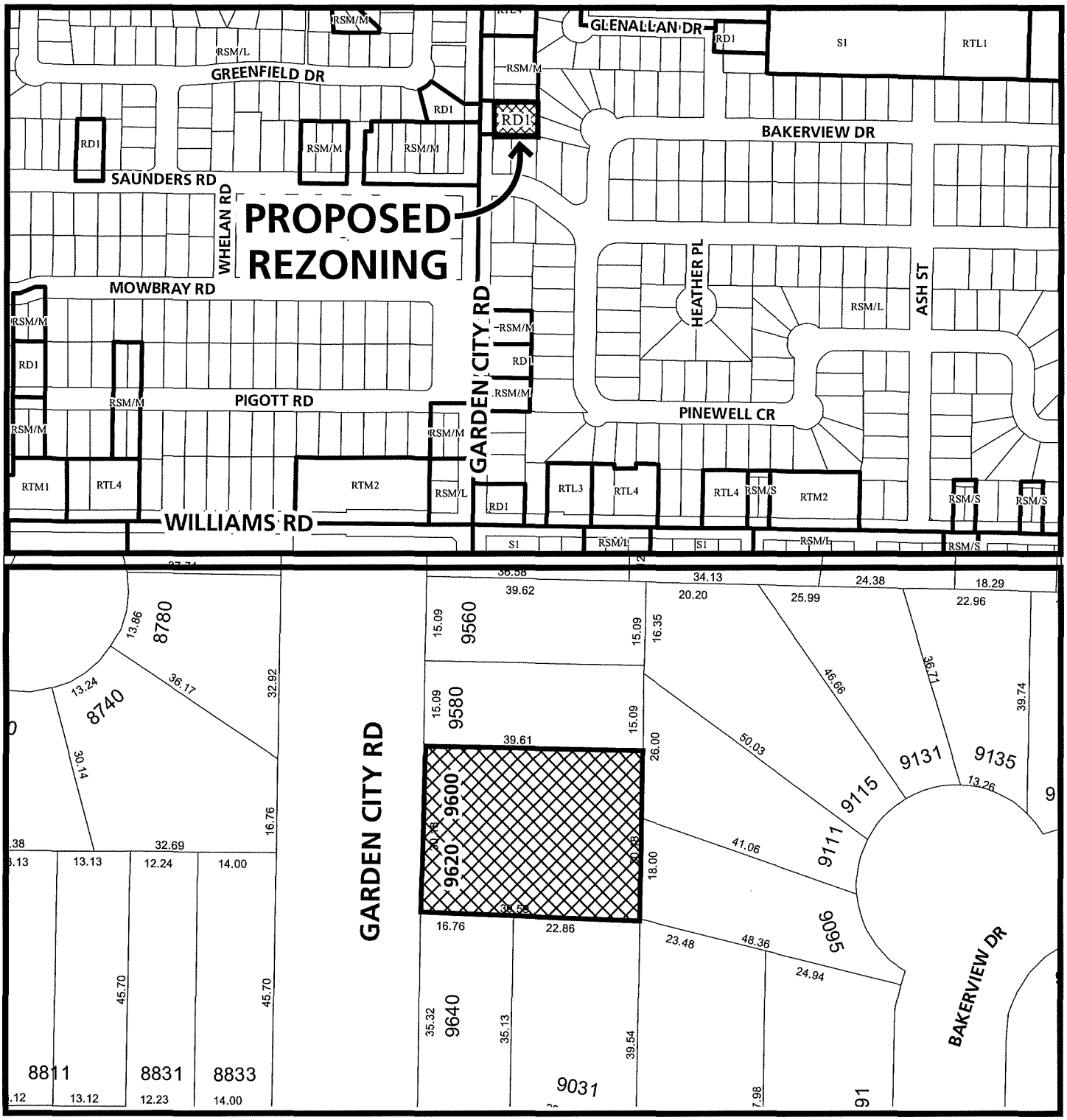
Cynthia Lussier
Planner 2
(604-276-4108)

CL:js

Att. 1: Location Map/Aerial Photo
2: Site Survey
3: Development Application Data Sheet
4: Conceptual Development and Landscape Plans
5: Tree Management Plan
6: Rezoning Considerations

City of Richmond

ATTACHMENT 1

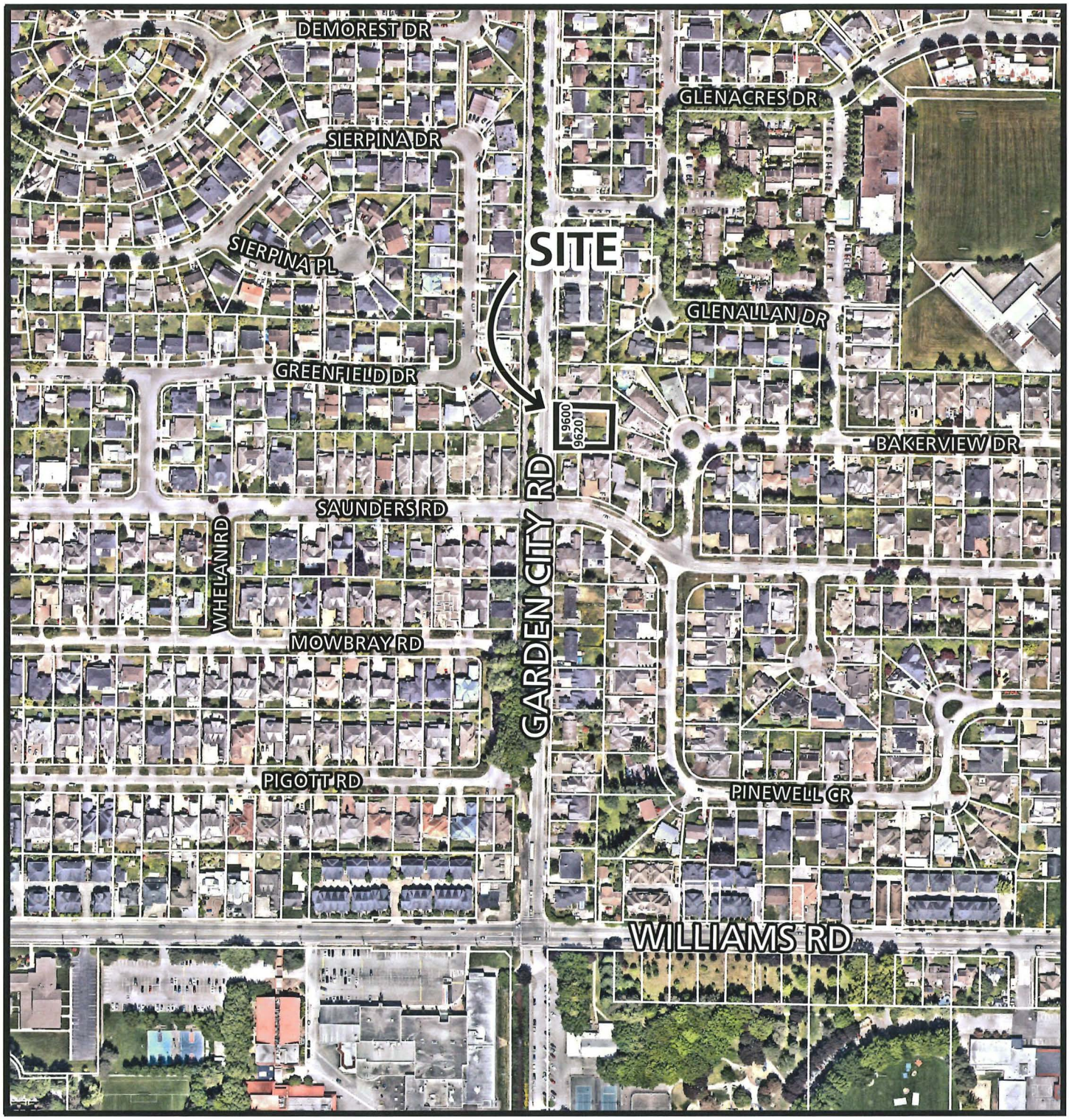


RZ 21-933877

Original Date: 06/09/21
Revision Date: 03/12/26

Note: Dimensions are in METRES

City of Richmond



RZ 21-933877

Original Date: 06/09/21
Revision Date: 03/12/26

Note: Dimensions are in METRES

TOPOGRAPHIC SURVEY OF LOT 66 SECTION 27 BLOCK 4 NORTH RANGE 6 WEST NEW WESTMINSTER DISTRICT PLAN 28480

#9600 & 9620 GARDEN CITY ROAD,
RICHMOND, B.C.
P.I.D. 004-337-719

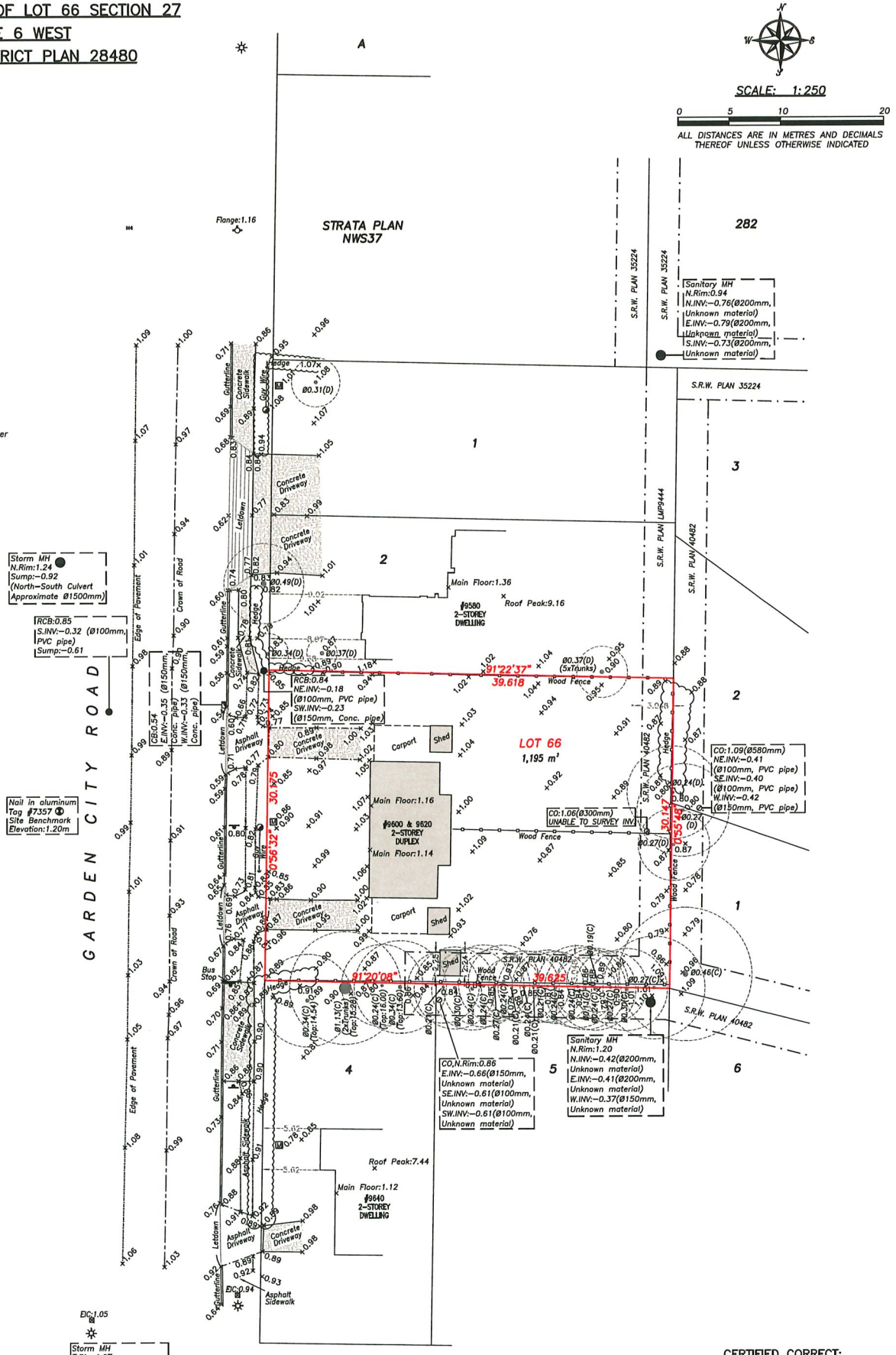
NOTE:
Elevations shown are based on
City of Richmond HPN
Benchmark network.
Benchmark: HPN #190
Control Monument 94H1624
Elevation: 2.353m
Benchmark: HPN #191
Control Monument 02H2453
Elevation: 1.664m

LEGEND:
(C) denotes conifer
(D) denotes deciduous
denotes catch basin
denotes round catch basin
denotes manhole
denotes water valve
denotes water meter
denotes cleanout
EIC denotes electric inspection chamber
denotes lamp standard
denotes fire hydrant
denotes traffic sign
denotes power post
INV denotes invert
denotes anchor

SCALE: 1:250

0 5 10 20

ALL DISTANCES ARE IN METRES AND DECIMALS THEREOF UNLESS OTHERWISE INDICATED



NOTE:
Use site Benchmark Tag #7357
for construction elevation control.

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J. C. Tam and Associates
Canada and B.C. Land Surveyor
115 - 8833 Odlin Crescent
Richmond, B.C. V6X 3Z7
Telephone: (604) 214-8928
Fax: (604) 214-8929
E-mail: office@jctam.com
Website: www.jctam.com
Job No. 7540
FB-390 P8-10, 21 & 22;
FB-419 P17-18; FB-430 P75
Drawn By: WK/LK

DWG No. 7540-Topo-04(Metric)

CERTIFIED CORRECT:
LOT DIMENSION ACCORDING TO FIELD SURVEY.

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

May 22nd, 2025.

City of Richmond

Development Application Data Sheet

Development Applications Department

RZ 21-933877

Address: 9600/9620 Garden City Road

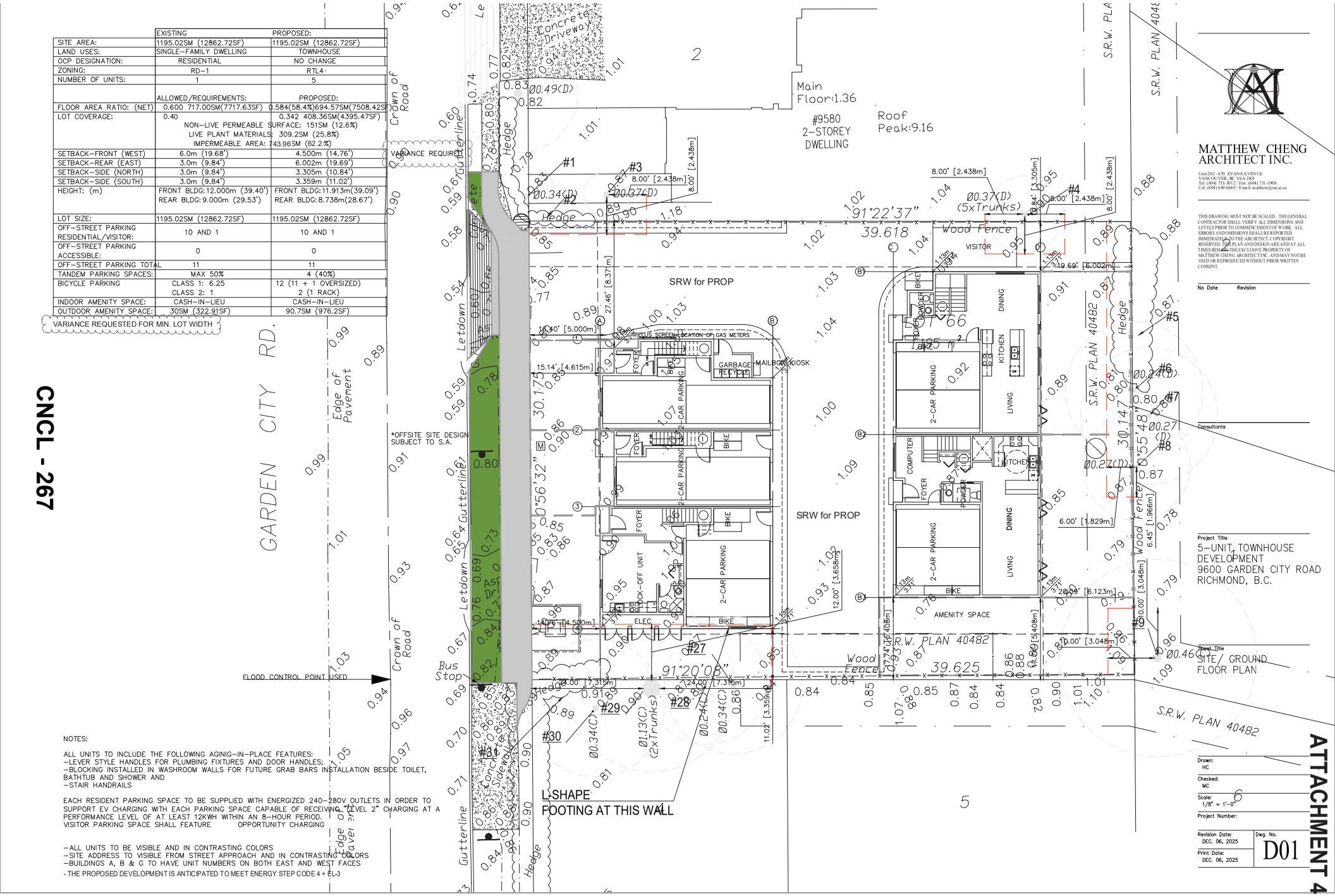
Applicant: 1260479 BC Ltd.

Planning Area(s): Broadmoor

	Existing	Proposed
Owner:	1260479 BC Ltd. (Directors: Alfonso Tangsoc and Matthew Ng)	To be determined
Site Size (m^2):	1195.02 m^2 (12863.08 ft^2)	No change
Land Uses:	Two-Unit Housing	Townhouses
OCP Designation:	Arterial Connectors – Tier 1	No change
Zoning:	Two-Unit Dwellings (RD1)	Low Density Townhouses (RTL4)
Number of Units:	2	5

	Bylaw Requirement	Proposed	Variance
Floor Area Ratio:	Max. 0.60	0.58	None permitted
Buildable Floor Area (m^2):	Max. 717.00 m^2 (7,717.63 ft^2)	694.57 m^2 (7,508.42 ft^2)	None permitted
Lot Coverage – Buildings:	Max. 40%	34%	None
Lot Coverage – Buildings, Structures and Non-porous surfaces:	Max. 65%	62.2%	None
Lot Coverage – Live Landscaping:	Min. 25%	25.8%	None
Lot Dimensions:	Width: Min. 40.0 m Depth: Min. 35.0 m	Width: 30.16 m Depth: 39.61 m	Variance requested to reduce the min. lot width to 30 m
Setbacks (m):	Front: Min. 6.0 m Rear: Min. 3.0 m Side: Min. 3.0 m	Front: 4.5 m Rear: 6.0 m Side: 3.3 m	Variance Requested to reduce front yard setback to 4.5 m
Height (m):	12.0 m (3 storeys)	Front building: 11.9 m (up to 3 storeys) Rear buildings: 8.7 m (2 storeys)	None
On-site Vehicle Parking Spaces:	Resident - 2.0/unit (10 spaces) Visitor - 0.2/unit (1 space)	Resident – 10 spaces Visitor – 1 space	None

	Bylaw Requirement	Proposed	Variance
Tandem Parking Spaces:	Permitted – Max.50% of required spaces (5 spaces)	4 spaces	None
On-site Bicycle Parking Spaces:	Class 1 – 1.25/unit (7 spaces) Class 2 – 0.2/unit (1 space)	Class 1 – 12 spaces Class 2 – 2 spaces	None
Amenity Space – Indoor:	50 m^2 or cash-in-lieu	Cash-in-lieu	None
Amenity Space – Outdoor:	30.0 m^2	90.7 m^2	None



	EXISTING	PROPOSED:
SITE AREA:	1195.02SM (12862.72SF)	1195.02SM (12862.72SF)
LAND USES:	SINGLE-FAMILY DWELLING	TOWNHOUSE
OCP DESIGNATION:	RESIDENTIAL	NO CHANGE
ZONING:	RD-1	RTL4
NUMBER OF UNITS:	1	5
	ALLOWED/REQUIREMENTS:	PROPOSED:
FLOOR AREA RATIO: (NET)	0.600 717.00SM(7717.63SF)	0.584(58.4%)694.57SM(7508.42SF)
LOT COVERAGE:	0.40 NON-LIVE PERMEABLE SURFACE: 151SM (12.6%) LIVE PLANT MATERIALS: 309.2SM (25.8%) IMPERMEABLE AREA: 743.96SM (62.2%)	0.342 408.36SM(4395.47SF)
SETBACK-FRONT (WEST)	6.0m (19.68')	4.500m (14.76')
SETBACK-REAR (EAST)	3.0m (9.84')	6.002m (19.69')
SETBACK-SIDE (NORTH)	3.0m (9.84')	3.305m (10.84')
SETBACK-SIDE (SOUTH)	3.0m (9.84')	3.359m (11.02')
HEIGHT: (m)	FRONT BLDG:12.000m (39.40') REAR BLDG:9.000m (29.53')	FRONT BLDG:11.913m(39.09') REAR BLDG:8.738m(28.67')
LOT SIZE:	1195.02SM (12862.72SF)	1195.02SM (12862.72SF)
OFF-STREET PARKING RESIDENTIAL/VISITOR:	10 AND 1	10 AND 1
OFF-STREET PARKING ACCESSIBLE:	0	0
OFF-STREET PARKING TOTAL	11	11
TANDEM PARKING SPACES:	MAX 50%	4 (40%)
BICYCLE PARKING	CLASS 1: 6.25 CLASS 2: 1	12 (11 + 1 OVERSIZED) 2 (1 RACK)
INDOOR AMENITY SPACE:	CASH-IN-LIEU	CASH-IN-LIEU
OUTDOOR AMENITY SPACE:	30SM (322.91SF)	90.7SM (976.2SF)

NOTES:

ALL UNITS TO INCLUDE THE FOLLOWING AGINIG-IN-PLACE FEATURES:
-LEVER STYLE HANDLES FOR PLUMBING FIXTURES AND DOOR HANDLES;
-BLOCKING INSTALLED IN WASHROOM WALLS FOR FUTURE GRAB BARS INSTALLATION BESIDE TOILET, BATHTUB AND SHOWER AND
-STAIR HANDRAILS

EACH RESIDENT PARKING SPACE TO BE SUPPLIED WITH ENERGIZED 240-280V OUTLETS IN ORDER TO SUPPORT EV CHARGING WITH EACH PARKING SPACE CAPABLE OF RECEIVING "LEVEL 2" CHARGING AT A PERFORMANCE LEVEL OF AT LEAST 12KWH WITHIN AN 8-HOUR PERIOD.
VISITOR PARKING SPACE SHALL FEATURE OPPORTUNITY CHARGING

-ALL UNITS TO BE VISIBLE AND IN CONTRASTING COLORS
-SITE ADDRESS TO VISIBLE FROM STREET APPROACH AND IN CONTRASTING COLORS
-BUILDINGS A, B & G TO HAVE UNIT NUMBERS ON BOTH EAST AND WEST FACES
- THE PROPOSED DEVELOPMENT IS ANTICIPATED TO MEET ENERGY STEP CODE 4 + EL-3

MATTHEW CHENG ARCHITECT INC.
Unit 202 - 670 EVANS AVENUE
VANCOUVER, BC V6A 2K9
Tel: (604) 731-3012 / Fax: (604) 731-3908
Cell: (604) 649-0669 / Email: matthew@mcai.ca

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No Date Revision

Consultants

Project Title
5-UNIT TOWNHOUSE DEVELOPMENT
9600 GARDEN CITY ROAD
RICHMOND, B.C.

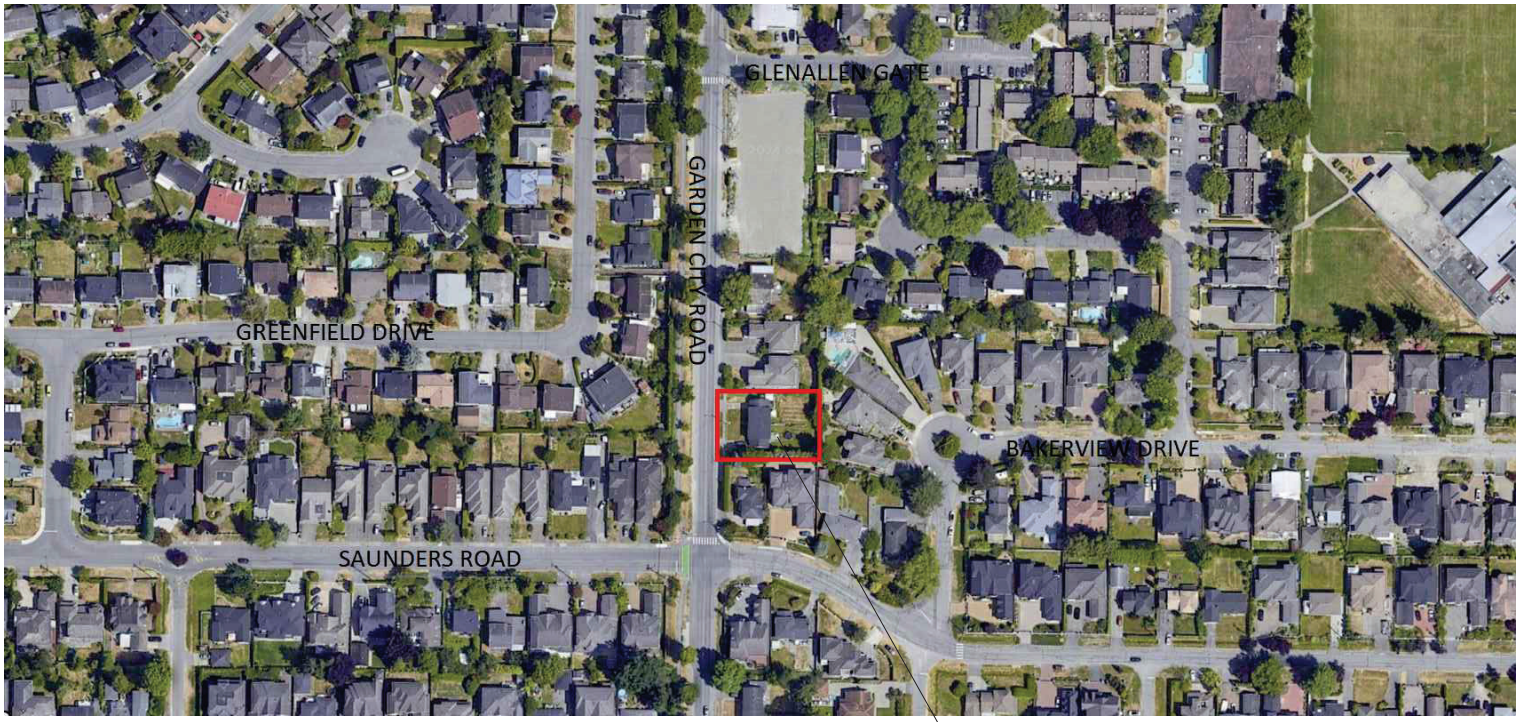
Sheet Title
SITE/ GROUND FLOOR PLAN

Drawn: HC
Checked: MC
Scale: 1/8" = 1'-0"
Project Number:
Revision Date: DEC. 06, 2025
Print Date: DEC. 06, 2025
Dwg. No. D01

ATTACHMENT 4



STREETSCAPE ALONG GARDEN CITY ROAD



AERIAL/CONTEXT PLAN

CNCL - 268

MATTHEW CHENG ARCHITECT INC.
Unit 202 - 670 EVANS AVENUE
VANCOUVER, BC V6A 2K9
Tel: (604) 731-3012 / Fax: (604) 731-3908
Cell: (604) 649-0669 / Email: matthew@mcai.ca

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No	Date	Revision

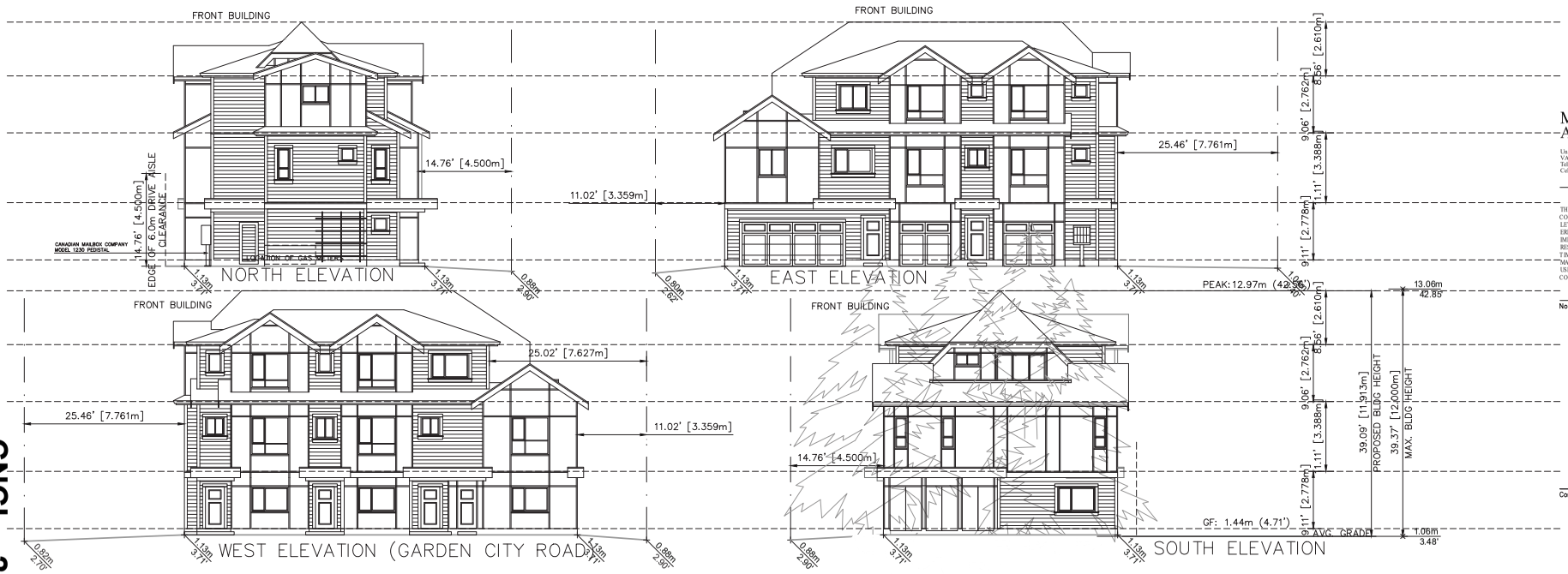
Consultants

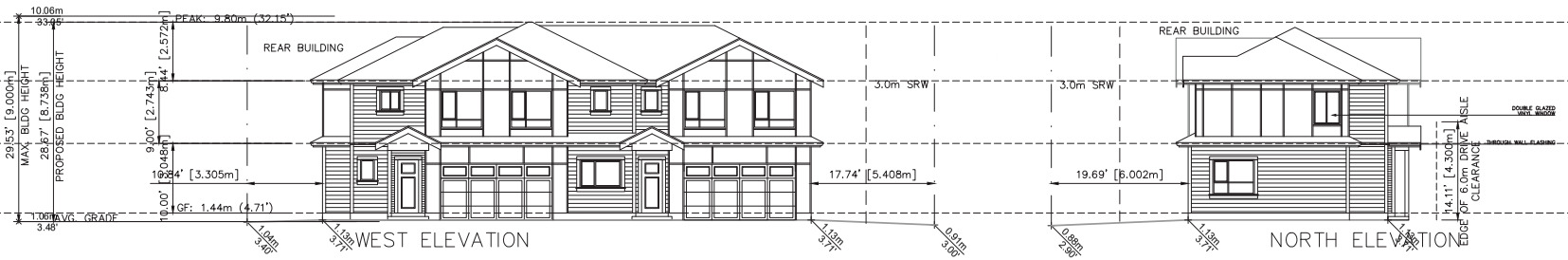
Project Title
5-UNIT TOWNHOUSE DEVELOPMENT
9600 GARDEN CITY ROAD
RICHMOND, B.C.

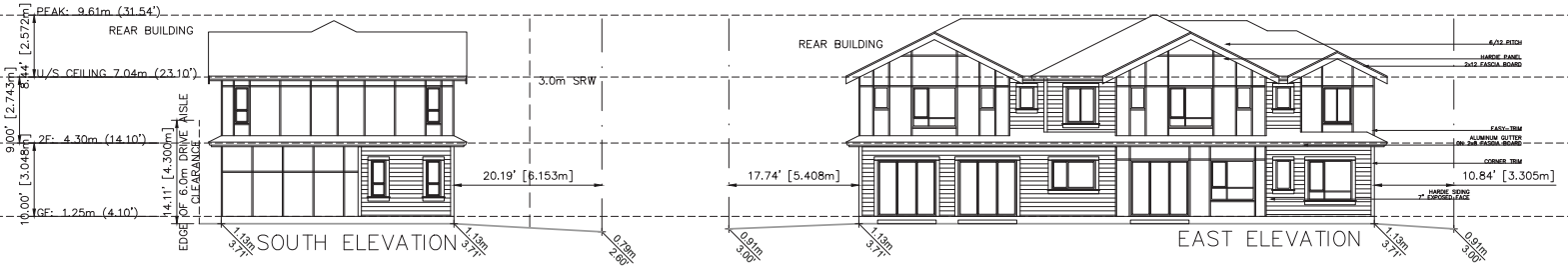
Sheet Title
CONTEXT PLAN
AERIAL PHOTO
STREETSCAPE

Drawn: HC
Checked: MC
Scale: 3/32" = 1'-0"
Project Number:
Revision Date: DEC. 06, 2025
Print Date: DEC. 06, 2025
Dwg. No. D01c

CNCL - 269







MATTHEW CHENG ARCHITECT INC.

Unit 202 - 670 EVANS AVENUE
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No	Date	Revision

Consultants

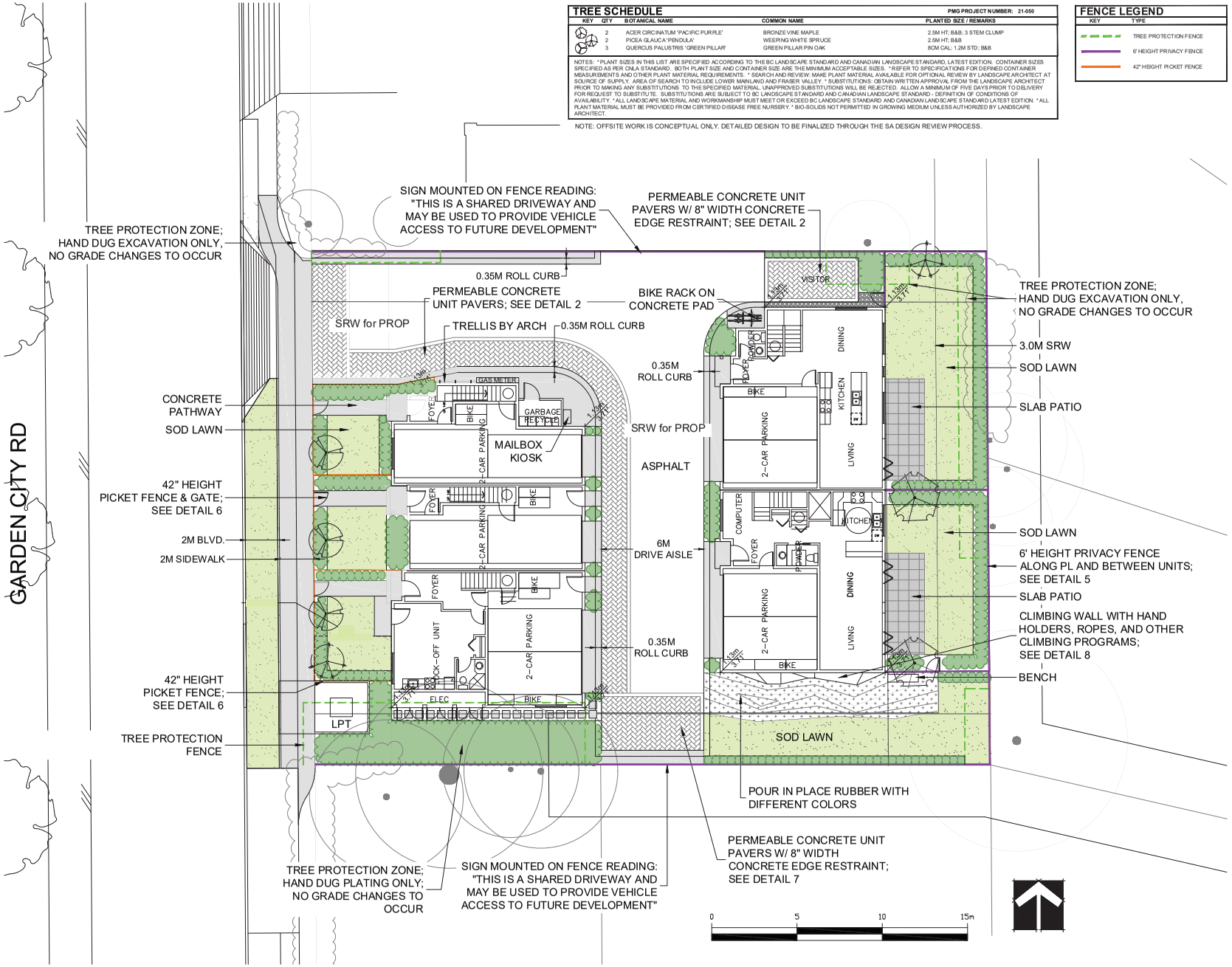
Project Title
5-UNIT TOWNHOUSE DEVELOPMENT
9600 GARDEN CITY ROAD
RICHMOND, B.C.

Sheet Title
ELEVATIONS

Drawn: HC
Checked: MC
Scale: 1/8" = 1'-0"
Project Number:

Revision Date: DEC. 06, 2025
Print Date: DEC. 06, 2025

Dwg. No. D03



TREE SCHEDULE

PMG PROJECT NUMBER: 21-050

KEY	QTY	BOTANICAL NAME	COMMON NAME	PLANTED SIZE / REMARKS
	2	ACER CIRCINATUM 'PACIFIC PURPLE'	BRONZE VINE MAPLE	2.5M HT; B&B; 3 STEM CLUMP
	2	PICEA GLAUCA 'PENDULA'	WEEPING WHITE SPRUCE	2.5M HT; B&B
	3	QUERCUS PALUSTRIS 'GREEN PILLAR'	GREEN PILLAR PIN OAK	8CM CAL; 1.2M STD; B&B

NOTES: * PLANT SIZES IN THIS LIST ARE SPECIFIED ACCORDING TO THE BC LANDSCAPE STANDARD AND CANADIAN LANDSCAPE STANDARD, LATEST EDITION. CONTAINER SIZES SPECIFIED AS PER CNLA STANDARD. BOTH PLANT SIZE AND CONTAINER SIZE ARE THE MINIMUM ACCEPTABLE SIZES. * REFER TO SPECIFICATIONS FOR DEFINED CONTAINER MEASUREMENTS AND OTHER PLANT MATERIAL REQUIREMENTS. * SEARCH AND REVIEW; MAKE PLANT MATERIAL AVAILABLE FOR OPTIONAL REVIEW BY LANDSCAPE ARCHITECT AT SOURCE OF SUPPLY. AREA OF SEARCH TO INCLUDE LOWER MAINLAND AND FRASER VALLEY. * SUBSTITUTIONS: OBTAIN WRITTEN APPROVAL FROM THE LANDSCAPE ARCHITECT PRIOR TO MAKING ANY SUBSTITUTIONS TO THE SPECIFIED MATERIAL. UNAPPROVED SUBSTITUTIONS WILL BE REJECTED. ALLOW A MINIMUM OF FIVE DAYS PRIOR TO DELIVERY FOR REQUEST TO SUBSTITUTE. SUBSTITUTIONS ARE SUBJECT TO BC LANDSCAPE STANDARD AND CANADIAN LANDSCAPE STANDARD - DEFINITION OF CONDITIONS OF AVAILABILITY. * ALL LANDSCAPE MATERIAL AND WORKMANSHIP MUST MEET OR EXCEED BC LANDSCAPE STANDARD AND CANADIAN LANDSCAPE STANDARD LATEST EDITION. * ALL PLANT MATERIAL MUST BE PROVIDED FROM CERTIFIED DISEASE FREE NURSERY. * BIO-SOLIDS NOT PERMITTED IN GROWING MEDIUM UNLESS AUTHORIZED BY LANDSCAPE ARCHITECT.

NOTE: OFFSITE WORK IS CONCEPTUAL ONLY. DETAILED DESIGN TO BE FINALIZED THROUGH THE SA DESIGN REVIEW PROCESS.

FENCE LEGEND

KEY	TYPE
	TREE PROTECTION FENCE
	6' HEIGHT PRIVACY FENCE
	42" HEIGHT PICKET FENCE

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pmg LANDSCAPE ARCHITECTS
Suite C100 - 4185 Still Creek Drive
Burnaby, British Columbia, V5C 6G9
p: 604 294-0011 ; f: 604 294-0022

SEAL:

NO.	DATE	REVISION DESCRIPTION	DR.
6	26.MAR.11	REV. PER NEW SITE PLAN, COMMENTS	JR
5	26.JAN.05	REV. PER COMMENTS	JR
4	25.DEC.22	REVISE PER NEW SITE PLAN	JR
3	25.NOV.27	REVISE PER NEW SITE PLAN, COMMENTS	JR
2	24.APR.29	REVISE PER NEW SITE PLAN, COMMENTS	RK
1	22.MAY.03	REV. PER COMMENTS	CI

CLIENT:

PROJECT:

5-UNIT TOWNHOMES

9600 GARDEN CITY ROAD
RICHMOND, B.C.

DRAWING TITLE:

LANDSCAPE PLAN

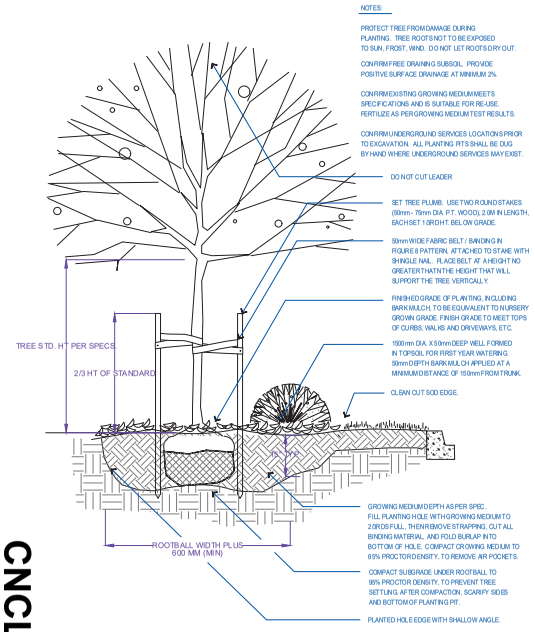
DATE: 22.APR.20
SCALE: 1:100
DRAWN: RK
DESIGN: RK
CHK'D: BA

DRAWING NUMBER: **L1** OF 5

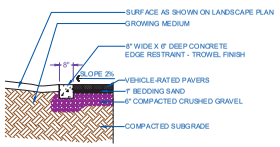
21050-6.ZIP

PMG PROJECT NUMBER: **21-050**

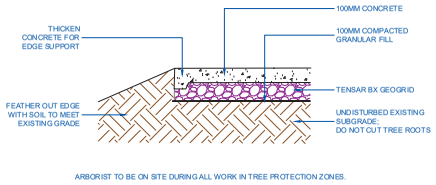
CNCL - 271



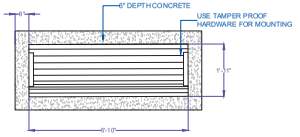
1 TREE AND SHRUB PLANTING AT GRADE
1:40



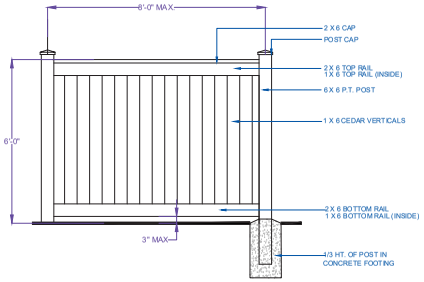
2 CONCRETE EDGE RESTRAINT
N.T.S



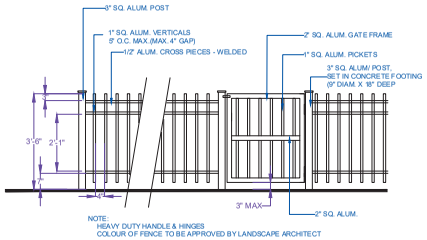
3 PAVING OVER TREE ROOTS
1:10



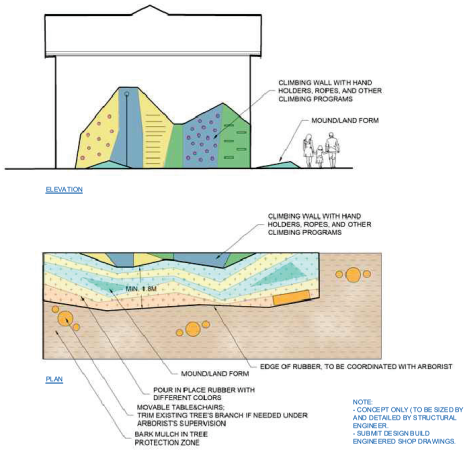
4 BENCH ON CONCRETE PAD
1:40



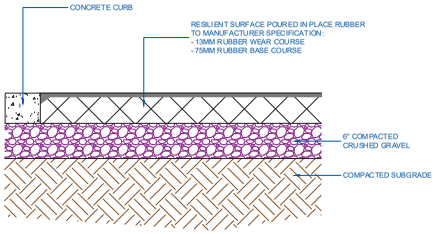
5 6' HT. WOOD FENCE
1:40



6 42" HT. METAL PICKET FENCE
1:40



8 CLIMBING WALL STRUCTURE
N.T.S



7 POURED IN PLACE RUBBER PLAY SURFACING
1:10

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2	24.APR.29	REVISE PER NEW SITE PLAN, COMMENTS	RK
1	22.MAY.03	REV. PER COMMENTS	CI

CLIENT:

PROJECT:

5-UNIT TOWNHOMES

9600 GARDEN CITY ROAD
RICHMOND, B.C.

DRAWING TITLE:

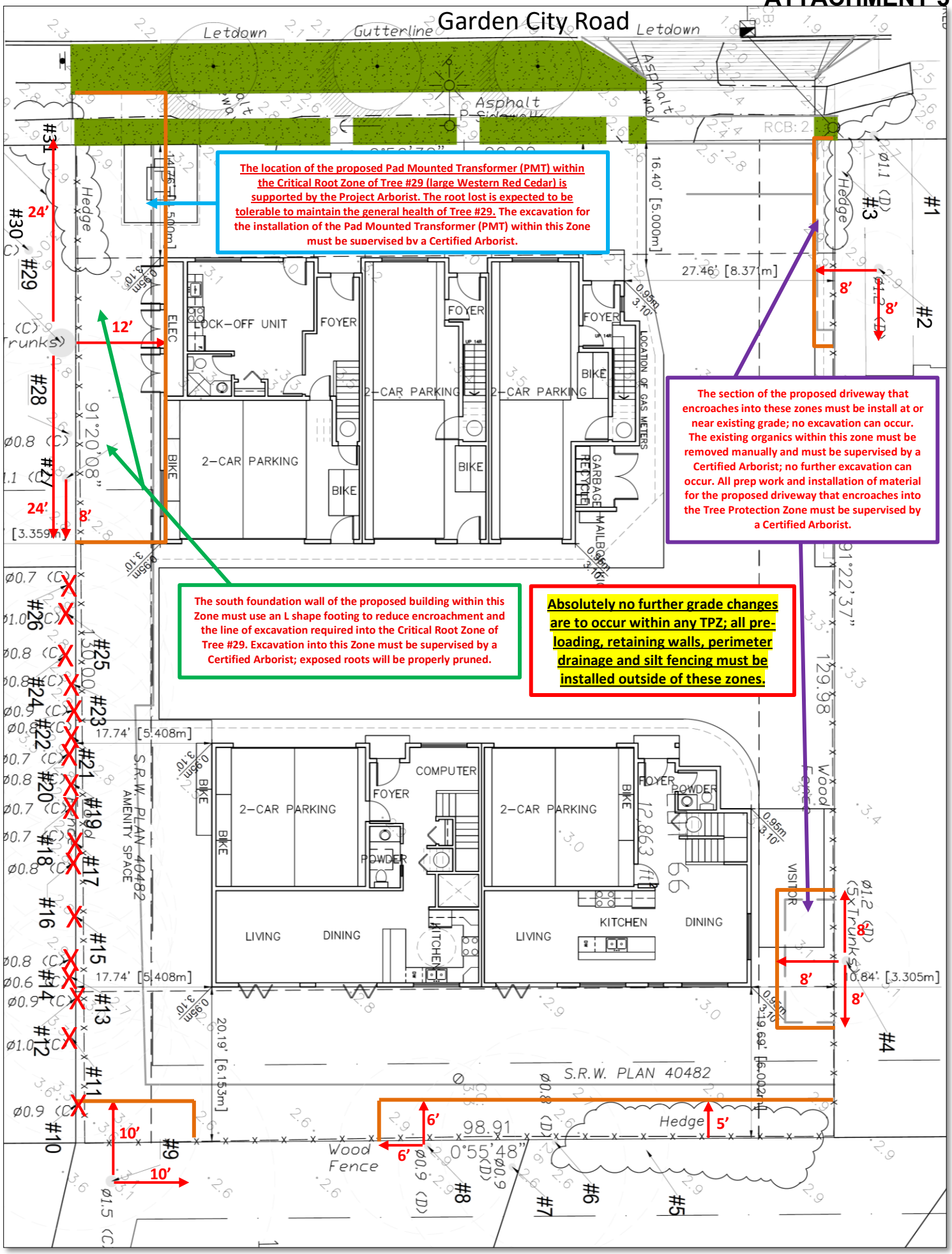
LANDSCAPE DETAILS

DATE: 22.APR.20
SCALE: AS NOTED
DRAWN: RK
DESIGN: RK
CHK'D: BA

DRAWING NUMBER: **L5** OF 5

21050-6.ZIP

PMG PROJECT NUMBER: **21-050**



Tree Management Plan, Scale 1/16" = 1'

City of Richmond

Rezoning Considerations

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

Address: 9600/9620 Garden City Road **File No.:** RZ 21-933877

Prior to final adoption of Richmond Zoning Bylaw 8500, Amendment Bylaw 10746, the applicant is required to complete the following:

1. **(Development Permit)** The submission and processing of a Development Permit* completed to a level deemed acceptable by the Director of Development.
2. **(Arborists Contract)** Submission of a Contract entered into between the applicant and a Certified Arborist for supervision of any on-site works conducted within the tree protection zone of the trees to be retained. The Contract should include the scope of work to be undertaken, including: the proposed number of site monitoring inspections, and a provision for the Arborist to submit a post-construction assessment report to the City for review.
3. **(Tree Survival Security)** Submission of a Tree Survival Security to the City in the amount of $10,000.00 for tree tag # 1 to be retained. The applicant must also enter into a legal agreement to accompany the tree survival security, which sets the terms for use and release of the security. The City will release 90 per cent of the security following construction and landscaping completion and may retain 10 per cent of the security for a one-year maintenance period.
4. **(Flood Indemnity Covenant)** Registration of a flood indemnity covenant on title (Area A).
5. **(Access to Future Development Site)** Registration of a public rights-of-passage statutory right-of-way, and/or other legal agreements or measures, as determined to the satisfaction of the Director of Development, over the full internal drive aisle of the subject site to facilitate future shared access to adjacent development to the north and south, including the installation of way-finding and other appropriate signage on the subject property, and requiring a covenant that the owner provide written notification of this through the disclosure statement to all initial purchasers, provide an acknowledgement of the same in all purchase and sale agreements, and erect signage in the initial sales centre advising purchasers of the potential for these impacts. The maintenance and liability responsibility is to be clearly noted in the legal agreement and the design of the drive aisle must be prepared in accordance with good engineering practice with the objective to optimize public safety.
6. **(No Rental and Age Restrictions)** Registration of a restrictive covenant prohibiting (a) the imposition of any strata bylaw that would prohibit any residential dwelling unit from being rented; and (b) the imposition of any strata bylaw that would place age-based restrictions on occupants of any residential dwelling unit.
7. **(Secondary Suite)** Registration of a legal agreement on Title to ensure that no final Building Permit inspection is granted until one secondary suite is constructed on the subject site, to the satisfaction of the City in accordance with the BC Building Code and the City's Zoning Bylaw.
8. **(No Stratification – Secondary Suite)** Registration of a legal agreement on Title ensure that the secondary suite cannot be stratified.
9. **(Tandem Parking – No Conversion)** Registration of a legal agreement on title prohibiting the conversion of the tandem parking areas into habitable space.
10. **(Contribution – Indoor Amenity)** City acceptance of the applicant's voluntary contribution in the amount of $2,309.00 per dwelling unit (e.g. $11,545.00) in-lieu of providing on-site indoor amenity space to the City's Leisure Facilities Reserve Fund. Where the contribution is not received within one year of the rezoning bylaw receiving third reading, the contribution shall be recalculated based on the rate in effect at the time of payment, as updated periodically and published in a City bulletin.
11. **(Contribution – Affordable Housing** City acceptance of the applicant's voluntarily contribution in the amount of $12.00 per buildable square foot (i.e, $92,614.24) to the City's affordable housing reserve fund.
12. **(Contribution – Market Rental Housing)** City acceptance of the applicant's voluntarily contribution in the amount of $3.09 per buildable square foot (i.e, $23,848.17) to the City's affordable housing reserve fund.

13. **(Discharge – Other)** Discharge from Title of covenant BE16783, which restricts the use of the property to a duplex.
14. **(Fees - Notices)** Payment of all fees in full for the cost associated with the public notices (e.g., Notice of First Reading), consistent with the City's Consolidated Fees Bylaw No 8636, as amended.

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

- **(Landscape Plan and Cost Estimate)** Submission of a Landscape Plan, prepared by a Registered Landscape Architect, to the satisfaction of the Director of Development, and a cost estimate for the works provided by the Landscape Architect (including installation and 10 per cent contingency), which will form the basis for the landscaping security required prior to Development Permit issuance.
- **(Acoustic and Thermal Report)** Submission of an acoustic and thermal report and recommendations prepared by an appropriate registered professional, which demonstrates that the interior noise levels and mitigation standards for traffic noise comply with the City's Official Community Plan and Noise Bylaw requirements. The standard required for air conditioning systems and their alternatives (e.g. ground source heat pumps, heat exchangers and acoustic ducting) is the ASHRAE 55-2004 "Thermal Environmental Conditions for Human Occupancy" standard and subsequent updates as they may occur. Maximum interior noise levels (decibels) within the dwelling units must achieve CMHC standards follows:

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

- **(Energy Efficiency Report)** Submission of a townhouse energy efficiency report and recommendations prepared by a Certified Energy Advisor which demonstrates how the proposed construction will meet or exceed the required BC Energy Step Code and/or Zero Carbon Code, in compliance with the City's Official Community Plan and Building Regulation Bylaw No. 7230.

Prior to Demolition Permit* issuance, the applicant must complete the following requirements:

- **(Tree Protection Fencing)** Installation of appropriate tree protection fencing around all trees to be retained as part of the development prior to any construction activities, including building demolition, occurring on-site.

Prior to Building Permit* issuance, the applicant must complete the following requirements:

- **(Servicing Agreement)** Enter into a Servicing Agreement (SA)* for the design and construction of the required frontage and servicing improvements. A Surety Bond, Letter of Credit or cash security for the value of the SA works, as determined by the City, will be required as part of entering into the SA. Works include, but are not limited to:

  Water Works

  - Using the OCP Model, there is 403.0 L/s of water available at a 20 psi residual at the Garden City Road frontage. Based on the proposed development, the site requires a minimum fire flow of 220 L/s.
  - At the Applicant's cost, the Applicant is required to:
    - Submit Fire Underwriter Survey (FUS) or International Organization for Standardization (ISO) fire flow calculations to confirm the development has adequate fire flow for on-site fire protection. Calculations must be signed and sealed by a Professional Engineer and be based on Building Permit Stage building designs.
    - Review hydrant spacing on all road frontages and install new fire hydrants as required to meet City spacing requirements for the proposed land use.
    - Provide a Statutory Right-of-Way (SRW) for the water meter. Minimum SRW dimensions to be the size of the meter box (from the City of Richmond supplementary specifications) plus any appurtenances (for example, the bypass on W2n-SD) plus 0.5 m on all sides. Exact SRW dimensions to be finalized via the SA design review process.

- At the Applicant's cost, the City will:
  - Cut and cap at the main the existing water service connection serving the development site and remove the existing water meter at the Garden City frontage.
  - Install new 150 mm water connection from the existing 200 mm PVC main complete with meter chamber to be supplied by Applicant. The details and alignment shall be finalized via the SA design review process.
  - Complete all tie-ins for the proposed works to existing City infrastructure.

Storm Sewer Works

- At the Applicant's cost, the Applicant is required to:
  - Provide an erosion and sediment control plan for all on-site and off-site works, to be reviewed as part of the SA design review process.
- At the Applicant's cost, the City will:
  - Cut and cap the existing storm inspection chamber connection at the northwest corner of the property line of the Garden City frontage.
  - Install new storm connection to the Garden City frontage complete with inspection chamber contained in a SRW and tie into the box culvert at the west side of Garden City Road. The details and alignment shall be finalized via the SA design review process.
  - Complete all tie-ins for the proposed works to existing City infrastructure.

Sanitary Sewer Works

- At the Applicant's cost, the Applicant is required to:
  - Not start on-site excavation or foundation construction until completion of rear-yard sanitary works by City crews.
  - Internally reline the existing 200 mm diameter AC sanitary sewer along the development site's entire east property line. The approximate length of required relining is 35 m.
- At the Applicant's cost, the City will:
  - Cut and cap the existing sanitary service connection at the development site's center of the east property line.
  - Install new sanitary manhole at north property line along main for termination of proposed 200 mm AC line relining. The details and alignment shall be finalized via the SA design review process.
  - Install a new sanitary service connection complete with inspection chamber and tie into the newly proposed sanitary manhole at the northeast corner of the property line. The details and alignment shall be finalized via the SA design review process.
  - Complete all tie-ins for the proposed works to existing City infrastructure.

Frontage Improvements

- At the Applicant's cost, the Applicant is required to complete the following:
  - Installation of a new 2.0 m wide concrete sidewalk at the existing subject site west property line followed by an approximate 1.9 m wide landscaped boulevard with street trees at the existing street curb, all with transition to meet the existing frontage condition to the north and south of the subject site. The transition sections are to be designed using reverse curves, not abrupt 90-degree corners.
  - All existing driveway crossings along the Garden City Road site frontage are to be removed/closed permanently and replaced with barrier curb/gutter, boulevard and concrete sidewalk as described above.

Street Lighting

- At the Applicant's cost, the Applicant is required to review street lighting levels along all road and lane frontages, and upgrade as required.

General Items

- At the Applicant's cost, the Applicant is required to:
  - Coordinate with BC Hydro, TELUS, Shaw/Rogers and other private utility service providers:
    - To pre-duct for future hydro, telephone and cable utilities along all road frontages.
    - Before relocating/modifying any of the existing power poles and/or guy wires within the property frontages.
    - To underground overhead service lines.
  - Locate/relocate all aboveground utility cabinets and kiosks required to service the proposed development and proposed undergrounding works, and all aboveground utility cabinets and kiosks located along the development's frontages, within the development site (see list below for examples). A functional plan showing conceptual locations for such infrastructure shall be included in the development design review process. Please coordinate with the respective private utility companies and the project's lighting and traffic signal consultants to confirm the requirements (e.g., SRW dimensions) and the locations for the aboveground structures. If a private utility company does not require an aboveground structure, that company shall confirm this via a letter to be submitted to the City. The following are examples of SRWs that shall be shown on the architectural plans/functional plan, the SA drawings, and registered on title prior to SA design approval:

    BC Hydro PMT – 4.0 x 5.0 m
    BC Hydro LPT – 3.5 x 3.5 m
    Street light kiosk – 1.5 x 1.5 m
    Traffic signal kiosk – 2.0 x 1.5 m
    Traffic signal UPS – 1.0 x 1.0 m
    Shaw/Rogers cable kiosk – 1.0 x 1.0 m
    TELUS FDH cabinet – 1.1 x 1.0 m

  - Provide, prior to the start of site preparation works or within the first SA submission, whichever comes first, a preload plan and geotechnical assessment of preload, dewatering, and soil preparation impacts on the existing utilities fronting the development site and provide mitigation recommendations.
  - Provide a video inspection report of the existing utilities along the road frontages prior to the start of site preparation works or within the first SA submission, whichever comes first. A follow-up video inspection, complete with a civil engineer's signed and sealed recommendation letter, is required after site preparation works are complete (i.e. pre-load removal, completion of dewatering, etc.) to assess the condition of the existing utilities and provide recommendations to retain, replace, or repair. Any utilities damaged by the pre-load, de-watering, or other ground preparation shall be replaced or repaired at the Applicant's cost.
  - Conduct pre- and post-preload elevation surveys of all surrounding roads, utilities, and structures. Any damage, nuisance, or other impact to be repaired at the Applicant's cost. The post-preload elevation survey shall be incorporated within the SA design.
  - Monitor the settlement at the adjacent utilities and structures during pre-loading, dewatering, and soil preparation works per a geotechnical engineer's recommendations, and report the settlement amounts to the City for approval.
  - Not encroach into City SRWs with any proposed trees, retaining walls, or other non-removable structures.
  - Enter into, if required, additional legal agreements, as determined via the subject development's SA(s) and/or Development Permit(s), and/or Building Permit(s) to the satisfaction of the Director of Engineering, including, but not limited to, site investigation, testing, monitoring, site preparation, pre-loading, ground densification or other activities that may result in settlement, displacement, subsidence, damage or nuisance to City and private utility infrastructure.

- **(Accessibility Measures)** Incorporation of accessibility measures in Building Permit (BP) plans as determined via the Rezoning and Development Permit processes.
- **(Construction Parking and Traffic Management Plan)** Submission of a Construction Parking and Traffic Management Plan to the Transportation Department. The Management Plan shall include location for parking for services, deliveries, workers, loading, application for any lane closures, and proper construction traffic controls as per Traffic Control Manual for works on Roadways (by Ministry of Transportation) and MMCD Traffic Regulation Section 01570.

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

Note:

* This requires a separate application.

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

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

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

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

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

(signed concurrence on file)

Signed Date

City of Richmond

Bylaw 10746

Richmond Zoning Bylaw 8500
Amendment Bylaw 10746 (RZ 21-933877)
9600/9620 Garden City 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. 004-337-719
   Lot 66 Section 27 Block 4 North Range 6 West New Westminster District Plan 28480

2. This Bylaw may be cited as **"Richmond Zoning Bylaw 8500, Amendment Bylaw 10746".**

FIRST READING	
SECOND READING	
THIRD READING	
OTHER CONDITIONS SATISFIED	
ADOPTED	

CITY OF RICHMOND
APPROVED by
APPROVED by Director or Solicitor

MAYOR

CORPORATE OFFICER

8354358

City of Richmond

Report to Committee

To:	Public Works and Transportation Committee	**Date:**	March 26, 2026
From:	Suzanne Bycraft Director, Public Works	**File:**	10-6370-01/2025-Vol 01
Re:	**Recycling and Solid Waste Management – Report 2025: Working Together to Reduce, Reuse and Recycle**		

Staff Recommendation

That the report titled "Recycling and Solid Waste Management – Report 2025: Working Together to Reduce, Reuse and Recycle", from the Director, Public Works, dated March 26, 2026, be approved and made available on the City's website, through various communication tools including social media channels and as part of community outreach initiatives.

Suzanne Bycraft
Director, Public Works
(604-233-3338)

Att. 1

REPORT CONCURRENCE		
ROUTED TO:	**CONCURRENCE**	**CONCURRENCE OF GENERAL MANAGER**
Climate Action	☑	Roeland Zwaag
SENIOR STAFF REPORT REVIEW	**INITIALS:** CJ	**APPROVED BY CAO**

8332992

Origin

This report presents the City's annual progress in recycling and sustainable waste management practices, highlighting results achieved in 2025 and providing insights into upcoming planned initiatives as outlined in the attached "Recycling and Solid Waste Management – Report 2025: Working Together to Reduce, Reuse and Recycle".

This report supports Council's Strategic Plan 2022-2026 Focus Area #5 A Leader in Environmental Sustainability:

> *Leadership in environmental sustainability through innovative, sustainable and proactive solutions that mitigate climate change and other environmental impacts.*
>
> *5.1 Continue to demonstrate leadership in proactive climate action and environmental sustainability.*
>
> *5.3 Encourage waste reduction and sustainable choices in the City and community.*

Analysis

Guided by Council's leadership and commitment to advancing circularity through the *Richmond Circular City Strategy* and the *Community Energy and Emissions Plan*, the City continues to deliver a comprehensive range of waste reduction, recycling, and waste management services in support of this vision. The City also prioritizes ongoing communication and community outreach to increase awareness of available programs, promote proper recycling practices, and inspire positive behaviour change among residents.

The "Recycling and Solid Waste Management – Report 2025: Working Together to Reduce, Reuse and Recycle" ("Report") provides the City's annual progress update for 2025 (Attachment 1). The Report also includes detailed program information, insights into upcoming initiatives and a comprehensive section of tips and resources to support waste management efforts.

2025 Highlights

In 2025, the City focused on collaboration with community partners and residents to improve recycling quality, reduce waste, and promote reuse. The following are key highlights from 2025:

- **Enhanced Textile Recycling:** Established bins at the Richmond Recycling Depot and collected 72,795 lbs (33,019 kg) of textiles. The City also launched the Rethink Clothing & Textiles campaign to promote reuse and repair options. Additionally, the City hosted 12 Reuse & Repair Cafés to encourage repair and reuse efforts, with approximately 340 items repaired, including 32 toys at the Teddy Bear Hospital event.

- **Bike Reuse and Dog Waste Collection Pilot Programs:** Concluded the Bike Reuse Pilot Program, which resulted in the full repair of 33 bikes and 1,553 salvaged bike parts for use in future repairs. The City also implemented the Dog Waste Collection Pilot Program, which diverted 13,500 kg of dog waste from the landfill. Additional actions approved by Council on both of these items for 2026 are noted in the 2026 Focus Areas section below.

- **Communications and Outreach:** Staff supported 16,278 customer calls and hosted 47 outreach activities with 1,655 attendees, including promoting new outreach opportunities through partnerships with BC Housing, IKEA, S.U.C.C.E.S.S. and the Richmond School District. Green Ambassadors attended 10 symposiums, planning or training sessions, and supported 9 events with over 1,600 volunteer hours.

- **Richmond Recycling Depot:** 281,965 vehicle visits occurred at the Recycling Depot, equating to an average of 801 vehicles per day. During their visits, customers dropped off more than 7,386 tonnes of recyclable materials. General site improvements included addressing safety by stabilizing the foundation for the lock block wall for the yard trimmings section and improving the recyclability of stored materials, per Recycle BC, by installing a tent to prevent recycling from getting wet in inclement weather.

- **Public Spaces and Litter Management:** In City public spaces, garbage and recycling bins were attended 34,682 times per month, for a total of 417,432 bin visits per year to keep the community clean. Completed retrofits to approximately 150 bins provided by TransLink to add mixed paper recycling at select bus stops in Richmond. To increase accessibility, staff relocated bus stop bins to accommodate brail signage from TransLink.

- **Waste Diversion:** Residents in single-family homes continue to recycle about 78.5% of their household waste through various recycling and waste reduction programs. The Blue Box and Blue Cart programs recycled 7,001 tonnes of packaging, containers and paper, while the Green Cart program diverted 21,917 tonnes of food scraps and yard trimmings from the landfill, transforming them into nutrient-rich soil.

2026 Focus Areas

The City will continue to support the transition to a circular economy by exploring new strategies and implementing new initiatives through sustainable waste management practices. Key focus areas in 2026 will include:

- Operate a City Bike Reuse program to take bikes in good condition that are dropped off at the Richmond Recycling Depot and provide them to eligible organizations, which will repair and refurbish bikes that will then be donated for reuse in the community.

- Review the Business Recycling Resources pilot program and establish future approaches.

- Add designated dog waste collection bins at the 13 remaining City off-leash dog areas and some trails in Richmond and implement a communications campaign to educate dog owners on proper disposal of dog waste.

- Test options for reusable containers at the Cherry Blossom Festival and Farm Fest to determine feasibility of integrating reusable containers as part of City events.

- Continue to pursue increased community engagement initiatives to help residents and businesses recycle correctly, reduce contamination, promote waste reduction behaviours, and actively support the transition to a circular economy.

- Continue to monitor opportunities to incorporate artificial intelligence (AI) technology in waste collection trucks to collect data and enable timely recycling feedback to residents.

- Identify and implement opportunities to improve recycling quality in public space bins through public education and awareness campaign.

- Explore opportunities to use geographic information system (GIS) data to increase litter route efficiency and distribution and implement a communication and education campaign to raise awareness about reducing litter. In 2025, the City responded to 943 illegal dumping calls.

- Subject to provincial funding grants, launch a six-month pilot program providing youth with paid, hands-on experience in municipal climate related work.

- Implement Contamination Remediation Plans to address curbside and multi-family recycling quality in compliance with Recycle BC notice provided to the City. The program objectives are to reduce the amount of glass and bagged or nestled materials in the Blue Box/Cart by 25% from 7.3% to 5.475% in the curbside stream, and from 11.3% to 8.47% in the multi-family stream.

Financial Implications

None.

Conclusion

The City is providing residents with an annual progress report through the "Recycling and Solid Waste Management – Report 2025: Working Together to Reduce, Reuse and Recycle". The Report highlights Richmond's proactive and collaborative approach to circular waste management, showcasing ongoing efforts and community partnerships that support reducing waste, increasing reuse, and improving recycling practices across the city. It also outlines key achievements, progress toward sustainability goals, and Council's continued commitment to responsible resource management.

Kristina Grozdanich
Manager, Recycling and Waste Recovery
(604-244-1280)

KG:lh

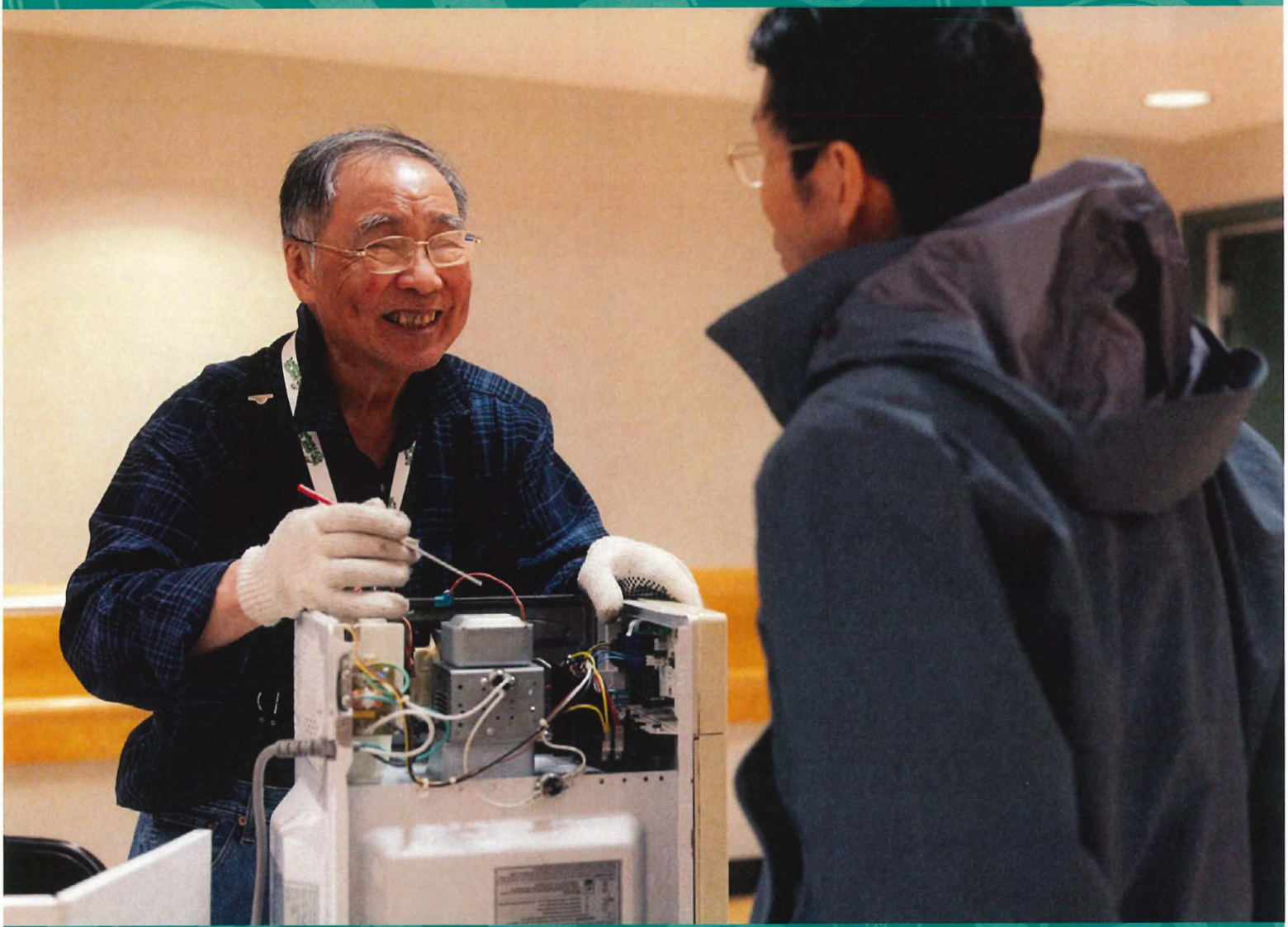
Att. 1: Recycling and Solid Waste Management – Report 2025: Working Together to Reduce, Reuse and Recycle

Attachment 1

City of Richmond Recycling and Solid Waste Management

REPORT 2025

WORKING TOGETHER TO REDUCE, REUSE AND RECYCLE



Richmond

Environmental Programs is responsible for residential garbage and recycling services, including collection, drop-off services at the Richmond Recycling Depot, public spaces recycling and litter collection services.

With Council's leadership and commitment to strategic planning and policy, the City strives to help create more sustainable waste management through our programs and services to support a circular economy. The City believes that it is our responsibility to support our community and preserve our planet for future generations.

Through outreach and engagement, working with our residents and local businesses, and partnering with local agencies, the City also strives to meet and exceed all regional waste diversion goals by continuously expanding our programs and service offerings.

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Reuse and Recycle are Key to Waste Reduction

As part of its commitment to sustainable waste management, the City of Richmond has implemented a variety of programs to help residents reduce, reuse and recycle.

Throughout the year, City staff host a number of events and activities to help residents to not only learn more about how to reduce waste, but also connect with each other. This includes the popular Reuse & Repair Cafés, Richmond Recycling Depot tours, Bike Reuse and Dog Waste Collection Pilot Programs, Green Ambassadors, Recycling Champions and more.

Residents continue to show their dedication to reducing waste while embracing new opportunities to reuse and recycle. Through ongoing collaboration with the community, Richmond aims to be a fully circular city by 2050, as outlined in the *Richmond Circular City Strategy*.

WORKING TOGETHER TO REDUCE, REUSE AND RECYCLE

1.0 Annual Outlook

Richmond's continued success with waste diversion and actions that support a circular economy is thanks to residents, businesses and community organizations working together and leveraging City programs and services.

Richmond remains focused on delivering programs and services that make it easy for community members to reduce waste, extend the life of household products and recycle correctly so materials will be accepted by processors and kept out of the landfill. In 2025, the City's commitment to sustainable waste management included exploring new service options through pilot programs, expanding recycling programs and outreach initiatives, and keeping residents informed through education and awareness campaigns.

33,019
KG OF TEXTILES COLLECTED

Recognizing the growing issue with textile waste, which is increasing significantly due to factors such as "fast fashion" resulting in quick changing trends and low quality fabric with decreased durability, Richmond has taken action to encourage repair and reuse of textiles. The City established textile recycling at the Richmond Recycling Depot, resulting in 72,795 lbs (33,019 kg) of collected clothing and other textiles in 2025. These collected materials are sorted, with gently used items being recirculated for use through partnership with Auxiliary to BC Children's Hospital. To help raise awareness about reducing textile waste, the City also launched its Rethink Clothing & Textiles marketing campaign. The campaign encourages residents to reuse and repair clothing rather than buying new, and includes tips on how to donate, sell or repurpose items.

The City also expanded its Repair Fairs, which focused on free repairs, into Reuse & Repair Cafés where residents can also share and trade donated items to support reuse. The City hosted 12 Reuse & Repair Café events in 2025 with residents bringing clothing, textiles, small appliances, bikes and electronics for repair.

Continued >

Working with the public and partners, Richmond made continued progress in 2025 through initiatives to improve recycling, reduce waste and encourage reuse.

These highly popular events are delivered with the help of volunteer repair specialists. This program, funded in part by Metro Vancouver, resulted in an estimated 379 repaired items, including 30 toys at the "teddy bear hospital" event, plus 250 donated items were recirculated for continued use. The City also reached a milestone in 2025 with one thousand items repaired since the inception of the program. *(See pages 24 and 25 for more information about these programs.)*

Working with community partners is also the foundation of the successful Bike Reuse Pilot program, which concluded in 2025. Approximately 500 bicycles are taken to the Richmond Recycling Depot each year. The pilot program involved assessing bikes to determine if they were suitable for refurbishing, making repairs where needed, and then distributing the used bikes to residents through a partnership with the Pedal Foundation, a registered charity. Through the program, 33 bikes were fully repaired, refurbished and donated to Richmond residents. While the majority of bikes were correctly dropped off for recycling and were not suitable for repairs, an additional 1,553 bike parts were salvaged from these bikes and reused to support bike repairs. Based on the success of the pilot program, a City-run bike reuse program has been approved for implementation in 2026.

Richmond has a long-established commitment to working with local youth to promote responsible, sustainable waste management, support a circular economy and build leadership skills through its high school Green Ambassador program. Following a comprehensive review of the Green Ambassador program, the City is exploring new opportunities to support youth through the development of a pilot program that involves partnering with Youth Climate Corps BC to hire youth to work on City projects that relate to climate action and resiliency.

Established in 2020, Youth Climate Corps BC is a non-profit organization that empowers youth to take action to address the climate crisis. This includes providing jobs at a liveable wage and training young people to encourage them to engage in their communities and gain hands-on experience in climate-based jobs while building leadership mindsets around climate resiliency.

The City's new pilot program, which will start in 2026, is specifically targeted to Richmond youth, and will provide them with paid, hands-on experience working on City projects.

Richmond also continues to work closely with Recycle BC in a shared commitment to encourage consistent, high quality recycling. A new contract was set in 2025 that increased incentives for the collection of packaging and printed paper and helped lower Richmond's recycling utility rates for 2026. The City also completed its bi-annual audit at the Richmond Recycling Depot to determine the percentage of commercially generated flexible plastic, glass and Styrofoam being dropped off for recycling.

In response to Recycle BC reports that highlight recycling contamination concerns and to address staff and contractor safety, the City implemented education and awareness campaigns and worked together with partners in the community to provide tips and enhanced services.

The City worked in partnership with BC Housing, IKEA and the Richmond School District to provide 47 outreach events with information on how to sort recycling correctly and reduce waste. As well, Richmond continued engaging with Recycling Champions, its outreach program in multi-family complexes. The program focuses on recruiting volunteers and providing them with training and resource materials to help increase and improve the quality in their buildings. *(See page 9 for more information about the Recycling Champion program.)*

47
OUTREACH EVENTS

The City continued its Back to Recycling School campaign, which emphasized the importance of recycling glass and hazardous materials correctly. The campaign highlighted common hazardous items, explained why they need special handling and provided tips on how to recycle these materials safely to protect people, animals and the environment.

Continued >

13,500 KG OF DOG WASTE COLLECTED

Richmond also completed a Dog Waste Collection Pilot Program which was developed to reduce the amount of organic material decomposing in landfills and emitting methane gas. The pilot program provided designated dog waste collection carts at three off-leash dog parks in Richmond.

Over the 12-month program, 13,500 kg of dog waste was collected, diverting this waste from the landfill.

The City will be expanding the Dog Waste Collection Program to all off-leash parks and some trails, along with a communications campaign to provide dog owners with tips on how to properly dispose of dog waste.

Thanks to the success of these many new initiatives and programs in 2025, the City continues to make strides towards its circular economy goals and its commitment to being a leader in recycling and sustainable waste management.

Together we can change habits and make better choices that support a circular economy.

LET'S RETHINK WASTE

Changing our habits to think differently about purchases, avoiding unnecessary waste and finding ways to reuse and recycle products contribute directly to positive outcomes like reducing reliance on raw materials.

Ultimately, it's about shifting to a circular economy, where the materials we use stay in circulation to be used, reused or repaired, and recycled multiple times into new products.



TOP TIPS TO REDUCE WASTE:

- Avoid single-use items – choose reusable instead
- Choose products with minimal packaging
- Buy, sell, trade or donate household items
- Choose products with recycled content
- Repair products when possible
- Rethink – take a moment to assess:
  - Do I need this item?
  - Will it create unnecessary waste?
  - How can it be reused or recycled?

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1.1 2025 Top Accomplishments

This report showcases some of the key achievements in 2025 and looks back on the City's top accomplishments over the past 30-plus years.

RECYCLING MILESTONES

1990 Launched Blue Box program

1991 Opened parking lot recycling depot at 5599 Lynas Lane

1992 Launched backyard compost bin distribution program

1993 Opened Richmond Recycling Depot at 5555 Lynas Lane

1995 Launched Blue Cart program

1996 Launched weekly curbside yard trimmings collection

2010 Launched Green Can program

2013 Launched Green Cart program for single-family homes and townhomes

Launched Large Item Pick Up program

2015 Launched Green Cart program for multi-family complexes

1 ENHANCED TEXTILE RECYCLING

Established bins at Richmond Recycling Depot and collected 33,019 kg of textiles. Launched a Rethink Clothing and Textiles campaign to promote reuse and repair options.

2 COMPLETED BIKE REUSE PILOT PROGRAM

Reported to Council on pilot program outcomes and secured approval for ongoing City program. Pilot program resulted in full repair of 33 bikes as well as 1,553 bike parts salvaged to use in bike repairs.

3 REFRESHED CORPORATE RECYCLING PROGRAM

Recruited 27 City staff as Recycling Champions to lead recycling at City facilities, generated 442 We Recycle pledges from staff and engaged staff through quizzes and workshops.

4 INTRODUCED REUSE & REPAIR CAFÉS

Rebranded Repair Fairs to Reuse & Repair Cafés, holding 12 events where 379 items were repaired and 250 donated items were recirculated.

5 EXPANDED OUTREACH

Hosted 47 outreach events, including promoting new outreach opportunities through partnerships with BC Housing, IKEA, S.U.C.C.E.S.S. and the Richmond School District.

6 SUPPORTED GREEN AMBASSADORS

Green Ambassadors attended 10 symposiums, planning or training sessions, and supported nine events with over 1,600 volunteer hours.

7 FACILITATED IMPROVED RECYCLING INCENTIVES

Provided feedback to Recycle BC which led to the development of new contracts, resulting in reduced utility rates for 2026.

8 CONDUCTED RECYCLING AUDIT AT THE DEPOT

Provided temporary bins at the Recycling Depot to determine the percentage of commercially generated flexible plastic, glass and polystyrene (Styrofoam) being dropped off for recycling.

9 IMPROVED DEPOT INFRASTRUCTURE

Improved safety by stabilizing the foundation for the lock block wall for the yard trimming section and improved the recyclability of stored materials by installing a tent to keep recycling dry.

10 EXPANDED RECYCLING AT BUS STOPS

Completed retrofits to about 150 bins provided by TransLink to add mixed paper recycling at select bus stops in Richmond.

2016

Launched biweekly Garbage Cart program

2019

Introduced *Single-Use Plastic and Other Items Bylaw No. 10000*

Expanded Large Item Pick Up Program

2020

Renovated Recycling Depot

2021

Adopted *Single-Use Plastic and Other Items Bylaw No. 10000*

Extended Recycling Depot operations to 7 days a week

2022

Implemented *Single-Use Plastic and Other Items Bylaw No. 10000*

2023

Earned national awards for the Rethink Waste and Single-Use Plastic Ban engagement campaigns

2024

Launched a business recycling pilot program

Earned international awards for two campaigns

2025

Completed Dog Waste and Bike Reuse Pilot Programs

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1.2 Setting Goals

Richmond's long-term goal is to support a circular economy through sustainable waste management, and the annual goals listed here are designed to help achieve this target.

1 IMPLEMENT THE BIKE REUSE PROGRAM

Operate a City Bike Reuse program to take bikes in good condition that are dropped off at the Richmond Recycling Depot and provide them to eligible organizations, which will repair and refurbish bikes that will then be donated for reuse in the community.

2 REVIEW BUSINESS RECYCLING PILOT PROGRAM

Review the outcomes of the Business Recycling Resources pilot program and establish future approaches.

3 EXPAND DOG WASTE COLLECTION PROGRAM

Add designated dog waste collection bins at the 13 remaining City off-leash dog areas and some trails as well as implement a communications campaign to educate dog owners on proper disposal of dog waste.

4 IMPLEMENT REUSABLE CONTAINERS PILOT

Test options for reusable containers at the Cherry Blossom Festival and Farm Fest to determine feasibility of integrating reusable containers as part of City-supported events.

5 EXPLORE OPPORTUNITIES FOR AI TECHNOLOGY

Continue to monitor opportunities to incorporate artificial intelligence (AI) technology in waste collection trucks to collect data and enable timely recycling feedback to residents.

6 ENHANCE RECYCLING IN PUBLIC SPACES

Identify and implement opportunities to improve recycling quality in public space bins through a public education and awareness campaign.

7 INCREASE AWARENESS ABOUT RECYCLING QUALITY

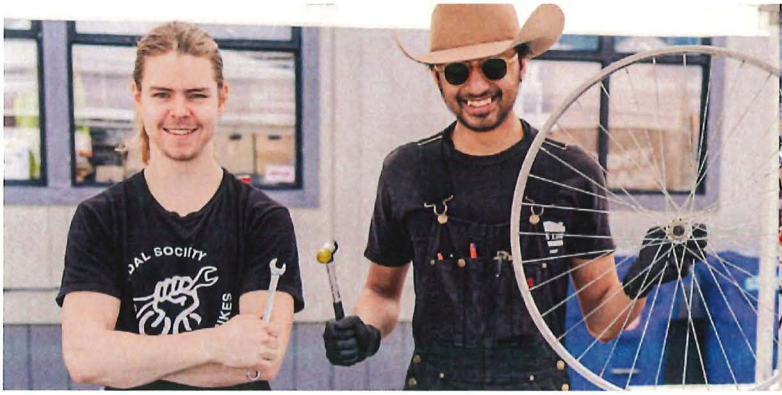
Continue to pursue increased community engagement initiatives to help residents and businesses recycle correctly, reduce contamination, and promote waste reduction behaviours.

8 LEVERAGE TECHNOLOGY AND COMMUNICATION TO ADDRESS LITTER

Explore opportunities to use geographic information system (GIS) data to increase litter route efficiency and distribution, and implement a communication and education campaign to raise awareness about reducing litter.

9 PARTNER WITH YOUTH CLIMATE CORPS BC

Launch a six-month pilot program providing youth with paid, hands-on experience in municipal climate related work.





1.3 Richmond Recycling Champions



Richmond has made steady progress towards sustainable waste management, but there are still opportunities for improvement, particularly in multi-family buildings. The Richmond Recycling Champions program helps residents work with neighbours to improve recycling in their building.

While residents in single-family homes divert close to 80% of their waste through recycling, the diversion rate in multi-family buildings is consistently lower, with recyclables still being put in the garbage. There are also challenges with items not sorted correctly or containers not being rinsed of food residue.

When household items are not recycled correctly, it can lead to penalties for the City and increased utility fees for residents. Another risk is contaminated recycling loads may not be suitable for processing and reduce the overall effectiveness of the recycling program. This is not only bad for the environment but is also not a sustainable approach to waste management.

NEIGHBOURS SUPPORTING NEIGHBOURS

To help address these challenges, Recycling Champions take a leadership role to help their neighbours recycle consistently and correctly. Carol Angell lives in a multi-family building in Richmond. When another owner told her about the Recycling Champion program, she signed up.

"With climate change happening, and when you see all the junk people throw away into the garbage, it's kind of sad because a lot of things can be recycled and reused," says Angell. "Since we started recycling several years ago, we now have one little bag of garbage every week, compared to the big bag of garbage that we used to have almost daily."

As part of its program, the City provides posters, decals and other signage for recycling areas, delivers training workshops and offers tours of the Richmond Recycling Depot on Lynas Lane. City staff share information about how to sort recycling correctly and reduce waste, as well as where recycling goes and how it is processed into new products.

"One of the things I found very good was the visit to Lynas Lane," says Angell, of participating in a Recycling Depot tour. "They took us to every bin, told us what they did with recycled materials like rubber tires, and showed us the experimental paved area that was created using recycled plastic. They also showed the different items like clothing and books you can drop off. Staff gave us new ideas for what we can recycle in our building."

Following the training and tour, Angell's building has started collecting lightbulbs, batteries, and white and coloured polystyrene (Styrofoam) to take to the Recycling Depot.

CITY COLLABORATION

On request, City staff will complete site audits of recycling and garbage bins to see how well residents are sorting their waste. They then create audit reports and share recommendations on how to address issues. Staff host lobby talks and in-person or virtual workshops for residents, and provide presentations to stratas to share information about how to recycle correctly.

While Angell would like to see additional recycling collection, such as for refundable bottles, cans and flexible plastics, she notes there are current space limitations that make it challenging. However, with the recent efforts to improve recycling in her building, there has been a noted decrease in the garbage sent to landfill.

Looking ahead, Angell is interested in exploring new ways to help residents understand how to recycle correctly.

"I think most people just don't understand," says Angell. "All of our signage is pretty good – it's on the bins and the wall, but we had a suggestion to make our own little signs and put them up once a month. Also, residents can spread the word. The few people I know in the building are really keeners so we can all help."

Thanks to community partnerships like the Recycling Champions, Richmond continues to make progress towards its goals to support sustainable waste management and become a fully circular city by 2050.

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TOGETHER
WE CAN
REDUCE
WASTE

2.0 Tracking Our Progress

As part of tracking its progress, the City of Richmond collects data across a broad spectrum of programs, services and activities. This data shows changes in residential recycling and waste diversion over the years, and how new programs are contributing to a circular economy.

The mix of data reported reflects the amount of recycling handled through residential collection programs, the usage and types of materials dropped off at the Richmond Recycling Depot, and a breakdown of the different types of recyclable materials that are being diverted from the landfill through multiple recycling programs.

As well, the City has a number of outreach initiatives that are aimed at increasing awareness and understanding about how to recycle correctly and consistently, as well as how to reduce waste overall.



2.1 Diversion Statistics

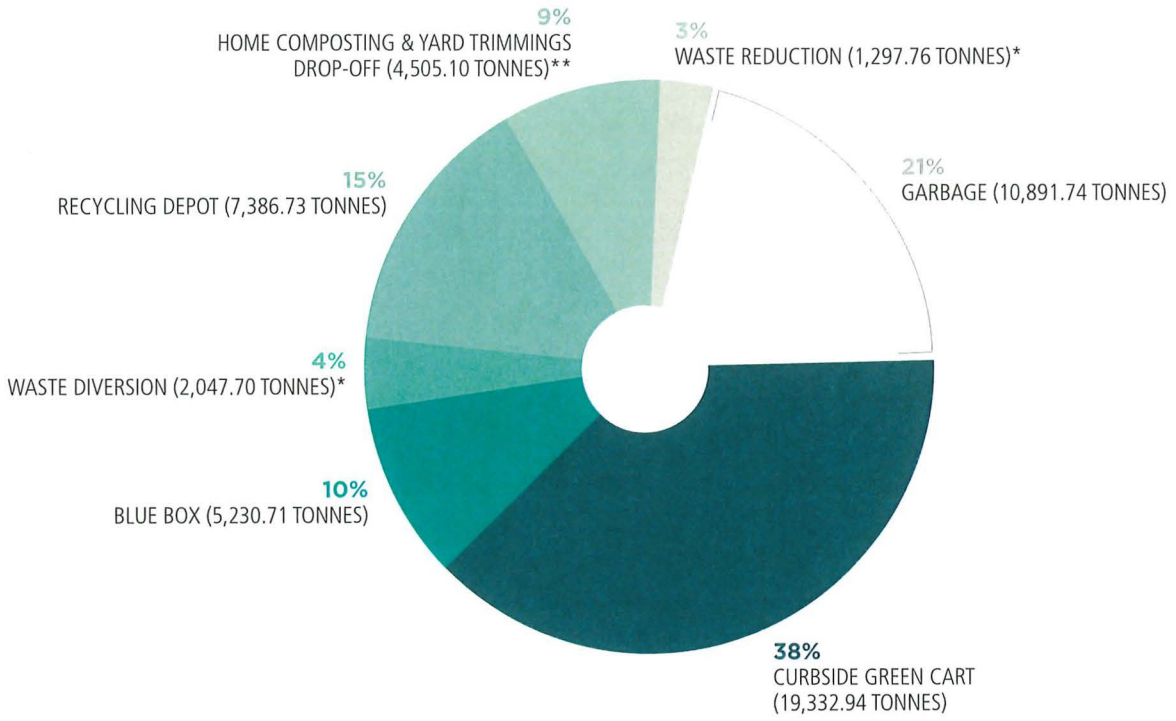
Richmond residents in single-family homes diverted 78.5% of their waste from the landfill in 2025.

78.5%
WASTE DIVERSION ACHIEVED!

SINGLE-FAMILY RECYCLING IN 2025

Residents took advantage of a variety of programs to divert **78.5% of their waste** from the landfill in 2025.

Residents were able to achieve this waste diversion through a number of recycling and waste reduction opportunities, including curbside and Richmond Recycling Depot collection as well as composting programs.

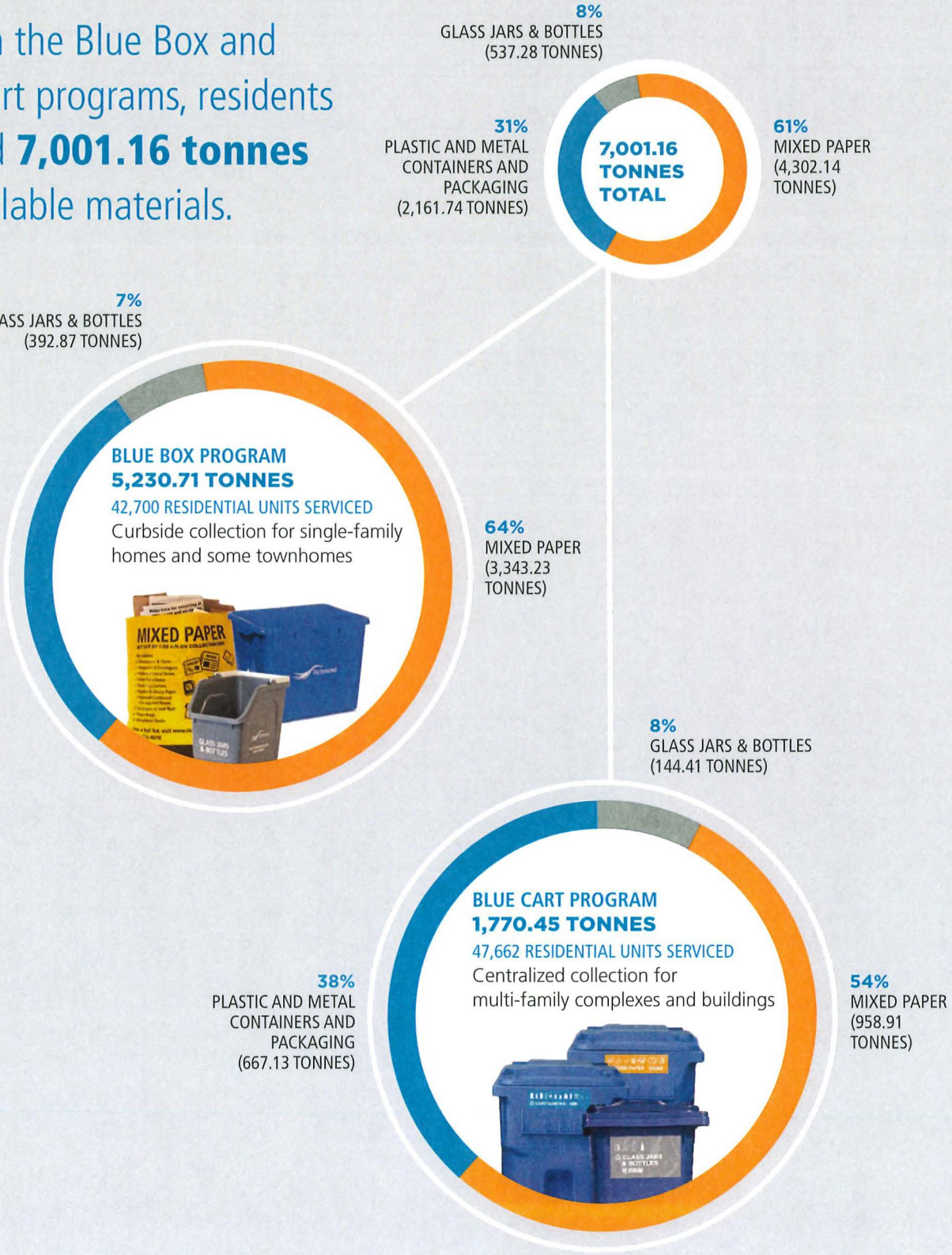


* Estimated

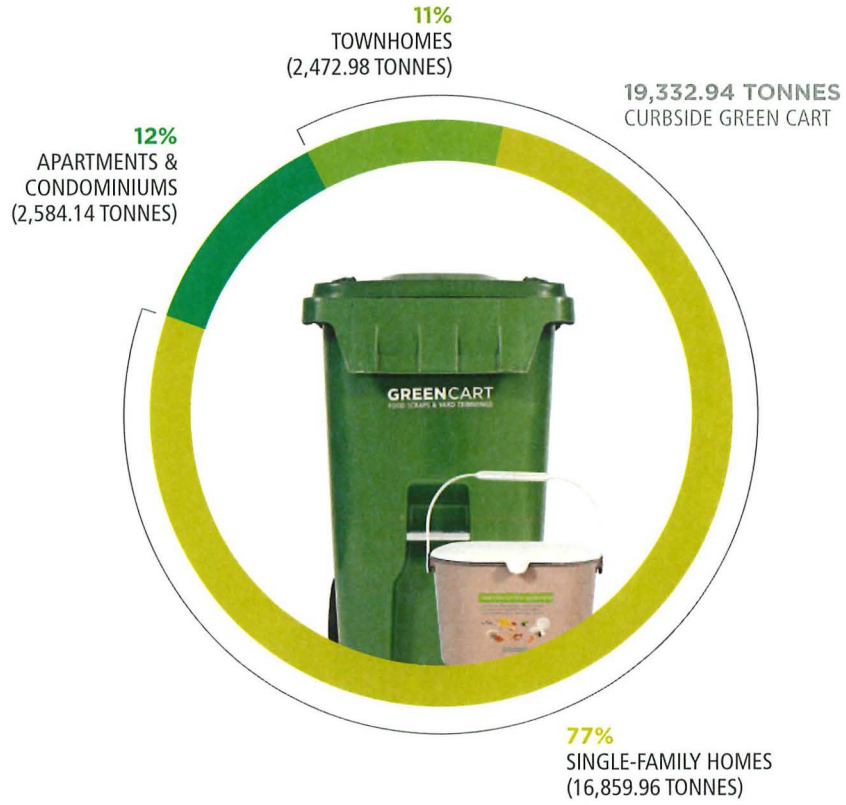
** Includes estimates for home composting, tree chipping and leaf drop-off programs.

BLUE BOX AND BLUE CART PROGRAMS RECYCLING MIX IN 2025

Through the Blue Box and Blue Cart programs, residents recycled **7,001.16 tonnes** of recyclable materials.



RESIDENTIAL GREEN CART RECYCLING IN 2025

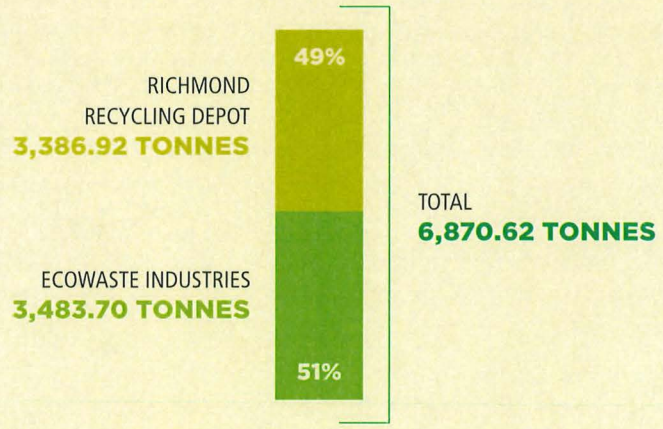


Residents diverted **21,917.08 tonnes** of food scraps and yard trimmings from the landfill in 2025 to be composted into new resources.

Richmond's Green Cart program is for residents in single-family homes, townhomes, apartments and condominiums.

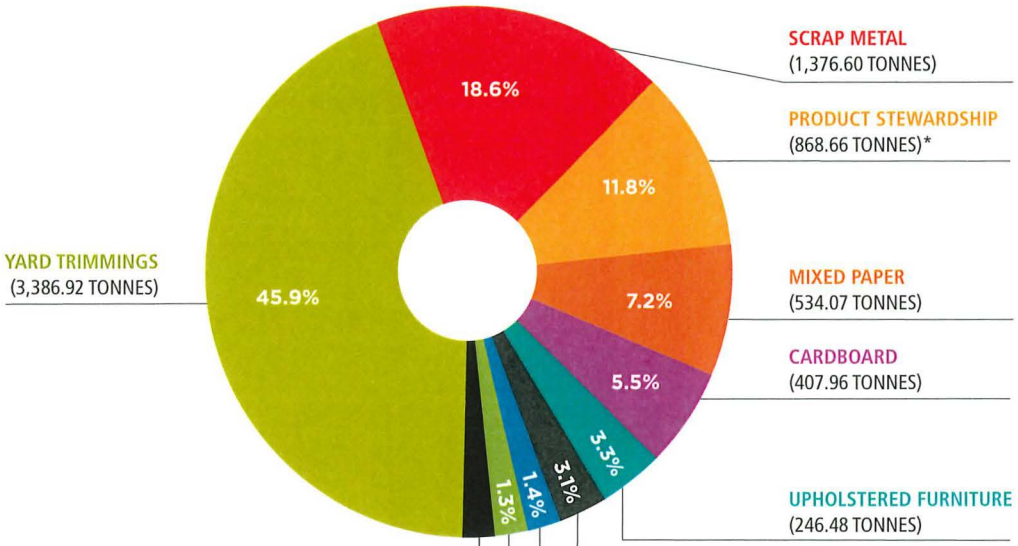
78,724 residential units received weekly collection in 2025.

In 2025, **6,870.62 tonnes** of yard trimmings were collected at the Richmond Recycling Depot and through the Ecowaste residential and commercial drop-off service.



MATERIALS COLLECTED AT THE RICHMOND RECYCLING DEPOT

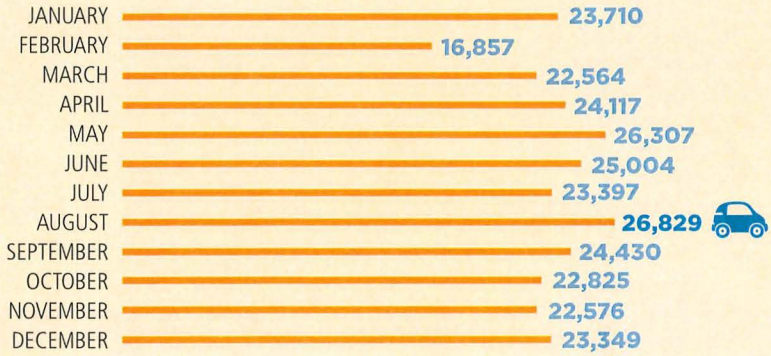
In 2025, **7,386.73 tonnes** of recyclable materials were collected at the Recycling Depot.



* Includes tires, electronics, paints, solvents, pesticides, lights, small appliances, batteries, cellphones, smoke and carbon monoxide alarms, cooking oil, motor oil, antifreeze, lead acid batteries and thermostats.

** Collected via the Large Item Pick Up Program, not at the Recycling Depot.

MONTHLY VEHICLE VISITS TO THE RICHMOND RECYCLING DEPOT



In 2025, there were **281,965** vehicle visits to the Richmond Recycling Depot, an average of **801** visits per day.

RECYCLE MORE AT THE RICHMOND RECYCLING DEPOT

Open seven days a week, the Recycling Depot provides a convenient one-stop recycling service. The City continues to increase the list of accepted items to support waste diversion.



AEROSOLS
7,040 EQUIVALENT LITRES



COOKING OIL
15.64 TONNES



CFLS
860 BOXES



ELECTRONICS
483.53 TONNES



FLUORESCENT TUBES
4' – 690 BOXES
8' – 84 BOXES



HOUSEHOLD BATTERIES
22.96 TONNES



LEAD ACID BATTERIES
31.77 TONNES



MOTOR OIL & ANTIFREEZE
93.18 TONNES



PAINT
272,592 EQUIVALENT LITRES



SMOKE & CO ALARMS
0.72 TONNES



SOLVENTS & PESTICIDES
17,744 EQUIVALENT LITRES



THERMOSTATS
0.06 TONNES



TIRES
58.95 TONNES



LARGE ITEM PICK UP IN 2025

16,150
ITEMS COLLECTED

44,082 residential units received the service through their curbside programs.

13,495
REQUESTS FOR SERVICE

690.9
TONNES COLLECTED

499.17
TONNES RECYCLED



3,821
MATTRESSES & BOXSPRINGS



2,744
UPHOLSTERED FURNITURE



558
FRIDGES & FREEZERS



352
BARBECUES



305
WASHERS & DRYERS



185
TELEVISIONS



170
STOVES & MICROWAVES



138
DISHWASHERS



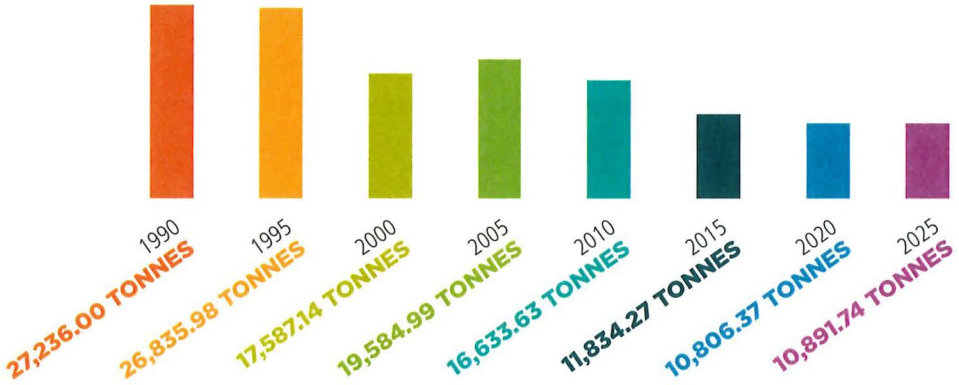
1,827
OTHER RECYCLABLE ITEMS

+ 6,050
NON-RECYCLABLE HOUSEHOLD ITEMS COLLECTED FOR SAFE HANDLING AND DISPOSAL

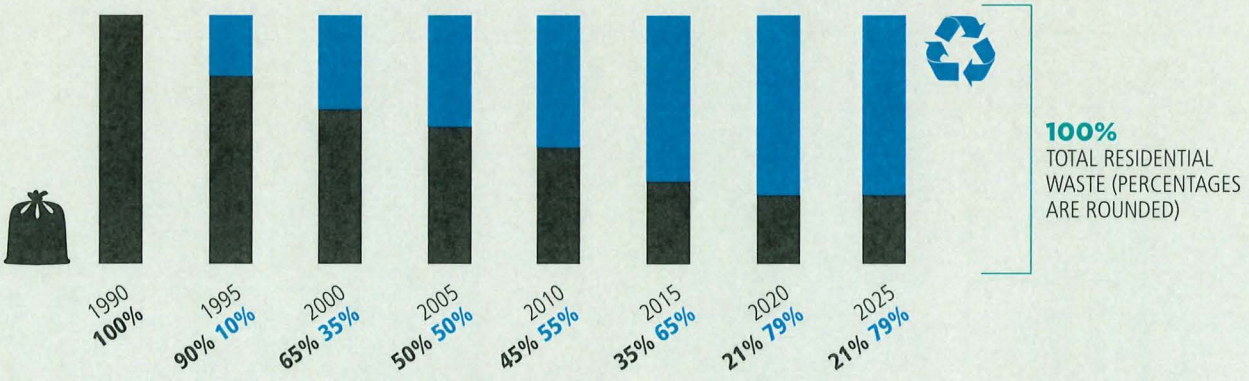
FROM GARBAGE DISPOSAL TO DIVERSION

35,335 residential units received Garbage Cart service in 2025.

SINGLE-FAMILY HOMES GARBAGE COLLECTION OVER 25 YEARS:



SINGLE-FAMILY HOMES DIVERSION OVER TIME:



- % OF WASTE GOING TO LANDFILL
- % OF WASTE BEING RECYCLED (INCLUDING RESIDENTIAL RECYCLING AND ORGANICS COLLECTION AND DROP-OFF AT THE RICHMOND RECYCLING DEPOT)



2.2 Outreach and Customer Service

Statistics in this section are related to our successful outreach and customer service programs, which are designed to turn education and information into action.

CUSTOMER SERVICE AND OUTREACH

Richmond's Environmental Programs staff share information, tips and resources by phone as well as through outreach events and on the website.

16,278
CUSTOMER SERVICE CALLS SUPPORTED

1,655
ATTENDEES

1,655 attendees for **47 outreach activities** on various topics.

1,667
HOURS

1,667 participant hours of youth volunteering and training.

COMMUNITY OUTREACH

47
OUTREACH ACTIVITIES

15
RECYCLING WORKSHOPS

15 recycling workshops with a total of **285 participants**.

15
RECYCLING DEPOT TOURS

15 Richmond Recycling Depot tours with a total of **347 participants**.

5
INFORMATION DISPLAYS

5 information displays at community events with a total of **476 participants**.

12
REUSE & REPAIR CAFÉS

See page 24 for spotlight on Reuse & Repair Cafés.

GARBAGE, LITTER AND COMMUNITY GARDEN COLLECTION

Crews **travelled 3,288 kilometres per week** to inspect and service bins, and **cleaned up 943 cases of illegal dumping**.

13,645
BIN INSPECTIONS PER MONTH

21,037
BINS SERVICED PER MONTH

48
COMMUNITY GARDEN GREEN CARTS SERVICED BIWEEKLY

417,432
BIN VISITS PER YEAR, INCLUDING LITTER AND GREEN CARTS

COMPOST BINS, GARBAGE TAGS AND VOUCHERS

44
COMPOST BINS SOLD

10,224
GARBAGE TAGS SOLD

1,504
GARBAGE DISPOSAL VOUCHERS SOLD



Richmond's Green Ambassadors are a common sight at events and festivals, supporting increased recycling and teaching members of the public how to sort waste correctly.

STUDENT OUTREACH

GREEN AMBASSADOR (GA) YOUTH PROGRAM

154 GREEN AMBASSADORS WITH 1,667 HOURS OF VOLUNTEERING & TRAINING

1,100 EVENT HOURS

9 special events were supported by GAs, for a total of 1,100 hours.

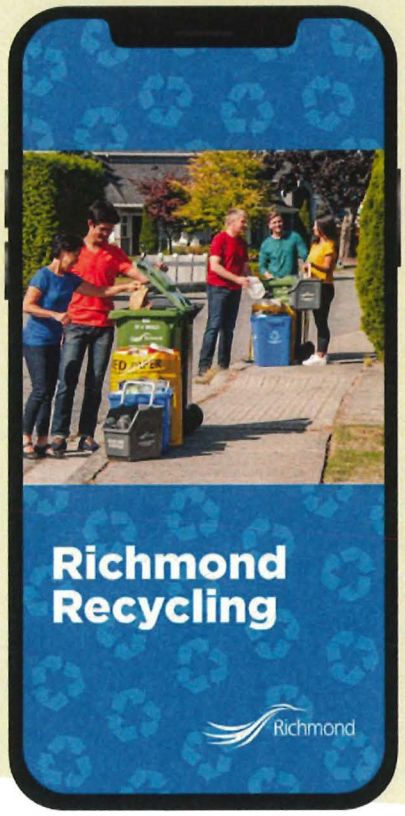
110 PLANNING HOURS

5 GA team-led meetings and planning sessions were held, for a total of 110 hours.

457 TRAINING HOURS

10 GA sessions for training and networking were held, for a total of 457 training hours.

ONLINE SEARCH AND TIPS TOOLS



The Richmond Recycling app has been installed **16,509 times** to date, and used a total of **115,378 times**.

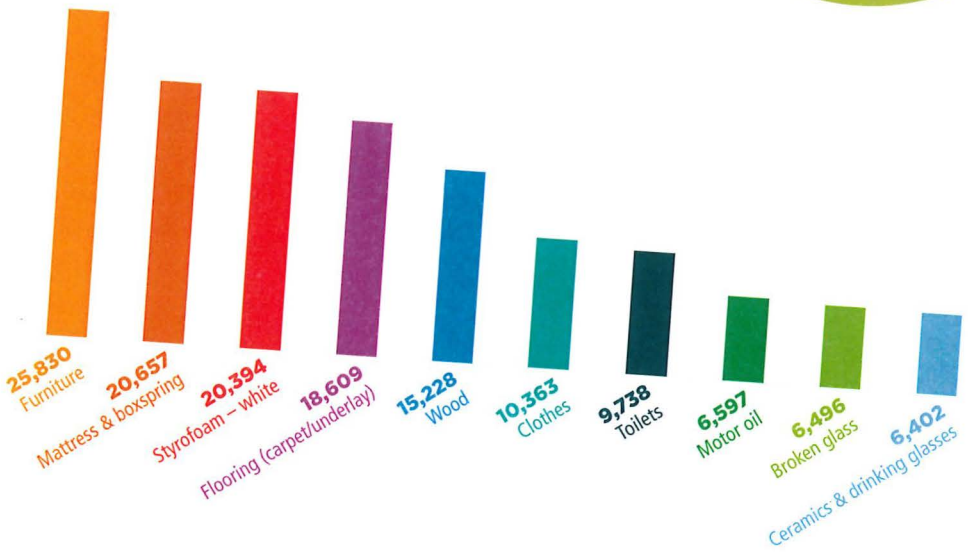
27,982 COLLECTION DAY REMINDERS

25,927 PDF CALENDAR DOWNLOADS

11,923 RECYCLING GAMES PLAYED

33,151 ANNUAL RECYCLING WIZARD SEARCHES

TOP MATERIALS SEARCHED ON THE RECYCLING WIZARD – ALL TIME



MORE WAYS TO REUSE, REPAIR AND RECYCLE

Let's rethink waste

As part of its goal to reduce waste, Richmond provides opportunities for residents to reuse, repair and recycle common household items.

REUSE & REPAIR CAFÉS



1,000+ ITEMS REPAIRED SINCE 2019

Whether it's patching up a well-worn jacket, adding a little extra fluff to a much-loved teddy bear, fixing small appliances or finding new homes for unwanted household items, Richmond's Reuse & Repair Cafés help bring life back to used items.

RICHMOND Reuse & Repair Café
RETHINK IT. DON'T TOSS IT.

Richmond Repair Fairs connect residents with volunteers who fix items such as textiles, bicycles, small appliances, electronics and lawnmowers for free. In 2025 the fairs were rebranded to Reuse & Repair Cafés, to better align with international repair initiatives and introduce a reuse section.

In addition to having their items repaired, residents can swap, drop-off or take a selection of second-hand items at no cost. Shared items may include clothing, shoes, accessories, books, CDs and DVDs, computers and other small electronics, home décor, toys, games, small appliances and kitchenware.

Richmond Reuse & Repair Cafés are funded with assistance from Metro Vancouver.

ITEMS REPAIRED IN 2025

279 CLOTHING & TEXTILE ITEMS INCLUDING 30 TEDDY BEARS

65 SMALL APPLIANCES, ELECTRONICS & LIGHT FIXTURES

32 BICYCLES + **3** LAWNMOWERS

ITEMS REUSED IN 2025

250 DONATED ITEMS WERE RECIRCULATED

RECYCLING TEXTILES MADE EASY

Over the years, fast fashion, a tendency to buy new clothes to keep up with changing trends, has led to a decrease in the quality of fabrics being used. This can result in clothes falling apart as well as clothing that is still usable being discarded in favour of newer styles. In addition to more textile waste being produced, there are limited options to recycle these materials.

To make it easy for residents to dispose of worn or unwanted clothing and textiles, the City established textile collection bins at the Richmond Recycling Depot. Disposed items are carefully sorted, with gently used items donated to Auxiliary to BC Children's Hospital to be recirculated.

Residents also have the option of bringing clothing and other textiles needing minor repairs to a Reuse & Repair Café. Here volunteers sew on buttons and mend minor tears so the items can be used again.

In addition to these programs, which play an important role in limiting the amount of clothing and textile waste, the City of Richmond has also:

- Advocated to the province for Extended Producer Responsibility for textiles
- Joined the Canadian Circular Textiles Consortium
- Expanded the Repair Fair program
- Prioritized community education and outreach



2025 TEXTILE RECYCLING OUTREACH MATERIALS

In 2025, Richmond launched a campaign to promote awareness of the many ways residents can reuse and repair their clothing and other textiles. The goal was to get people to think twice before throwing away a shirt with a missing button, torn blanket or unwanted but usable clothes to help reduce waste.





PROGRAMS AND SERVICES



3.0 Programs and Services

Richmond residents in single-family homes divert most of their waste, and recycling is increasing in townhomes and other multi-family complexes.

To support residents and their commitment to recycling, Richmond continues to expand services to help residents reduce their garbage and create incentives to promote increased recycling. Green Cart and Blue Box/Blue Cart recycling remain core services to help residents recycle. Residents can also use the Large Item Pick Up program or bring a growing list of recyclable items to the Richmond Recycling Depot and other drop-off facilities.

Richmond works with residents, industry partners, product stewardship groups and businesses to achieve its goal to support a circular economy by implementing sustainable waste management. Through partnerships and community engagement, Richmond's commitment to continuous improvement results in enhanced services to benefit residents.

The City is contractually required to collect residential recycling on behalf of Recycle BC and, in return, receives incentives to help reduce recycling costs for residents. However, the City must also comply with Recycle BC's standards regarding the quality of recycling. If banned items are found in the garbage or contamination is found in recycling, the City can be charged fines and other penalties. These requirements are based on the City's *Solid Waste and Recycling Regulation Bylaw No. 6803*, contract requirements with Recycle BC and organics processing facilities, and Metro Vancouver disposal bans for items that must be recycled as they are not permitted in the garbage.

CNCL - 311



3.1 Program and Service Overview

Richmond delivers a wide range of recycling and waste management services for residents to ensure that all waste is managed safely and efficiently. The following page summarizes the key recycling and waste management services offered through the City of Richmond.

RESIDENT COLLECTION AND RECYCLING SERVICES

BLUE BOX
PAGE 30

Weekly curbside collection for paper, newsprint, glass bottles and glass jars, plastic containers, empty aerosol cans, plastic/paper drink cups, spiral wound containers, and tin and aluminium containers. This program is provided to single-family homes and townhomes with curbside pickup.

BLUE CART
PAGE 30

Weekly centralized collection for paper, newsprint, glass bottles and glass jars, plastic containers, empty aerosol cans, plastic/paper drink cups, spiral wound containers, and tin and aluminium containers. This service is provided to townhomes and multi-family complexes with a common recycling room.

GREEN CART
PAGE 36

Weekly collection for foods scraps and yard trimmings. This program is provided to residents in single-family homes, townhomes and multi-family complexes.

BACKYARD COMPOSTING
PAGE 39

Support for residential composting includes the sale of backyard compost bins and a composting demonstration garden. These services are available to all residents.

GARBAGE CART
PAGE 40

Biweekly collection of garbage, not including banned items such as hazardous waste and materials that can be recycled, is available to residents in single-family homes and some townhomes. Garbage Tags and Disposal Vouchers for the Vancouver Landfill provide options for disposal of additional garbage.

RICHMOND RECYCLING DEPOT
PAGE 42

Accepts products ranging from yard trimmings and household items to hazardous materials and take-back program products. Available to all residents and in limited quantities to commercial operators. Backyard compost bins, rain barrels, and Garbage Tags and Garbage Disposal Vouchers for the Vancouver Landfill, located in Delta, are also for sale.

LARGE ITEM PICK UP
PAGE 46

Residents with the City Blue Box and/or City Garbage Cart program can arrange for collection of large household items.

PUBLIC SPACES AND OUTREACH SERVICES

PUBLIC SPACES AND EVENT RECYCLING
PAGE 48

Recycling bins in the community make it easy to recycle on the go, such as in parks, at community centres, in the Steveston business district and at Canada Line stations and Richmond central bus stops. Richmond supports community events by loaning garbage and recycling bins for local events at no charge.

LITTER COLLECTION
PAGE 49

Litter Attendants are on the road seven days a week to inspect or service garbage and recycling bins Over 8,000 times each week throughout the city. They also collect additional litter along the way to help maintain a clean and livable community for Richmond residents.

COMMUNITY AND SCHOOL ENGAGEMENT
PAGE 50

Through partnerships with students, teachers and the School District, Richmond delivers educational workshops, awareness programs and volunteer opportunities to increase understanding of recycling and the benefits of reducing waste.

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3.2 Blue Box and Blue Cart Programs

Richmond's Blue Box and Blue Cart recycling programs provide convenient collection of a wide variety of materials, including mixed paper, plastic containers, paper and plastic drink cups, empty aerosol cans and spiral wound cans like frozen juice concentrate containers as well as glass bottles and glass jars.

Richmond's Blue Box program for door-to-door curbside collection includes a Blue Box for containers, yellow Mixed Paper Recycling Bag for paper and small, flattened cardboard items, and a grey Glass Recycling Bin for glass bottles/jars. The Blue Cart program for centralized collection has separately labeled carts for containers, mixed paper and glass.

It is important to ensure materials are sorted correctly into the proper recycling receptacles. For example, recyclables must be placed individually in bins – not stacked, nestled or in plastic bags.

Glass bottles/jars must be placed in the Glass Recycling Bin/Cart – not the Blue Box or Containers Recycling Cart.

Also, some items are not accepted in the Blue Cart/ Blue Box program, such as non-packaging plastics like toys and laundry baskets, hazardous items like butane cylinders, propane tanks and batteries, and non-packaging metal items like scissors and pans. These items are accepted at the Richmond Recycling Depot.

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CONTAINER RECYCLING: BLUE BOX/CONTAINERS RECYCLING CART



✓ ACCEPTED

Metals

- ✓ Aerosol cans (empty) & caps (food items, air fresheners, shaving cream, deodorant, hairspray)
- ✓ Aluminium cans & lids
- ✓ Aluminium foil & foil containers (foil wrap, pie plates, food trays)
- ✓ Metal storage containers (such as for candy)
- ✓ Tin cans & lids

Paper

- ✓ Paper food containers & cartons
- ✓ Paper cups & lids, plates & bowls
- ✓ Paper garden pots & trays
- ✓ Spiral wound paper cans & lids (frozen juice, potato chips, cookie dough, coffee, nuts, baby formula)

Plastic

- ✓ Plastic bottles & caps (food items, condiments such as ketchup & mustard, dish soap, mouthwash, shampoos, conditioners)
- ✓ Plastic containers, trays & caps (bakery & deli foods)
- ✓ Plastic cups & lids
- ✓ Plastic food storage containers
- ✓ Plastic garden pots & trays
- ✓ Plastic hangers
- ✓ Plastic jars & lids
- ✓ Plastic microwavable bowls, cups & lids
- ✓ Plastic plates & bowls
- ✓ Plastic straws, utensils and stirsticks
- ✓ Plastic tubs & lids (margarine, spreads, dairy products such as yogurt, cottage cheese, sour cream, ice cream)

✕ NOT ACCEPTED

- x Aerosol cans with hazardous materials (spray paint)*
- x Butane cylinders*
- x Ceramic plant pots
- x Containers for motor oil, vehicle lubricant or wax products*
- x Compostable/biodegradable plastic bags & containers
- x Foil-lined cardboard lids from take-out containers
- x Garden hoses
- x Plastic bags & overwrap*
- x Plastic string or rope
- x Polystyrene (Styrofoam) packaging*
- x Propane tanks*

** Take to the Richmond Recycling Depot.*

TIPS TO RECYCLE CORRECTLY

- Place materials separately in the bins – don't put recyclables into plastic bags. Bagged items will go in the garbage.



- Avoid stacking or nestling items together, instead place them separately in the bins. For example, don't nestle an aluminium can inside a plastic container.
- Empty, rinse and flatten containers. Food or other materials in the containers contaminate the recycling. Remove lids and recycle separately.
- Separate glass jars and glass bottles and recycle in the grey Glass Recycling Bin or Glass Recycling Cart. Their metal or plastic lids go in the Blue Box/Containers Cart.









PAPER PRODUCTS: MIXED PAPER RECYCLING BAG/CART



✓ ACCEPTED

Boxboard and Cardboard

- ✓ Cardboard boxes (flattened)
- ✓ Cereal boxes
- ✓ Corrugated cardboard (small pieces)
- ✓ Moving and storage boxes
- ✓ Paper egg cartons
- ✓ Paper gift boxes
- ✓ Paper takeout containers (including those with a shiny coating)
- ✓ Pizza boxes (clean)

Paper

- ✓ Catalogues, magazines & telephone books
- ✓ Envelopes (with or without window)
- ✓ Flyers & junk mail
- ✓ Miscellaneous paper (notepads, loose leaf paper, white or coloured paper, printed paper, copier/printer paper)
- ✓ Newspapers
- ✓ Paper bags (lunch, groceries)
- ✓ Paper gift bags
- ✓ Paper gift wrap & greeting cards
- ✓ Paper party hats and decorations
- ✓ Shredded paper (inside a paper bag to avoid scattering)

✕ NOT ACCEPTED

- x Cardboard boxes with wax coating
- x Foil/metallic wrapping paper*
- x Greeting cards with non-paper items (glitter, plastic attachments, music devices, batteries)
- x Padded envelopes
- x Plastic bags used to cover newspapers/flyers*
- x Plastic or foil candy wrappers*
- x Ribbons or bows

** Take to the Richmond Recycling Depot.*

TIPS TO RECYCLE CORRECTLY

- Remove plastic liners/covers and/or any food residue.
- Put shredded paper in a paper bag before placing in the Mixed Paper Recycling Bag/Cart to avoid scattering.
- Cut cardboard into small pieces and flatten boxes to take up less space in the Mixed Paper Recycling Bag/Cart and collection truck.



- Oversized/excessive amounts of cardboard can be dropped off at the Richmond Recycling Depot.

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GLASS JARS & GLASS BOTTLES: GLASS RECYCLING BIN/CART



✓ ACCEPTED

✓ Clear or coloured glass bottles and glass jars (pickle jars, jam jars, spaghetti sauce jars, soy sauce bottles)

✕ NOT ACCEPTED

x Broken glass (wrap and put in garbage)
x Ceramic products
x Drinking glasses, glass dishes and cookware
x Lids and caps (remove from the glass bottle/jar and place in Blue Box/Containers Recycling Cart)
x Mirrors and window glass

TIPS TO RECYCLE CORRECTLY

Remove plastic and metal lids and recycle separately in the Blue Box/ Containers Recycling Cart.

Empty and rinse jars and bottles. Make sure no food is left inside because it contaminates the recycling.



Set Out Time

Before 7:30am every week on collection day.

Note: For centralized Blue Cart service, the collection details are arranged between the City and the Strata Council or Property Manager. Residents do not have to set the Blue Carts out for collection.

Report a Missed Collection

Call 604-276-4010 or email garbageandrecycling@richmond.ca.

How to Get More Free Recycling Supplies

Supplies include:
- Blue Boxes
- Glass Recycling Bins
- Indoor Collection Bags
- Mixed Paper Recycling Bags

Four ways to order supplies:
1. Pick up at Richmond Recycling Depot
2. Call 604-276-4010
3. Order at richmond.ca/recyclesearch
4. Order in the Richmond Recycling app, free at Apple and Android app stores.

Richmond Recycling Depot
5555 Lynas Lane
Open 7 days a week
(Closed on statutory holidays)
9:00am to 6:15pm

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Recycle correctly
for safety and the environment!

Sorting your waste correctly is important. It allows recycling to be processed into new products, avoids fines and helps to ensure hazardous items are handled safely.

GLASS

Only glass bottles/jars go into the Glass Recycling Bin/Cart.



What to do with other glass items:

- **Light bulbs and light fixtures:** Take to the Richmond Recycling Depot.
- **Dishes, drinking glasses, storage containers, cookware and ceramics:** Donate/sell if usable.
- **Broken glass and ceramics:** Bag and place in Garbage Cart.

HAZARDOUS ITEMS

Hazardous items can hurt people and animals or harm the environment.



Butane cylinders can explode.

Batteries can leak acid.





Propane tanks can cause fires.

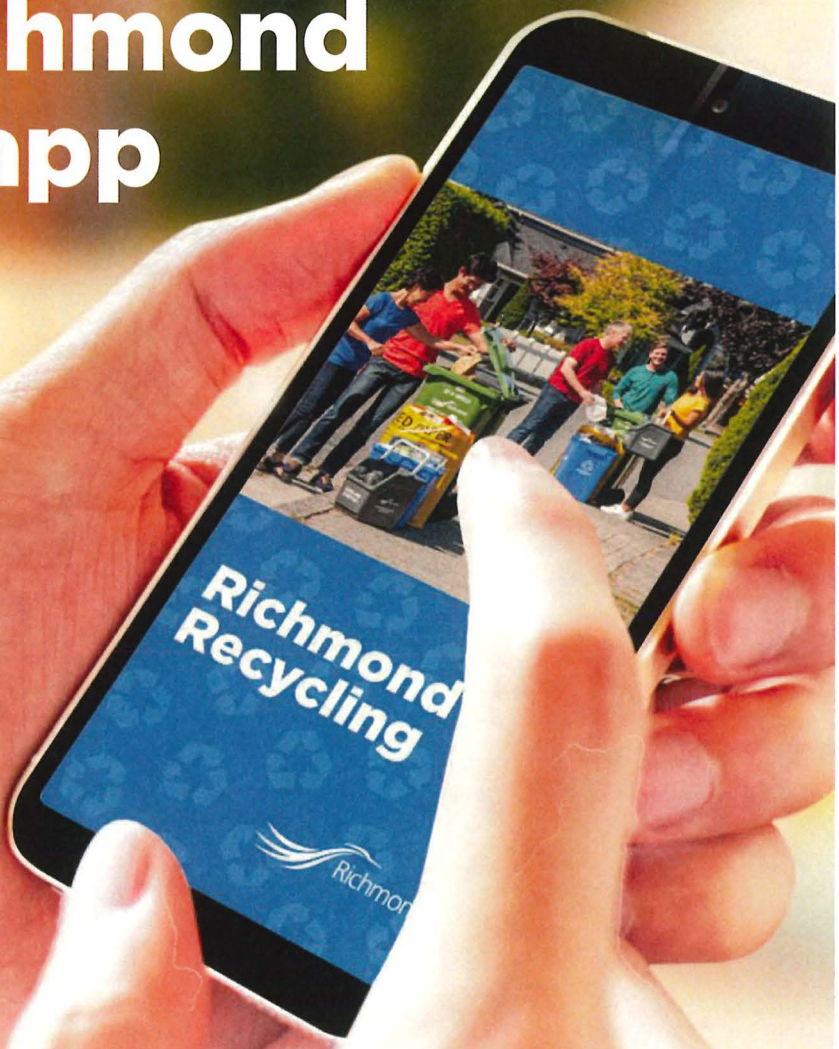
Follow these guidelines:

- Do not put hazardous items like batteries, butane cylinders or propane tanks in garbage or recycling collection bins.
- Take hazardous items to the Richmond Recycling Depot for safe handling.
- Visit **richmond.ca/recycle** for a list of items banned and prohibited from garbage and recycling bins.

Learn more about how to recycle correctly at richmond.ca/recycle.

Get the Richmond Recycling app

Free on Apple and Android app stores



Helpful resources at your fingertips

- **SEARCH** how and where to correctly recycle and dispose of items
- **FIND** drop-off locations for recyclables
- **SCHEDULE** collection day reminders
- **ORDER** recycling supplies, play games and more

richmond.ca/RecycleSearch



3.3 Green Cart Program

Food scraps are banned from the garbage, which means they must be recycled or composted, and the City can be charged fines and other penalties when organics are found in the garbage. With the Green Cart program, all Richmond residents have access to food scraps recycling and when recycling with a Green Cart, residents are helping turn food scraps and yard trimmings into compost for nutrient-rich soil.

Richmond also encourages organics recycling by providing Green Cart service at no charge at the City-sponsored community gardens.

It is important to ensure that only food scraps, food soiled paper, and yard and garden trimmings go in the Green Cart. When items like plastic bags, polystyrene (Styrofoam) or biodegradable/ compostable plastic bags are found in the Green Cart, the load is considered contaminated. These materials are not accepted at processing facilities because they compromise the quality of the compost.

Residents can also create their own compost at home to keep these organic materials out of landfills. Residents can purchase a backyard compost bin at the Richmond Recycling Depot.



GREEN CART FOR FOOD SCRAPS & YARD TRIMMINGS



✓ ACCEPTED

Food Scraps & Food Soiled Paper

- ✓ Breads, pasta, rice & noodles
- ✓ Coffee grounds & filters
- ✓ Dairy products
- ✓ Fruit
- ✓ Eggshells
- ✓ Meat, poultry, fish, shellfish & bones
- ✓ Paper tea bags
- ✓ Paper towels, napkins & plates
- ✓ Pizza delivery boxes
- ✓ Small amounts of grease/oil absorbed into paper towel
- ✓ Solid grease
- ✓ Table scraps & food scrapings
- ✓ Vegetables

Yard Trimmings

- ✓ Flowers
- ✓ Leaves
- ✓ Grass clippings
- ✓ Other organic yard materials
- ✓ Plants (living or dead/dried)
- ✓ Plant trimmings
- ✓ Tree & hedge prunings (branches must be no more than 10 cm (4 in) in diameter and cut short enough to fit in the Green Cart with the lid closed)

× NOT ACCEPTED

- x Coffee cups
- x Compostable & biodegradable plastic bags
- x Garden hoses or flower pots
- x Liquid grease
- x Lumber
- x Pet feces or kitty litter
- x Plastic bags & plastic overwrap
- x Plastic mesh tea bags
- x Plastic wraps
- x Polystyrene (Styrofoam) cups, meat trays or takeout containers
- x Prunings over 10 cm (4 in) in diameter
- x Rocks, dirt, sod or soil

Why can't I put plastic bags in my green cart?

Plastic bags (including compostable or biodegradable bags) do not break down during the composting process and leave behind flecks of plastic that contaminate the compost.



TIPS TO RECYCLE CORRECTLY

- Collect food scraps in your kitchen container. Wrap food scraps in small amounts of newspaper or used paper towel before adding to kitchen container.
- Sprinkle kitchen container with baking soda to reduce odours and consider freezing food scraps until you're ready to empty them into the Green Cart.
- Keep kitchen container clean by lining it with a few sheets of newspaper, a paper bag liner or used paper towel.
- Empty materials from your kitchen container into your Green Cart.
- Place yard trimmings into Green Cart along with your food scraps. Extra yard trimmings can go in large paper bags or additional labelled Green Cans.

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MULTIPLE GREEN CART SIZES AVAILABLE

Richmond provides Green Carts in multiple sizes to meet residents' recycling needs. Residents can exchange their Green Cart for a different size by contacting the Environmental Programs Information Line at 604-276-4010 or email garbageandrecycling@richmond.ca. There is a $25 fee for cart exchanges.

SINGLE-FAMILY HOMES CART SIZE SELECTION



STANDARD

Extra Large	Large	Medium	Small
360 litres	**240 litres**	**120 litres**	**80 litres**
D 34.5 x W 25 x H 44.5 inches	D 27.5 x W 24.5 x H 43 inches	D 21 x W 19 x H 37.5 inches	D 21.5 x W 16 x H 34.5 inches

TOWNHOMES CART SIZE SELECTION



STANDARD

Small	Compact
80 litres	**46.5 litres**
D 21.5 x W 16 x H 34.5 inches	D 12 x W 11 x H 27 inches

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BACKYARD COMPOSTING PROGRAMS

Backyard Compost Bins: Backyard compost bins are available for sale at the Richmond Recycling Depot for $25 plus tax.

Demonstration Garden: To help residents learn about composting, the City hosts a Compost Demonstration area in the Terra Nova Rural Park at 2631 Westminster Highway just west of No. 1 Road. It is open from dawn to dusk year-round.

Compost Hotline: For tips, call 604-736-2250 or email composthotline@telus.net.

YARD TRIMMINGS DROP-OFF

Richmond residents and commercial landscapers can drop off yard trimmings at the following locations.

Ecowaste Industries
15500 Blundell Road
(access from Blundell via No. 8 Road and Westminster Hwy., or via Nelson Road and Highway 91)

Residents may drop off an unlimited amount of yard trimmings free of charge (proof of residency may be required). Commercial operators can be pre-approved for dropping off materials at no charge when they are servicing residential properties with Richmond Green Cart service. Visit ecowaste.com or call 604-277-1410 for information.

City Recycling Depot
5555 Lynas Lane
Open 7 days a week
(Closed on statutory holidays)
9:00am to 6:15pm

There is no charge for dropping off up to 0.75 cubic metres (1 cubic yard); a fee is charged for each additional cubic yard. Commercial operators are charged a fee for all trimmings at the Richmond Recycling Depot.

Set Out Time

Before 7:30am every week on collection day.

Note: For centralized Green Cart service, the collection details are arranged between the City and the Strata Council or Property Manager. Residents do not have to set the carts out for pick-up.

Report a Missed Collection or Damaged Green Cart

Call 604-276-4010 or email garbageandrecycling@richmond.ca.

How to Exchange your Green Cart

Various cart sizes are on display at the Richmond Recycling Depot. Please note there is a $25 charge to exchange your cart. To change to an alternative size, please call 604-276-4010.

New/Replacement Kitchen Containers

Four ways to order supplies:
1. Pick up at Richmond Recycling Depot.
2. Call 604-276-4010.
3. Order at richmond.ca/recyclesearch.
4. Order in the Richmond Recycling app, free at Apple and Android app stores.

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3.4 Garbage Cart Program

Richmond's curbside Garbage Cart program provides residents with convenient options for waste disposal. Household garbage is collected biweekly. The Garbage Cart program includes City-provided carts with wheels and lids, and is designed to lower costs for residents who are reducing the amount of garbage they produce by recycling their household waste.

Most household items are recyclable. Residents are encouraged to think twice before putting items in the garbage to help keep recyclables out of the landfill.

It's important to secure or wrap loose garbage to prevent materials from being scattered by wind or animals. Garbage must be securely packed in plastic bags. This includes ashes, kitty litter, disposable diapers, vacuum cleaner sweepings, disposable masks and gloves, and other loose household garbage.

All garbage must be placed at curbside before 7:30am on collection day but no earlier than 8:00pm the day before. Do not place receptacles or other items on the road.

Residents are responsible for cleaning up any loose materials that have been scattered over the ground by animals, wind or vandalism.

Food scraps are not permitted in the garbage. Please use your Green Cart to recycle food scraps and yard trimmings.

Recyclable items are not allowed in the garbage. Please use the Blue Box / Blue Cart program to recycle these items.



EXTRA ITEM DISPOSAL OPTIONS

Garbage Disposal Vouchers
Richmond residents may purchase a Garbage Disposal Voucher for $5 at all City facilities. These vouchers are good for up to $25 at the Vancouver Landfill, located in Delta, and are valid anytime. They are limited to one per household per year.

$2 Garbage Tags
Garbage Tags for curbside collection are available for purchase at all City facilities. One Garbage Tag is good for an additional garbage bag or can.

Visit richmond.ca/garbage for a list of City facilities selling Garbage Tags and Garbage Disposal Vouchers.

GARBAGE CART SIZE OPTIONS

REDUCE CART SIZE TO SAVE MONEY

Residents can save money on annual utility fees by reducing the size of their garbage cart – the smaller the cart, the lower the fees. Please note that a $25 cart exchange fee applies.

To exchange your garbage cart, call Environmental Programs at 604-276-4010 or email garbageandrecycling@richmond.ca.



Extra Large
360 litres
D 34.5 x W 25 x H 44.5 in



Large
240 litres
D 27.5 x W 24.5 x H 43 in
Standard size for single-family homes



Medium
120 litres
D 21.5 x W 19 x H 37.5 in
Standard size for townhomes



Small
80 litres
D 20 x W 16 x H 34.5 in

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3.5 Richmond Recycling Depot

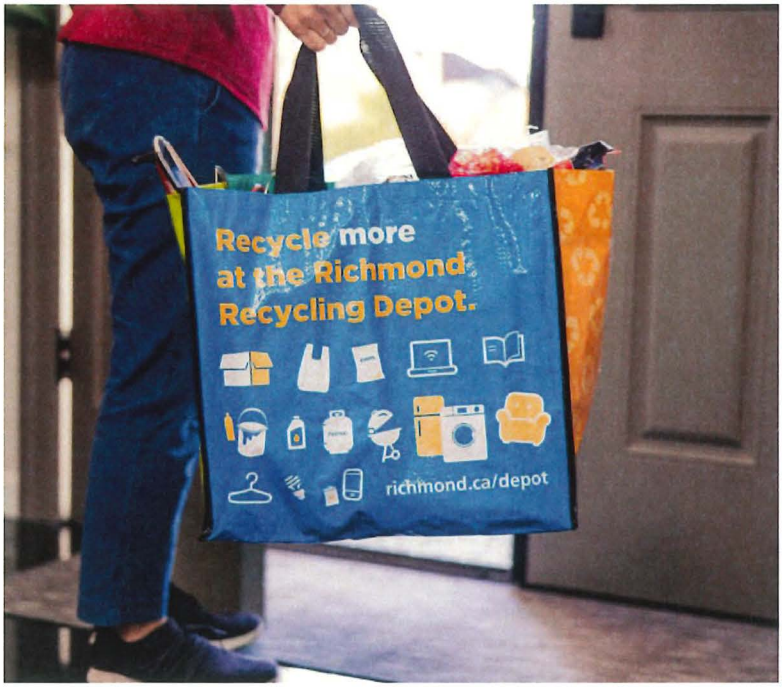
The Richmond Recycling Depot is located at 5555 Lynas Lane and is open from 9:00am to 6:15pm, seven days a week for drop-off of a broad range of materials.

The Recycling Depot is owned and operated by the City of Richmond, with both full-time staff and additional staff support as needed to manage increased recycling volumes. Staff on site are available to answer questions and provide assistance with unloading awkward or heavy items.

The City continues to increase the number of items accepted at the Recycling Depot to make it a convenient, one-stop drop-off location for multiple items. Richmond residents can bring a wide range of recyclable materials at no charge.



Richmond Recycling Depot
5555 Lynas Lane
Open 7 days a week
9:00am to 6:15pm
(except statutory holidays)



RECYCLING DEPOT SERVICES

Residents are encouraged to use their weekly collection bins to recycle household items like glass bottles and glass jars, mixed containers and mixed paper. Businesses are encouraged to set up contracts for on-site collection services if they produce a large quantity of recyclable materials. However, residents and small business operators can also drop off recyclable materials at the Recycling Depot.

This facility accepts a wide range of materials, including cardboard, yard and garden trimmings and mixed paper as well as polystyrene (Styrofoam), used books, cellphones, household batteries, plastic bags and metal items (e.g., hot water tanks, barbecues and lawn mowers).

The facility is also a product stewardship (take-back) collection site for large and small appliances, paints, solvents, flammable liquids, pesticides, lights and lighting fixtures, tires, electronics, motor oil, batteries, thermostats, fire extinguishers, and smoke and carbon monoxide alarms.

The City receives revenues from the sale of materials collected from the Recycling Depot or from product stewards for materials the City collects on their behalf. All revenues from commodities and other materials are applied to the operating cost of the program to return the value directly to Richmond taxpayers.

For Sale at the Recycling Depot

- Compost bins - $25 each + tax
- Rain barrels - $30 each + tax
- Extra Garbage Tags - $2 each
- Garbage Disposal Vouchers - $5 for Richmond residents and value is up to $25 at the Vancouver Landfill, located in Delta

Free Recycling Supplies Available at the Recycling Depot

- Food Scraps Kitchen Containers
- Grey Glass Recycling Bins
- Blue Boxes
- Yellow Mixed Paper Recycling Bags
- Indoor Collection Bags
- Green Can Decals

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Welcome to the Richmond Recycling Depot!

You'll be amazed by how much you can take – for free – to the Richmond Recycling Depot.

Use the map below to see where to take your items once you arrive at the Recycling Depot.
The icons are colour-coded to match the signs at the Depot and help you quickly find your way.

There are always attendants available to help you and to safely handle hazardous recyclable items.





MATERIALS ACCEPTED

- ✓ Aerosol & spiral wound cans
- ✓ Aluminium materials
- ✓ Appliances
- ✓ Baby car seats/booster seats*
- ✓ Batteries (lead acid car batteries)
- ✓ Batteries (small household batteries less than 5 kg)
- ✓ Books
- ✓ Butane cylinders
- ✓ Cellphones (including batteries)
- ✓ Clothing and other textiles
- ✓ Cooking oil & animal fat
- ✓ Corrugated cardboard (flattened, clean corrugated boxes)
- ✓ Electronics
- ✓ Exercise & hobby machines
- ✓ Fire extinguishers
- ✓ Flammable aerosols
- ✓ Flammable liquids
- ✓ Flexible plastic (plastic bags, overwrap, crinkly wrappers, stand up & zipper lock pouches, reusable plastic shopping bags, etc.)
- ✓ Flower pots (paper & plastic pots/trays)
- ✓ Gasoline (in approved ULC containers)
- ✓ Glass bottles/jars (clear & coloured)
- ✓ Lights
- ✓ Lighting fixtures
- ✓ Metal items
- ✓ Mixed paper, magazines & newspaper
- ✓ Motor oil & antifreeze
- ✓ Paints (household paints)
- ✓ Paint aerosols
- ✓ Pesticides (domestic pesticides)
- ✓ Plastic containers
- ✓ Polystyrene (Styrofoam) packaging
- ✓ Power tools
- ✓ Propane tanks
- ✓ Sewing, knitting & textile machines
- ✓ Smoke & carbon monoxide alarms
- ✓ Thermostats
- ✓ Tin & aluminium cans
- ✓ Tires (passenger & light-duty trucks only)
- ✓ Upholstered furniture*
- ✓ Yard & garden trimmings

All materials must be sorted into different containers at the Recycling Depot. See richmond.ca/depot for details.

** Proof of residency required.*

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3.6 Large Item Pick Up Program

Richmond's Large Item Pick Up program provides a convenient curbside collection service for up to six large household items per year, including mattresses, furniture and appliances. This program is designed to make it more convenient for residents to dispose of large household items and to help reduce illegal dumping. As well, through this program, large household items that can be recycled will be diverted from the landfill.

The Large Item Pick Up program is provided to residents in single-family homes as well as townhomes and multi-family complexes with the City's Garbage Cart and/or Blue Box program.

This service makes it easier for residents who do not have access to a vehicle to properly dispose of large items.

HOW THE PROGRAM WORKS

1. To schedule collection of up to six items per year, residents can contact the City's service provider, Sierra Waste Services, at 604-270-4722 or schedule online at richmond.ca/largeitem.

2. Sierra Waste Services will contact you to provide a pick-up date and confirmation number.

3. On your scheduled pick-up date only, place items at the curb, or for multi-family complexes, in the area designated by the strata or property manager, before 7:30am or no earlier than 8:00pm the night before.

LARGE ITEM PICK UP PROGRAM



✓ ACCEPTED

- ✓ Appliances (stove, dishwasher, washer and/or dryer, hot water tank, refrigerator, freezer, microwave)
- ✓ Barbecues (remove lava rock briquettes and/or propane tank)
- ✓ Bed frames
- ✓ Electric lawnmowers
- ✓ Exercise equipment (treadmill, elliptical, stationary bike, stair climber, weight set)
- ✓ Furniture (e.g., couch, coffee table, chair, desk, dresser, TV stand, cabinet, table, hutch, crib, high chair, entertainment centre)
- ✓ Headboards
- ✓ Mattresses or boxsprings
- ✓ Outdoor furniture (chair, patio table, patio umbrella)
- ✓ Small household goods, provided they are boxed or bundled and are a reasonable size (one box or bundle is equal to one of the resident's six allotted items)
- ✓ Tires (car and light-duty truck)

! PREPARATION REQUIREMENTS

- ! Wrap mattresses in plastic and seal with tape to prevent them from getting wet. Cover boxsprings and upholstered furniture with tarps or plastic to keep them dry. Tarps will be left behind for reuse.
- ! Confirm mattresses, boxsprings and upholstered furniture are free of bedbugs to ensure they are accepted for recycling at the facility.
- ! Remove latch/door from freezers, refrigerators or any other container equipped with a door, latch or locking device.

× NOT ACCEPTED

- x Car bodies or parts
- x Carpets
- x Construction and demolition waste (drywall)
- x Gas lawnmowers*
- x Hazardous waste
- x Home renovation items (sinks, flooring, doors, windows)
- x Lumber
- x Mattresses/boxsprings and upholstered furniture that are wet or infested with bed bugs or vermin
- x Propane tanks*
- x Tree stumps

*Take to Richmond Recycling Depot

Not sure where to recycle an item? Use the Recycling Wizard tool on the free Richmond Recycling app to find out where to recycle your item.

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3.7 Public Spaces Programs

Maintaining a litter-free community and encouraging recycling in parks and other public spaces is an essential part of responsible and sustainable waste management. Not only does this help keep the City a beautiful place to live and visit, it also helps to reduce the amount of plastic and other garbage going into oceans and other waterways.

The City has three primary services to support recycling and a litter-free community: Public Spaces services, Litter Collection services and Special Event Recycling.

Because building community pride and increasing responsible behaviours involve working together with the community, the City also works with volunteers through the Partners for Beautification program and community clean-up events.

PUBLIC SPACES SERVICES

The City of Richmond has recycling and garbage bins located throughout the community in public spaces that include parks and business districts. Recycling and garbage bins are serviced or inspected over 8,000 times each week.

The City's bins include instructional bin labels to help inform people about how to sort items correctly. Many of the recycling bins feature images that complement the surrounding scenery, and others feature custom artwork by local artists. To further improve capacity and operational efficiency, the City also has large, in-ground garbage collection bins in high-traffic areas.

SPECIAL EVENT RECYCLING

Recycling stations are recommended for special event bookings taking place in Richmond. For some major events, the City hosts recycling stations with assistance from Green Ambassador volunteers. This involves setting up recycling stations and having recycling volunteers at the event to advise people on how to recycle.

The City also supports events by providing organizers with recycling bins and garbage carts at no charge, as well as complimentary collection services. This makes it easy for event organizers to keep the venue clean and recyclables out of the landfill.

In addition, the City participates in community clean-up events each year.

LITTER COLLECTION SERVICES

Maintaining a litter-free city is a key focus area to ensure residents can enjoy clean parks and public spaces. The City of Richmond has made efforts to ensure that there are garbage bins, and in many cases recycling options, in public spaces throughout the city.



In addition, City crews work seven days a week to collect litter from parks, school grounds, roadsides, sidewalks and boulevards.

They inspect or service garbage and recycling from litter and recycling receptacles in the community 34,682 times every month. Crews also assist with removing graffiti from City garbage bins, and they collect illegally dumped materials found on City property and provide safe disposal and recycling of these items.

The extensive work to maintain public spaces and collect litter may go unnoticed but City staff work hard to maintain a clean and livable community for Richmond residents.



3.8 Outreach and Customer Service

Richmond's successful outreach and customer service programs are designed to help turn information and education into action.

By working with children and youth through school programs and the Green Ambassadors, Richmond creates a learning environment where students gain a better understanding about recycling and sustainable waste management, and then apply their skills as volunteers and through school activities.

Providing outreach, customer support services and information materials also assists residents by increasing their understanding of how to recycle correctly along with new tools and services to promote recycling at home and on the go.

The Environmental Programs Information Line staff assist customers on the phone, via email and at community events to answer questions, assist with requests relating to garbage and recycling, and provide guidance on where to find information and resources.

Richmond staff also assist customers directly at the Recycling Depot, and through its outreach programs in the community.

At the Recycling Depot, staff provide assistance about where and how to recycle using its drop-off options, answer questions about City programs and services, and sell products such as compost bins and rain barrels as well as Garbage Tags and Garbage Disposal Vouchers.

Through outreach, Richmond goes into the community to connect with residents to share information and respond to questions.



Environmental Programs staff conducted five information displays at community events in 2025, with a total of 476 partipants.

COMMUNITY WORKSHOPS

Richmond's free community workshops provide education and tips that support recycling and waste reduction techniques. A summary of workshops is provided below.

For information on the workshops, call the Environmental Programs Information Line at 604-276-4010, email garbageandrecycling@richmond.ca, or visit the Community Outreach section at richmond.ca/recycle.

RICHMOND GREEN AMBASSADORS

Richmond's Green Ambassadors are dedicated high school students who participate in monthly symposiums to learn about environmental sustainability and apply what they have learned as volunteers at City events and activities. These energetic and environmentally conscious individuals also manage green initiatives in their schools.

STUDENT OUTREACH

Richmond sponsors programs and other activities for local students to raise awareness about the importance of reducing waste and how to recycle correctly. These activities inspire them to feel that taking care of the planet is fun.

To encourage youth involvement beyond the Green Ambassador program, the City will explore collaborating with agencies to create work opportunities that support young people in advancing in green career paths and supporting sustainable City initiatives.

SEARCH & TIPS TOOLS

Richmond offers the Recycling Wizard to help residents find where they can recycle household items. The Recycling Wizard is available online at richmond.ca/recyclesearch and in the Richmond Recycling app, free from the Apple and Android app stores.

TYPE OF WORKSHOP	DESCRIPTION
Recycling Workshops	Learn how to reduce reliance on single-use items and sort household recyclables properly to reduce contamination. Understand the recycling process and the importance recycling has for the environment, including circular economy and other hot topics in solid waste management.
Richmond Recycling Depot Tours	Interactive tour of the Richmond Recycling Depot designed to teach residents about the drop-off options available and materials accepted for recycling.

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TIPS AND RESOURCES



4.0 Tips and Resources

The City is working together with residents and local organizations to reduce waste and promote a circular economy. These Tips and Resources highlight the City's community partners, and provide a guide for how to deal with hazardous waste and other items not accepted in curbside and centralized recycling programs.

With the help of community resources and partnerships, Richmond residents have access to easy and convenient drop-off services and programs to support recycling, safe disposal and waste reduction. This section includes contact information and locations for Richmond services and community partners involved in take-back collection through product stewardship programs.

Together, these Tips and Resources help to support maximum recycling and reduce the amount of waste going to the landfill.

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4.1 Community Resources and Partnerships

ECOWASTE INDUSTRIES

The City offers residents the option to drop off unlimited quantities of yard and garden trimmings for free at Ecowaste Industries. Proof of Richmond residency is required.

Ecowaste Industries:
15500 Blundell Road
(Access from Blundell via No. 8 Road and Westminster Hwy., or via Nelson Road and Highway 91)
604-277-1410
ecowaste.com

RECYCLING COUNCIL OF BRITISH COLUMBIA (RCBC)

RCBC provides information and resources to support recycling in the community.

Recycling Hotline
Monday to Friday, 9:00am to 4:00pm
604-RECYCLE (604-732-9253)
hotline@rcbc.bc.ca
rcbc.ca

COMPOST HOTLINE

The Compost Hotline is a community program operated by City Farmer that provides support and tips for best practices in home composting.

Compost Hotline:
604-736-2250
composthotline@telus.net

METRO VANCOUVER RECYCLES

Metro Vancouver Recycles helps you find options for recycling products and get helpful links to online services.

Metro Vancouver Recycling Directory:
metrovancouverrecycles.org or recycling.metrovancouver.org

CITY OF RICHMOND FOOD RECOVERY NETWORK

Partnering with FoodMesh, this program safely and easily diverts surplus food by bringing together local food businesses with charities and farmers.

Richmond Food Recovery Network:
foodmesh.ca/services-regional/richmond



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4.2 Banned and Hazardous Materials

Careless handling of hazardous products can cause serious injury as well as damage to the environment. Hazardous products that are dumped in sewers or green spaces can injure livestock, wildlife and plant life. Careful and often specialized disposal is essential for these materials.

There are certain materials that Metro Vancouver disposal facilities do not accept, either because there are already recycling programs set up for these items or because they are hazardous to waste collection workers, the public and the environment.

At disposal sites, garbage loads are inspected for banned and prohibited materials. Loads that arrive at the disposal sites containing prohibited materials are assessed an $80 minimum surcharge, plus the cost of removal, clean-up or remediation.

Loads containing banned materials are assessed a 50% tipping fee surcharge.

For a list of drop-off locations, use the City's Recycling Wizard available on the Richmond Recycling app and at richmond.ca/recyclesearch, or call the RCBC Recycling Hotline at 604-732-9253.

The Recycling and Disposal Directory starting on page 58 also provides options for some banned and hazardous materials.





BANNED HAZARDOUS AND OPERATIONAL IMPACT MATERIALS

- x Agricultural waste
- x Asbestos
- x Automobile bodies and parts
- x Barrels, drums, pails or large (205 litres or greater) liquid containers, full or empty
- x Biomedical waste
- x Dead animals
- x Gypsum
- x Hazardous waste
- x Inert fill material, including soil, sod, gravel, concrete and asphalt exceeding 0.5 cubic metres per load
- x Liquids or sludge
- x Refuse that is on fire, smouldering, flammable or explosive
- x Wire and cable exceeding 1% of load



BANNED MATERIALS THAT ARE RECYCLABLE WITH CITY SERVICES

- x Beverage containers
- x Containers made of glass, metal or banned recycled plastic 1 2 4 5
- x Corrugated cardboard
- x Electronics
- x Expanded polystyrene packaging
- x Food waste
- x Green waste
- x Mattresses
- x Motor oil & antifreeze
- x Propane tanks
- x Recyclable paper
- x Tires (passenger & light-duty truck only)

For a complete list of banned materials, please visit metrovancouver.org/services/solid-waste/disposal-ban-program.

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4.3 Recycling and Disposal Directory

Many common hazardous household and automotive products must be recycled or disposed through special depots. Disposal sites and take-back collection options for hazardous, banned and other materials are listed on the following pages.

Please note that this information is provided as a reference for your convenience; however, it is not guaranteed. Please call first to confirm that the site is still open to accept these take-back products and to check hours of operation.

A current list of items accepted at the Richmond Recycling Depot can be found at richmond.ca/depot.

LEGEND

Watch for the **blue** and **teal** listings for items recyclable through the City of Richmond. See Programs and Services starting on page 28 to find out what is accepted through the City's collection and drop-off services.

- **Disposal Ban –** Banned from the landfill and recyclable through retailers, stewardship or take-back programs.
- **Disposal Ban –** Banned from the landfill and recyclable through the City of Richmond and other services.
- **Not Banned –** Recyclable through the City of Richmond and other services.
- (S) **A fee is charged**



ANTIFREEZE AND EMPTY CONTAINERS

DROP-OFF LOCATION	PHONE
Richmond Recycling Depot 5555 Lynas Lane	604-276-4010

List of accepted items: 604-732-9253 or interchangerecycling.com/find-a-recycling-centre.



APPLIANCES – SMALL

DROP-OFF LOCATION	PHONE
Richmond Recycling Depot 5555 Lynas Lane	604-276-4010
Blundell Return-It Centre 130-8180 No. 2 Road	604-274-1999
IKEA Richmond 3320 Jacombs Road	1-866-866-4532
Ironwood Bottle & Return-It Depot 110-11020 Horseshoe Way	604-275-0585
OK Bottle Depot 145-5751 Cedarbridge Way	604-244-0008
Regional Recycling 13300 Vulcan Way	1-855-701-7171

List of accepted items: electrorecycle.ca or 604-732-9253.



BABY CAR SEATS

DROP-OFF LOCATION	PHONE
Richmond Recycling Depot 5555 Lynas Lane	604-276-4010
(S) City of Vancouver Landfill 5400 72nd Street, Delta	604-873-7000
(S) Queensborough Landing Return-it Depot Unit A-409 Boyne Road, New Westminster	604-540-4467



BATTERIES – AUTOMOTIVE

DROP-OFF LOCATION	PHONE
Richmond Recycling Depot 5555 Lynas Lane	604-276-4010
Canadian Tire 11388 Steveston Highway	604-271-6651
Kal Tire 2633 No. 5 Road	604-278-9181
Regional Recycling 13300 Vulcan Way	1-855-701-7171
Richmond Steel 11760 Mitchell Road	604-324-4656

Note: All retailers accept a used battery for each one purchased. Collection sites: recyclemybattery.ca



BATTERIES – HOUSEHOLD
Batteries weighing 5 kg or less

DROP-OFF LOCATION	PHONE
Richmond Recycling Depot 5555 Lynas Lane	604-276-4010
Apple Store* 123A-6551 No. 3 Road	604-248-3940
Best Buy Lansdowne Centre 700-5300 No. 3 Road	604-273-7335
D&H Canada New Energy Technology Co. Ltd. 6090-8171 Ackroyd Road	778-929-9292
Ironwood Bottle Depot* 11020 Horseshoe Way	604-275-0585
Kwantlen Student Association 8771 Lansdowne Road	604-599-2865
London Drugs 5971 No. 3 Road 3080-11666 Steveston Highway	 604-448-4811 604-448-4852
OK Bottle Depot* 145-5751 Cedarbridge Way	604-244-0008
Pharmasave 105-12420 No. 1 Road 116-10151 No. 3 Road	 604-232-0159 604-241-2898
Regional Recycling 13300 Vulcan Way	1-855-701-7171
Rona (batteries only) 7111 Elmbridge Way	604-273-4606
Save-On Foods* 3000-11666 Steveston Highway 3673 Westminster Highway	 604-448-1224 604-273-5755
Staples 8171 Ackroyd Road 110-2780 Sweden Way	 604-270-9599 604-303-7850

Batteries accepted: call2recycle.ca or 1-888-224-9764.

* Excludes eMobility batteries.



BUTANE CYLINDERS

DROP-OFF LOCATION	PHONE
Richmond Recycling Depot 5555 Lynas Lane	604-276-4010



CARBON MONOXIDE (CO), SMOKE AND COMBINATION SMOKE & CO ALARMS

DROP-OFF LOCATION	PHONE
Richmond Recycling Depot 5555 Lynas Lane	604-276-4010
London Drugs 5971 No. 3 Road 3200-11666 Steveston Highway	 604-448-4811 604-448-4852
Regional Recycling 13300 Vulcan Way	1-855-701-7171
Rona 7111 Elmbridge Way	604-273-4606

Complete list of alarms accepted: productcare.org or 1-877-592-2972 ext. 401.



ELECTRONICS: Audio-visual equipment, cell phones, computers, monitors, televisions, printers, fax machines, scanners, video games and accessories

DROP-OFF LOCATION	PHONE
Richmond Recycling Depot 5555 Lynas Lane	604-276-4010
Best Buy Lansdowne Centre 700-5300 No. 3 Road	1-866-237-8289
Blundell Return-It Centre 130-8180 No. 2 Road	604-274-1999
Ironwood Bottle & Return-It Depot 11020 Horseshoe Way	604-275-0585
OK Bottle Depot 145-5751 Cedarbridge Way	604-244-0008
Regional Recycling 13300 Vulcan Way	1-855-701-7171
Staples #71 Bridgeport 110-2780 Sweden Way	604-303-7850

Complete list of materials accepted: return-it.ca/electronics or 604-473-2400.

All cellular/mobile phone stores accept used cellular/mobile phones for refurbishing or recycling.

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EXERCISE AND HOBBY MACHINES

DROP-OFF LOCATION	PHONE
Richmond Recycling Depot 5555 Lynas Lane	604-276-4010
Regional Recycling 13300 Vulcan Way	1-855-701-7171

Complete list of materials accepted: return-it.ca/electronics or 604-473-2400.



FIRE EXTINGUISHERS

DROP-OFF LOCATION	PHONE
Richmond Recycling Depot 5555 Lynas Lane	604-276-4010



FLAMMABLE LIQUIDS, PESTICIDES, SOLVENTS AND GASOLINE

DROP-OFF LOCATION	PHONE
Richmond Recycling Depot 5555 Lynas Lane	604-276-4010
Regional Recycling 13300 Vulcan Way	1-855-701-7171

Complete list of accepted items: productcare.org or 1-877-592-2972 ext. 406.



FURNITURE – UPHOLSTERED (COUCHES, ARMCHAIRS, ETC)

DROP-OFF LOCATION	PHONE
Richmond Recycling Depot 5555 Lynas Lane	604-276-4010
$ City of Vancouver Landfill 5400 72nd Street, Delta	604-873-7000

Richmond's Large Item Pick Up Program: Contact Sierra Waste at 604-270-4722. Some restrictions apply. Program details: richmond.ca/largeitem.

GENERAL HAZARDOUS MATERIALS

DROP-OFF LOCATION	PHONE
$ Secure Energy 160-13511 Vulcan Way	604-214-7000
$ TakeMyHazWaste 12202 Old Yale Road, Surrey	604-787-8782



GYPSUM DRYWALL

No other materials attached to or on drywall

DROP-OFF LOCATION	PHONE
$ City of Vancouver Landfill 5400 72nd Street, Delta	604-873-7000
$ New West Gypsum Recycling 38 Vulcan Street New Westminster	604-534-9925
Vancouver Transfer Station (maximum 1/2 sheet with a paid load of garbage) 377 W. Kent Avenue N., Vancouver	604-873-7000



HYPODERMIC NEEDLES

DROP-OFF LOCATION
Purchase a "Sharps Container" from a pharmacy and return the container to same pharmacy when full. Complete list of drop-off locations: healthsteward.ca/returning-medical-sharps.



LIGHTS AND LIGHTING FIXTURES

DROP-OFF LOCATION	PHONE
Richmond Recycling Depot 5555 Lynas Lane	604-276-4010
OK Bottle Depot 145-5751 Cedarbridge Way	604-244-0008
Rona 7111 Elmbridge Way	604-273-4606

Complete list of accepted items: productcare.org or 1-877-592-2972 ext. 407.



LUBRICATING OIL (USED), OIL FILTERS AND PLASTIC OIL CONTAINERS

DROP-OFF LOCATION	PHONE
Richmond Recycling Depot 5555 Lynas Lane	604-276-4010

Accepted items: 604-732-9253 or interchangerecycling.com/find-a-recycling-centre.



MATTRESSES AND BOXSPRINGS

DROP-OFF LOCATION	PHONE
$ City of Vancouver Landfill 5400 72nd Street, Delta	604-873-7000
$ Vancouver Transfer Station 377 W. Kent Avenue N., Vancouver	604-873-7000

Richmond's Large Item Pick Up Program: Contact Sierra Waste at 604-270-4722. Some restrictions apply. Program details: richmond.ca/largeitem.



MEDICAL DEVICES AND EQUIPMENT

DROP-OFF LOCATION	PHONE
Richmond Recycling Depot 5555 Lynas Lane	604-276-4010
OK Bottle Depot 145-5751 Cedarbridge Way	604-244-0008
Regional Recycling 13300 Vulcan Way	1-855-701-7171



MUSICAL INSTRUMENTS (ELECTRONIC)

DROP-OFF LOCATION	PHONE
Richmond Recycling Depot 5555 Lynas Lane	604-276-4010
OK Bottle Depot 145-5751 Cedarbridge Way	604-244-0008
Regional Recycling 13300 Vulcan Way	1-855-701-7171



PAINT AND PAINT AEROSOL CONTAINERS

DROP-OFF LOCATION	PHONE
Richmond Recycling Depot 5555 Lynas Lane	604-276-4010
Ironwood Bottle & Return-It Depot 110-11020 Horseshoe Way	604-275-0585
Regional Recycling 13300 Vulcan Way	1-855-701-7171

Complete list of accepted items: productcare.org or 1-877-592-2972 ext. 405.



PHARMACEUTICAL

DROP-OFF LOCATION

All pharmacies accept leftover or outdated prescription drugs, non-prescription medications, herbal products, mineral supplements, vitamin supplements and throat lozenges for safe disposal.

For a list of pharmacies and/or drugs, medications, herbal products and mineral supplements accepted, visit healthsteward.ca/returning-medications or call 604-732-9253.

Note: Please do not wash these items down the drain or throw them in the garbage.



POLYSTYRENE (STYROFOAM) - MOLDED PACKAGING & FOOD CONTAINERS

DROP-OFF LOCATION	PHONE
Richmond Recycling Depot 5555 Lynas Lane	604-276-4010
Ironwood Bottle & Return-It Depot 110-11020 Horseshoe Way	604-275-0585
London Drugs (only accepts materials purchased in-store) 5971 No. 3 Road 3200-11666 Steveston Highway	604-448-4811 604-448-4852
Queensborough Landing Return-it Depot Unit A-409 Boyne Road, New Westminster	604-540-4467



POLYSTYRENE (STYROFOAM) - PEANUTS/CHIPS

DROP-OFF LOCATION	PHONE
Packaging Depot 5524 Cambie Street, Vancouver	604-325-9966



PROPANE TANKS (REFILLABLE & DISPOSABLE)

DROP-OFF LOCATION	PHONE
Richmond Recycling Depot 5555 Lynas Lane	604-276-4010
$ City of Vancouver Landfill 5400 72nd Street, Delta	604-873-7000

Note: Free drop-off of up to four disposable tanks and two refillable tanks.



OUTDOOR POWER EQUIPMENT

DROP-OFF LOCATION	PHONE
Richmond Recycling Depot 5555 Lynas Lane	604-276-4010
Regional Recycling 13300 Vulcan Way	1-855-701-7171

CNCL - 345



SEWING, KNITTING & TEXTILE MACHINES

DROP-OFF LOCATION	PHONE
Richmond Recycling Depot 5555 Lynas Lane	604-276-4010
Ironwood Bottle & Return-It Depot 110-11020 Horseshoe Way	604-275-0585
OK Bottle Depot 145-5751 Cedarbridge Way	604-244-0008
Regional Recycling 13300 Vulcan Way	1-855-701-7171



TELUS EQUIPMENT (RENTAL OR RETAIL)

DROP-OFF LOCATION

All TELUS rental or retail equipment such as cordless/corded phones, Voice Over IP (VOIP) phones, Global Positioning System (GPS) equipment and video/telephone conference equipment can be returned via Canada Post. Call 1-888-811-2323 for more information.



THERMOSTATS

DROP-OFF LOCATION	PHONE
Richmond Recycling Depot 5555 Lynas Lane	604-276-4010
Andrew Sheret Ltd. 4500 Vanguard Road	604-278-3766
Vancouver Zero Waste Centre (maximum 2) 8588 Yukon Street, Vancouver	604-873-7000

Drop-off locations: hrai.ca/public-drop-off-locations or 1-800-267-2231 ext 224.



TIRES AND TUBES – BICYCLES

DROP-OFF LOCATION	PHONE
Richmond Recycling Depot 5555 Lynas Lane	604-276-4010
Village Bikes (small amounts) 3891 Moncton Street	604-274-3865

List of locations: tsbc.ca/bike.php or 1-866-759-0488.



TIRES – VEHICLES (OFF-RIM UNLESS NOTED)

DROP-OFF LOCATION	PHONE
Richmond Recycling Depot 5555 Lynas Lane	604-276-4010
Big O Tires 5920 No. 2 Road	604-247-1555
Canadian Tire 3500 No. 3 Road 11388 Steveston Highway	604-273-2939 604-271-6651
Costco Wholesale 9151 Bridgeport Road	604-270-3647
Kal Tire (limit of 4) 2633 No. 5 Road	604-278-9181
OK Tire (limit of 4 per household) 5831 Minoru Boulevard	604-278-5171
Red Line Automotive Ltd. 1-11711 No. 5 Road	604-277-4269
Vancouver Landfill (Passenger/light truck, with/without rims, limit of 10) 5400 72nd Street, Delta	604-873-7000

Richmond's Large Item Pick Up Program: Contact Sierra Waste at 604-270-4722. Some restrictions apply. Program details: richmond.ca/largeitem.

Complete list of locations: tsbc.ca/recycle-your-tires/ or 1-866-759-0488.

All retail locations accept a used tire for a new one purchased.



TOOLS - POWER (ELECTRONIC & ELECTRICAL)

DROP-OFF LOCATION	PHONE
Richmond Recycling Depot 5555 Lynas Lane	604-276-4010
Ironwood Bottle & Return-It Depot 110-11020 Horseshoe Way	604-275-0585
OK Bottle Depot 145-5751 Cedarbridge Way	604-244-0008
Regional Recycling 13300 Vulcan Way	1-855-701-7171



TOYS (ELECTRONIC & ELECTRICAL) INCLUDING VIDEO GAMING SYSTEMS & ACCESSORIES

DROP-OFF LOCATION	PHONE
Richmond Recycling Depot 5555 Lynas Lane	604-276-4010
Best Buy Lansdowne Centre 700-5300 No. 3 Road	1-866-237-8289
Ironwood Bottle & Return-It Depot 110-11020 Horseshoe Way	604-275-0585
OK Bottle Depot 145-5751 Cedarbridge Way	604-244-0008
Regional Recycling 13300 Vulcan Way	1-855-701-7171

Our thanks go to Richmond residents who have helped us divert the majority of our household waste from the landfill through consistent recycling as well as their continued efforts to reduce waste.

Together, we are making continuous improvements that support a circular economy and more sustainable waste management.



CITY OF RICHMOND

Environmental Programs Information Line:
604-276-4010

richmond.ca/recycle

Printed on Rolland Enviro Print, which contains 100% post-consumer recycled fibre, is FSC Certified and is acid- and elemental chlorine-free.

Richmond

City of Richmond

Bylaw 10708

Housing Agreement (Affordable Housing) (6551 No. 3 Rd) Bylaw No. 9952, Amendment Bylaw No. 10708

The Council of the City of Richmond enacts as follows:

1. The Mayor and City Clerk for the City of Richmond are authorized to execute and deliver an amendment to a housing agreement, substantially in the form set out as Schedule B to this Bylaw, with the owner of the lands described in Schedule A to this Bylaw.

2. This Bylaw is cited as **"Housing Agreement (Affordable Housing) (6551 No. 3 Rd) Bylaw No. 9952, Amendment Bylaw No. 10708."**

FIRST READING	APR 13 2026
SECOND READING	APR 13 2026
THIRD READING	APR 13 2026
ADOPTED	

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

MAYOR

CORPORATE OFFICER

8277291

SCHEDULE A to Bylaw No. 10708

LANDS

Those lands and premises located in the City of Richmond and municipally and legally described as follows:

Municipal Address	*Legal Description*
7557 Cst. Jimmy Ng Road, Richmond, B.C.	Parcel Identifier: 032-417-063 Air Space Parcel 3 Section 8 Block 4 North Range 6 West New Westminster District Air Space Plan EPP136490

SCHEDULE B TO BYLAW NO. 10708

AMENDMENT TO HOUSING AGREEMENT BETWEEN RCCOM LP, AIMCO REALTY INVESTORS LP, 7904185 CANADA INC., RC (SOUTH) INC., RCRES LP AND RCRES NOMINEE LTD., AND CITY OF RICHMOND

AFFORDABLE HOUSING AGREEMENT
(Section 483 *Local Government Act*)

THIS AGREEMENT is dated for reference _____, 2026 (the "**Effective Date**")

AMONG:

RCCOM LP (Reg. No. XP0696226), a limited partnership duly formed under the laws of the Province of Ontario and having its registered office at 20th Floor – 250 Howe Street, Vancouver, British Columbia V6C 3R8, by its general partner **RCCOM GP INC.** (Inc. No. 002505246), a corporation duly incorporated under the laws of the Province of Ontario and extra-provincially registered in British Columbia under Reg. No. A0099427, and having its delivery address in British Columbia at 20th Floor – 250 Howe Street, Vancouver, British Columbia V6C 3R8

and

AIMCO REALTY INVESTORS LP (Reg. No. XP0699448), a limited partnership duly formed under the laws of the Province of Manitoba and having its registered office at Suite 1700 – 666 Burrard Street, Vancouver British Columbia V6C 2X8, by its general partner **AIMCO RE GP CORP.** (Inc. No. 2015600709), a corporation duly incorporated under the laws of the Province of Alberta and extra-provincially registered in British Columbia under Reg. No. A0100192, and having its delivery address in British Columbia at Suite 1600 – 10250 101 Street NW, Edmonton, Alberta T5J 3P4

(collectively, the "**Lot 2 Beneficiary**")

AND:

7904185 CANADA INC. (Inc. No. 7904185) a company duly incorporated under the laws of Canada and extra-provincially registered in British Columbia under Reg. No. A0118233, and having its registered office at Suite 1600 – 10250 101 Street NW, Edmonton, Alberta T5J 3P4
as to an undivided 1/2 interest

and

RC (SOUTH) INC. (Inc. No. 2510864), a company duly incorporated under the laws of the Province of Ontario and extra-provincially registered in British Columbia under Reg. No. A0099783, and having its head office at Suite 500 – 20 Queen Street West, Toronto, Ontario M5H 3R4
as to an undivided 1/2 interest

(collectively, the "**Lot 2 Nominee**", and together with the Lot 2 Beneficiary, the "**Lot 2 Owner**")

AND:

RCRES LP (Reg. No. XP0696230), a limited partnership duly formed under the laws of the Province of Ontario and having its registered office at 20th Floor – 250 Howe Street, Vancouver, British Columbia V6C 3R8, by its general partners, **THE CADILLAC FAIRVIEW CORPORATION LIMITED** (Inc. No. 3271809), a corporation duly continued under the laws of the Province of Nova Scotia and extra-provincially registered in British Columbia under Reg. No. A0088251, and having its delivery address in British Columbia at 20th Floor – 250 Howe Street, Vancouver, British Columbia V6C 3R8, **ARI RICHRES GP INC.** (Inc. No. 2020970543), a corporation duly incorporated under the laws of the Province of Alberta and extra-provincially registered in British Columbia under Reg. No. A0104975, and having its office at Suite 1600 – 10250 101 Street NW, Edmonton, Alberta T5J 3P4, and **SHAPE LIVING CORP.** (Inc. No. BC0934395), a corporation duly incorporated under the laws of the Province of British Columbia and having its office at 3100 – 1090 Pender St. W., Box 315, Vancouver, British Columbia V6E 0E3

(the "**ASP3 Beneficiary**")

AND:

RCRES NOMINEE LTD. (Inc. No. BC1264251), a company duly incorporated under the laws of the Province of British Columbia and having its registered office at 2300 – 550 Burrard Street, Vancouver, British Columbia V6C 2B5

(the "**ASP3 Nominee**", and together with the ASP3 Beneficiary, the "**ASP3 Owner**")

(the Lot 2 Owner and the ASP3 Owner are collectively, the "**Owner**")

AND:

CITY OF RICHMOND, a municipal corporation pursuant to the *Local Government Act* and having its offices at 6911 No. 3 Road, Richmond, British Columbia V6Y 2C1

(the "**City**")

WHEREAS:

A. Capitalized terms used in these Recitals and in this Agreement shall have the meanings ascribed in Section 1.1;

B. Section 483 of the *Local Government Act* permits the City to enter into and, by legal notation on title, note on title to lands, housing agreements which may include, without limitation, conditions

in respect to the form of tenure of housing units, availability of housing units to classes of persons, administration of housing units and rent which may be charged for housing units;

C. The Owner is the owner of the Lands, which have been or will be developed to include the Development comprised of a combination of commercial and residential improvements;

D. The City requires that the Affordable Housing Units be rented out by the Owner in perpetuity and that the Affordable Housing Units be managed by a Non-Profit Operator; and in connection with the OCP amendment in respect of the Parent Parcel, the Owner and the City entered into a housing agreement dated January 28, 2019 pursuant to Section 483 of the *Local Government Act*, which housing agreement (the "**Original Housing Agreement**") was noted on title to the Parent Parcel under number CA7636363;

E. The Owner has subdivided the Parent Parcel to create, *inter alia*, the Lands;

F. The Owner and the City entered into an amendment and modification to the Original Housing Agreement on March 10, 2025 (the "**Modification**"), which Modification was noted on title to the Lands under number CB2087184;

G. In order to address certain updates regarding affordable housing, the Owner has requested and the City has agreed to replace the Original Housing Agreement, as amended by and including the Modification, (together, the "**Existing Housing Agreement**") with this Agreement on the terms and conditions set out herein.

NOW THEREFORE in consideration of $10.00 and other good and valuable consideration (the receipt and sufficiency of which is acknowledged by both parties), and in consideration of the promises exchanged below, the Owner and the City covenant and agree as follows:

ARTICLE 1
DEFINITIONS AND INTERPRETATION

1.1 In this Agreement the following words have the following meanings:

(a) "**Affordable Housing Amenities**" means the Affordable Housing Recreational Amenities and the Affordable Housing Transportation Facilities;

(b) "**Affordable Housing Parking**" means parking allocated for the exclusive use of any Affordable Housing Unit (pursuant to the Housing Covenant);

(c) "**Affordable Housing Recreational Amenities**" means all common space for active or passive recreation, cultural and social enjoyment, including indoor and outdoor areas, recreational facilities and amenities, provided for the use of all Tenants of the Affordable Housing Units in a Building, as required by the OCP, CCAP, any of the OCPA Considerations applicable to such Building, and the Development Permit process, including without limitation all related access routes;

(d) "**Affordable Housing Strategy**" means the Richmond Affordable Housing Strategy approved by the City on March 12, 2018, and containing a number of recommendations, policies, directions, priorities, definitions and annual targets for affordable housing, as may be amended or replaced from time to time;

(e) "**Affordable Housing Tower**" means a Tower containing only Affordable Housing Units and located within a Building;

(f) "**Affordable Housing Transportation Facilities**" means any transportation facilities provided for the use of all Tenants of the Affordable Housing Units in a Building, as required by any of the OCPA Considerations applicable to such Building and the applicable Development Permit, including without limitation the Affordable Housing Parking and any related electric vehicle charging stations, bicycle storage facilities, electric bicycle charging stations, and related access routes;

(g) "**Affordable Housing Unit**" means a Dwelling Unit or Dwelling Units located or to be located on the Lands and designated as such in accordance with any Building Permit or Development Permit issued by the City or, if applicable, in accordance with any of the OCPA Considerations applicable to the Development;

(h) "**Agreement**" means this agreement together with all schedules, attachments and priority agreements attached hereto;

(i) "**ASP3**" means those lands and premises located in the City of Richmond and municipally described as 7557 Cst. Jimmy Ng Road, Richmond, B.C. and legally described as Parcel Identifier: 032-417-063, Air Space Parcel 3 Section 8 Block 4 North Range 6 West New Westminster District Air Space Plan EPP136490, as may be Subdivided from time to time;

(j) "**ASP3 Beneficiary**" has the meaning set out in the party recitals;

(k) "**ASP3 Nominee**" has the meaning set out in the party recitals;

(l) "**ASP3 Owner**" has the meaning set out in the party recitals;

(m) "**Assets**" means property owned by a person or company, regarded as having value and available to meet debts, commitments, or legacies, and for the purposes of this Agreement include, in particular, the following:

(i) stocks, bonds, term deposits, mutual funds and cash;

(ii) business equity in a private incorporated company including cash, GICs, bonds, stocks or real estate; and

(iii) real estate equity, net of debt,

and exclude, in particular, the following:

(iv) Registered Education Savings Plans (RESPs), Registered Retirement Saving Plans (RRSPs), Registered Disability Savings Plans (RDSPs), and Registered Retirement Income Funds (RRIF);

(v) trade and business tools essential to continue currently active employment, such as farm equipment, specialized tools and vehicles;

(vi) personal effects;

(vii) bursaries or scholarships from educational institutions for any household member that is a current student; and

(viii) assets derived from compensatory packages from any government, for example Indian Residential School Settlements and Japanese Canadian Redress;

(n) "**Building**" means any building constructed, or to be constructed, on the Lands, or a portion thereof, and which contains one or more Towers, and if a Building contains an Affordable Housing Tower, such Building will also contain one or more Towers that are not Affordable Housing Towers;

(o) "**Building Permit**" means a building permit authorizing construction on the Lands, or any portion(s) thereof;

(p) "**CCAP**" means the portion of the OCP known as the City of Richmond City Centre Area Plan, as may be amended or replaced from time to time;

(q) "**City**" means the City of Richmond;

(r) "**City Solicitor**" means the individual appointed from time to time to be the City Solicitor of the Law Division of the City, or his or her designate;

(s) "**CMHC**" means the Canada Mortgage and Housing Corporation or its successor in function;

(t) "**CMHC Average Rental Rates**" means the most recent CMHC average market rent per month, reported through the annual CMHC Rental Market Survey, for the City of Richmond and applicable to the unit type and number of bedrooms, based on the rates available at the time a Tenant enters into a Tenancy Agreement, provided that if the number of bedrooms in a unit exceeds three, then such CMHC average market rent applicable to "3 Bedroom +" shall apply;

(u) "**Common Amenities**" means, together, the Common Recreational Facilities and the Common Transportation Facilities;

(v) "**Common Recreational Facilities**" means any common space for active or passive recreation, cultural and social enjoyment, including indoor and outdoor areas, recreational facilities and amenities provided for the use of all owners, occupants, and tenants, including all Tenants, of the Towers comprising any Building, as required by any of the OCPA Considerations applicable to such Building and the applicable Development Permit, including without limitation the Outdoor Amenity Areas and related access routes;

(w) "**Common Transportation Facilities**" means any transportation facilities provided for the use of all owners, occupants, and tenants, including all Tenants, of the Towers comprising any Building, as required by any of the OCPA Considerations applicable to such Building and the applicable Development Permit, including without limitation any shared visitor parking, shared loading bays, and related access routes;

(x) "**CPI**" means the All-Items Consumer Price Index for Vancouver, British Columbia, published from time to time by Statistics Canada, or its successor in function;

(y) "**Daily Amount**" means $100.00 per day as of January 1, 2019 adjusted annually thereafter by adding thereto an amount calculated by multiplying $100.00 by the percentage change in the CPI since January 1, 2019, to January 1 of the year that a written notice is delivered to the Owner by the City pursuant to Section 6.1 of this Agreement. In the absence of obvious error or mistake, any calculation by the City of the Daily Amount in any particular year shall be final and conclusive;

(z) "**Development**" means the mixed-use residential and commercial development constructed or to be constructed on the Lands;

(aa) "**Development Permit**" means the development permit authorizing development on the Lands, or any portion(s) thereof, and includes Development Permit Application No. DP 17-768248;

(bb) "**Director, Housing Office**" means the City's Director, Housing Office, and his or her designate;

(cc) "**Dwelling Unit**" means a residential dwelling unit located or to be located on the Lands whether such dwelling unit is a lot, strata lot or parcel, or parts or portions thereof, and includes a single family detached dwelling, duplex, townhouse, auxiliary residential dwelling unit, rental apartment, and strata lot in a strata plan and includes, where the context permits, an Affordable Housing Unit;

(dd) "**Effective Date**" has the meaning set out on page 1 of this Agreement;

(ee) "**Eligible Tenant**" means a Family:

(i) having a cumulative gross annual income equal to or less than the amount calculated, from time to time, by the following formula:

A. 90% of the then current CMHC Average Rental Rate for the applicable number of bedrooms and unit type, multiplied by 12 and then divided by 0.30,

provided however that:

B. if there is a decrease in such then current CMHC Average Market Rental Rate following the commencement of a tenancy of an Affordable Housing Unit by such Family, such cumulative gross annual income for such Family shall be the cumulative gross annual income for such Family for the immediately preceding calendar year, adjusted on January 1st of the then current calendar year, by a percentage equal to the percentage of the increase in the CPI for the period January 1 to December 31 of the immediately preceding calendar year, provided that if there is a decrease in the CPI for the period January 1 to December 31 of the immediately preceding calendar year, the cumulative gross annual

income for the subsequent year shall remain unchanged from the previous year; and

C. in the absence of obvious error or mistake, any calculation by the City of an Eligible Tenant's permitted cumulative gross annual income in any particular year shall be final and conclusive; and

(ii) owning Assets valued at $100,000 or less (or such higher amount as may be permitted by the City from time to time pursuant to a Council approved policy), as calculated by the City in any particular year, in accordance with the LEMR Parking, Tenant Asset and Income Exceedance Policy; and in the absence of obvious error or mistake, any calculation by the City of the value of an Eligible Tenant's Assets in any particular year shall be final and conclusive. The parties acknowledge and agree that the foregoing criteria regarding Assets shall not apply to any Tenant under a Pre-Existing Tenancy Agreement to determine if they are Eligible Tenants;

(ff) "**Existing Housing Agreement**" has the meaning set out in the recitals;

(gg) "**Family**" means:

(i) a person;

(ii) two (2) or more persons related by blood, marriage or adoption; or

(iii) a group of not more than six (6) persons who are not related by blood, marriage or adoption;

(hh) "**GST**" means the Goods and Services Tax levied pursuant to the *Excise Tax Act*, R.S.C., 1985, c. E-15, as may be replaced or amended from time to time;

(ii) "**Housing Covenant**" means the agreements, covenants and charges granted by the Owner to the City (which includes covenants pursuant to Section 219 of the *Land Title Act*) charging the Lands from time to time, in respect to the construction, use and transfer of the Affordable Housing Units;

(jj) "***Interpretation Act***" means the *Interpretation Act*, R.S.B.C. 1996, Chapter 238, together with all amendments thereto and replacements thereof;

(kk) "***Land Title Act***" means the *Land Title Act*, R.S.B.C. 1996, Chapter 250, together with all amendments thereto and replacements thereof;

(ll) "**Lands**" means ASP3 and Lot 2, as either may be Subdivided from time to time;

(mm) "**LEMR Parking, Tenant Asset and Income Exceedance Policy**" means the Low-End Market Rental Parking, Tenant Asset and Income Exceedance Policy approved by City Council on July 28, 2025, which, *inter alia*, allows the owner of Affordable Housing Units to charge for parking and to implement an asset test limit for new Tenants, as amended or replaced from time to time;

(nn) "***Local Government Act***" means the *Local Government Act*, R.S.B.C. 2015, Chapter 1, together with all amendments thereto and replacements thereof;

(oo) "**Lot**" means ASP3 or Lot 2, as the context may require;

(pp) "**Lot 2**" means those lands and premises located in the City of Richmond legally described as Parcel Identifier: 031-146-481, Lot 2 Section 8 Block 4 North Range 6 West New Westminster District Plan EPP87774, as may be Subdivided from time to time;

(qq) "**Lot 2 Beneficiary**" has the meaning set out in the party recitals;

(rr) "**Lot 2 Nominee**" has the meaning set out in the party recitals;

(ss) "**Lot 2 Owner**" has the meaning set out in the party recitals;

(tt) "**LTO**" means the New Westminster Land Title Office or its successor;

(uu) "**Modification**" has the meaning set out in the recitals;

(vv) "**Non-Profit Operator**" has the meaning set out in Section 3.5;

(ww) "**Occupancy Certificate**" means a certificate issued by a City building inspector permitting occupancy of a Building pursuant to the City's *Building Regulation Bylaw* 7230, as may be amended or replaced from time to time;

(xx) "**OCP**" means together the City of Richmond Official Community Plan Bylaw No. 7100 and Official Community Plan Bylaw No. 9000, as may be amended or replaced from time to time;

(yy) "**OCPA Considerations**" means the Official Community Plan Amendment Considerations dated September 10, 2018 and issued to the Owner by the City in connection with the Development and as supplemented from time to time;

(zz) "**Original Housing Agreement**" has the meaning set out in the recitals;

(aaa) "**Outdoor Amenity Areas**" means, with respect to a particular Building, the outdoor common areas and facilities for such Building intended for use by all owners, occupants and tenants of the Towers comprising the Building;

(bbb) "**Owner**" means the party described on page 1 of this Agreement as the Owner and any subsequent owner of the Lands or of any part into which the Lands are Subdivided, and includes any person who is a registered owner in fee simple of an Affordable Housing Unit from time to time;

(ccc) "**Parent Parcel**" means lands formerly legally described as PID: 017-863-686, Lot A (BF285836), Section 8, Block 4 North, Range 6 West, New Westminster District Plan 317877, and includes any lot or parcel into which said Parent Parcel was Subdivided;

(ddd) "**Parking Operator**" means one of (i) the Owner, or (ii) an owner of any parcel formed by the registration of an air space subdivision plan in respect of the Lands which contains the parking spaces in the Development, or (iii) an owner of any lands that contain the Affordable Housing Parking, or (iv) any other company or entity, to whom the Owner grants a long-term lease, or other contractual right, over all (and not only some) of the parking spaces in the Development which are designated for the use of the Tenants, in order to facilitate the use, operation and management of such parking spaces, and the Parking Operator may be related or unrelated to the Owner;

(eee) "**Permitted Rent**" means:

(i) an amount which does not exceed 90% of the then current CMHC Average Rental Rate, as of the time an Eligible Tenant enters into a Tenancy Agreement,

provided that:

(ii) such amount may be adjusted by the maximum percentage rental increase permitted by the *Residential Tenancy Act* independent of any exemption status of the Owner (i.e. non-profit housing society) during the period of time that the applicable Affordable Housing Unit is occupied by the Eligible Tenant under the Tenancy Agreement; and

(iii) in the absence of obvious error or mistake, any calculation by the City of the Permitted Rent in any particular year shall be final and conclusive;

(fff) "**Pre-Existing Tenancy Agreement**" means any Tenancy Agreement made in compliance with the Existing Housing Agreement and executed prior to the Effective Date;

(ggg) "***Real Estate Development Marketing Act***" means the *Real Estate Development Marketing Act,* S.B.C. 2004, Chapter 41, together with all amendments thereto and replacements thereof;

(hhh) "***Residential Tenancy Act***" means the *Residential Tenancy Act*, S.B.C. 2002, Chapter 78, together with all amendments thereto and replacements thereof, and includes the *Residential Tenancy Regulation*;

(iii) "***Residential Tenancy Regulation***" means the *Residential Tenancy Regulation*, B.C. Reg. 477/2003, together with all amendments thereto and replacements thereof;

(jjj) "**Senior**" means an individual of the age defined by the City as a senior for the purposes of City programs, as may be amended from time to time and at the time of this Agreement being defined as 55 years of age and older;

(kkk) "***Strata Property Act***" means the *Strata Property Act* S.B.C. 1998, Chapter 43, together with all amendments thereto and replacements thereof;

(lll) "**Subdivide**" means to divide, apportion, consolidate or subdivide the Lands, or the ownership or right to possession or occupation of the Lands into two or more lots, strata lots, parcels, parts, portions or shares, whether by plan, descriptive words or otherwise,

under the *Land Title Act*, the *Strata Property Act*, or otherwise, and includes the creation, conversion, organization or development of "cooperative interests" or "shared interest in land" as defined in the *Real Estate Development Marketing Act*;

(mmm) "**Tenancy Agreement**" means a tenancy agreement, lease, license or other agreement granting rights to occupy an Affordable Housing Unit;

(nnn) "**Tenant**" means an occupant of an Affordable Housing Unit by way of a Tenancy Agreement; and

(ooo) "**Tower**" means a tower located within a Building, and includes an Affordable Housing Tower.

1.2 In this Agreement:

(a) reference to the singular includes a reference to the plural, and *vice versa*, unless the context requires otherwise;

(b) article and section headings have been inserted for ease of reference only and are not to be used in interpreting this Agreement;

(c) if a word or expression is defined in this Agreement, other parts of speech and grammatical forms of the same word or expression have corresponding meanings;

(d) reference to any enactment includes any regulations, orders or directives made under the authority of that enactment;

(e) any reference to any enactment is to the enactment in force on the date the Owner signs this Agreement, and to subsequent amendments to or replacements of the enactment;

(f) the provisions of Section 25 of the *Interpretation Act* with respect to the calculation of time apply;

(g) time is of the essence;

(h) all provisions are to be interpreted as always speaking;

(i) reference to a "party" is a reference to a party to this Agreement and to that party's respective successors, assigns, trustees, administrators and receivers. Wherever the context so requires, reference to a "party" also includes an Eligible Tenant, agent, officer and invitee of the party;

(j) reference to a "day", "month", "quarter" or "year" is a reference to a calendar day, calendar month, calendar quarter or calendar year, as the case may be, unless otherwise expressly provided;

(k) where the word "including" is followed by a list, the contents of the list are not intended to circumscribe the generality of the expression preceding the word "including"; and

(l) the terms "shall" and "will" are used interchangeably and both will be interpreted to express an obligation. The term "may" will be interpreted to express a permissible action.

1.3 Effective as of the Effective Date, the Existing Housing Agreement is hereby replaced in its entirety to read as set forth in this Agreement, except as otherwise set out below in this Section 1.3. Notwithstanding the foregoing, the parties acknowledge and agree that the Pre-Existing Tenancy Agreements may not comply with all terms of this Agreement to the extent such terms are modified from or additional to the terms of the Existing Housing Agreement, and to the extent there is a conflict or inconsistency between the terms of the Existing Housing Agreement and the terms of this Agreement with respect to a matter involving a Pre-Existing Tenancy Agreement (or a Tenant thereunder), the terms of the Existing Housing Agreement will survive and govern to the extent of such conflict or inconsistency unless otherwise specified herein. For the avoidance of doubt, the Owner will not be in default under this Agreement if a Pre-Existing Tenancy Agreement (or Tenant thereunder) does not comply with any terms of this Agreement which were modified from or are additional to those terms contained in the Existing Housing Agreement, or if the Owner cannot comply with any terms of this Agreement with respect to a Pre-Existing Tenancy Agreement (or Tenant thereunder) due to the fact that such term is modified from or additional to those terms contained in the Existing Housing Agreement.

ARTICLE 2
USE AND OCCUPANCY OF AFFORDABLE HOUSING UNITS

2.1 The Owner agrees that each Affordable Housing Unit may only be used as a permanent residence occupied by an Eligible Tenant. An Affordable Housing Unit must not be occupied by the Owner, the Owner's family members (unless the Owner's family members qualify as Eligible Tenants), or any tenant or guest of the Owner, other than an Eligible Tenant. For the purposes of this Article, "permanent residence" means that the Affordable Housing Unit is used as the usual, main, regular, habitual, principal residence, abode or home of the Eligible Tenant.

2.2 Within 30 days after receiving notice from the City, the Owner must, in respect of each Affordable Housing Unit, provide to the City a statutory declaration, substantially in the form (with, in the City Solicitor's discretion, such further amendments or additions as deemed necessary) attached as Schedule A, sworn by the Owner, containing all of the information required to complete the statutory declaration. The City may request such statutory declaration in respect to each Affordable Housing Unit no more than once in any calendar year; provided, however, notwithstanding that the Owner may have already provided such statutory declaration in the particular calendar year, the City may request and the Owner shall provide to the City such further statutory declarations as requested by the City in respect to an Affordable Housing Unit if, in the City's absolute determination, the City believes that the Owner is in breach of any of its obligations under this Agreement. Notwithstanding the foregoing, the parties agree that a statutory declaration in respect of a Pre-Existing Tenancy Agreement may not contain all of the information set out in Schedule A hereto, if such information was not required under the Existing Housing Agreement.

2.3 The Owner hereby irrevocably authorizes the City to make such inquiries as it considers necessary in order to confirm that the Owner is complying with this Agreement.

2.4 Notwithstanding that the Owner may otherwise be entitled, the Owner will, in respect of the Development:

(a) take no steps to compel the issuance of, and the City will not be obligated to issue, the Development Permit which includes any residential use (excluding parking intended as an ancillary use to non-parking uses), unless and until the Owner has submitted to the City a Development Permit application that includes the Affordable Housing Units, the Affordable Housing Amenities, and other ancillary spaces assigned for the exclusive use of an Affordable Housing Unit;

(b) take no steps to compel the issuance of, and the City will not be obligated to issue, a Building Permit which includes any residential use (excluding parking intended as an ancillary use to non-parking uses), unless and until the Owner has submitted to the City a Building Permit application that includes the Affordable Housing Units, the Affordable Housing Amenities, and all other ancillary and related spaces, uses, common areas, and features, in accordance with the applicable Development Permit;

(c) with respect to ASP3 and Lot 2, on a lot by lot basis, not apply for an Occupancy Certificate in respect of any Dwelling Unit or any portion of any Building on such Lot, in part or in whole (except for parking) for any residential uses, nor take any action to compel issuance of an Occupancy Certificate, for provisional or final occupancy, in respect of any Dwelling Unit or Building on such Lot, in part or in whole (except for parking) for any residential uses unless and until all of the following conditions are satisfied:

(i) the Affordable Housing Units for such Lot and related uses and areas, and the Building(s) in which the Affordable Housing Units are situated, have been constructed in accordance with this Agreement, the OCPA Considerations, the Housing Covenant, the Development Permit, the Building Permit, any staging covenant, and any applicable City bylaws, rules or policies, to the satisfaction of the City;

(ii) the Owner is not otherwise in breach of any of its obligations under this Agreement or any other agreement between the City and the Owner in connection with the Affordable Housing Units on such Lot, and any facilities for the use of the Affordable Housing Units, including all applicable Affordable Housing Amenities and Common Amenities; and

(iii) the Owner has delivered to the City, a letter of assurance, in form and content satisfactory to the City, from the Owner's architect for the Building(s) in which the Affordable Housing Units for such Lot are situated, confirming that the Affordable Housing Units, and the Building(s) in which the Affordable Housing Units are situated, have been constructed in accordance with the Development Permit, the Building Permit, and this Agreement;

(d) with respect to ASP3 and Lot 2, on a lot by lot basis, not permit the Development on such Lot or any portion thereof to be occupied, unless and until the Affordable Housing Units for such Lot have received an Occupancy Certificate granting provisional or final occupancy of the Affordable Housing Units;

(e) not Subdivide either Lot in a manner where less than all the Affordable Housing Units on that Lot are contained within a single air space parcel, without the prior written consent of the City and in compliance with any applicable staging covenant; and

(f) not Subdivide either Lot in a manner where the Affordable Housing Units on that Lot are individual strata lots or where less than all the Affordable Housing Units on a Lot are contained within one strata lot, without the prior written consent of the City.

ARTICLE 3
DISPOSITION AND ACQUISITION OF AFFORDABLE HOUSING UNITS

3.1 The Owner will not permit an Affordable Housing Unit or any Affordable Housing Amenity assigned for the exclusive use of an Affordable Housing Unit to be subleased, or an Tenancy Agreement to be assigned, except as required under the *Residential Tenancy Act* and provided that for the avoidance of doubt, the Owner shall not exercise any discretion afforded to it under the *Residential Tenancy Act* to consent to any sublease or assignment which would result in the occupation or use of an Affordable Housing Unit, or Affordable Housing Amenity assigned for the exclusive use of an Affordable Housing Unit, which is prohibited by or inconsistent with the terms and conditions of this Agreement or which would preclude the Owner from otherwise being able to comply with the terms and conditions of this Agreement. Notwithstanding the foregoing, this Section shall not prevent the Owner from engaging a Parking Operator to operate parking spaces in the Development, including any Affordable Housing Parking.

3.2 The Owner will not permit an Affordable Housing Unit to be used for short term rental purposes (being rentals for periods shorter than 30 days), or any other purposes that do not constitute a "permanent residence" of a Tenant or an Eligible Tenant.

3.3 If this Housing Agreement encumbers more than one Affordable Housing Unit, the following will apply:

(a) the Owner will not, without the prior written consent of the City, sell or transfer less than all of the Affordable Housing Units located on two adjacent floors located in a Building in a single or related series of transactions, with the result that when the purchaser or transferee of the Affordable Housing Units becomes the owner, the purchaser or transferee will be the legal and beneficial owner of not less than all of the Affordable Housing Units located on two adjacent floors in a Building; and

(b) the Lands will not be Subdivided such that one or more Affordable Housing Units form their own air space parcel, separate from other Dwelling Units, without the prior written consent of the City.

3.4 Subject to the requirements of the *Residential Tenancy Act* and applicable privacy laws, the Owner will ensure that each Tenancy Agreement entered into after the Effective Date:

(a) includes the following provision:

"By entering into this Tenancy Agreement, the Tenant hereby consents and agrees to the collection of the below-listed personal information by the Landlord and/or any operator or manager engaged by the Landlord and the disclosure by the Landlord and/or any operator or manager engaged by the Landlord to the City of Richmond (the "City") and/or the Landlord, as the case may be, of the following personal information which information will be used by the City to verify and ensure compliance by the Owner with the City's Affordable Housing Strategy, policies and requirements with respect to the provision and administration of affordable housing within the municipality and for no

other purpose, each month during the Tenant's occupation of the Affordable Housing Unit:

(i) a statement of the total, gross annual income, once per calendar year, from all sources (including but not limited to employment, disability, retirement, and investment) of all members of the Tenant's household who are 18 years of age and over and who reside in the Affordable Housing Unit;

(ii) a statement of the total value of Assets owned by all members of the Tenant's household who are 18 years of age and over and who reside in the Affordable Housing Unit;

(iii) the number of occupants of the Affordable Housing Unit;

(iv) the number of occupants of the Affordable Housing Unit 18 years of age and under; and

(v) the number of occupants of the Affordable Housing Unit who are Seniors;

(b) defines the term "Landlord" as the Owner of the Affordable Housing Unit; and

(c) includes a provision requiring the Tenant and each permitted occupant of the Affordable Housing Unit to comply with this Agreement.

3.5 At all times that this Agreement encumbers the Lands, the Owner shall retain and maintain in place a non-profit organization qualified and experienced in the management of housing units similar to the Affordable Housing Units and acceptable to the City (each, a "**Non-Profit Operator**") to operate and manage the Affordable Housing Units in accordance with this Agreement and in accordance with the Housing Covenant. Any Non-Profit Operator(s) retained by the Owner pursuant to this Section 3.5, unless otherwise authorized in writing by the City, must manage and operate no less (but may operate more) than all of the Affordable Housing Units located on two adjacent floors in a Building.

Without limiting the foregoing, any Non-Profit Operator retained pursuant to this Section 3.5 must have as one of its prime objectives the operation of affordable housing within the City of Richmond. At the request of the City, from time to time, the Owner shall deliver to the City a copy of the agreement (fully signed and current) with any Non-Profit Operator(s), to evidence the Owner's compliance with this Section 3.5.

3.6 If the Owner sells or transfers any Affordable Housing Units, the Owner will notify the City Solicitor and the Director, Housing Office of the sale or transfer within three (3) days of the effective date of sale or transfer.

3.7 Subject to the requirements of the *Residential Tenancy Act*, the Owner must not rent, lease, license or otherwise permit occupancy of any Affordable Housing Unit except to an Eligible Tenant and except in accordance with the following additional conditions:

(a) the Affordable Housing Unit will be used or occupied only pursuant to a Tenancy Agreement;

(b) the monthly rent payable for the Affordable Housing Unit will not exceed the Permitted Rent applicable to that class of Affordable Housing Unit;

(c) the Owner will allow the Tenant and any permitted occupant and visitors of Tenants (to the extent such areas are designated for access and use by visitors) to have full access to and use and enjoy all applicable Affordable Housing Amenities and all applicable Common Amenities, and will not Subdivide the Lands unless all easements and rights of way are in place to secure the use of any Affordable Housing Amenities and any Common Amenities for the Building within which the Tenant's Affordable Housing Units is located which are not located within the same legal lot or airspace parcel as the applicable Affordable Housing Units;

(d) the Owner will not require the Tenant or any permitted occupant to pay any of the following:

(i) move-in/move-out fees;

(ii) strata fees;

(iii) strata property contingency reserve fees;

(iv) extra charges or fees for use of any Common Amenities for the Building within which the Tenant's Affordable Housing Unit is located, Affordable Housing Amenities, common property, limited common property, or other common areas, facilities or amenities;

(v) extra charges for the use of sanitary sewer, storm sewer, or water; or

(vi) property or similar tax;

provided, however, that if either the Affordable Housing Unit is a strata unit and the following costs are not part of strata or similar fees or the Affordable Housing Unit is not part of a strata unit, an Owner may charge the Tenant for the following:

(vii) the Owner's cost, if any, of providing cable television, telephone, other telecommunications, gas, electricity (including electricity fees, charges, and rates associated with the Tenant's use of electrical vehicle and bicycle charging stations or infrastructure), or district energy charges (including for heating, cooling, or domestic hot water heating);

(viii) a parking charge for the Tenant's exclusive use of one or more Affordable Housing Parking spaces in accordance with and to the maximum amounts set out in the LEMR Parking, Tenant Asset and Income Exceedance Policy, and for greater certainty, notwithstanding Section 1.3 hereof or anything set out in the Existing Housing Agreement, the Owner may levy a parking charge in accordance with this Section 3.7(d)(viii) on any Tenant who entered into Tenancy Agreement (including a Pre-Existing Tenancy Agreement) after the date the LEMR Parking, Tenant Asset and Income Exceedance Policy was adopted by City Council, being July 28, 2025;

(ix) the Owner's cost, if any, of installing electric vehicle charging infrastructure (in excess of that pre-installed by the Owner at the time of construction of the Development) by or on behalf of the Tenant; and

(x) security and cleaning fees for the use of guest suites (if any) or security and cleaning fees related to the use of any party or meeting room (if any) located on the Lands that are associated with the Tenant's use of such facilities, provided that such charges are the same as those payable by any other residential occupant of the Development;

(e) the Owner will attach a copy of this Agreement to every Tenancy Agreement entered into after the Effective Date;

(f) the Owner will include in each Tenancy Agreement entered into after the Effective Date a clause requiring the Tenant and each permitted occupant of the Affordable Housing Unit to comply with this Agreement;

(g) subject to any contrary provisions in the *Residential Tenancy Act,* the Owner will include in the Tenancy Agreement entered into after the Effective Date a clause entitling the Owner to terminate the Tenancy Agreement if:

(i) an Affordable Housing Unit is occupied by a person or persons other than an Eligible Tenant;

(ii) the annual income of an Eligible Tenant rises above the applicable maximum amount specified in Section 1.1(ee)(i) of this Agreement;

(iii) the value of the total Assets of an Eligible Tenant rises above the applicable maximum amount specified in Section 1.1(ee)(ii) of this Agreement;

(iv) the Affordable Housing Unit is occupied by more than the number of people the City determines can reside in the Affordable Housing Unit given the number and size of bedrooms in the Affordable Housing Unit and in light of any relevant standards set by the City in any bylaws of the City;

(v) the Affordable Housing Unit remains vacant for three (3) consecutive months or longer, notwithstanding the timely payment of rent; and/or

(vi) the Tenant subleases the Affordable Housing Unit or assigns the Tenancy Agreement in whole or in part, except as may be required by the *Residential Tenancy Act* and in such circumstance, the Tenant may not sublease the Affordable Housing Unit or assign the Tenancy Agreement (A) without the prior consent of the Owner, and (B) to anyone who is not an Eligible Tenant,

and in the case of each of the foregoing, such breach is not cured within 10 days of notice from the Owner to the Tenant setting out the particulars of such breach. In the case of each breach, subject to the applicable cure periods and the requirements of the *Residential Tenancy Act*, the Owner hereby agrees with the City to forthwith provide to the Tenant a notice of termination. Except for Section 3.7(g)(ii) and 3.7(g)(iii) of this Agreement *[Termination of Tenancy Agreement if Annual Income of Tenant or value of*

Assets rises above amounts prescribed in Section 1.1(ee), Eligible Tenant, of this Agreement], the notice of termination shall provide that the termination of the tenancy shall be effective on the date that is the greater of 30 days following the date of the notice of termination and the minimum amount of notice required by the *Residential Tenancy Act*. In respect of Sections 3.7(g)(ii) and 3.7(g)(iii) of this Agreement, termination shall be effective on the day that is six (6) months following the date that the Owner provided the notice of termination to the Tenant;

(h) the Tenancy Agreement will identify all occupants of the Affordable Housing Unit and will stipulate that anyone not identified in the Tenancy Agreement will be prohibited from residing at the Affordable Housing Unit for more than 30 consecutive days or more than 45 days total in any calendar year; and

(i) the Owner will forthwith deliver a certified true copy of the Tenancy Agreement to the City upon demand.

3.8 If the Owner has terminated the Tenancy Agreement, then, subject to the requirements of the *Residential Tenancy Act*, the Owner shall use commercially reasonable efforts to cause the Tenant and all other persons that may be in occupation of the Affordable Housing Unit to vacate the Affordable Housing Unit on or before the effective date of termination.

3.9 The Owner shall not impose any age-based restrictions on Tenants of Affordable Housing Units, unless expressly permitted by the City in writing in advance.

ARTICLE 4
DEMOLITION OF AFFORDABLE HOUSING UNIT

4.1 The Owner will not demolish an Affordable Housing Unit unless:

(a) the Owner has obtained the written opinion of a professional engineer or architect who is at arm's length to the Owner that it is no longer reasonable or practical to repair or replace any structural component of the Affordable Housing Unit, and the Owner has delivered to the City a copy of the engineer's or architect's report; or

(b) the Owner has obtained the written opinion of a professional engineer or architect who is at arm's length to the Owner that the Affordable Housing Unit is damaged or destroyed, to the extent of 40% or more of its value above its foundations, which opinion is satisfactory to the City in its sole discretion,

and, in each case, a demolition permit for the Affordable Housing Unit, as applicable, has been issued by the City and the Affordable Housing Unit has been demolished under that permit.

Following demolition, the Owner will use and occupy any replacement Dwelling Unit in compliance with this Agreement and the Housing Covenant both of which will apply to any replacement Dwelling Unit to the same extent and in the same manner as those agreements apply to the original Dwelling Unit, and the Dwelling Unit must be approved by the City as an Affordable Housing Unit in accordance with this Agreement.

ARTICLE 5
STRATA CORPORATION BYLAWS

5.1 This Agreement will be binding upon all strata corporations created upon the strata title Subdivision of the Lands or any Subdivided parcel of the Lands.

5.2 Any strata corporation bylaw, which prevents, restricts or abridges the right to use the Affordable Housing Units as rental accommodation, or imposes age-based restrictions on Tenants of Affordable Housing Units, will have no force and effect, unless expressly approved by the City in writing in advance.

5.3 No strata corporation shall pass any bylaws preventing, restricting or abridging the use of the Affordable Housing Units as rental accommodation.

5.4 No strata corporation shall pass any bylaw or approve any levies which would result in only the Owner or the Tenant or any other permitted occupant of an Affordable Housing Unit (and not include all the owners, tenants, or any other permitted occupants of all the strata lots in the applicable strata plan which are not Affordable Housing Units) paying any extra charges or fees for the use of any Affordable Housing Amenities, Common Amenities, common property, limited common property or other common areas, facilities or amenities, for the Building within which the Tenant's Affordable Housing Units is located, of the strata corporation contrary to Section 3.7(d).

5.5 No strata corporation shall pass any bylaws or approve any levies, charges or fees which would result in the Owner or the Tenant or any other permitted occupant of an Affordable Housing Unit paying for anything contrary to Section 3.7(d), including without limitation paying for the use of bicycle storage, electric vehicle and bicycle charging stations or related facilities, notwithstanding that the strata corporation may levy such bicycle storage, electric vehicle and bicycle charging stations or related facilities charges or fees on all of the other owners, tenants, or any other permitted occupants or visitors of all of the strata lots in the applicable strata plan which are not Affordable Housing Units.

5.6 The strata corporation shall not pass any bylaw or make any rule which would restrict the Owner or the Tenant or any other permitted occupant of an Affordable Housing Unit from using and enjoying any Affordable Housing Amenities, any Common Amenities, common property, limited common property or other common areas, facilities or amenities, for the Building within which the Tenant's Affordable Housing Unit is located, of the strata corporation contrary to Section 3.7(d) except, subject to Section 5.5 of this Agreement, on the same basis that governs the use and enjoyment of these facilities by all the owners, tenants, or any other permitted occupants of all the strata lots in the applicable Building which are not Affordable Housing Units.

ARTICLE 6
DEFAULT AND REMEDIES

6.1 The Owner agrees that, subject to the *Residential Tenancy Act,* in addition to any other remedies available to the City under this Agreement or the Housing Covenant or at law or in equity, if:

(a) an Affordable Housing Unit is used or occupied in breach of this Agreement;

(b) an Affordable Housing Unit is rented at a rate in excess of the Permitted Rent;

(c) an Affordable Housing Unit is operated and maintained by an entity that is not a Non-Profit Operator in accordance with Section 3.5; or

(d) the Owner is otherwise in breach of any of its obligations under this Agreement or the Housing Covenant (in each case past any applicable cure periods),

then the Owner will pay the Daily Amount for each applicable Affordable Housing Unit to the City for every day that the breach continues after ten (10) days' of delivery of written notice from the City to the Owner stating the particulars of the breach. For greater certainty, the City is not entitled to give written notice with respect to any breach of the Agreement until any applicable cure period, if any, has expired. The Daily Amount is due and payable five (5) business days following receipt by the Owner of an invoice from the City for the same.

6.2 Notwithstanding Section 6.1:

(a) if the breach arises solely as a result of an enactment of a strata bylaw by a strata corporation contrary to this Agreement, the City will not charge the Daily Amount to the registered owner of the Affordable Housing Units, except in their capacity as one of the owners of such strata corporation; and

(b) if the default cannot be remedied within the applicable cure period, and the Owner has, to the satisfaction of the City:

(i) delivered to the City the method and schedule for remedying the default;

(ii) commenced remedying the default; and

(iii) been diligently and continuously proceeding to remedy the default within the estimated schedule,

the City will not charge the Owner with the Daily Amount with respect to the breach of the Agreement unless, in the City's opinion, the Owner has ceased to diligently and continuously work to remedy the default within the estimated schedule.

6.3 The Owner acknowledges and agrees that a default by the Owner of any of its promises, covenants, representations or warranties set out in the Housing Covenant that is not cured within any applicable cure periods shall also constitute a default under this Agreement.

ARTICLE 7
MISCELLANEOUS

7.1 **Housing Agreement**

The Owner acknowledges and agrees that:

(a) this Agreement includes a housing agreement entered into under Section 483 of the *Local Government Act*;

(b) where an Affordable Housing Unit is a separate legal parcel the City may file notice of this Agreement in the LTO against the title to the Affordable Housing Unit and, in the case of a strata corporation, may note this Agreement on the common property sheet; and

(c) where the Lands have not yet been Subdivided to create the separate parcels to be charged by this Agreement, the City may file a notice of this Agreement in the LTO against the title to the Lands. If this Agreement is filed in the LTO as a notice under Section 483 of the *Local Government Act* prior to the Lands having been Subdivided, then after the Lands are Subdivided, this Agreement will secure only the legal parcels which contain the Affordable Housing Units, including the common property of any applicable strata corporation; and the City will partially release this Agreement accordingly, provided however that:

(i) the City has no obligation to execute the necessary documents for release until a written request therefor from the Owner is received by the City, which request includes the registrable form of release (Form 17 (Cancellation of Charge, Notation or Filing));

(ii) the cost of the preparation of the aforesaid release, and the cost of registration of the same in the Land Title Office is paid by the Owner;

(iii) the City has a reasonable time within which to execute such documents for the Form 17 (Cancellation of Charge, Notation or Filing) and return the same to the Owner for registration; and

(iv) the City is satisfied that the Owner has made adequate arrangements, through reciprocal easements or otherwise, to ensure that the Owner(s), the Tenants and any other permitted occupants of the Affordable Housing Units have the access necessary to ensure their continued ability to use and enjoy the applicable Affordable Housing Amenities and Common Amenities.

The Owner acknowledges and agrees that notwithstanding a partial release of this Agreement, this Agreement will be and remain in full force and effect and, but for the partial release, otherwise unamended with respect to the lands which remain subject to this Agreement.

7.2 **No Compensation**

The Owner acknowledges and agrees that no compensation is payable, and the Owner is not entitled to and will not claim any compensation from the City, for any decrease in the market value of the Lands or for any obligations on the part of the Owner and its successors in title which at any time may result directly or indirectly from the operation of this Agreement.

7.3 **Modification**

Subject to Section 7.1 of this Agreement, this Agreement may be modified or amended from time to time, by consent of the Owner and a bylaw duly passed by the Council of the City and thereafter if it is signed by the City and the Owner.

7.4 **Management**

The Owner covenants and agrees that it will ensure good and efficient management of the Affordable Housing Units and will permit representatives of the City to inspect the Affordable Housing Units at any reasonable time, subject to the notice provisions in the *Residential Tenancy Act*. The Owner further covenants and agrees that it will maintain the Affordable Housing Units in a good state of repair and fit for habitation and will comply with all laws, including health and safety standards applicable to the Lands at no additional cost or charge to the Tenant. The parties acknowledge and agree that the Owner may charge the Tenant for damage caused by the Tenant to the Affordable Housing Units, any Building, the Affordable Housing Amenities, or the Common Amenities in excess of reasonable wear and tear.

If applicable, the Owner further covenants and agrees that it will vote:

(a) as owner of the Affordable Housing Units, in any applicable annual general meetings or special general meetings of the strata corporation; and

(b) as the owner of the air space parcel or remainder parcel containing the Affordable Housing Units at any applicable meetings of the owners of the other Subdivided parcels of the Lands,

to ensure that the Affordable Housing Amenities and the Common Amenities are maintained in a good state of repair by the strata corporation which includes the Affordable Housing Units and any of the Affordable Housing Amenities and the Common Amenities, and the owner of the applicable air space parcel or remainder parcel which includes any of the Affordable Housing Amenities and the Common Amenities, and/or the Parking Operator, as applicable.

If the Owner fails to ensure good and efficient management of the Affordable Housing Units and, as applicable, the Affordable Housing Amenities and the Common Amenities, or maintain the Affordable Housing Units and, as applicable, the Affordable Housing Amenities and the Common Amenities as required by this Section 7.4, then, after applicable notice and cure periods, the Owner acknowledges and agrees that the City, in its absolute discretion, may require the Owner, at the Owner's expense, to hire a person or company with the skill and expertise to manage and maintain the Affordable Housing Units and applicable Affordable Housing Amenities and Common Amenities.

7.5 **Indemnity**

The Owner will indemnify and save harmless the City and each of its elected officials, officers, directors, and agents, and their heirs, executors, administrators, personal representatives, successors and assigns, from and against all claims, demands, actions, loss, damage, costs and liabilities, which all or any of them will or may be liable for or suffer or incur or be put to by reason of or arising out of:

(a) any negligent act or omission of the Owner, or its officers, directors, agents, contractors or other persons for whom at law the Owner is responsible relating to this Agreement;

(b) the City's refusal to issue a Development Permit, Building Permit, or Occupancy Certificate for, or refusal to permit occupancy of, any Building, or any portion thereof,

constructed on the Lands arising out of or in connection, directly or indirectly, or that would not or could not have occurred "but for" this Agreement;

(c) the construction, maintenance, repair, ownership, lease, license, operation, management or financing of the Lands or any Affordable Housing Unit or the enforcement of any Tenancy Agreement; or

(d) without limitation, any legal or equitable wrong on the part of the Owner or any breach of this Agreement by the Owner.

7.6 **Release**

The Owner hereby releases and forever discharges the City and each of its elected officials, officers, directors, and agents, and its and their heirs, executors, administrators, personal representatives, successors and assigns, from and against all claims, demands, damages, actions, or causes of action by reason of or arising out of or which would or could not occur but for the:

(a) construction, maintenance, repair, ownership, lease, license, operation or management of the Lands or any Affordable Housing Unit under this Agreement;

(b) the City's refusal to issue a Development Permit, Building Permit, or Occupancy Certificate for, or refusal to permit occupancy of, any Building, or any portion thereof, constructed on the Lands arising out of or in connection, directly or indirectly, or that would not or could not have occurred "but for" this Agreement; or

(c) the exercise by the City of any of its rights under this Agreement or an enactment.

7.7 **Survival**

The obligations of the Owner set out in Sections 7.5 and 7.6 of this Agreement will survive termination or discharge of this Agreement.

7.8 **Priority**

The Owner will use all commercially reasonable efforts available to the Owner, at the Owner's expense, to ensure that this Agreement, if required by the City Solicitor, will be noted against title to the Lands in priority to all financial charges and encumbrances which may have been registered or are pending registration against title to the Lands save and except those specifically approved in advance in writing by the City Solicitor or in favour of the City, and that a notice under Section 483(5) of the *Local Government Act* will be filed on the title to the Lands.

7.9 **City's Powers Unaffected**

This Agreement does not:

(a) affect or limit the discretion, rights, duties or powers of the City under any enactment or at common law, including in relation to the use or subdivision of the Lands;

(b) impose on the City any legal duty or obligation, including any duty of care or contractual or other legal duty or obligation, to enforce this Agreement;

(c) affect or limit any enactment relating to the use or subdivision of the Lands; or

(d) relieve the Owner from complying with any enactment, including in relation to the use or subdivision of the Lands.

7.10 **Agreement for Benefit of City Only**

The Owner and the City agree that:

(a) this Agreement is entered into only for the benefit of the City;

(b) this Agreement is not intended to protect the interests of the Owner, any Tenant, or any future owner, lessee, occupier or user of the Lands or the Building or any portion thereof, including any Affordable Housing Unit; and

(c) the City may at any time execute a release and discharge of this Agreement, without liability to anyone for doing so, and without obtaining the consent of the Owner.

7.11 **No Public Law Duty**

Where the City is required or permitted by this Agreement to form an opinion, exercise a discretion, express satisfaction, make a determination or give its consent, the Owner agrees that the City is under no public law duty of fairness or natural justice in that regard and agrees that the City may do any of those things in the same manner as if it were a private party and not a public body.

7.12 **Notice**

Any notice required to be served or given to a party herein pursuant to this Agreement will be sufficiently served or given if delivered, to the postal address of the Owner set out in the records at the LTO, and in the case of the City addressed:

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

Copies to: City Solicitor, and the Director, Housing Office,

or to the most recent postal address provided in a written notice given by each of the parties to the other. Any notice which is delivered is to be considered to have been given on the first day after it is dispatched for delivery.

7.13 **Enuring Effect**

This Agreement will extend to and be binding upon and enure to the benefit of the parties hereto and their respective successors and permitted assigns.

7.14 **Severability**

If any provision of this Agreement is found to be invalid or unenforceable, such provision or any part thereof will be severed from this Agreement and the resultant remainder of this Agreement will remain in full force and effect.

7.15 **Waiver**

All remedies of the City will be cumulative and may be exercised by the City in any order or concurrently in case of any breach and each remedy may be exercised any number of times with respect to each breach. Waiver of or delay in the City exercising any or all remedies will not prevent the later exercise of any remedy for the same breach or any similar or different breach.

7.16 **Sole Agreement**

This Agreement, and any documents signed by the Owner contemplated by this Agreement (including, without limitation, the Housing Covenant), represent the whole agreement between the City and the Owner respecting the use and occupation of the Affordable Housing Units, and there are no warranties, representations, conditions or collateral agreements made by the City except as set forth in this Agreement. In the event of any conflict between this Agreement and the Housing Covenant, this Agreement shall, to the extent necessary to resolve such conflict, prevail.

7.17 **Further Assurance**

Upon request by the City the Owner will forthwith do such acts and execute such documents as may be reasonably necessary in the opinion of the City to give effect to this Agreement.

7.18 **Covenant Runs with the Lands**

This Agreement burdens and runs with the Lands and every parcel into which it is Subdivided in perpetuity. All of the covenants and agreements contained in this Agreement are made by the Owner for itself, its personal administrators, successors and assigns, and all persons who after the Effective Date, acquire an interest in the Lands.

7.19 **Equitable Remedies**

The Owner acknowledges and agrees that damages would be an inadequate remedy for the City for any breach of this Agreement and that the public interest strongly favours specific performance, injunctive relief (mandatory or otherwise), or other equitable relief, as the only adequate remedy for a default under this Agreement.

7.20 **No Joint Venture**

Nothing in this Agreement will constitute the Owner as the agent, joint venturer, or partner of the City or give the Owner any authority to bind the City in any way.

7.21 **Applicable Law**

Unless the context otherwise requires, the laws of British Columbia (including, without limitation, the *Residential Tenancy Act*) will apply to this Agreement and all statutes referred to herein are enactments of the Province of British Columbia.

7.22 **Deed and Contract**

By executing and delivering this Agreement the Owner intends to create both a contract and a deed executed and delivered under seal.

7.23 **Joint and Several**

If the Lot 2 Owner or the ASP3 Owner is comprised of more than one person, firm or body corporate, then the covenants, agreements and obligations of the entities comprising the Lot 2 Owner or the entities comprising the ASP3 Owner, as applicable, shall be joint and several, provided that, notwithstanding the foregoing or anything else contained herein, the ASP3 Owner will not be liable for breaches of this Agreement by the Lot 2 Owner, and the Lot 2 Owner will not be liable for breaches of this Agreement by the ASP3 Owner.

7.24 **Limitation on Owner's Obligations**

The Owner is only liable for breaches of this Agreement that occur while the Owner is the registered or beneficial owner of the Lands, or parts thereof, provided however that notwithstanding that the Owner is no longer the registered or beneficial owner of the Lands, or parts thereof, the Owner will remain liable for breaches of this Agreement that occurred while the Owner was the registered or beneficial owner of the Lands, or parts thereof. For the avoidance of doubt, the Owner shall only be liable for breaches of this Agreement as registered owner or beneficial owner of those portions of the Lands from which this Agreement has not been discharged in accordance with and subject to Section 7.1.

[remainder of page intentionally blank]

7.25 **Counterparts**

This Agreement may be signed by the parties hereto in counterparts and by facsimile or pdf email transmission, each such counterpart, facsimile or pdf email transmission copy shall constitute an original document and such counterparts, taken together, shall constitute one and the same instrument and may be compiled for registration, if registration is required, as a single document.

IN WITNESS WHEREOF the parties hereto have executed this Agreement as of the day and year first above written.

RCCOM LP, by its general partner,
RCCOM GP INC., by its authorized signatory(ies):

Per: _____
Name: David Fenrich
Title: Authorized Signatory

Per: _____
Name: Josh Thomson
Title: Authorized Signatory

AIMCO REALTY INVESTORS LP, by its general partner,
AIMCO RE GP CORP., by its authorized signatory:

Per: _____
Name: Jaclyn O'Neill
Title: Authorized Signatory

7904185 CANADA INC., by its authorized signatory:

Per: _____
Name: Jaclyn O'Neill
Title: Authorized Signatory

RC (SOUTH) INC., by its authorized signatory(ies):

Per: _____
Name: David Fenrich
Title: Authorized Signatory

Per: _____
Name: Josh Thomson
Title: Authorized Signatory

[signatures continue on following page]

7.25 **Counterparts**

This Agreement may be signed by the parties hereto in counterparts and by facsimile or pdf email transmission, each such counterpart, facsimile or pdf email transmission copy shall constitute an original document and such counterparts, taken together, shall constitute one and the same instrument and may be compiled for registration, if registration is required, as a single document.

IN WITNESS WHEREOF the parties hereto have executed this Agreement as of the day and year first above written.

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RCCOM GP INC., by its authorized signatory(ies):

Per: _____
Name: David Fenrich
Title: Authorized Signatory

Per: _____
Name: Josh Thomson
Title: Authorized Signatory

AIMCO REALTY INVESTORS LP, by its general partner,
AIMCO RE GP CORP., by its authorized signatory:

Per: _____
Name: Jaclyn O'Neill
Title: Authorized Signatory

7904185 CANADA INC., by its authorized signatory:

Per: _____
Name: Jaclyn O'Neill
Title: Authorized Signatory

RC (SOUTH) INC., by its authorized signatory(ies):

Per: _____
Name: David Fenrich
Title: Authorized Signatory

Per: _____
Name: Josh Thomson
Title: Authorized Signatory

[signatures continue on following page]

RCRES LP, by its general partners,
THE CADILLAC FAIRVIEW CORPORATION LIMITED,
ARI RICHRES GP INC. and **SHAPE LIVING CORP.**,
by their respective authorized signatory(ies):

THE CADILLAC FAIRVIEW CORPORATION LIMITED

Per: _____
Name: David Fenrich
Title: Authorized Signatory

Per: _____
Name: Josh Thomson
Title: Authorized Signatory

ARI RICHRES GP INC.

Per: _____
Name: Jaclyn O'Neill
Title: Authorized Signatory

SHAPE LIVING CORP.

Per: _____
Name: Brad Stokes
Title: Authorized Signatory

RCRES NOMINEE LTD., by its authorized signatory:

Per: _____
Name: Jaclyn O'Neill
Title: Authorized Signatory

CITY OF RICHMOND
by its authorized signatory(ies):

Per: _____
Malcolm D. Brodie, Mayor

Per: _____
Claudia Jesson, Corporate Officer

CITY OF RICHMOND
APPROVED for content by originating dept.
Legal Advice
DATE OF COUNCIL APPROVAL (if applicable)

RCRES LP, by its general partners,
THE CADILLAC FAIRVIEW CORPORATION LIMITED,
ARI RICHRES GP INC. and **SHAPE LIVING CORP.,**
by their respective authorized signatory(ies):

THE CADILLAC FAIRVIEW CORPORATION LIMITED

Per: _____
Name: David Fenrich
Title: Authorized Signatory

Per: _____
Name: Josh Thomson
Title: Authorized Signatory

ARI RICHRES GP INC.

Per: _____
Name: Jaclyn O'Neill
Title: Authorized Signatory

SHAPE LIVING CORP.

Per: _____
Name: Brad Stokes
Title: Authorized Signatory

RCRES NOMINEE LTD., by its authorized signatory:

Per: _____
Name: Jaclyn O'Neill
Title: Authorized Signatory

CITY OF RICHMOND
by its authorized signatory(ies):

Per: _____
Malcolm D. Brodie, Mayor

Per: _____
Claudia Jesson, Corporate Officer

CITY OF RICHMOND
APPROVED for content by originating dept.
Legal Advice
DATE OF COUNCIL APPROVAL (if applicable)

RCRES LP, by its general partners,
THE CADILLAC FAIRVIEW CORPORATION LIMITED,
ARI RICHRES GP INC. and **SHAPE LIVING CORP.**,
by their respective authorized signatory(ies):

THE CADILLAC FAIRVIEW CORPORATION LIMITED

Per: _____
Name: David Fenrich
Title: Authorized Signatory

Per: _____
Name: Josh Thomson
Title: Authorized Signatory

ARI RICHRES GP INC.

Per: _____
Name: Jaclyn O'Neill
Title: Authorized Signatory

SHAPE LIVING CORP.

Per: _____
Name: Brad Stokes
Title: Authorized Signatory

RCRES NOMINEE LTD., by its authorized signatory:

Per: _____
Name: Jaclyn O'Neill
Title: Authorized Signatory

CITY OF RICHMOND
by its authorized signatory(ies):

Per: _____
Malcolm D. Brodie, Mayor

Per: _____
Claudia Jesson, Corporate Officer

CITY OF RICHMOND
APPROVED for content by originating dept.
Legal Advice
DATE OF COUNCIL APPROVAL (if applicable)

SCHEDULE A to Housing Agreement

STATUTORY DECLARATION
(Affordable Housing Units)

CANADA PROVINCE OF BRITISH COLUMBIA TO WIT:	IN THE MATTER OF Unit Nos. _____ - _____ (collectively, the "**Affordable Housing Units**") located at _____, (*street address*), British Columbia, and Housing Agreement dated _____, 20____ (the "**Housing Agreement**") between _____ and the City of Richmond (the "**City**")

I, _____ (*full name*),

of _____ (*address*) in the Province

of British Columbia, DO SOLEMNLY DECLARE that:

1. ☐ I am the registered owner (the "**Owner**") of the Affordable Housing Units;

   or,

   ☐ I am a director, officer, or an authorized signatory of the Owner and I have personal knowledge of the matters set out herein;

2. This declaration is made pursuant to the terms of the Housing Agreement in respect of the Affordable Housing Units and information as of the ____ day of _____, 20___;

3. To the best of my knowledge, continuously since the last Statutory Declaration process:

   a) the Affordable Housing Units, if occupied, were occupied only by Eligible Tenants (as defined in the Housing Agreement); and

   b) the Owner of the Affordable Housing Units complied with the Owner's obligations under the Housing Agreement and any housing covenant(s) registered against title to the Affordable Housing Units;

4. The information set out in the table attached as Appendix A hereto (the "**Information Table**") in respect of each of the Affordable Housing Units is current and accurate as of the date of this declaration; and

Page 1 of 2 – continued on next page…

... continued from Page 1 – Page 2 of 2

5. I obtained the prior written consent from each of the occupants of the Affordable Housing Units named in the Information Table to: (i) collect the information set out in the Information Table, as such information relates to the Affordable Housing Unit occupied by such occupant/resident; and (ii) disclose such information to the City, for purposes of complying with the terms of the Housing Agreement.

And I make this solemn declaration, conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue of the *Canada Evidence Act*.

DECLARED BEFORE ME at)
_____ in the)
Province of British Columbia, Canada, this)
_____ day of _____, 20____)
)
)
)
_____)
A Notary Public and a Commissioner for taking)
Affidavits in and for the Province of British)
Columbia)

_____
(Signature of Declarant)

Name:

Declarations should be signed, stamped, and dated and witnessed by a lawyer, notary public, or commissioner for taking affidavits.

Appendix A to Statutory Declaration

Building Name:						Building Address:								Property Manager Name:						
Property Management Company:						Property Manager Email:								Property Manager Phone Number:						
Unit and Household Information								Income, Assets and Rent									Fees Collected (Provide details and explanation with the Statutory Declaration)			
Row #	Unit #	Unit Type	Number of Occupants	Related to Owner (Yes/No)	Number of Occupants 18 years and Under	Number of Occupants who are "Seniors" as defined in Housing Agreement	Starting Year of Tenancy	Before-tax Income of Occupants 19 years & Over (Provide one response per occupant)			Combined Before-tax Income of Occupants 18 years & Over			Income Verification Received (Yes/No)	Rent ($/Month)	Total Assets*	Parking Fees	Move-in / Move-out Fees	Amenity Usage Fees	Other Tenant Fees
								3-Years Prior to Year of Stat. Dec.	2-Years Prior to Year of Stat. Dec.	1-Year Prior to Year of Stat. Dec.	3-Years Prior to Year of Stat. Dec.	2-Years Prior to Year of Stat. Dec.	1-Year Prior to Year of Stat. Dec.							
0	101	3 BR	4	No No No No	1	1	2022	$24,020 $18,000	$26,005 $19,500 $7,053	$31,049 $22,764 $7,825	$42,020	354,588	561,638	Yes Yes Yes	$1,811.19	$ 10,000	$ -	$ -	$ -	$ -
1																				
2																				
5																				

Continue rows as needed.

* Further information is available in the "Low-End Market Rental Parking, Tenant Asset and Income Exceedance Policy" (Council Policy No. 5475)

CNCL - 384

CONSENT AND PRIORITY AGREEMENT

With respect to the Affordable Housing Agreement (the "**Housing Agreement**") made pursuant to Section 483 of the *Local Government Act* between the City of Richmond and RCCOM LP, AIMCO REALTY INVESTORS LP, 7904185 CANADA INC., RC (SOUTH) INC., RCRES LP, and RCRES NOMINEE LTD., collectively, **RCCOM GP INC.** (Inc. No. 002505246) (the "**Bank**") is the holder of a mortgage and assignment of rents encumbering Lot 2 (as defined in the Housing Agreement), which mortgage and assignment of rents is/are registered in the Lower Mainland Land Title Office under the following numbers: Mortgage CA2189117 and Assignment of Rents CA2189118 (collectively, the "**Bank Charge(s)**").

The Bank, being the holder of the Bank Charges, by signing below, in consideration of the payment of Ten Dollars ($10.00) and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged and agreed to by the Bank, hereby consents to the granting of the covenants in the Housing Agreement by the Owner and hereby covenants that the Housing Agreement shall bind the Bank Charge(s) in Lot 2 and shall rank in priority upon Lot 2 over the Bank Charge(s) as if the Housing Agreement had been signed, sealed and delivered and noted on title to Lot 2 prior to the Bank Charge(s) and prior to the advance of any monies pursuant to the Bank Charge(s). The grant of priority is irrevocable, unqualified and without reservation or limitation.

RCCOM GP INC., by its authorized signatory(ies):

Per: _____

Name: David Fenrich

Title: ASO

RCCOM GP INC.

CONSENT AND PRIORITY AGREEMENT

With respect to the Affordable Housing Agreement (the "**Housing Agreement**") made pursuant to Section 483 of the *Local Government Act* between the City of Richmond and RCCOM LP, AIMCO REALTY INVESTORS LP, 7904185 CANADA INC., RC (SOUTH) INC., RCRES LP, and RCRES NOMINEE LTD., collectively, **AIMCO RE GP CORP.** (Inc. No. A0100192) (the "**Bank**") is the holder of a mortgage and assignment of rents encumbering Lot 2 (as defined in the Housing Agreement), which mortgage and assignment of rents is/are registered in the Lower Mainland Land Title Office under the following numbers: Mortgage CA2189119 and Assignment of Rents CA2189120 (collectively, the "**Bank Charge(s)**").

The Bank, being the holder of the Bank Charges, by signing below, in consideration of the payment of Ten Dollars ($10.00) and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged and agreed to by the Bank, hereby consents to the granting of the covenants in the Housing Agreement by the Owner and hereby covenants that the Housing Agreement shall bind the Bank Charge(s) in Lot 2 and shall rank in priority upon Lot 2 over the Bank Charge(s) as if the Housing Agreement had been signed, sealed and delivered and noted on title to Lot 2 prior to the Bank Charge(s) and prior to the advance of any monies pursuant to the Bank Charge(s). The grant of priority is irrevocable, unqualified and without reservation or limitation.

AIMCO RE GP CORP., by its authorized signatory(ies):

Per: _____

Name: Jaclyn O'Neill

Title: Director

AIMCO RE GP CORP.

CONSENT AND PRIORITY AGREEMENT

With respect to the Affordable Housing Agreement (the "**Housing Agreement**") made pursuant to Section 483 of the *Local Government Act* between the City of Richmond and RCCOM LP, AIMCO REALTY INVESTORS LP, 7904185 CANADA INC., RC (SOUTH) INC., RCRES LP, and RCRES NOMINEE LTD., **THE CADILLAC FAIRVIEW CORPORATION LIMITED** (Inc. No. A0088251) (the "**Bank**") is the holder of a mortgage encumbering Lot 2, which mortgage is registered in the Lower Mainland Land Title Office under number CA5275372 (the "**Bank Charge**").

The Bank, being the holder of the Bank Charges, by signing below, in consideration of the payment of Ten Dollars ($10.00) and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged and agreed to by the Bank, hereby consents to the granting of the covenants in the Housing Agreement by the Owner and hereby covenants that the Housing Agreement shall bind the Bank Charge(s) in Lot 2 and shall rank in priority upon Lot 2 over the Bank Charge(s) as if the Housing Agreement had been signed, sealed and delivered and noted on title to Lot 2 prior to the Bank Charge(s) and prior to the advance of any monies pursuant to the Bank Charge(s). The grant of priority is irrevocable, unqualified and without reservation or limitation.

THE CADILLAC FAIRVIEW CORPORATION LIMITED, by its authorized signatory(ies):

Per: _____

Name: David Fennich

Title: ASO

THE CADILLAC FAIRVIEW CORPORATION LIMITED

City of Richmond

Bylaw 10728

Richmond Zoning Bylaw No. 8500 Amendment Bylaw No. 10728

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

1. Richmond Zoning Bylaw No. 8500, as amended, is further amended at section 3.4 by inserting the following definitions in alphabetical order:

"**adaptable dwelling unit (ADU)** means an *adaptable dwelling unit* as defined in the *BC Building Code 2024*, as may be amended or replaced, including but not limited to a **dwelling unit** that incorporates all of the **building** features set out in Section 3.8.5 of the *BC Building Code 2024.*"

2. Richmond Zoning Bylaw No. 8500, as amended, is further amended by deleting Section 4.6 and replacing it with the following:

"**4.6 Floor Area Exemption for Basic Universal Housing Features and Adaptable Dwelling Units**

4.6.1 The following areas are not included in the calculation of maximum **floor area ratio** in all **zones** that permit **apartment housing** and **town housing** for each **dwelling unit** that is contained within **one storey** and where such **dwelling unit** meets the following criteria:

a) a **floor area** of 1.86 m^2 for each **dwelling unit** that:

(i) is provided in addition to any **adaptable dwelling units** required to be provided by the applicable *Building Code*, and incorporates all the **basic universal housing features** described in Section 4.16; or

(ii) is **adaptable dwelling unit** required to be provided by the applicable *Building Code,* and incorporates the additional **basic universal housing features** described in subsections 4.16.16, 4.16.25(a), 4.16.25(d), and 4.16.29; or

b) a **floor area** of 3.72 m^2 for each **dwelling unit** that:

(i) is an **adaptable dwelling unit** either required to be provided by the applicable *Building Code* or in addition to any **adaptable dwelling unit** either required to be provided by the *Building Code*;

(ii) incorporates the additional **basic universal housing features** described in subsections 4.16.16, 4.16.25(a), 4.16.25(d), and 4.16.29;

(iii) additionally provides an accessible threshold or door sill for no less than one **access** door to any patio or balcony (i.e. the maximum break of the flush threshold is 13.0mm in **height**); and

(iv) additionally provides two (2) electrical outlets, in addition to those required by the *Building Code,* in:

(1) the space around a bed in a **dwelling unit** that consists of a studio; or

(2) in at least one **bedroom** in every other **dwelling unit.**

For greater certainty any **dwelling unit** is only eligible for one of the **floor area** exemptions in 4.6.1.a or 4.6.1.b above."

3. Richmond Zoning Bylaw No. 8500, as amended, is further amended inserting the following as new Section 4.16A:

"**4.16A Adaptable Dwelling Units**

4.16A.1 **Adaptable dwelling units**, otherwise described as **ADU**s, are intended to facilitate ready **access, use**, and occupancy of a **dwelling unit** by a person with a disability.

4.16A.2 Each **adaptable dwelling unit** will provide the features described in Section 3.8.5 of the *BC Building Code 2024*, as may be amended or replaced, which may exceed the standards set out in Section 4.16 above."

4. This Bylaw is cited as **"Richmond Zoning Bylaw No. 8500, Amendment Bylaw No. 10728"**.

FIRST READING	MAR 0 9 2026
PUBLIC HEARING	APR 2 0 2026
SECOND READING	APR 2 0 2026
THIRD READING	APR 2 0 2026
ADOPTED	

CITY OF RICHMOND
APPROVED by originating dept
APPROVED by Director or Solicitor

MAYOR

CORPORATE OFFICER

8232468

City of Richmond

Bylaw 10745

Richmond Zoning Bylaw 8500 Amendment Bylaw No. 10745

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

1) Richmond Zoning Bylaw 8500, as amended, is further amended at Section 3.5 (non-Permitted Uses and Definitions) by:

a) Adding the following, in alphabetical order, to Section 3.5.1:

"**Large-scale open-air composting**";

"**Rendering, food waste and organics**"; and

b) Adding the following new use definitions, in alphabetical order to Section 3.5.2:

"Large-scale open-air composting	means the outdoor biological decomposition of food waste, biosolids, and animal byproduct generated off-site at a scale intended for industrial or commercial business, characterized by heavy machinery and infrastructure unless otherwise authorized by the *Agricultural Land Reserve Use Regulation* or the *Agricultural Land Commission Act*. This **use** does not include the decomposition of strictly plant-based matter nor does it include composting as a **secondary use** in **residential zones**.
Rendering, food waste and organics	means the processing, storage, distributing, and converting of organic matter including animal, fish, or food waste into materials such as fats, fuels, oils, proteins, or feedstock, through the application of physical, thermal or chemical treatment for institutions, industrial, or commercial business for their direct use or for resale to individual business customers but not the general public. This **use** includes **ancillary office** space provided it is only used to administer the **use** and is not a stand-

alone **office** space."

2) This Bylaw may be cited as **"Richmond Zoning Bylaw 8500, Amendment Bylaw 10745".**

FIRST READING	MAR 2 3 2026
PUBLIC HEARING	APR 2 0 2026
SECOND READING	APR 2 0 2026
THIRD READING	APR 2 0 2026
ADOPTED	

CITY OF RICHMOND
APPROVED by
APPROVED by Director or Solicitor

MAYOR

CORPORATE OFFICER

8313433

City of Richmond

Report to Council

To:	Richmond City Council	**Date:**	April 13, 2026
From:	Wayne Craig Chair, Development Permit Panel	**File:**	DV 25-019257 DP 25-007857 DP 24-050212

Re: Development Permit Panel Meetings Held on September 10, 2025, October 16, 2025 and November 13, 2025

Staff Recommendations

1. That the recommendation of the Panel to authorize the issuance of:

   a) a Development Variance Permit (DV 25-019257) for the property at 4611 Viking Way;

   b) a Development Permit (DP 25-007857) for 8251 Alexandra Road; and

   c) a Development Permit for (DP 24-050212) for 10320 Railway Avenue.

   be endorsed and the Permits so issued.

Wayne Craig
General Manager, Planning and Development

Panel Report

The Development Permit Panel considered the following item at its meeting held on September 10, 2025, October 16, 2025 and November 13, 2025.

DV 25-019257– SITE PATH CONSULTING LTD. – 4611 VIKING WAY
(September 10, 2025)

The Panel considered a Development Variance Permit (DV) application to vary the provisions of Richmond Zoning Bylaw 8500 to increase the maximum permitted height for an accessory structure from 20.0 m to 27.0 m, to facilitate construction of a telecommunication monopole tower on a site zoned "Industrial Business Park (IB1)" and recommending that Richmond City Council grant concurrence to the proposed telecommunication monopole tower, at 4611 Viking Way.

The applicant, Brian Gregg, of Site Path Consulting Ltd., provided a brief visual presentation highlighting:

- There is increasing demand for network connections driven by the rising number of data-intensive devices such as smartphones, tablets and laptops.
- The proposed monopole tower would infill existing coverage gaps in the light industrial and commercial areas, including the business parks surrounding the proposed location of the tower.
- The site was selected because the installation of the proposed tower is consistent with the zoning of the site and complies with the requirements of Council Policy 5045 - Telecommunications Antenna Consultation and Siting Protocol, with the exception of the requested variance
- The applicant has tried to look for opportunities for co-location on existing towers in nearby areas but was unsuccessful as those towers did not have sufficient space available at the required elevation needed for their infrastructure.
- A flush-mounted monopole tower is proposed, which provides more visual interest than other tower designs.
- Cedar fencing and hedge planting are proposed to provide screening to the tower base and equipment from the street and enhancements to existing on-site landscaping are also proposed.
- The proposed tower has been approved by Transport Canada and NAV Canada, and no concerns were raised regarding its height.

Staff noted that (i) cedar fencing and additional landscaping are proposed to further screen the proposed tower at ground level, particularly from Knight Street, (ii) the existing on-site landscaping will be retained and additional planting is proposed, (iii) the proposed tower structure will occupy approximately three parking stalls on the subject site which continues to be compliant with its zoning and required parking under the City's Zoning Bylaw after the installation of the facility, and (iv) the applicant has confirmed that the proposed tower can support and accommodate future co-location of future antennas.

In reply to queries from the Panel, the applicant noted (i) the proposed tower does not require approval from the Canadian Radio-Television and Telecommunications Commission (CRTC), and (ii) should another network provider make a co-location request for the subject tower in the future, they will need to submit a co-location request to the Telus co-location department in accordance with well established procedures, and as per federal tower sharing requirements, Telus would be obligated to respond to a request for co-location and offer a position on the tower.

The Panel recommends the Permit be issued.

DP 25-007857 – PACIFIC WEST ARCHITECTURE INC. – 8251 ALEXANDRA ROAD
(October 16, 2025)

The Panel considered a Development Permit (DP) application to permit exterior renovations to the existing building at 8251 Alexandra Road on a site zoned "Auto-Oriented Commercial (CA)".

The applicant, Patrick Yang, of Pacific West Architecture Inc., and the applicant's landscape architect, Eason Li, of Homing Landscape Architecture, provided a brief visual presentation highlighting:

- The proposed exterior renovations of the existing restaurant building and related site improvements are consistent with the City's applicable standards and guidelines.
- The existing driveway entry and overall surface parking will remain unchanged, and a new medium-sized loading space, proposed waste and recycling area and Class 1 bicycle parking will be provided at the rear of the building.
- Two accessible vehicle parking spaces located closest to the main entrance of the building have been provided to accommodate improvements including the loading space and garbage enclosure, five existing parking spaces will be removed.
- The existing canopy and skylight above the main entry is proposed to be removed and will be replaced by a new metal canopy, and the existing sunscreen into the southernmost portion of the building is to be removed and replaced with a new metal canopy, to provide weather protection for the pedestrian walkway along the east side of the building and the main entrance.
- Yellow gold composite panels are being proposed at the south side of the building, a charcoal composite panel has been proposed for the backside of the building, the existing white concrete block wall facing west will be repainted to a charcoal colour, and the metal canopy will also be charcoal colour, all keeping with the overall proposed design approach to modernize the building's appearance.
- The building's height, massing and setbacks remain unchanged.
- All exterior lighting will be high-performance LED lighting to reduce energy consumption.
- Design focus includes landscape improvements at the building entrance to Alexandra Road, with the overall landscape design at the building entrance to match the architectural form of the building's entrance.
- Retain most of the overall landscaping, including existing planting beds and trees along the east property line to the north and large shrubs along the west property line, creating a green landscape buffer to the neighbouring properties.

- Proposing two street trees in the City's boulevard, providing a further green buffer on Alexander Road and the property.
- Will relocate two of the existing trees to the back beside the proposed waste and recycling areas, providing healthy conditions for the trees in the long term.
- The landscape planting plan is a balance between ornamental plants and native plants, with more than half of the shrubs and ground cover to be used on the project to be native species, drought-tolerant, providing an ecological benefit to the project and the City.
- The overall landscape lighting is designed to comply with the dark sky lighting principles and minimum light pollution, proposing bollard lighting near/on the building and softer lights to ensure the area is safe for pedestrians and vehicle traffic at night.
- High privacy screens along the recycling areas are proposed to ensure there is no visual impact to the neighbours.

Staff noted that (i) a servicing agreement is required prior to issuance of the Building Permit (BP) for the project, (ii) Servicing Agreement (SA) works include a new sidewalk, boulevard with planting and curb and reconstruction of the existing driveway, (iii) two existing the two existing trees are proposed to be relocated elsewhere on the subject property, (iv) all new landscape areas are proposed to be irrigated using an automatic irrigation system, and (v) the yellow metal composite panels on the building south frontage are proposed to be lit by low voltage LED lighting, and as part of the consideration of this application, the Applicant will be required to register a legal agreement to ensure this feature is installed with a dimmer.

In reply to queries from the Panel, the applicant noted (i) they are still working to find the final product for the composite panels and will make sure the panels meet the requirements and standard of longevity, and (ii) with respect to signage,the existing signage used a concrete base, however the intent is to create a low planter along the base of the existing sign or the future sign.

In reply to queries from the Panel, staff clarified that while the applicant's plans show two trees to be planted within the City's Alexandra Road boulevard, the number and location of trees will be confirmed through the review and coordination of the SA, which is required prior to BP.

The applicant was requested to speak to rooftop mechanical equipment, including where on the building it would be located, and if the intent was specifically to locate on the northern portion within the recessed portion of the roof. As a result of the discussion, direction was provided for staff to work with the applicant on any potential screening of the rooftop mechanical system prior to advancing the application for Council consideration.

In response to the panel direction, the applicant has confirmed to staff that rooftop mechanical units will be located on the northern portion of the roof and that they will be screened from public view; the rooftop mechanical units will be located within the roof depression/recessed area of the sloped roof.

The Panel recommends the Permit be issued.

DP 24-050212 – BRAD DORE – 10320 RAILWAY AVENUE
(November 13, 2025)

The Panel considered a Development Permit (DP) application to permit the construction of Small-Scale Multi-Unit Housing on an Arterial Road, including a single-family dwelling with a secondary suite, and a two-storey rear yard infill unit at 10320 Railway Avenue on a site zoned "Small-Scale Multi-Unit Housing (RSM/M)".

The applicant, Brad Dore, and his landscape architect, Denitsa Dimitrova, provided a brief visual presentation highlighting:

- The single-family dwelling with a secondary suite front onto Railway Avenue, and the proposed coach house fronts onto an existing lane at the rear of the property. There is access to the secondary suite at the north side of the property and the access from Railway Avenue to the coach house is from the south side of the property.
- The outdoor living space for the main house and the coach house is shared between the two dwellings, to keep the shared space between the properties as open as possible the massing of the single-family dwelling home has been stepped back.
- The landscape plan for this project has been designed to provide privacy from the neighbouring site at the north and south property line with 6 ft. and 4 ft. wood fencing.
- The streetscape is proposed to be improved with low aluminium fencing plus a landscape strip and two trees at the front.
- The patio areas proposed for both the house and coach house are separated with evergreen hedging and grass and shrubs.
- Screening has been proposed for the recycling and garbage areas.

Staff noted that (i) vehicle access to the subject property is provided via the lane, (ii) the applicant has proposed to provide a 32 m² one-bedroom secondary suite in the principal dwelling unit that is secured by way of an agreement that will be registered on Title ensuring that no final BP granting occupancy is provided until that suite has been provided, (iii) landscaping includes the proposed planting of new trees, hedging and shrubs on-site, (iv) the size and placement of upper storey windows has been designed to consider and minimize overlook onto adjacent properties, and (v) servicing works including sanitary, water and storm are required prior to BP issuance.

In response to queries from the Panel, the applicant advised that (i) evergreen hedging will be provided between the two buildings, along with a larger shrub beside the recycling area that will retain access to daylight, (ii) bollard lighting will be installed at the lane and property corners, and soffit lighting on the coach house facing onto the lane, (iii) a combination of sensor/timer and user lighting will be provided to ensure the area is safe, secure and inviting, (iv) the proposed garbage and recycling is against the north fence line behind the parking pad as well as one on the pathway away from the south property line between the house and coach house, (v)

access for pickup can be either from Railway Avenue or via the lane, and (vi) the intention is that the units will not be stratified at this point.

Panel directed staff to look at ensuring the lighting systems for each unit are separate, and advised the applicant that if the intention is to stratify the coach house, that should occur after initial construction, otherwise a strata title conversion application may be required.

In response to panel direction, the applicant provided confirmation that exterior lighting (including bollard and soffit lighting) will be controlled by a timer system, with each unit having independent control over their own soffit lighting. The applicant also recently reconfirmed that the project is not intended to be stratified and the property will remain under single ownership.

The Panel recommends the Permit be issued.